

Laredo Housing Facilities Corporation
Regular
Board of Directors Meeting



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

Moonday, May 22, 2023
10:30 a.m.

Laredo Housing Facilities Corporation

Regular Board of Directors Meeting

Zoom Video Link:

<https://us02web.zoom.us/j/84531296241?pwd=cEFFeFVSZkliNDljdE1JaUpOcHc2dz09>

Call in Number: 1-346-248-7799

Webinar ID: 845 3129 6241

LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Monday, May 22, 2023

10:30 A.M.

Board of Directors

Cynthia Mares, President
Silvia Madrid, Vice President
Joe E. Aranda, Director

Jose L. Ceballos, Director
Gloria Ann Freeman, Director

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-23-R-3

Agenda

May 22, 2023

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL AND DECLARATION OF QUORUM**
- 4. 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)

5. APPROVAL OF MINUTES

- A.** Approval of Minutes for Board of Directors meeting on February 22, 2023.
- B.** Approval of Minutes for Board of Directors meeting on April 5, 2023.

6. ACTION ITEM

- A. Discussion and possible action to renew the Commercial Property Insurance for the Laredo Housing Facilities Corporation effective June 27, 2023 through June 26, 2024.

7. ADJOURNMENT



Mary Gaona, Secretary

The Housing Authority of the City of Laredo 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 Thursday, May 18, 2023 at 4:30 p.m.

Jose A. Valdez Jr., City Secretary

Laredo Housing Facilities Corporation

Special Board of Directors Meeting

Zoom Video Link:

<https://us02web.zoom.us/j/88130511178?pwd=YlIPsUNEQ1FPcTJXb2JUTIFmOWF1dz09>

Call in Number: 1-346-248-7799

Webinar ID: [881 3051 1178](#)

LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Wednesday, February 22, 2023

11:30 A.M.

Board of Directors

Jose L. Ceballos, Director
Joe E. Aranda, Director
Silvia Madrid, Director

Cynthia Mares, Director
Gloria Ann Freeman, Director

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-23-S-1 Minutes February 22, 2023

1. CALL TO ORDER Director Jose L. Ceballos called the meeting to order at 12:26 p.m.

Director Ceballos stated that he would dispense items 2 and 3.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL AND DECLARATION OF QUORUM

Directors Present

Jose L. Ceballos, Director
Joe E. Aranda, Director
Silvia Madrid, Director
Cynthia Mares, Director
Gloria Ann Freeman, Director
Mary Gaona, Secretary

Directors Absent

4. NOMINATION AND ELECTION OF OFFICERS

Attorney Doug Poneck asked, if there were any nominations. Director Joe E. Aranda, stated, I nominate Cynthia Mares as President and Silvia Madrid as Vice President. Attorney Poneck asked, all those in favor of Cynthia Mares as President and Silvia Madrid as Vice president, please raise your hands. Vote passed unanimously.

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)

President Mares stated that there were no comments.

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

President Mares stated that there were no disclosures.

7. ACTION ITEM

- A.** Discussion and possible action to renew authorized signer for all bank accounts with newly elected President.
- B.** Discussion and possible action to authorize the Executive Director to extend the contract with Nava Group, LLC for an additional year, as allowable by Contract No. 2020-0510-1, effective December 28, 2022 through December 27, 2023. This represents the third year of the contract maximum of five years.
- C.** Discussion and possible action to authorize the Executive Director to extend the contract with Quantcorp Construction, LLC for an additional year, as allowable by Contract No. 2022-0131-1, effective February 21, 2023 through February 20, 2024. This represents the second year of the contract maximum of five years.

Director Jose L. Ceballos moved to approve action items based on the recommendation of the Laredo Housing Regular Board Meeting.

Director Joe E. Aranda seconded the motion.

Motion passed unanimously.

8. ADJOURNMENT

Director Jose L. Ceballos moved to adjourn the meeting.

Director Joe E. Aranda seconded the motion.

Motion passed unanimously.

Meeting adjourned at 12:28 p.m.

Cynthia Mares, President

Mary Gaona, Executive Director

Laredo Housing Facilities Corporation

Regular Board of Directors Meeting

Zoom Video Link:

<https://us02web.zoom.us/j/89716725429?pwd=TORQRVJlMldtUUJzWCtrcnJwMkZrQT09>

Call in Number: 1-346-248-7799

Webinar ID: [897 1672 5429](#)

LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Wednesday, April 5, 2023

11:30 A.M.

Board of Directors

Cynthia Mares, President
Silvia Madrid, Vice President
Joe E. Aranda, Director

Jose L. Ceballos, Director
Gloria Ann Freeman, Director

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-23-R-1

Minutes

April 5, 2023

1. **CALL TO ORDER** President Mares called the meeting to order at 1:20 p.m.

President Mares stated that she would dispense items 2 and 3.

2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL AND DECLARATION OF QUORUM**

Directors Present

Cynthia Mares, President
Silvia Madrid, Vice President
Joe E. Aranda, Director
Jose L. Ceballos, Director
Gloria Ann Freeman, Director
Mary Gaona, Secretary

Directors Absent

4. **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)

President Mares stated that there were no comments.

5. ACTION ITEM

- A.** Discussion and possible action to approve the writing-off of non-collectable amounts for vacated Public Housing, Russell Terrace, Meadow Elderly and Farm Labor units from October 1, 2022 through March 31, 2023, as recommended by staff.
- B.** Discussion and possible action to award RFP No. 2023-0130-2 Integrated Pest Management & On-Call Services to JD's Pest Control in the amount of \$25,430.00 and authorize the Executive Director to finalize negotiations and contract with selected firm.
- C.** Discussion and possible action to award RFP No. 2023-0130-1 Landscaping & Ground Maintenance to Airstream Professional Misting Systems in the amount of \$258,840.00 and authorize the Executive Director to finalize negotiations and contract with selected firm.

**Director Jose L. Ceballos moved to approve action items based on the recommendation of the Laredo Housing Regular Board Meeting.
Director Gloria Ann Freeman seconded the motion.
Motion passed unanimously.**

6. ADJOURNMENT

**Director Jose L. Ceballos moved to adjourn the meeting.
Director Gloria Ann Freeman seconded the motion.
Motion passed unanimously.**

Meeting adjourned at 1:21 p.m.

Cynthia Mares, President

Mary Gaona, Executive Director

LHFC DIRECTORS' COMMUNICATION

<u>DATE:</u> 05/22/2023	<u>SUBJECT:</u> Discussion and possible action to renew the Commercial Property Insurance for the Laredo Housing Facilities Corporation effective June 27, 2023 through June 26, 2024.
<u>Item #:</u> 6A	
<u>INITIATED BY:</u> Mary Gaona Executive Director	<u>STAFF SOURCE</u> Jennifer Barrientos Director of Finance
<u>PREVIOUS BOARD ACTION:</u> On May 20, 2022, the Board of Commissioners approved consent agenda item 10A to authorize the Executive Director to renew the Commercial Property Insurance for the Laredo Housing Facilities Corporation in the amount of \$61,237.00. The renewal effective dates were from June 27, 2022 to June 26, 2023.	
<u>BACKGROUND:</u> The Laredo Housing Facilