

Housing Authority of the City of Laredo  
Regular  
Board of Commissioners Meeting



LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040

Friday, August 26, 2022  
12:00 p.m.

Laredo Housing Authority  
Regular Board of Commissioners Meeting  
Zoom Video Link:

<https://us02web.zoom.us/j/86956693699?pwd=ZTExNGk5MEdDRUdCb0h0b3RERE04QT09>

Call in Number: 1-346-248-7799

Webinar ID: [869 5669 3699](https://us02web.zoom.us/j/86956693699)

LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040  
Friday, August 26, 2022  
12:00 P.M.

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**Board of Commissioners**

Jose L. Ceballos, Board Chairman  
Dr. Sergio D. Garza, Vice Chairman  
Anita L. Guerra, Commissioner

Dr. Marisela Rodríguez Tijerina, Commissioner  
Gloria Ann Freeman, Resident Commissioner

***The Board of Commissioners will convene for a Board meeting for discussion on the following matters (NOTE: A quorum of the Board will be physically present at this location, but up to two other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127)***

**A-22-R-7**

**Agenda**

**August 26, 2022**

- 1. CALL TO ORDER**
- 2. INVOCATION PRAYER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL AND DECLARATION OF QUORUM**
- 5. CITIZENS COMMENTS**

This is the opportunity for visitors and guests to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at the time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

- 6. DISCLOSURE OF CONFLICTS OF INTEREST FOR BOARD OF COMMISSIONERS AND STAFF**
- 7. PRESENTATION BY CENTRAL RESIDENT COUNCIL**

## **8. APPROVAL OF MINUTES**

- A. Approval of Minutes for Board of Commissioners meeting on May 20, 2022.
- B. Approval of Minutes for Board of Commissioners meeting on July 29, 2022.

## **9. STANDING REPORTS AND PRESENTATIONS (No Action to be taken on these items)**

- A. Executive Director's Overall Status report, including status of completed project opening ceremonies, plaques, leasing admissions into Los Balcones Apartments, and status of campus renovation activities.
- B. Resident Services and Afterschool Center status report, including afterschool enrollment and individual center programmatic information.
- C. Follow-up presentation on the proposed public housing safety and security program, changes to oversight and implementation, and resources proposed to be allocated/budgeted, and proposed changes to Admissions Policy.

## **10. ACTION ITEM**

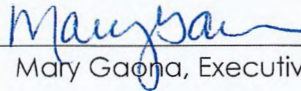
- A. Presentation and possible action related to the Housing Authority of the City of Laredo Audited Financial Statements for Fiscal Year Ending March 31, 2021, by Garza/Gonzalez & Associates. This item may be discussed in Executive Session pursuant to Section 551.071, consultation with attorney and Section 551.074, personnel matters.
- B. Presentation and possible action to authorize the proposed budget and renewal of contracts with the off-duty Laredo Police Department officers for the purpose of providing onsite safety and security services, under the "community-policing" philosophy and approach, at LHA-owned housing developments, effective September 9, 2022 through September 8, 2023.
- C. Discussion and possible action to approve amendments to the Admissions and Continued Occupancy Policy and Housing Choice Voucher (HCV) Administrative Plan, including extending the reach of the zero-tolerance policy to prohibit subsidized housing for individuals who engage or support human trafficking activities, and disqualify landlords who engage or support human trafficking from participating under the HCV program.
- D. Discussion and possible action to adopt an increase to the micro-purchasing threshold from \$2,000 to \$5,000 as recommended by staff.
- E. Consideration to authorize a travel request of staff and/or Board for the Texas Homeless Network Conference in Austin, Texas on September 28-30, 2022.

**11. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE**

The Board of Commissioners for the Housing Authority of the City of Laredo reserve the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, including Sections 551.071 (consultation with attorneys), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).

**12. ACTION ON ANY EXECUTIVE SESSION ITEM**

**13. ADJOURNMENT**

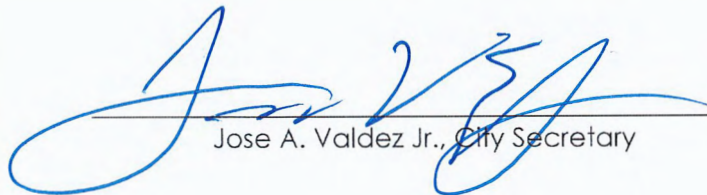


Mary Gaona, Executive Director

Laredo Housing Authority is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Executive Director at (956) 722-4521 at least 48 hours in advance. This meeting site is accessible to disabled persons. Disabled parking is provided in the north parking lot adjacent to the Administration Building, and disabled building access is located at the main entrance.

**CERTIFICATON**

This notice was posted at the Municipal Government Offices, 1110 Houston Street, Laredo, Texas, at a place convenient and readily ADA/accessible to the public at all times. Said notice was posted on Tuesday, August 23, 2022 at 12:00 p.m.



Jose A. Valdez Jr., City Secretary

Laredo Housing Authority  
Regular Board of Commissioners Meeting

Zoom Video Link:

<https://us02web.zoom.us/j/89661296487?pwd=WENmQy83ZW5Sc3dTS0V1ZEpCU01qdz09>

Call in Number: 1-346-248-7799

Webinar ID: [896 6129 6487](#)

LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040  
Friday, May 20, 2022  
12:00 P.M.

**Board of Commissioners**

Jose L. Ceballos, Board Chairman  
Dr. Sergio D. Garza, Vice Chairman  
Anita L. Guerra, Commissioner

Dr. Marisela Rodríguez Tijerina, Commissioner  
Gloria Ann Freeman, Resident Commissioner

***The Board of Commissioners will convene for a Board meeting for discussion on the following matters (NOTE: A quorum of the Board will be physically present at this location, but up to two other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127)***

**A-22-R-5**

**Minutes**

**May 20, 2022**

**1. CALL TO ORDER**

Chairman Jose L. Ceballos called the meeting to order at 12:04 p.m.

**2. INVOCATION PRAYER**

Commissioner Ms. Freeman led them in prayer: "Please bow your heads, Dear Heavenly Father today as we gather to hold our meeting, we pray that you protect all those present and their families from harm. We pray for peace though out the world. We pray for everyone in the path of natural disasters. We pray for the protection of the first responders working those natural disasters. We pray for those that go to bed hungry. We pray for the homeless that they find shelter. We pray for the mentally ill and the disabled. Bless those that go above and beyond to help those in need. In your name we pray. Amen."

Chairman Ceballos thanked Ms. Freeman for the great prayer.

**3. PLEDGE OF ALLEGIANCE**

Chairman Jose L. Ceballos led them in the recital of the Pledge of Allegiance.

**4. ROLL CALL AND DECLARATION OF QUORUM**

Chairman Ceballos thanked everyone that was present as well as joining via Zoom.

Chairman Ceballos asked Mrs. Gaona to proceed with roll call. Chairman Ceballos asked Mrs. Gaona to proceed with roll call. Mrs. Gaona mentioned that Commissioner Dr. Marisela Rodriguez Tijerina and Commissioner Anita Guerra were in route to the meeting and will be joining the meeting in a few minutes.

Chairman Ceballos stated that they have a quorum.

**Commissioners Present**

Jose L. Ceballos, Chairman  
Dr. Sergio D. Garza, Vice-Chairman  
Dr. Marisela Rodríguez Tijerina, Commissioner  
Anita L. Guerra, Commissioner  
Gloria Ann Freeman, Resident Commissioner

**Commissioners Absent**

**Staff Present**

Mary Gaona, Executive Director  
Jennifer Barrientos, Director of Finance  
Bulmaro Cruz, Director of Construction Projects  
Melissa Ortiz, Director of Section 8  
Roberto Peña, Director of IT  
Raquel Aguilar, Assistant Director of Housing Management  
Alejandro Jimenez, Assistant Director of IT  
Valeria Cabello, Procurement Officer  
Jessica Martinez, Director of Planning & Community Services  
Christy Ramos, Administrative Assistant  
Veronica Alcala, Assistant Property Manager (zoom)  
Melinda Gavilanes, Property Manager (zoom)  
Kayla Moreno, Property Manager (zoom)  
Maria Serrano, Assistant Property Manager (zoom)  
Jose Hernandez, Property Manager (zoom)  
San Juana Valero, Assistant Property Manager (zoom)  
Laura Villalobos, Property Manager (zoom)  
Denise Guzman, Property Manager (zoom)  
Doug A. Poneck, Attorney (zoom)  
Ricardo De Anda, Attorney

**Others Present**

Chairman Ceballos stated that Commissioner Dr. Marisela Rodriguez Tijerina and Commissioner Anita Guerra have joined the meeting at this time and thanked everyone again for joining today's meeting.

**5. CITIZENS COMMENTS**

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Chairman Ceballos stated that there were no comments.

**6. DISCLOSURE OF CONFLICTS OF INTEREST FOR BOARD OF COMMISSIONERS AND STAFF**

Chairman Ceballos stated that there were no disclosures.

**7. PRESENTATION BY CENTRAL RESIDENT COUNCIL**

Jessica Martinez, Director of Planning & Community Services stated as far as the Resident Councils, we are going to go ahead and start meeting on garage sales for each resident council at each Colonia. We are also going to start getting together for the June 9<sup>th</sup> event for the Rio Grande Mural at the Inner-City Park and they have asked us to have an activity booth and have some of our children representing the Colonia's be part of that event. Chairman Ceballos stated it's not an action item. But when do we open our centers? Ms. Gaona stated that we are hoping to open them next month. We are looking to do July maybe here at Colonia Guadalupe and possibly mid-June at the other sites. We are still in discussions with the Food Bank and the School District about the meals as far as them providing sit down or continuing with the grab and go. Chairman Ceballos stated alright, you and I know we had perfect attendance on this agenda item for years, literally years and Covid kind of affected that. Can you work to see if you can find someone that can come? I want to make sure that the Board has communication with the leadership there. Ms. Gaona stated yes, I had spoken to Ms. Freeman about us possibly meeting also with Ms. Rios. She had stated that she was going to be present and called Christy right before the meeting that she would not be attending. Chairman Ceballos stated that maybe she can, as the President of the Central, designate a couple of people that can come in her place. Ms. Gaona stated yes but I would still like to coordinate maybe a meeting with her and Ms. Freeman also before the Board Meetings. Chairman Ceballos stated yes, okay great thank you. Thank you, Jessica.

**8. STANDING REPORTS AND PRESENTATIONS (No Action to be taken on these items)**

- A.** Executive Director's Report to include status of Rapid Rehousing Grant Program and ongoing construction projects.

Ms. Gaona presented to the Board and stated that in their package you have some staff development that took place in the month of May. We started traveling in May so some staff and one of our commissioner's traveled and we also had other staff development that took place online. We continue to try to fill our vacant positions and as far as our Casa Verde we're fully pre-leased and occupied and we have two vacancies at River Bank. Chairman Ceballos: asked Ms. Gaona to hold there on Casa Verde. He asked do we have the bus stop shelter? Ms. Gaona responded not yet; they are bidding it out. They haven't come back to me with any bids on this or on the sign for River Bank. Chairman Ceballos asked do we have a bus stop at River Bank? Ms. Gaona responded; I haven't checked. I can check. I will verify that. Chairman Ceballos asked, this is not a resource issue, right? We have funding at both properties. Ms. Gaona responded, no, we have funding it's just getting the contractors to bid. Chairman Ceballos responded it's been a really long time, Mary. What can we do to expedite it? Ms. Gaona stated, I can start just maybe taking contractors out

there and do it and then give them the quotes. Chairman Ceballos stated, I think the Board is aware of Casa Verde, right? So, they don't have a bus shelter they literally stand in the shade of a post and we were there we saw it so we need to do it. I know the former Councilwoman wanted to address it. I have not, in fairness to this new Council member, well I don't this I have, brought it up to his attention but if we do need to. I mean that property is productive you just saw it there's no units available. So, we have the resources. Ms. Gaona responded, I did speak to Metro and went through that process but I didn't get anywhere with the staff that was there. Chairman Ceballos responded, that's done. Why don't we reach out then to the Council Member and say we've got the resources we just need your permission to place it and then do the same with River Bank. Thank you, Mary, continue with your report. Ms. Gaona continued by saying that our Pic Score is 99.7 for Public Housing and our lease up is currently at 99.21% we're fully leased locally we've just got vacancies in Asherton. In Section 8 our pic score is 105.9 with our utilization at 102.20 % and lease up at 99.9%. Chairman Ceballos asked, Mary do we have this sheet or no? Ms. Gaona responded no; well, you have it but it's broken down into several sheets. Chairman Ceballos responded okay. Ms. Gaona stated I'm just giving you the wrap up here. Chairman Ceballos stated, alright let me know I have a comment when you're done with this before you jump to the other one.

Ms. Gaona replied, okay and on our Emergency Housing Voucher Program we have 85 vouchers allocated, 64 families have been assisted, 18 are still searching, and three were pending inspections before the report was prepared. In our Rapid Rehousing Program, we have the full 17 families assisted. Chairman Ceballos said my question is in Section 8 we have FSS slots of 29 and we have 24 filled. Can someone speak to the gap. Good afternoon, Melissa Ortiz for the record. We do have five slots available; we're working to fill those. Chairman Ceballos asked, are you having problems filling them? Ms. Ortiz responded, yes, we are. Chairman Ceballos asked, what is the hardship? Ms. Ortiz responded, mostly I guess the case load. It's hard to keep up with renewing and making adjustments and providing the supportive service so once we hire the fifth case worker, we'll be able to do more. Chairman Ceballos asked, when is that going to happen? Ms. Ortiz responded, hopefully next week. Ms. Gaona mentioned that they have two applicants. Chairman Ceballos responded, so, the hardship is on our side not on the tenant's side. Ms. Ortiz said, no, it's on our side to try to focus and recruit.

Chairman Ceballos asked, can you all discuss and evaluate whether we need to incentivize recruitment and what I mean by that is in the past we used to provide incentives. Obviously, the escrow is the incentive, right? But if we need to encourage the people to join the program by way of some incentive. I know that's not what you said right it's an administrative hardship. Is that you all consider that and what I mean by that is that maybe we match their escrow for down payment assistance or tuition so that you always have those points, they are easy points. I saw their SEMAP rating it looks really good, but I think you should always have those points. Ms. Gaona responded; we should always have the 29 slots filled. Ms. Ortiz replied, right so we do have some that leave and then you're struggling to get somebody on to fill that gap. Chairman Ceballos responded, so, what I'm saying is if they're escrowing \$200 a month, we can say we're going to match your first \$500 for down payment assistance right so the financial impact potentially is more right if our ranking if our utilization goes down so I'm just trying to give you some tools to keep it at 100%. Ms. Gaona stated, and we will be



looking at that Mr. Ceballos a cohort just came out and it's on assets that will really tie into FSS and in Public Housing also. So, we'll be looking at that. Chairman Ceballos replied, okay, any questions, do you have some more to report on? If not, thank you Melissa. Okay so yes, I saw something different and it was me it was Public Housing the utilization. For the Board go back one slide, it is really good when we are that close. Usually, we're not even that's very close that's probably as close that we can ever get before being over leased so congratulations to everybody involved with that. Ms. Gaona said yes so, we've been pushing for it. We were at 1620, I was going to take the staff out to eat and everything and them somebody reported a death from last month so we are back at 1619. Chairman Ceballos asked, who would make that report? Like... Ms. Gaona responded exactly, that's what Ms. Vicharrelis said, Melissa why did you confess that it happened. So, we will show the change next month. On the next slide we have some pictures to show. The staff went to the senior home and gave some plants and little goody bag for Día De las Madres. Chairman Ceballos responded, Yaa that's great. Ms. Gaona stated I know they now want the bailes so we need to look at having them.

Chairman Ceballos replies, well, here's my thought I think you need to allow it because you know it's been so long and I know like now there's discussion about somebody saying this morning somewhere in one of the news stations that New York is coming back with Covid. So, I mean we are really going to have to adapt and these folks at our senior center have been constrained way too long I don't think you should wait any longer. Commissioner Dr. Sergio D. Garza stated, you know there is a new Flu. Commissioner Anita L. Guerra asked, can you hold them outdoors or no that's not a possibility; well, it's too hot especially during the summer. Ms. Gaona replied, especially right now. Commissioner Dr. Marisela Tijerina Rodríguez replied, I'm sorry we don't have like a flat surface outside that's not a tripping hazard? Ms. Gaona said no, but I am sure we can rent one. Chairman Ceballos said, or build them their pad. Chairman Ceballos asked, who do we have with elderly services? Who's our staff member? Ms. Gaona replied, Ms. Liendo will be returning, we have been looking at that and discussing when. Chairman Ceballos replied, I would like to see the program for the elderly services. Ms. Gaona responded, yes, Jessica's already started. I've instructed her to prepare that and she's already started discussing with Laura the different possible events that we can have there. Chairman Ceballos responded, great, thank you. Ms. Gaona then stated that next we have the pictures of Police week at Russell Terrace where Ms. Freeman joined staff to thank the police officers and give them a little token of appreciation. Thank you for doing this, the Police Department I think they appreciate it. So, as we come to the end of our service you got to be proud of what was done at Russell Terrace you know all of you that were involved. Ms. Gaona mentioned and we forgot the podium as you can tell. We took it. Chairman Ceballos replied, you left it there. And for the record Commissioner Anita Guerra is present has been present for the last 10 minutes or so. Ms. Gaona states, so we also felt that we wanted to take something to the substation so we were just waiting for them sometimes we would miss them by the time we'd try to catch them because we can't cross so we left them a basket of goodies and drinks. Chairman Ceballos replied, that's great, thank you. Alright you're going to report on construction as well. Ms. Gaona stated yes, on construction Mr. Cruz is here if you have any questions for him but we've gotten our C.O. for the former executive, our Building D, we've gotten the C.O. for Los Balcones, we just

received the permits to continue with the sidewalk and the maintenance shop so we will continue we just received those yesterday. Chairman Ceballos replies, so, by the next Board meeting this campus is going to look very different right except for this back part. Ms. Gaona stated, yes, just this back part. AEP was supposed to come this week but they didn't show up I didn't want to pressure them anymore because today was our Board meeting so didn't want them to turn the lights off today but I will contact them after the meeting. I will get on the phone to see if we can start cleaning up this area. Chairman Ceballos replied, that's good. So the vision, I think I have said it but I will just restate it since we got a lot of our staff members on, was to create a venue that makes us or provides for the professionalism that anyone of us expects and delivers but also create a campus that you want to be at where you want to work right and people want to be at so as you see that that's kind of the vision behind it hopefully you agree that it's achieving that. I know it's kind of hard some of you are in another building but probably within 45 days you're going to be in well most of you are going to be back in the two-story building. It's been designed so it addresses the whole Covid potential pandemic sanitation. It will provide private spaces, but will take adapting to it if you were used to more of an openness. The systems there, the operation there, is now designed to privatize your space. Your working space right or if there's another pandemic you will be able to have a little bit of a separation. The air system is already, we put ultraviolet lighting that kills most pre Covid germs, airborne germs, and bacteria. So thankful for HUD putting money there because without that we would not be able to do it. But hopefully you are dressing up your work space and updating colors. I think all of you have probably walked into this building, if the Board hasn't walk in there, they should. It's a completely different building and the space feels different. Where I used to office many years ago, you can't even imagine what that space was. It was like that for so long so anyway, I wanted to let the staff members know and also the Board that it's allowed us to move ahead with this vision to create something that everybody can be proud of and when this place gets redeveloped and rebuilt this will hold up and will be competitive to any workplace and if you have more ideas to improve it let us know this is the time to do it. For the Board, just to remind you we've named or tagged each building. Building A, B, C based on the order actually A, B, C, D and then E is the maintenance garage that's going to be built. There will be way finding that's going to be worked on you all have heard of that but what it will do our Resident Commissioner Ms. Freeman who has seen pre Covid a lot of engagement with Russell Terrace taught us that having a space where we can have civic meetings and resident meetings which will be that building B I think will be a great asset for the future so Thanks I know it's been its still very trying cuz there's a lot multiple projects that are going on with this new money that came in. But I appreciate and the Board appreciates your efforts as you deal with it and you adjust but know that the finality of it will give you a better working place that hopefully you want to choose to be here a while and work for the agency in a way that is satisfactory to you. Commissioner Dr. Sergio D. Garza replied if I may? Chairman Ceballos stated, yes Dr. Garza. Commissioner Dr. Sergio Garza replied, I'm going to go a little bit off tangent okay and I apologize for that. The card you gave me to come into the parking lot whatever so I had to get off my truck and I started moving it and I finally opened it. Ms. Gaona responded, no, you don't have to get off, that little dot that's on the back, you just waive it front of the reader. Commissioner Dr. Sergio Garza replied, okay now

I know. Chairman Ceballos replied, or you could also stick it on your windshield. I mean it's all a trial right but we will have eight spaces back here that are going to be built. A decision was made to do this, what we did here we left six parking spaces for the police work station and then took this other parking out for safety reasons and also for some aesthetics but then we're replacing those or some of those with parking back here which at this point we think it will be a secured parking like that. It may not need to be, but we're planning on it being secured. Ultimately, we probably tripled the number of parking spaces that we had and right now we have barriers between the public and the staff parking those will be dressed up with something else as we move along but Mary and team will decide what that looks like. So anyway I just wanted to let you all know, our staff may not know all of this from the board you may hear it from Mary but it was really to create an environment that's competitively as a work place and professional and so that if you have community meetings you can host them here without trying to find a place we still have probably all of this year to go to finish this campus so anyway and I don't know if any other board members want to add to those comments. Alright, thank you. Mary. Ms. Gaona stated, just for the staff that's at the other properties, I wanted to let them know that Carlos Richter will be the next development scheduled for construction. We will also be doing changes to their area and office space. Chairman Ceballos replied, Right, Great. My comments on the report side are that Mary I'd like to see the plaques that are pending finalized in the next 30 days. The Balcones, the backside finished up with our neighbors. Ms. Gaona responded, yes, that's scheduled to start on Monday. We have already contracted Bronze Builders to do that and Bulmaro has that schedule to start next week and we were just missing the communication with the neighbor to the right. Chairman Ceballos said, and then the IT consulting work is to try and get that wrapped up and of course the hiring. Ms. Gaona replied, yes. Chairman Ceballos asked if there were any questions for Mary or comments? Alright, thank you Mary and everybody that was involved in those items.

## **9. CONSENT AGENDA**

All of the following items may be acted upon by one motion. No separate discussion or action on any of the items is necessary unless desired by a commissioner.

- A.** Consideration to authorize the Executive Director to enter into a collaborative, non-financial Memorandum of Understanding with Serving Children and Adults in Need Inc. (SCAN) HOPES Program for supportive services for LHA clients.
- B.** Consideration to authorize the Executive Director to extend the Public Health Expert Consultant contract for an additional year, as allowable by Contract No. 2020-0510-3, effective June 22, 2020. This represents the third year of the contract maximum permissible of five years.

Chairman Ceballos advised the Board that we were going to move on to the Consent Agenda. Take a look at the items, all of the following items may be acted upon by one motion. No separate discussion or action, on any of the items, is necessary unless the board decided to do so and pull the item out. Let me know if you want to pull any of the items out and discuss. If you all are good with it. I'll make a motion that we approve both item 9A & 9B and authorize the Director to execute accordingly.

**Chairman Ceballos moved to approve items 9A and 9B of the consent agenda.  
Commissioner Gloria Ann Freeman seconded the motion.  
Motion passed unanimously.**

## **10. ACTION ITEM**

- A.** Discussion and possible action to approve the Commercial Property Insurance for the Laredo Housing Facilities Corporation effective June 27, 2022 through June 26, 2023.

Ms. Gaona advised the Board that we have received a renewal rate on this premium from HAI Group which currently has the policy. The renewal has an increase of \$559.00 dollars for next year bringing it up to \$61,237.00. We have had this out but we haven't received any other bid. One company told us we would have it before the board meeting, but we didn't receive it. We would like for the Board to consider possibly approving this renewal and or wait because we still have until our next Board meeting before the policy expires to look at other rates if they do come in. Chairman Ceballos stated I am fine with that but I do want to ask our Attorney, Ricardo are you good with us approving something now and if it comes in at a lesser amount that it come back to the Board. Attorney Ricardo De Anda replies, I mean you can do it either way. I noticed we have a \$5,000.00 deductible on almost \$27,000,000.00 dollars in property which is being insured. We may get a cheaper rate if we increase our deductible to 15, 20, or 25 thousand dollars. Chairman Ceballos asked, can we award it subject to it being the best most beneficial and if it's not, it be brought back? Attorney Ricardo De Anda replied, yes.

Chairman Ceballos replied, is that what you are asking Mary? Ms. Gaona said, yes. Chairman Ceballos said for it to be brought back or to award to the other one? Do you need it or we have another meeting before right? so okay. Ms. Gaona said, yes, we have one before. Chairman Ceballos asked, does the Board understand? I kind of maybe confused people. Does it make sense kind of what we would be entertaining? So, we would award it to HAI unless we receive a better offer from a second proponent. Commissioner Dr. Sergio Garza said, I'm not happy with that. Chairman Ceballos replied, you're not? You want it to come back? Commissioner Dr. Sergio Garza said, Yaa. Chairman Ceballos said, okay Dr. Garza wants it to come back, does it do anything for you administratively for you to do that? Ms. Gaona said, no, we would just come back at the next board meeting. Chairman Ceballos said, alright. Commissioner Dr. Sergio Garza asked, when does the policy expire? Ms. Gaona replied, on the 26<sup>th</sup> of June. Commissioner Dr. Sergio Garza asked and when is the next Board Meeting? Ms. Gaona said we usually have it before. Chairman Ceballos said before. Commissioner Dr. Sergio Garza said I mean because if it's going to cause delay. Chairman Ceballos said, no, I mean we're going to have a Board meeting before the 27<sup>th</sup> for sure. Ms. Gaona replied, yes, we will have another Board meeting. We had put it in, because we thought were going to receive the quote, but we didn't receive it. Chairman Ceballos replied, it's just a cleaner way to do it. Commissioner Dr. Sergio D. Garza replied, yes. Ms. Gaona said, okay.

**Chairman Ceballos announced no action will be taken on this item.**

- B.** Discussion and possible action to renew the Blue Cross Blue Shield Health Insurance, effective June 1, 2022 through May 31, 2023.

Ms. Gaona advised the Board that there is an increase from \$623.19 to \$685.19 a month. Commissioner Dr. Sergio D. Garza asked, what percent? Ms. Gaona responded, it's a 9.9%, last year we had a 13.3% percent increase. Chairman Ceballos replied, I don't think was that significant. Ms. Gaona said, so it's a \$62.00 dollar a month increase. Chairman Ceballos asked, for our entire agency or per employee? Ms. Gaona replied, \$62.00 a month per employee. Chairman Ceballos said then it's sizeable. Ms. Gaona said, yes. Chairman Ceballos asked, what's our total cost? Ms. Gaona responded; the renewal rate is \$678,000 so it's an increase of about \$114,000. Chairman Ceballos said oh, Yaa that's significant. Ms. Gaona said, yes. Commissioner Dr. Sergio D. Garza asked how many employees do we employ? Ms. Gaona said currently 79. Chairman Ceballos said and this is bided obviously, this is a procured item so. Ms. Gaona replied yes, and we also bided it out with TML. Jennifer has those amounts also; we were trying to look at something else. Jennifer Barrientos for the record. So TML with Blue Cross Blue Shield as well, we got a rate and it would be \$781.00 per month per employee. Chairman Ceballos said, almost \$100.00 dollars more. Ms. Barrientos said, yes, we met with Mr. Martinez from Laurel Insurance the first renewal rate was coming in at 17.6% which was \$733.98 and he renegotiated the price and it went down to the 9.9% or \$685.19. Chairman Ceballos said, okay. Commissioner Dr. Sergio D. Garza asked, this is with Laurel Insurance? Ms. Barrientos said, correct. Ms. Gaona said, we have been going back and forth with him trying to get something better based on the staff changes that we've had. He told us he would wait and run another quarter and try to go back to TML with the numbers based on that report. Chairman Ceballos said, okay. Ms. Gaona replied and let's see if he can lower the cost with TML but until the next quarter. Chairman Ceballos said, alright, any questions from the Board?

**Commissioner Dr. Sergio D. Garza moved to approve the renewal with Blue Cross Blue Shield.**

**Commissioner Gloria Ann Freeman seconded the motion.**

**Motion passed unanimously**

- C.** Discussion and possible action to approve the certification of the Section 8 Management Assessment Program (SEMAP) for the Fiscal Year ending March 31, 2022, as recommended by staff, and authorize Executive Director to submit the SEMAP Submission Certification to the U.S. Department of Housing & Urban Development (HUD) and adopt Resolution No. 22-R-04.

Melissa Ortiz, Director of Section 8 advised the Board that we are here to gain permission to submit the SEMAP certification from April 1<sup>st</sup>, 2021 through March 31<sup>st</sup>, 2022. We sampled and we self-certified indicators 1 through 8 and we did sample those files, we tested the payment standards, inspections, waiting list, utility allowance, and everything came back favorable and we will be getting the full points for those indicators. From indicator 9 through 14, I just certified those from the data in PIC and we are estimated to get the full points for those indicators as well. So out of the possible 145 points we are anticipating all 145 points for our

program. Chairman Ceballos said, alright, thank you very much. Great. Who is helping with the review of the files Melissa? Ms. Ortiz responded; I am along with staff. Chairman Ceballos asked if randomized or? Ms. Ortiz replied, yes. Chairman Ceballos said, okay, very good anything else to add or questions for Melissa. Ms. Ortiz stated, we'll work on improving our lease up for FSS to fill those slots for 2023. Chairman Ceballos said, great, perfect.

**Chairman Ceballos moved to approve the certification as presented by staff and authorize the Director to submit accordingly.**

**Commissioner Dr. Sergio D. Garza seconded the motion.**

**Motion passed unanimously**

Chairman Ceballos said, thank you, Melissa.

- D.** Discussion and possible action to approve the Capital Fund Program Amendment to the Consolidated Annual Contributions Contract for calendar year 2022 and adopt Resolution No. 22-R-05.

Ms. Gaona advised the Board that on May the 12<sup>th</sup> we received notice that we were getting an increase in our calendar year 2022 CFP. It increased from the projected 1,900,000.00 that the Board approved back on December the 15<sup>th</sup> up to \$2,243,585.00 an increase of 343,585.00. We are asking the Board to authorize us to submit this and come back to the Board with revisions once we have met and finalized the changes. Chairman Ceballos replied, okay so it's a formality of accepting the monies which we would want to do. Ms. Gaona replied, yes.

**Chairman Ceballos moved to approve the amendment to the consolidated ACC which represents an increase to the Capital Fund Program.**

**Commissioner Dr. Sergio D. Garza seconded the motion.**

**Motion passed unanimously**

I probably should have said it during but I would like to see some of those moneys go to the potential RAD or conversion of Guadalupe. That we allocate some of this money for that. Mary...Ms. Gaona responded, yes Sir. Chairman Ceballos stated, that there was another item I forgot to tell you about during the Directors Report. I know you are probably going to bring back, the Airport Property Committee or the Supportive Housing Committee, I know Dr. Garza has been part of that but also start assembling the team for this property.

## **11. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE**

The Board of Commissioners for the Housing Authority of the City of Laredo reserve the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, including Sections 551.071 (consultation with attorneys), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).

**12. ACTION ON ANY EXECUTIVE SESSION ITEM**

**13. ADJOURNMENT**

**Chairman Ceballos moved to adjourn the meeting.  
Commissioner Dr. Sergio D. Garza seconded the motion.  
Motion passed unanimously.**

**Thank you, Doug, good to see you digitally.  
Meeting adjourned at 12:40 p.m.**

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Jose L. Ceballos, Chairman

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Mary Gaona, Executive Director

DRAFT

Laredo Housing Authority  
Regular Board of Commissioners Meeting  
Zoom Video Link:

<https://us02web.zoom.us/j/82691644515?pwd=SlFTzBWZnRQVUZ1aWs5STZ4bnljZz09>

Call in Number: 1-346-248-7799

Webinar ID: [826 9164 4515](#)

LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040  
Friday, July 29, 2022  
12:00 P.M.

### **Board of Commissioners**

Jose L. Ceballos, Board Chairman  
Dr. Sergio D. Garza, Vice Chairman  
Anita L. Guerra, Commissioner

Dr. Marisela Rodríguez Tijerina, Commissioner  
Gloria Ann Freeman, Resident Commissioner

***The Board of Commissioners will convene for a Board meeting for discussion on the following matters (NOTE: A quorum of the Board will be physically present at this location, but up to two other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127)***

**A-22-R-6**

**Agenda**

**July 29, 2022**

#### **1. CALL TO ORDER**

Chairman Ceballos advised everyone that we are doing this hybrid format part of the board quorum is at the Housing Authority building and then I'm away digitally online. There are other people that are online and we'll go through that in a minute. I want to thank everybody for making time for this meeting. I appreciate that especially during the lunch hour. I don't think it will be an extended meeting but we do have some business to go through and some reporting. I'm calling the meeting to order.

Chairman Jose L. Ceballos called the meeting to order at 12:07 p.m.

#### **2. INVOCATION PRAYER**

Commission Ms. Freeman led them in prayer: "Please bow your heads, as more than one-half of 2022 has passed I ask that you take time to reflect on these past months and ask yourself, have I done the best I could to help those that couldn't help themselves? Have I lived my life the best I could? Did I use my upbringing values and faith in my decision making that would affect other lives? Dear Lord we pray for all people affected by major tragedies the wild fires, the flooding, the droughts throughout our globe. We pray for peace and stability on earth. We pray for those individuals' battling illness from cancer to covid. We pray for our children returning to school with fear in the back of their minds. We pray for our elderly and



our youth. We pray for our veterans and our military active-duty personnel. We pray for those traveling this last month of summer vacation, and as always Lord thank you for all the blessings you bestow on us your humble servants. In this we pray. Amen."

Chairman Ceballos thanked Ms. Freeman for the great prayer.

### **3. PLEDGE OF ALLEGIANCE**

Chairman Jose L. Ceballos led them in the recital of the Pledge of Allegiance.

### **4. ROLL CALL AND DECLARATION OF QUORUM**

Chairman Ceballos thanked everyone that was present as well as joining via Zoom.

Chairman Ceballos asked Mrs. Gaona to proceed with roll call. Mrs. Gaona mentioned that Commissioner Anita L. Guerra was in route to the meeting and will be joining shortly.

Chairman Ceballos stated that they have a quorum.

#### **Commissioners Present**

Jose L. Ceballos, Chairman (zoom)  
Dr. Sergio D. Garza, Vice-Chairman  
Dr. Marisela Rodríguez Tijerina, Commissioner  
Anita L. Guerra, Commissioner  
Gloria Ann Freeman, Resident Commissioner

#### **Commissioners Absent**

#### **Staff Present**

Mary Gaona, Executive Director  
Jennifer Barrientos, Director of Finance  
Bulmaro Cruz, Director of Construction Projects  
Jessica Martinez, Director of Planning & Community Services  
Melissa Ortiz, Director of Section 8  
Roberto Peña, Director of IT  
Raquel Aguilar, Assistant Director of Housing Management  
Alejandro Jimenez, Assistant Director of IT  
Valeria Cabello, Procurement Officer  
Christy Ramos, Administrative Assistant  
Sonia Flores, Senior Accountant (zoom)  
Melinda Gavilanes, Property Manager (zoom)  
Denise Guzman, Property Manager (zoom)  
Jose Hernandez, Property Manager (zoom)  
Maria Hernandez, Property Manager (zoom)  
Kayla Moreno, Property Manager (zoom)  
Laura Villalobos, Property Manager (zoom)  
Veronica Alcalá, Assistant Property Manager (zoom)

San Juana Valero, Assistant Property Manager (zoom)  
Priscilla Ramos, Clerk (zoom)  
Elsa Rodriguez, Clerk (zoom)  
Ricardo De Anda, Attorney

**Others Present**

Nancy De Los Santos, Russell Terrace RC Vice-President and RAB At Large  
Wendy Miranda, South Laredo RC President  
Francisco Ornelas, Senior Home RC President and RAB Treasurer  
Asuncion Santiago, Russell Terrace RC President

Chairman Ceballos advised everyone that for the record Commissioner Anita Guerra is present and she arrived at 12:13 p.m.

**5. CITIZENS COMMENTS**

This is the opportunity for visitors and guests to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at the time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

Chairman Ceballos stated that there were no comments.

**6. DISCLOSURE OF CONFLICTS OF INTEREST FOR BOARD OF COMMISSIONERS AND STAFF**

Chairman Ceballos stated that there were no disclosures.

**7. PRESENTATION BY CENTRAL RESIDENT COUNCIL**

Chairman Ceballos asked if someone was present to represent for the resident counsel and Ms. Gaona replied, yes.

Nancy De La Rosa representante de la mesa central. Se levantaron por votar nuevas mesas de cada colonia y la mesa central. Vamos a empezar las juntas mensuales estamos también planeando para las ventas de garajes por colonia. Aquí esta Francisco Ornelas tesorero de la mesa central. Gracias.

Chairman Ceballos les dio las gracias por su informe, uno de los temas que vamos a discutir hoy habla un poco de, no un poco habla de lo que es el tráfico de personas y parte de lo que queremos resolver lo que me concierne a mí en particularmente de que haya suficiente comunicación en nuestras comunidades y el liderazgo del personal de la agencia para tratar de no perder el control y estar vigilantes individualmente estar al pendiente de lo que ocurra con los vecinos, con las áreas alrededor fuera de las colonias y siempre estar preparados. Yo sé que mi intención era asistir a su junta y lo voy hacer para platicar un poco más sobre ese tema, este dado a que hay un alta en lo que es tráfico humano

debido a que estamos en la frontera y las cuestiones económicas que estamos viviendo, pero les agradezco a ustedes que están en la mesa de residentes y también que hagan los de su parte para tratar de estar al pendiente como se dice y poniendo atención en lo que ocurra alrededor de nosotros.

## **8. APPROVAL OF MINUTES**

**A.** Approval of Minutes for Board of Commissioners meeting on April 22, 2022.

**Commissioner Dr. Marisela Rodriguez Tijerina moved to approve the minutes for the Board of Commissioners meeting on April 22, 2022 as presented. Chairman Ceballos seconded the motion. Motion passed unanimously.**

## **9. STANDING REPORTS AND PRESENTATIONS (No Action to be taken on these items)**

**A.** Executive Director's Report to include status of Rapid Rehousing Grant Program and ongoing construction projects.

Chairman Ceballos stated, let's do this in a different order if you don't mind, Unaudited Financials will go first.

Ms. Gaona presented to the Board and stated that in their package they have the PIC score for Public Housing was 99.60% and our lease up for June was at 99.21%. For Section 8, the PIC score was at 104.06% and our HAP utilization is at 103.10% and our lease up is at 99.30%. For our Emergency Housing Vouchers, we were allocated 85 vouchers and have seventy-two families housed, nine that are still out searching and we had four pending inspections as of June 30th. As of July, they have already been housed. In our Rapid Rehousing Program, we had nine households that were assisted. On the next slide is the Public Housing leasing comparison from May to June and as you can see in Asherton we dropped one unit. At the other properties we stayed the same. And at Meadow elderly we leased the unit that was vacant there. On the next slide we have our public housing occupancy from April through July our average is at 99.15% and for the month of July we dropped to 98.95% from 99.21% in June. On the next slide you have our Rapid Rehousing as I mentioned we have nine families and two elderlies housed we did have eight family's and one individual transition to our Emergency Housing Voucher Program from our Rapid Rehousing Program and three that will be transitioning to our HCV Program. Since we opened our HCV waiting list, those families are transitioning out. We will be transitioning new families into the RRH Grant. Chairman Ceballos asked, Mary are you following on the screen or are you following on the power point? Ms. Gaona responded on the power point. Chairman Ceballos replied, okay I'm still looking at the Capital Fund slide. So, before you continue, I just want to bring up on your packet on the public housing just a note for you to try and figure out what is happening. There's a high number of work orders that are being created in South Laredo and the Meadow Acres Project compared to Lozano. So, Lozano has 27 work orders and Meadow and

South Laredo has 76. Just something for you to look at, I'm wondering what's generating those numerous work orders at Meadow. You might have the answer for that but it seems like an anomaly. Ms. Gaona responded, okay, I will have the 76 work orders looked at. Chairman Ceballos replies, and one other note in looking at those spreadsheets the charts are not really populating the complete work order. There are some that are showing some open work orders but they are not showing it on the chart. Ms. Gaona replied, okay. Chairman Ceballos stated, so I think something is missing on those spreadsheets, if you look at AMP 4 & AMP 5 their showing some pending ones. Ms. Gaona replied, I will have Ms. Aguilar look at those. Chairman Ceballos stated, go ahead Mary. Ms. Gaona continued with the next item being our construction. This is our first floor, we've got well when we did the report, we were at 98.14%, we were missing some glass and glazing that was installed yesterday on the doors and interview rooms. Really, we are pending some finish out on the electrical and they were there yesterday and are there again today finishing that so the first floor should be complete if not today by tomorrow. We will then be going to the second floor. On the second floor the only major delay we had there was with the carpet, the provider was not able to get us the carpet this past month like he stated so we have gone ahead and picked up a roll yesterday and that will be installed today and tomorrow in the lobby and in the conference room for the meantime. And God willing by the first week in September we will get the missing carpet for the second floor. And you all are welcome to take a walkthrough of the building after the meeting. For our maintenance shop we have started, we are really only like at 6%. They've removed all the asphalt and they started to do all the trenching so that project has also began. Any questions? Commissioner Dr. Sergio D. Garza asked, who has the contract for the maintenance shop? Ms. Gaona replied, we have different sub-contractors for the different tasks. So we have somebody for the concrete, somebody for the framing, for the electrical, the plumbing, its different contractors. Commissioner Dr. Sergio D. Garza replied, okay and the architect is? Ms. Gaona replied, this is Able City and Mr. Solis had done this one. Commissioner Dr. Sergio D. Garza replied, okay, thank you. Chairman Ceballos asked, Mary do you have an updates on the Airport Property Project? Ms. Gaona replied, we've gotten the revised proposal from Slay Architecture so we will be finalizing that, they have submitted the new proposed rate. Chairman Ceballos replied, okay and any updates on the Colonia Guadalupe redevelopment planning? Ms. Gaona replied, no, I have a meeting scheduled with Rod to discuss the moving to work and the changes for the reprogramming in the 2022 Capital Fund. Chairman Ceballos replied, alright, any questions or comments from the Board on the report? Thank you, Mary.

## **B. Unaudited Financials for the month of June 2022.**

Ms. Barrientos advised the board that today I'm going to present the June 2022 Unaudited Financials to the Board. I am happy to announce that we have a Net Profit at COCC of \$64,850.24, AMP 1 we have \$77,271.13, AMP 3 we have \$36,073.35, AMP 4 we have \$18,214.87, AMP 5 we have \$22,943.70, AMP 6 we have \$5,721.43 and for Section 8 we have \$387,930.63, and for Farm Labor we have \$8,449.05. For the highlights on the revenues and the expenditures we were

supposed to be at least at a 25% so anything on the expenditures that is lower, it is great so they are all below at 25%. For Laredo Housing Facilities Corporation, this is Russell Terrace and the Bernal Sunrise Court we have revenues of \$413,226.00 and expenditures of \$250,642.00. For Laredo Housing Opportunities Corporation this is River Bank and Casa Verde we have revenues of \$6,014.00 and expenses of \$3,440.00 and for the Laredo Housing Development Corporation which is the O'Kane property we have revenues of \$77,551.00 and expenses of \$79,821.00. For our Section 8 Housing Choice Voucher Program this is a snapshot of June 2022 leasing for our current units leased we have a total of 1,727 units leased which includes the HCV participants, Mainstream Vouchers, Vash Vouchers, and EHV. Chairman Ceballos asked, can you put it on the screen. Go ahead and proceed Jennifer. We have a budget authority from January to December for the HCV program of \$10,211,016. for June HAP expenses we had \$946,596. We are at 97% lease so that's from the total that we have of vouchers which is 1,770 and we are at 1,727 that's 97% and year to date from January through June we have expended \$2,814,356. For our Capital Fund Grant, we are currently working on finalizing our 2016 Capital Fund Grant that ends in April 12, 2023. We will finish it this year but have \$19,407 remaining in a work item that is currently being worked on which is Ana Maria Lozano and Carlos Richter landscaping and surface run off grading and then Asherton shower renovations and surface gypsum board. For the 2017 Grant we have fully expended this grant so we're in the process of submitting the close out documents. For the 2018 Capital Fund Grant we are awarded \$1,691,481.00 and have a disbursement end date of May 28, 2024. We have a total remaining of \$630,306.00 and these are activities that are being worked on for this grant. For our 2019 Capital Fund Grant we are awarded \$1,696,733.00 with a disbursement end date of April 15, 2025 with remaining to expend \$1,162,241.00 with various remaining work to be done in the different properties. For the 2020 Capital Fund Grant we are awarded \$1,798,213.00 with the disbursement end date of March 25, 2026 with the remaining funds to be expended \$1,541,613.00 this is a fairly new grant we are working on. For our 2021 Capital Fund Grant it started our obligation on February 22, 2023 I mean it ends February 22, 2023 and the disbursement end date is February 22, 2025 with HUD funding us at \$1,900,414.00 currently the environmental were sent to HUD and we are just pending the letter to start obligating these funds. Do you all have any questions? Commissioner Dr. Sergio D. Garza asked, and the amount for that is what? Ms. Barrientos replied, 1,900,414.00. Chairman Ceballos asked, can you put up a slide for the homeless grant? Ms. Gaona asked, which one Mr. Ceballos? Chairman Ceballos responded, I want to see the Webb County one and the HUD Grant. Ms. Gaona replied, the Webb County is on the Laredo Housing Development but that's on a reimbursement level so that's not on the financial yet. Chairman Ceballos asked, have we started utilizing that money? Ms. Gaona replied, no, we are mainly doing the Licensed Professional Counselor salary which comes out of there so that's when we will start utilizing that one for. Chairman Ceballos replied, okay alright, thank you. Jenny, thank you. Any questions for Jennifer? So, we will move on to Executive Directors Report that status on the Rapid Rehousing Grant and the ongoing construction projects.

## 10. CONSENT AGENDA

All of the following items may be acted upon by one motion. No separate discussion or action on any of the items is necessary unless desired by a commissioner.

- A. Consideration to authorize the ratification of the Commercial Property Insurance for the Laredo Housing Facilities Corporation effective June 27, 2022 through June 26, 2023.
- B. Consideration to authorize the Executive Director to extend the contract with Securitas Security Services USA, Inc. for an additional year, as allowable by Contract No. LHA 2019-0801-1, effective September 25, 2022 through September 24, 2023. This represents the fourth year of the contract maximum permissible of five years.
- C. Consideration to authorize the Executive Director to extend the contract with KCI Technologies Inc., formerly known as Civil Engineering Consultants (CEC) for an additional year, as allowable by Contract No. 180423-4(A) effective October 25, 2022 through October 24, 2023. This represents the fifth and final year of the contract maximum permissible of five years.
- D. Consideration to authorize the Executive Director to extend the contract with O'Connor Engineering & Science, Inc. for an additional year, as allowable by Contract No. 180423(E) effective September 10, 2022 through September 9, 2023. This represents the fifth and final year of the contract maximum permissible of five years.

Chairman Ceballos advised the Board that we were going to move on to the Consent Agenda. Take a look at the items, all of the following items may be acted upon by one motion. No separate discussion or action, on any of the items, is necessary unless the board decided to do so and pull the item out. Let me know if you want to pull any of the items out and discuss. If you all are good with it, I'll entertain a motion to vote on all of those as a group.

**Commissioner Marisela Rodriguez Tijerina moved to approve items 10A, 10B, 10C. and 10D of the consent agenda.**

**Commissioner Gloria Ann Freeman seconded the motion.**

**Motion passed unanimously.**

## 11. ACTION ITEM

- A. Discussion and possible action to approve a 1-year extension to RFQ#19-0401-1 Professional Services for Annual Audit Services contract with Garza/Gonzalez & Associates in the amount of \$99,400 for FYE 03/31/2022 audit, as allowable by contract LHA1904011 effective May 20, 2019 through May 19, 2023. This represents the fourth year of the contract maximum permissible of five years.

Ms. Gaona stated, that we would like to request authorization to renew or contract Garza/Gonzalez for the FY 2022 audit in the amount of \$99,400.00. Chairman Ceballos asked, when are you all planning to present last years audit? Ms. Gaona responded, next month. It was going to be included in this month's agenda but Mr. Gonzalez was not going to be available to present at today's meeting so we took it off. But we will be placing it on next month's agenda. Chairman Ceballos asked, is everything in order with that audit? Ms. Gaona responded, yes. We just have the one pending item for the payment in leu of taxes. Chairman Ceballos responded. with the College. Ms. Gaona stated, yes. Chairman Ceballos asked, alright on the programs, did they perform well this year? Ms. Gaona responded, yes. Chairman Ceballos asked, did we get any findings in Section 8 or Public Housing? Ms. Gaona responded, no, we have no findings, just recommendations I believe there are two, one is on the reporting for the Cares funding on how they were not separated on the general ledger as far as how they were reported on the accounting system and the other was our Rapid Re-housing grant or basically any new grant that we get. Chairman Ceballos asked, is the staff satisfied with how they are dealing with this auditor or anything that needs to be discussed with the Board? Ms. Gaona replied, no. Chairman Ceballos advised the board that he would entertain a motion on this item.

**Commissioner Dr. Sergio D. Garza moved to award Garza/Gonzalez & Associates in the amount of \$99,400.00 for the FYE 2022 audit.**

**Commissioner Anita L. Guerra seconded the motion.  
Motion passed unanimously**

- B.** Discussion and possible action to approve amendments to the Admissions and Continued Occupancy Policy and Housing Choice Voucher Administrative Plan, including extending the reach of the zero-tolerance policy to prohibit subsidized housing for individuals who engage or support human trafficking activities, and disqualify landlords who engage or support human trafficking from participating under the HCV Program.

Chairman Ceballos advised the Board that in their packet, they have some edits to what is being recommended. I initiated this after hearing of a case from April that made the news in the last couple of weeks. Some of you may have missed it or may have seen it. It's was related to a male who was holding some people in one of our projects, Colonia Guadalupe. Against their will so to speak and I thought it would be in order that we consider reinforcing our policy to make it clear and to get our public message out that this will not be acceptable from people that live in our projects. And that our constituents, our residents, should not have to deal with this kind of situation. So, although both attorneys feel that there is probably language that address this type of criminal activity. I think that given where we are in the world, in terms of our border, I think its important that we acknowledge these occurrences and have a response as a Board. Also, its not on the agenda but part of some of the concerns that have began to be expressed by our residents relate to their concerns for their own safety if they report someone. So, its important for them

to use entities like Crime Stoppers and other more private channels so that they are also protected in the event that this is occurring within the projects or nearby right, it doesn't have to be inside our public projects. The extension also includes Section 8 because a lot of our community does exist or does live outside, our larger community the majority don't live in Public Housing. This is the root of this item, that recent case in April was not the first one that we've had. We've probably had two others in prior years and so its important that we acknowledge that this is happening. And that we need to send a message that if you are specifically in any way supporting this type of activity you will lose your assistance. Whether you are a guest, your guest is doing this or yourself. So, I will open it up for any other comments from the Board or from our staff. Mr. Ricardo DeAnda stated if I may the proposed change focusses on human trafficking which is defined on page 229 of the handout and it's defined as coercing a person to provide labor or services from another individual by using violence or coercion of any sort and that would that's not so much the problems that we have. The problems that we have are with people who voluntarily go into hiding. We may want to add along with this definition, a definition that includes what the federal law prohibits which is the transportation or attempt to transport someone who you know is in the country without legal rights or without legal documentation or shielding that person. Those are the offences that are used in federal court to fight the issue that we are faced with. If the Board would like, I could write an addition to this provision that would include the transportation or attempted transportation or shielding of individuals that are known by our tenant are not in the country legally. Chairman Ceballos stated, I want to make sure that the Board knows all the edits that are being proposed are marked in their packets. Mary, am I correct? Ms. Gaona replied, yes. Chairman Ceballos said they are highlighted with stickies in your packets all the edits that are being proposed. Commissioner Dr. Sergio D. Garza stated, I have a question, first of all, I concur with you, but here we have a disqualified landlord. What happens if a landlord is involved with this so-called human smuggling? What will become of the family? Chairman Ceballos stated, the subsidy belongs to the family, so the family would be provided the option to leave that location. At a point, we would lean on our attorney to guide us on how to vacate or exit out of any commitments with that landlord whoever it may be. I would think that our policy would allow us to have those discussions on those occurrences to try to deal with that. We may have landlords that have multiple tenants and that's a very good question. I think we used the word may on the language it doesn't force you to do it but it allows you to have a discussion. I would think that we would consult with our attorney and discuss what kind of case, the specifics of what we know or what we can obtain about what was transpiring. The idea is to at least bring this back to the leadership body here to try to help because the tenants the whole development could be under the control of these people. And it needs to be before the authorities get involved. That would be my response, I don't know if Ricardo has anything to add. Mr. Ricardo DeAnda stated, you are absolutely right when you stated that the policy doesn't require us, it gives us the power to act. But then that would depend on the individual case whether we have somebody who is aged and doesn't have anything to



do with it or someone who is disabled. So, it would depend on the situation but this is a specific policy that the Executive Director could use in making those decisions as to whether to move those families out or not. In the case that the Chair brought up, they moved out. They had more serious problems than our lease. But we may have a situation where half of them may not be able to move out. So, it would be on a case-by-case basis. Chairman Ceballos stated, Mary correct me if I am wrong but I don't think that the language for the landlords was integrated cause I don't see it. Ms. Gaona replied, Doug did not integrate it in the lease part because he said that the lease is a HUD form but we are going to integrate it in the admissions section. Chairman Ceballos responded, okay. So, I don't know if the rest of the Board has any comments. Commissioner Dr. Sergio D. Garza said, so in the admissions section let's say that okay, I live in Public Housing and I was involved in human trafficking and so I come and try to apply. You are going to stop me and say no you can't because you have this right here on me so you are going to stop me right there, so that saves us time to. Ms. Gaona responded, and that is the only thing I wanted the Board to I know that on our policy we have for criminal activity we have three years and after three years we will consider you again, so that is something we need to discuss are we going to want to look at leaving it at the three years for the human trafficking and also section 4, do we want to ban them. I know that HUD has the ban but it is not for criminal activity it is for the fabrication of meth in the units and sex offenders. Chairman Dr. Sergio D. Garza replied, you know I get it but never mind, it was just because I have other questions. Like the landlord, okay let's say I am the landlord and then I get caught. So, then I change the title so then when would you actually find out who is the owner? Remember we had that case in Zapata. Ms. Gaona responded, because remember now we have the affidavits in place and we have the title searches and all of that. They would have to change the ownership of the property and do all of that. Commissioner Sergio D. Garza responded, okay, that answered my question. Commissioner Anita L. Guerra asked, what about the definition of Mr. DeAnda? Do you want to keep it the way it is where it's like talking about coercing or just leave it like that. Mr. DeAnda stated I'm sorry. Commissioner Anita L. Guerra replied, well you wanted to change the definition, right? Mr. DeAnda stated, I want to add to the definition. Commissioner Anita L. Guerra replied, oh, okay. Mr. DeAnda stated, what is on here is criminal activity involving coercion to get labor or services, or engage in commercial sexual activities which is pretty bad obviously but I wanted to add to that definition of human trafficking the transportation of someone that either using our facilities for the transportation of someone who, either the landlord or the tenant is aware is not in the country legally. Chairman Ceballos asked can someone tell me where we would include that in the writeup? Mr. DeAnda responded, right after we define it on page. Ms. Gaona replied, on page 229 of the Housing Choice Voucher Administrative Plan. Mr. DeAnda stated under C. Chairman Ceballos said, okay, I see it. Mr. DeAnda said, we would just add a sentence to that. Commissioner Dr. Marisela Rodriguez Tijerina asked, Mary can you reiterate what you just said about the Federal Government has or does not allow for even after three years for them to come back. Is that what you just said? Ms.

Melissa Ortiz said, the Federal requirement or the guideline is that you cannot come back to any program if you are a lifetime sex offender or if you were convicted of manufacturing meth in a public housing unit or a federally assisted unit. Those are the two that are not allowed to come back. Ms. Gaona stated, these are lifetime bans. Ms. Ortiz said, right all the others would be subject to coming back after the third year of the conviction. Commissioner Dr. Marisela Rodriguez Tijerina asked, so where does the federal government stand with human trafficking? Ms. Ortiz responded, there is no guidance so basically it would fall under the three years. Chairman Ceballos asked, Melissa can you state the reg that you are quoting? What's the citation for it? Because a guideline may not hold up in court. It would need to be a regulation or the actual legislation. Ms. Ortiz responded; I don't have it with me but I can find it. Commissioner Anita L. Guerra replied, that seems like it would be a regulation. Ms. Ortiz said, I would need to find it on my phone. Chairman Ceballos said, while you keep looking, so that we keep moving the meeting along. I don't have any objections to expanding the definition as Ricardo has mentioned. I think that, that does not hurt, it just makes sure that we cover the transportation aspect of it, which is, there are plenty of people being hired to do this kind of work because it's apparently, media reports it's more lucrative than transporting drugs now so it seems like attractive. So, I don't have any issues with that. I do agree that three years doesn't seem long enough for me. I think we should consider an expanded term or a complete ban of anybody that's charged or proven to have supported this kind of activity. Ms. Ortiz said, we have one of the CFRs, it 24CFR982.553 and that's the denial of admission and termination of assistance for criminals and alcohol abusers. Mr. DeAnda asked, what's the section again? Ms. Ortiz responded, the 24CFR982.553. Commissioner Ms. Gloria Ann Freeman asked, say the number again? Commissioner Sergio D. Garza responded, it's 24CFR982.553. Chairman Ceballos stated, if the Board wishes, we can adopt this subject to a revision that will come back at the next meeting or we can punt it to the next meeting if you want to see it complete before adopting. There is no real urgency, in terms of like we don't like suspect that someone is doing it right now that we have to do it. But at least start wrapping this up just so that we, I would want to take some time to read that regulation personally and to make sure that it holds up. I already pulled it up on my computer and it's pretty short but I do want to take my time reading it because there is a chance, we will be faced by one of these and I want to make sure that it's designed and reviewed legally. Do you all want to see this back at the next meeting? Is that okay? Commissioner Gloria Ann Freeman asked a question, can our regulation be stronger than HUD's as far as the penalty or the ban on resident if they are found guilty of the trafficking? Mr. DeAnda responded, yes. HUD requires us to have to wait at least three years but if we want to wait longer, we can. Commissioner Gloria Ann Freeman stated, okay. Ms. Gaona mentioned that we are not sure if the amendment would trigger the 45-day comment period due to the significant amendment to our plan. So, we may have to put it on a 45-day comment period once we finalize the plan. Chairman Ceballos said, so I think there are a couple of things we should study more on this. I mean as a bases, I am all for a ban. If you are doing this and you are receiving public

benefits, I don't think we have any business funding you. So, I would come back with that as an option for the Board to discuss at the next meeting. And to the other thing that always happens with assisted tenants particularly long-term tenants is that they will try to pass on the subsidy to another family member to stay on so there needs to be clarity there. Can my daughter stay on, even though I was charged? What do you say to that? So, we need to make sure that we know how we are going to treat siblings, parents. What happens to my elderly parents that live with me? Do they have to leave? All of those things, I just think we have to make sure that the policy addresses those items. I sense that we want to bring it back. Commissioner Sergio D. Garza and Commissioner Gloria Ann Freeman stated, yes. We want it to come back. Chairman Ceballos thanked everyone for the discussion because it is always helps to hear different angles on it.

Chairman Ceballos stated that there was no action on item 11B.

- C. Discussion and possible action related to possible changes to the organization structure and position title. This item may be discussed in Executive Session, pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).

**Commissioner Marisela Rodriguez Tijerina moved to go into executive session. Commissioner Dr. Sergio D. Garza seconded the motion.**

**Motion passed unanimously.**

**Chairman Ceballos stated that we will go into executive session at 12:54 p.m. with our Executive Director, our Attorney, and the Board.**

Chairman Ceballos stated, as it relates to item C, Mary do you have a recommendation? Ms. Gaona stated, yes. I would like authorization for the following position title changes and possible job description revisions. The Executive Administrator would be changed to Assistant Executive Director; we will be adding a Licensed Professional Counselor; the Project Specific Manager would be changing to Construction Project Manager; the Director of Section 8 would be changing to the Director of HCV Programs; the Leasing & Occupancy Technicians would be changing to HCV Programs Specialist and we will be adding one it will change from five to six; the Section 8 Inspector will be changing to HCV Programs Inspector; the Resource Center Coordinator will be changing to Resident Services Coordinator and they will be moved under the Director of Planning & Community Services as well as the Elderly Service Coordinator and the Driver.

**Commissioner Marisela Rodriguez Tijerina moved to approve the recommendations made by our Executive Director.**

**Commissioner Gloria Ann Freeman seconded the motion.**

**Motion passed unanimously.**

## **12. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE**

The Board of Commissioners for the Housing Authority of the City of Laredo reserve the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, including Sections 551.071 (consultation with attorneys), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).

## **13. ACTION ON ANY EXECUTIVE SESSION ITEM**

**No action was taken in Executive Session and it is 1:43 p.m.**

## **14. ADJOURNMENT**

Chairman Ceballos said, thank you to everyone that stayed at the meeting and sorry that I was not able to be there with you but I hope to be there at the next one.

**Chairman Ceballos moved to adjourn the meeting.  
Commissioner Dr. Marisela Rodriguez Tijerina seconded the motion.  
Motion passed unanimously.**

**Meeting adjourned at 1:45 p.m.**

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Jose L. Ceballos, Chairman

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Mary Gaona, Executive Director

# EXECUTIVE DIRECTOR'S REPORT



## Staff Development

- July 11, 2022  
HUD (Webinar)  
Attendees:  
HUD Capital Fund Guidebook Training: Eligible Activities  
Jennifer Barrientos, Sonia Flores, Ana Martínez, Bulmaro Cruz, and Mary Gaona
- July 13, 2022  
THN (Webinar)  
Attendees:  
Unsheltered NOFO: Community Planning & Applying for Funding  
Jessica Martínez and Mary Gaona
- July 14, 2022  
Nelrod (Webinar)  
Attendees:  
Screening & Evictions for Drugs and Criminal History  
Alondra Badillo, Gabriela Cisneros, Cynthia Cortez, Adela Lira, Patricia Muñoz, Melissa Ortiz
- July 14, 2022  
HUD Exchange (Webinar)  
Attendees:  
EHV Landlord Engagement/Housing ID Webinar  
Melissa Ortiz
- July 19-20, 2022  
Nelrod (Webinar)  
Attendees:  
Procurement & Contract Management  
Valeria Cabello
- July 25, 2022  
HUD (Webinar)  
Attendees:  
HUD – Capital Fund Guidebook training: Obligations & Expenditures  
Jennifer Barrientos, Ana Martinez, Bulmaro Cruz, and Mary Gaona
- July 28, 2022  
Nelrod (Webinar)  
Attendees:  
HCV Applicant and Participant File Management  
Alondra Badillo, Gabriela Cisneros, Cynthia Cortez, Adela Lira, Patricia Muñoz, Melissa Ortiz



## Vacant Positions

- Assistant Executive Director
- License Professional Counselor (LPC)
- Construction Project Manager
- Accountant
- Case Manager
- Clerk
- BiblioTech Technician
- Maintenance Aide



## Permanent Supportive Housing

After our Emergency Shelter & Supportive Housing Facilities Master planning session on May 7, 2021. A permanent Supportive Housing Subcommittee was formed to assist on the planning and development of a Permanent Supportive Housing Project.

The committee has proposed to build 100 units located at 1500 East Calton.

- Border Region Behavioral Health Center, Maria Sanchez, Executive Director
- Gateway Community Health Center, Inc. Mara Lopez, Director of Marketing
- Laredo Housing Authority, Jose L. Ceballos, Board Chairman
- Laredo Housing Authority, Dr. Sergio D. Garza, Vice-Chairman
- Laredo Housing Authority, Mary Gaona, Executive Director – Subcommittee Chair
- Texas Veterans Leadership Program, Gabriel Lopez, Assistant Director
- LISD Board of Trustees District 2, Guadalupe 'Lupillo' Gomez

On June 24, 2022, a meeting was held at Border Region with committee members and Slay Architecture.

On July 20, 2022, Slay Architecture submitted their proposal for review.

On July 21, 2022, Slay Architecture submitted a revised proposal which is currently being reviewed.



## Housing Tax Credit Properties

### Casa Verde Apartments

Casa Verde Apartments as of: 07/01/2022				
Br Size	Total Units	Occupied	Pre-Leased	VACANT
1	40	39	1	0
2	80	77	3	0
3	32	31	0	1
<b>TOTAL</b>	152	147	4	1

### River Bank Village Apartments

River Bank Village Apartments as of: 07/01/2022				
Br Size	Total Units	Occupied	Pre-Leased	VACANT
1	40	40	0	0
2	80	78	2	0
3	32	32	0	0
<b>TOTAL</b>	152	150	2	0

### Public Housing

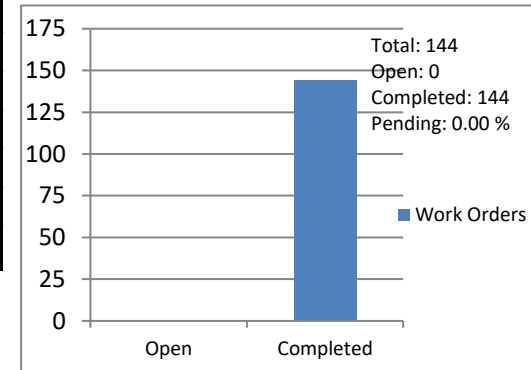
Indicator	Target	May	Jun	Jul
PIC Score	100%	99.07%	99.60%	99.73%
Waiting List - Public Housing	500	300	228	659
Waiting List - Elderly	300	62	68	53
Waiting List - Farm Labor	10	11	12	8
Waiting List - Asherton	10	15	14	12

Legend	
Good	<span style="color: green;">■</span>
Fair	<span style="color: yellow;">■</span>
Poor	<span style="color: red;">■</span>

### AMP 1 - Colonia Guadalupe (272 Units)

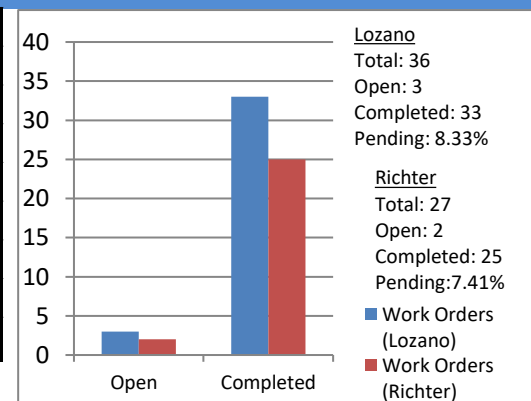
Indicator	Target	May	Jun	Jul
Units Leased*	271	271	271	270
Units Vacant**	≤5	0	0	1
Occupancy Rate	98%	100%	100%	99.6%
Tenant Visits	20	23	26	23
Facility Conditions		Good	Good	Good
Landcaping Conditions		Fair	Fair	Fair

\*One unit is offline for the Laredo Police Department



### AMP 3 - Ana Maria Lozano and Carlos Richter (226 Units)

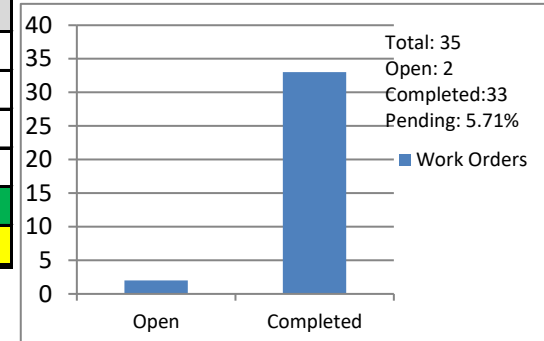
Indicator	Target	May	Jun	Jul
Units Leased	226	226	226	226
Units Vacant*	≤5	0	0	0
Occupancy Rate	98%	100%	100%	100%
Tenant Visits	20	20	16	20
Facility Conditions (Lozano)		Good	Good	Good
Landcaping Conditions (Lozano)		Fair	Fair	Fair
Facility Conditions (Richter)		Good	Good	Good
Landcaping Conditions (Richter)		Fair	Fair	Fair





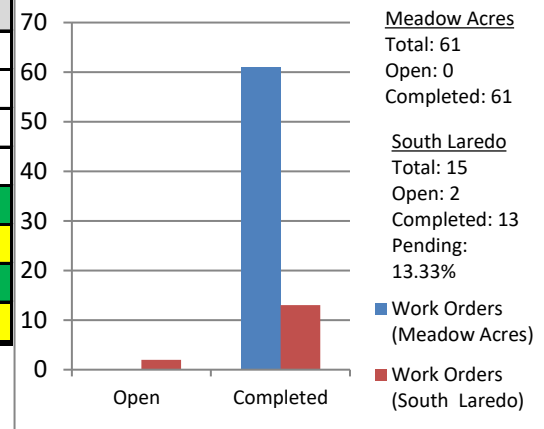
**AMP 4 - Senior Home (100 Units)**

Indicator	Target	May	Jun	Jul
Units Leased	100	100	100	100
Units Vacant*	≤2	0	0	0
Occupancy Rate	98%	100%	100%	100%
Tenant Visits	10	5	15	18
Facility Conditions		Good	Good	Good
Landscaping Conditions		Fair	Fair	Fair



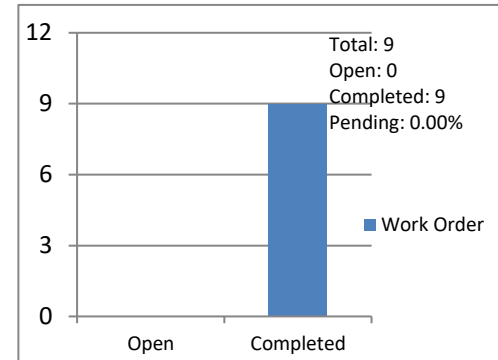
**AMP 5 - Meadow Acres and South Laredo (134 Units)**

Indicator	Target	May	Jun	Jul
Units Leased	134	134	134	133
Units Vacant	≤3	0	0	1
Occupancy Rate	98%	100%	100%	99.3%
Tenant Visits	20	0	22	13
Facility Conditions (Meadow Acres)		Good	Good	Good
Landscaping Conditions (Meadow Acres)		Fair	Fair	Fair
Facility Conditions (South Laredo)		Good	Good	Good
Landscaping Conditions (South Laredo)		Fair	Fair	Fair



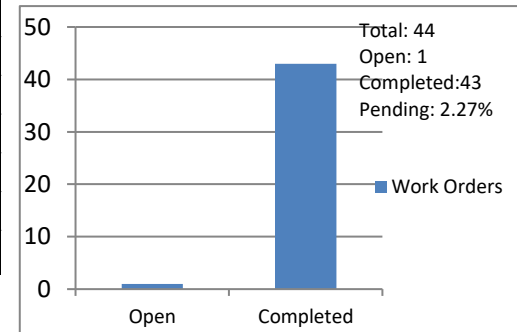
**AMP 6 Asherton (32 Units)**

Indicator	Target	May	Jun	Jul
Units Leased	32	27	26	26
Units Vacant	≤1	5	6	6
Occupancy Rate	97%	84%	81%	81%
Tenant Visits	10	2	32	20
Facility Conditions		<b>Good</b>	<b>Good</b>	<b>Good</b>
Landscaping Conditions		<b>Fair</b>	<b>Fair</b>	<b>Fair</b>



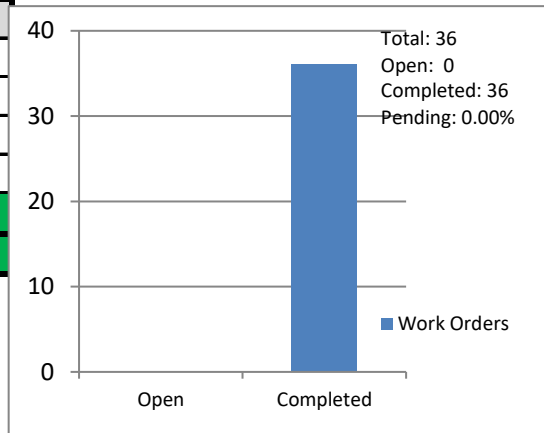
**Farm Labor (48 Units)**

Indicator	Target	May	Jun	Jul
Units Leased	48	39	38	38
Units Vacant	≤1	9	10	10
Occupancy Rate	98%	81%	79%	79%
Tenant Visits	10	7	2	6
Facility Conditions		<b>Fair</b>	<b>Fair</b>	<b>Fair</b>
Landscaping Conditions		<b>Fair</b>	<b>Fair</b>	<b>Fair</b>



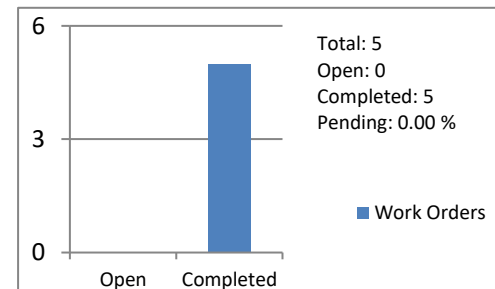
**Russell Terrace (200 Units)**

Indicator	Target	May	June	July
Units Leased	200	196	196	198
Units Vacant	≤4	4	4	2
Occupancy Rate *	98%	98%	98%	99%
Tenant Visits	10	18	10	10
Facility Conditions		Good	Good	Good
Landcaping Conditions		Good	Good	Good



**Meadow Elderly (30 Units)**

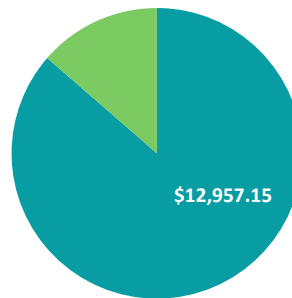
Indicator	Target	May	June	July
Units Leased	30	29	29	30
Units Vacant	≤1	1	1	0
Occupancy Rate	97%	97%	97%	100%
Tenant Visits	10	24	5	15
Facility Conditions		Good	Good	Good
Landcaping Conditions		Good	Good	Fair



## Housing Choice Voucher Program CY 2022

Indicator	Target	January	February	March	April	May	June	July	August	September	October	November	December
PIC Score	100%	102.98%	104.11%	104.34%	105.09%	104.54%	104.06%	103.71%					
Lease Up	98%	99.10%	98.50%	99.40%	99.90%	99.80%	99.20%	98.80%					
HAP Utilization	100%	101.40%	100.40%	101.30%	101.90%	102.40%	103.40%	102.70%					
Unit Months Leased	100%	1,606	1,595	1,610	1,619	1,620	1,609	1,600					
Waiting List - Section 8 HCV	500	576	476	425	275	1,220	1,124	1,083					
Waiting List - Zapata	10	21	6	20	12	26	8	22					
Waiting List - Asherton	10	5	4	11	4	15	5	14					
Waiting List - PBV Non-RAD Russell Terrace	200	452	407	397	397	386	383	371					
Waiting List - RAD Russell Terrace	200	581	533	521	521	505	505	501					
Waiting List - RAD Meadow Elderly	30	35	55	85	99	127	129	170					
Waiting List Casa Verde*	N/A	482	465	465	462	462	462	462					
Waiting List Mod Rehab**	N/A	144	115	232	232	228	202	199					
Waiting List Adalberto Nava NW**	N/A	53	53	53	53	53	53	53					
Waiting List - Emergency Housing Vouchers	N/A	20	33	35	35	36	35	32					
Total New Admissions	N/A	9	22	24	10	22	18	13					
Zapata Vouchers	118	55	55	60	59	58	59	59					
Asherton Vouchers	32	14	14	14	14	12	12	12					

**Homeless Referral Preference Assistance  
from  
October 2021 - September 2022**



Total  
Allocation:  
\$15,000

■ Balance ■ Spent YTD



**Laredo Housing Authority**  
**FSS Participants & Escrow Balance**  
**As of 7/31/2022**

	<b>FSS Participant</b>	<b>Escrow Balance</b>
1	Alvarado, B	\$ 7,282
2	Arreguin, A	\$ 5,982
3	Arreola, S	\$ -
4	Arriaga, P	\$ 189
5	Barrientos, V	\$ 6,904
6	Barrios, A	\$ -
7	Bernal, L	\$ -
8	Briseno, R	\$ -
9	Cavazos, S	\$ -
10	Contreras, S	\$ -
11	Cuellar, L	\$ 10,722
12	De La Fuente, M	\$ -
13	Escobedo, P	\$ 1,088
14	Garcia, E	\$ 4,196
15	Guerrero, O	\$ 4,054
16	Hernandez, M	\$ -
17	Martinez, MJ	\$ -
18	Martinez, M	\$ 9,642
19	Mata, A	\$ 6,346
20	Melendez, E	\$ 1,206
21	Rodriguez, J	\$ 3,896
22	Ruiz, A	\$ 709
23	Solis, D	\$ -
24	Stakely, A	\$ 4,561
		<b>\$ 66,777</b>

<b>Enrolled FSS</b>	
FSS Mandatory Slots	29
FSS Slots Filled	24
Percentage of Filled Slots	82.76%

<b>Escrow Balance</b>	
Participants with Escrow Balance	14
FSS Mandatory Slots	29
Percentage of Filled Slots	48.28%

<b>SEMAP Indicator 14 FSS Points</b>
10
As of 3/31/2023

**IT Projects**

Project	Start Date	Est. End Date	Progress
Internet Switchover	5/27/2019	9/30/2019	95%
Firewall Replacement (IPCop to pFsense)	8/1/2021	1/1/2022	85%
IT Migration to Former Exec. Office	11/16/2020	July 2021 (tentative)	88%
Preparation of New Data Room	4/4/2022	6/1/2022	95%
Cloud Backup System	8/23/2021	10/31/2021	30%
Equipment Disposition*	7/9/2022	7/27/2022	90%
Applicant & Resident Portals*	6/15/2022	8/1/2022	75%
Network Cabling, Bldg C*	6/30/2022	7/6/2022	100%
Relocate Public Housing to Bldg A	8/2/2022	8/5/2022	100%
Relocate HCV to Bldg A	8/2/2022	8/5/2022	100%
Document Disposition	8/4/2022	8/29/2022	75%
Kronos Implementation, Phase II	TBD		0%

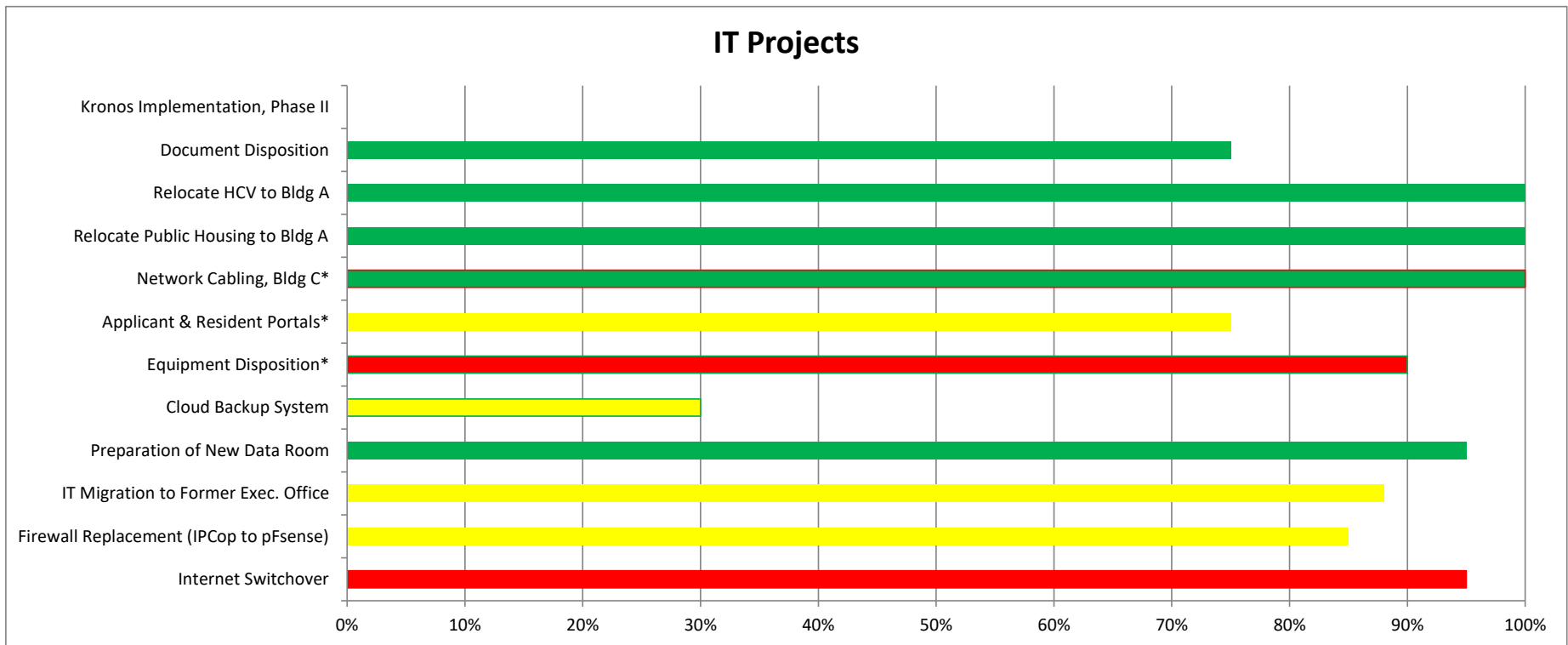
Projects on Radar:
Paperless Initiative
Bibliotech Expansion
Implement Active Directory
Master Plan Implementation
Web Based Backup Storage
Fleet Management
Mobile Device Management Solution

Last 15 Completed Projects:
Asset Disposition
Yardi Elevate
Yardi RentCAFE
Yardi Letters
Russell Terrace BiblioTech (IT Items)
Ana Lozano BiblioTech (IT Items)
Transition to Win 10 Pro
Yardi Landlord Portal
Internet Service at Los Balcones
Mainserver replacement
Document Disposition
Fiber Optic cable install at AMP 1
Camera Install and Setup, Bldg D
Relocation of Timeclocks, Bldg A
Repair of fiber and conduit, Bldg A

NOTE: Items marked with an asterisk (\*) were worked on during this month.

on-time	green
yellow	late
red	paused

**IT Projects**



# Community Safety and Security Program (Peace Officer) June 2022

	Colonia Guadalupe	Russell Terrace	Carlos Richter	Ana Maria Lozano	Meadow Acres	South Laredo	Senior Home	Farm Labor
COVID-19	0	0	0	1	0	0	2	0
Assault	0	3	1	0	1	2	0	0
Burglary/Theft	4	7	0	0	0	1	0	0
Civil / Domestic Disturbance	1	1	0	1	1	0	0	0
Criminal Mischief	2	0	0	1	1	0	0	0
Drug Related	0	0	0	0	0	0	0	0
EMS	11	11	0	3	0	0	15	4
Harassment	2	1	1	0	0	0	0	0
Information	3	8	3	5	1	1	0	2
Juvenile Case	0	0	0	0	0	0	0	0
Parking	3	1	0	0	0	0	0	1
Prowler / Suspicious Person	0	0	0	1	0	0	0	0
Traffic Violations	7	2	0	2	0	0	0	0
Other	3	3	1	1	0	0	0	1
<b>Total Calls</b>	36	37	6	15	4	4	17	8



# Rapid Rehousing Grant

- Award received June 24, 2022 in the amount of \$236,632.00 for Grant FY 2021
- Term: February 01, 2022 - January 31, 2023

## **UPDATE:**

- As of July 31, 2022 we are at capacity for RRH families/Individuals
  - Families: 9
    - 2 of the 9 families are new to the RRH
  - Individuals: 0
  - Elderly: 2

# Emergency Housing Voucher (EHV)

- Award letter received July 01, 2021
- Awarded 85 Vouchers

**As of July 31, 2022**

## **UPDATE:**

The Emergency Housing Voucher requires a direct referral from the Continuum of Care through its local Coordinated Entry Entity.

- Bethany House of Laredo has been conducting the Coordinated Assessments
  - 75 vouchers are utilized
  - 01 voucher is pending inspection
  - 09 vouchers are searching
  - 31 homeless certification have been received for waiting list



## LHA Administration Building A - 1<sup>st</sup> Floor

Project		Progress
Demolition	Completed	100%
Framing	Completed	100%
Glass & Glazing	Completed	100%
Sheetrock	Completed	100%
Painting	Completed	100%
Flooring	Completed	100%
Plumbing Top-Out	Completed	100%
Plumbing Finish	Completed	100%
Brick	Completed	100%
HVAC	Ongoing	95%
Electrical Rough-In	Completed	100%
Electrical Finish	Completed	100%
Ceiling Grid	Completed	100%
Finish Carpentry	Completed	100%
	<b>Estimated Progress To-Date</b>	<b>99.64%</b>

\* As of 8/22/2022



## LHA Administration Building A - 2nd Floor

Project		Progress
Demolition	Completed	100%
Framing	Completed	100%
Glass & Glazing	Completed	100%
Sheetrock	Completed	100%
Painting	Completed	100%
Flooring	Ongoing	80%
Plumbing Top-Out	Completed	100%
Plumbing Finish	Completed	100%
Brick	Completed	100%
HVAC	Ongoing	95%
Electrical Rough-In	Completed	100%
Electrical Finish	Completed	100%
Finish Carpentry	Completed	100%
	<b>Estimated Progress To-Date</b>	<b>98.08%</b>

\* As of 8/22/2022



## Colonia Guadalupe Maintenance Shop Building E

Project		Progress
Site Demolition	Awarded to Bronze Builders, LLC. - Ongoing	95%
Earth Work (Building Pad)	Awarded to Bronze Builders, LLC. - Ongoing	100%
Foundation	Awarded to Bronze Builders, LLC. – Ongoing. Foundation inspection passed on 8/23/2022	75%
Plumbing Rough-In	Awarded to Bronze Builders, LLC. - Completed	100%
Electrical Rough-In	Awarded to AC/DC, Inc. - Not started yet	
Framing	Awarded to Mr. Adrian Garza. - Not started yet	
Plumbing Top-Out	Awarded to Bronze Builders, LLC. - Not started yet	
HVAC Rough-In	Pending Quotes	
Roofing	Awarded to Mr. Antonio Fermin - Not started yet	
Garage Door Installation	Pending Quotes	
Insulation	Awarded to Mr. Juan Carlos Elguezabal - Not started yet	
Sheetrock	Awarded to Mr. Juan Carlos Elguezabal - Not started yet	
Tape & Floating	Awarded to Mr. Juan Carlos Elguezabal - Not started yet	
Painting	Awarded to Mr. Juan Carlos Elguezabal - Not started yet	
Finish Carpentry	Pending Quotes	
Plumbing Finish	Awarded to Bronze Builders, LLC. - Not started yet	
Brick	Awarded to Bronze Builders, LLC. - Not started yet	
HVAC Finish	Pending Quotes	
Electrical Finish	Awarded to AC/DC, Inc. - Not started yet	
Painting Touch-Ups	Awarded to Mr. Juan Carlos Elguezabal - Not started yet	
Clean-Up		
<b>Estimated Progress To-Date</b>		<b>18.50%</b>

\* As of 8/22/2022

# Afterschool Program Enrollment

## Property Registrations

- Colonia Guadalupe- 20 Residents
- Russell Terrace- 20 Residents
- Carlos Richter- 12 Residents
- Meadow Acres- 20 Residents
- South Laredo- 17 Residents

## BiblioTech Registrations

- Registered Users- 515 Users
- Study Island- 153 Users
- Reading Eggs- 23 Users
- Exact Path- 13 Users
- Universal Class- 239 Users

- Reading Eggs & Exact Path are new programs introduced in July 2022 to all BiblioTech Users.
- Exact Path is targeted for high students and Reading Eggs are targeted for Elementary Students.

# Resident Services Activities

- Garage Sales were executed on August 19<sup>th</sup> and 20<sup>th</sup>
- 5-year Annual Plan Meetings were held on August 22<sup>nd</sup> - August 25<sup>th</sup>
- Human Smuggling Education Presentations are being held on August 30<sup>th</sup> - September 7<sup>th</sup>
- Resident Monthly Meetings will be held on September 12<sup>th</sup> - September 16<sup>th</sup>
- Health Education Mini Fairs will be held on September 20<sup>th</sup> - September 30<sup>th</sup>
- Crime Stoppers Education (pending presentation dates)
- End of the month birthday celebrations will be held on last Friday of the month

# 2022 SEPTEMBER



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01 Study Island 4:00pm - 5:30pm	02 Ask-A-Tech (All Day) 1 on 1 Tutoring 3:30pm - 5:30pm	03
04	05 Study Island 4:00pm - 5:30pm Tutoring 3:30pm - 6:00pm	06 Computer Basics 4:00pm - 5:30pm	07 Keyboarding Skills 4:30pm - 5:15pm Tutoring 3:30pm - 6:00pm	08 Online Safety 4:00pm - 5:30pm	09 Ask-A-Tech (All Day) Computer Fun Day 1 on 1 Tutoring 3:30pm - 5:00pm	10
11	12 Ask-A-Tech (All Day) Computer Fun Day Tutoring 3:30pm - 6:00pm	13 Computer Basics 4:00pm - 5:30pm	14 Keyboarding Skills 4:30pm - 5:15pm Tutoring 3:30pm - 6:00pm	15 Online Safety 4:00pm - 5:30pm	16 Ask-A-Tech (All Day) Arts & Crafts 1 on 1 Tutoring 3:30pm - 5:00pm	17
18	19 Study Island 4:00pm - 5:30pm Tutoring 3:30pm - 6:00pm	20 Reading Eggs 4:00pm - 5:30pm	21 Keyboarding Skills 4:30pm - 5:15pm Tutoring 3:30pm - 6:00pm	22 Reading Eggs 4:00pm - 5:30pm	23 Ask-A-Tech (All Day) Computer Fun Day 1 on 1 Tutoring 3:30pm - 5:00pm	24
25	26 Ask-A-Tech (All Day) Computer Fun Day Tutoring 3:30pm - 6:00pm	27 Exact Path 4:00pm - 5:30pm	28 Keyboarding Skills 4:30pm - 5:15pm Tutoring 3:30pm - 6:00pm	29 Exact Path 4:00pm - 5:30pm	30 Ask-A-Tech (All Day) Movie Night 1 on 1 Tutoring 3:30pm - 5:00pm	01



Start by knowing our Bibliotech Programs.		Digital Library		September Observances	
<b>Study Island</b>	An online resource designed to support and monitor mastery of state standard testing for students in grades K-12 and College.	<b>Duolingo</b>	The world's #1 way to learn a new language.	<p style="text-align: center;"><b>September 5th Labor Day!</b></p> <p style="text-align: center;"><b>September 11th Grandparents Day!</b></p> <p style="text-align: center;"><b>September 27th National Voter Registration Day!</b></p> <p style="text-align: center;"><b>Remember to call us at (956)236-6887 to set up any tutoring appointments!</b></p>	
<b>Universal Class</b>	Continue your education online and fulfill your lifelong goals with over 550 courses that can be completed at your own pace.	<b>Overdrive</b>	A service offered by your library or school that lets you borrow digital content (like e-books and audiobooks) anytime, anywhere.		
<b>Reading Eggs</b>	Focuses on a core reading curriculum of phonics and sight words using skills and strategies essential for sustained reading success.	<b>Cloud Library</b>	A mobile application with access to popular e-books and digital audiobooks by using your devices. (Smartphone, Computer, and Tablets)		
<b>Exact Path</b>	Utilizes adaptive diagnostic assessments paired with individualized learning paths to promote academic growth.	<b>Hoopla</b>	A web and mobile library media streaming platform for audio books, comics, e-books, movies, music, and TV.		

\* UniversalClass has been accredited as an Authorized Provider by the International Association for Continuing Education and Training (IACET).

\* UniversalClass is authorized to offer IACET CEUs 'Certificate of Course Completion' for its programs that qualify under the ANSI/IACET Standard.

\* Tutoring will only be available upon scheduling an appointment.

## LHA COMMISSIONER'S COMMUNICATION

<b>DATE:</b> 08/26/2022	<b>SUBJECT:</b> Presentation and possible action related to the Housing Authority of the City of Laredo Audited Financial Statements for Fiscal Year Ending March 31, 2022, by Garza/Gonzalez & Associates. This item may be discussed in Executive Session pursuant to Section 551.071, consultation with attorney and Section 551.074, personnel matters.
<b>Item #:</b> 10A	
<b>INITIATED BY:</b> Mary Gaona Executive Director	<b>STAFF SOURCE:</b> Jennifer Barrientos Director of Finance
<b>PREVIOUS BOARD ACTION:</b> On July 23, 2021, the Board of Commissioners for Laredo Housing Authority approved item 10B to approve a 1-year extension to RFQ#19-0401-1 Professional Services for Annual Audit Services to Garza/Gonzalez & Associates for Fiscal Year Ending March 31, 2021.	
<b>BACKGROUND:</b> On June 30, 2022, the Audited Financial Statements were submitted to U.S. Department of Housing and Urban Development Real Estate Assessment Center for Fiscal Year Ending March 31, 2021.	
<b>FINANCIAL:</b> To be presented at BOC Meeting.	
<b>RECOMMENDATION:</b> To accept the Housing Authority of the City of Laredo Audited Financial Statements for Fiscal Year Ending March 31, 2022 as presented into public record.	

## LHA COMMISSIONER'S COMMUNICATION

<b><u>DATE:</u></b> 08/26/2022	<b><u>SUBJECT:</u></b> Consideration to authorize the Executive Director to renew the contracts with the off-duty Laredo Police Department officers for the purpose of providing on-site safety and security services, under the "community-policing" philosophy and approach, at LHA-owned housing developments, effective September 9, 2022 through September 8, 2023.
<b><u>Item #:</u></b> 10B	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b> Valeria Cabello Procurement Officer
<b><u>PREVIOUS BOARD ACTION:</u></b> On August 27, 2021, the Laredo Housing Authority Board of Commissioners authorized the Executive Director to enter into contracts with the Laredo Police Department off-duty officers to provide services at LHA developments.	
<b><u>BACKGROUND:</u></b> The Community Safety and Security (Peace Officer) Program was implemented on August 23, 2019 and currently consists of (1) supervising officer and (4) patrol officers that patrol and provide services to all LHA developments for a total of 16 hours weekly with staggered scheduling.	
<b><u>FINANCIAL:</u></b> Supervisor ----- \$35.00 hourly rate Patrol Officer ----- \$30.00 hourly rate	
<b><u>RECOMMENDATION:</u></b> To authorize the Executive Director to renew the contracts with the off-duty Laredo Police Department officers for the purpose of providing on-site safety and security services, under the "community-policing" philosophy and approach, at LHA-owned housing developments, effective September 9, 2022 through September 8, 2023.	

August 19, 2022

Abraham Gonzalez  
Laredo Police Dept.  
4712 Maher Ave.  
Laredo, TX 78041

To whom it may concern:

For the past several years, Off-duty Laredo Police Officers have provided police services to the Laredo Housing Authority. I along with the rest of the Police Officers currently working for Laredo Housing Authority would like to continue to provide our services. If you have any questions please feel free to call me at 956-237-5603. Thank you for your consideration with this matter.

Officers Names

Rene Hernandez  
Heriberto Avalos  
Armando Garcia  
Erik Garza

Very Respectfully,

Lt. Abraham Gonzalez  
Laredo Police Department



## LHA COMMISSIONER'S COMMUNICATION

<b><u>DATE:</u></b> 08/26/2022	<b><u>SUBJECT:</u></b> Discussion and possible action to approve amendments to the Admissions and Continued Occupancy Policy and Housing Choice Voucher (HCV) Administrative Plan, including extending the reach of the zero-tolerance policy to prohibit subsidized housing for individuals who engage or support human trafficking activities, and disqualify landlords who engage or support human trafficking from participating under the HCV Program.
<b><u>Item #:</u></b> 10C	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b> Melissa Ortiz, Director of Section 8 Raquel Aguilar, Assistant Director of Housing Management
<b><u>PREVIOUS BOARD ACTION:</u></b> On July 29, 2022, the Board of Commissioners discussed item 11B. Discussion and possible action to approve amendments to the Admissions and Continued Occupancy Policy and Housing Choice Voucher Administrative Plan, including extending the reach of the zero-tolerance policy to prohibit subsidized housing for individuals who engage or support human trafficking activities, and disqualify landlords who engage or support human trafficking from participating under the HCV Program. No action was taken of this item.	
<b><u>BACKGROUND:</u></b>  Will be presented at BOC meeting.	
<b><u>FINANCIAL:</u></b>	
<b><u>RECOMMENDATION:</u></b>  To approve the proposed amendments to the Admissions and Continued Occupancy Policy and Housing Choice Voucher Administrative Plan.	

## LHA COMMISSIONER'S COMMUNICATION

<b><u>DATE:</u></b> 08/26/2022	<b><u>SUBJECT:</u></b> Discussion and possible action to adopt an increase to the micro-purchasing threshold from \$2,000 to \$5,000 as recommended by staff.
<b><u>Item #:</u></b> 10D	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b> Valeria Cabello Procurement Officer
<b><u>PREVIOUS BOARD ACTION:</u></b> None	
<b><u>BACKGROUND:</u></b> <p>On June 20, 2018, Tim Soltis, Deputy Controller for the Office of Federal Financial Management issued out a memorandum in accordance with recent statutory changes set forth in the National Defense Authorization Acts (NDAA) for Fiscal Years 2017 and 2018, the memorandum raised the threshold for micro-purchases under Federal financial assistance awards to \$10,000. The NDAA for FY2017 increased the micro-purchase threshold from \$3,500 to \$10,000 for institutions of higher education, or related or affiliated nonprofit entities, nonprofit research organizations or independent research institutes (41 U.S.C. § 1908).</p> <p>The micro-purchase threshold refers to purchases of supplies or services using simplified acquisition procedures, not to exceed an established amount pursuant to the Office of Management and Budget (OMB) Governmentwide Guidance for Grants and Agreements ("Uniform Guidance") at 2 C.F.R. § 200.67 (Micro-purchase).</p>	
<b><u>FINANCIAL:</u></b> The LHA's current micro-purchase threshold is set at \$2,000.	
<b><u>RECOMMENDATION:</u></b> To adopt an increase to the micro-purchasing threshold from \$2,000 to \$5,000 as recommended by staff.	



EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

OFFICE OF FEDERAL  
FINANCIAL MANAGEMENT

June 20, 2018

M-18-18

MEMORANDUM FOR CHIEF FINANCIAL OFFICERS AND HEADS OF SMALL EXECUTIVE AGENCIES

FROM:

Tim Soltis

Deputy Controller, Office of Federal Financial Management

SUBJECT:

Implementing Statutory Changes to the Micro-Purchase and the Simplified Acquisition Thresholds for Financial Assistance

In accordance with recent statutory changes set forth in the National Defense Authorization Acts (NDAA) for Fiscal Years 2017 and 2018, this memorandum raises the threshold for micro-purchases under Federal financial assistance awards to \$10,000, and raises the threshold for simplified acquisitions to \$250,000 for all recipients. Further, it implements an approval process for certain institutions that want to request micro-purchase thresholds higher than \$10,000. Agencies are required to implement these changes in the terms and conditions of their awards, and recipients of existing Federal financial assistance awards may implement them in their internal controls.

**Background**

This memorandum applies to all Federal agencies, as defined at 5 U.S.C. § 551(1), that award grants or cooperative agreements. It implements changes to the micro-purchase and simplified acquisition thresholds for financial assistance under the NDAA for Fiscal Year (FY) 2017 and FY2018. The micro-purchase threshold refers to purchases of supplies or services using simplified acquisition procedures, not to exceed an established amount pursuant to the Office of Management and Budget (OMB) Governmentwide Guidance for Grants and Agreements (“Uniform Guidance”) at 2 C.F.R. § 200.67 (Micro-purchase). The simplified acquisition threshold refers to purchases of property or services using small purchase methods not to exceed an established amount pursuant to 2 C.F.R. § 200.88 (Simplified acquisition threshold). For Federal financial assistance awards, these purchases are acquired for use by a Federal program. The NDAA for FY2017 increased the micro-purchase threshold from \$3,500 to \$10,000 for institutions of higher education, or related or affiliated nonprofit entities, nonprofit research organizations or independent research institutes (41 U.S.C. § 1908). The NDAA for FY2018 increases the micro-purchase threshold to \$10,000 for all recipients and also increases the simplified acquisition threshold from \$100,000 to \$250,000 for all recipients.

**Implementing the NDAA for FY2017**

Section 217(b) of the NDAA for FY2017 raises the micro-purchase threshold to \$10,000 for procurements under grants and cooperative agreements for institutions of higher education, or related or affiliated nonprofit entities, nonprofit research organizations or independent research institutes.<sup>1</sup>

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<sup>1</sup> Pub. L. No. 114-328 (codified at 41 U.S.C. § 1902(a)(2)).

The NDAA for FY2017 also establishes an interim uniform process by which these recipients can request and Federal agencies can approve requests to apply a higher micro-purchase threshold. Specifically, the 2017 NDAA allows a threshold above \$10,000 if approved by the head of the relevant executive agency. For purposes of this approval, the institution's cognizant Federal agency for indirect cost rates will be the relevant executive agency as defined in 2 C.F.R. § 200.19 (Cognizant agency for indirect costs). To receive a higher threshold, the institution must either have "clean single audit findings" (*i.e.*, in accordance with 2 C.F.R. § 200.520 - Criteria for a low-risk auditee), have an acceptable internal institutional risk assessment, or the higher threshold must be consistent with State law for public institutions.

Agencies should reflect this change through policy or terms and conditions in awards for those institutions. The effective date for this change was when the NDAA for FY2017 was signed into law on December 23, 2016. OMB intends to revise the Uniform Guidance to conform with the law.<sup>2</sup>

### **Process for Requesting a Higher Threshold Under the NDAA for FY2017**

Requests for approval should be submitted to the institution's cognizant Federal agency for indirect cost rates; however, institutions should contact the agency before sending the request to determine the correct point of contact. The cognizant Federal agency will assign review of the request to the appropriate office within the agency to determine whether to approve, and will maintain records and justification of all approvals. The request should include the threshold level being requested and the justification(s) for it based on the criteria above per Section 217(b) of the NDAA for FY2017.

### **Implementing the NDAA for FY2018**

This memorandum also implements provisions of the NDAA for FY 2018, Pub. L. No. 115-91, which became law on December 12, 2017. Specifically, section 806 raised the micro-purchase threshold from \$3,500 to \$10,000, and section 805 raised the simplified acquisition threshold from \$100,000 to \$250,000. Pursuant to 2 C.F.R. § 200.67 (Micro-purchase) and 2 C.F.R. § 200.88 (Simplified acquisition threshold), these higher thresholds are not effective until implemented in the Federal Acquisition Regulation (FAR) at 48 C.F.R. Subpart 2.1 (Definitions).<sup>3</sup>

In order to allow maximum flexibility for grant recipients in light of the changes to the NDAA for FY2018, OMB is granting an exception allowing recipients to use the higher threshold of \$10,000 for micro-purchases and \$250,000 for simplified acquisitions in advance of revisions to the FAR at 48 C.F.R. Subpart 2.1 and the Uniform Guidance. Pursuant to 2 C.F.R. § 200.102 (Exceptions), OMB may allow exceptions to the Uniform Guidance when exceptions are not prohibited by statute. The exception takes effect upon the date of issuance of this memo. Agencies should apply this exception to all recipients. Recipients should document any change based on this exception in accordance with 2 C.F.R. § 200.318 (General procurement standards).

If you have any questions regarding this memorandum, please contact Mary Tutman at [Mary.E.Tutman@omb.eop.gov](mailto:Mary.E.Tutman@omb.eop.gov) or Gil Tran at [Hai\\_M.\\_Tran@omb.eop.gov](mailto:Hai_M._Tran@omb.eop.gov).

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<sup>2</sup> The American Innovation and Competitiveness Act, Pub. L. No. 114-329, § 207(b) (2017) states that the Uniform Guidance shall be revised to conform with the requirements concerning the micro-purchase threshold.

<sup>3</sup> Codified at 41 U.S.C. § 1902(f).



## LHA COMMISSIONERS' COMMUNICATION

<b><u>DATE:</u></b> 08/26/2022	<b><u>SUBJECT:</u></b> Consideration to authorize a travel request of staff and/or Board for the Texas Homeless Network Conference in Austin, Texas on September 28-30, 2022.
<b><u>Item #:</u></b> 10E	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b> Jessica Martinez Director of Planning & Community Services
<b><u>PREVIOUS BOARD ACTION:</u></b>  None	
<b><u>BACKGROUND:</u></b>  On September 28 – 30, 2022, the Texas Homeless Network will be hosting their 2022 Conference on Ending Homelessness in Austin, Texas.	
<b><u>FINANCIAL:</u></b>  Registration \$375 - THN Member Rate	
<b><u>RECOMMENDATION:</u></b>  Approval to authorize the travel request of staff and/or Board for the Texas Homeless Network Conference in Austin, Texas.	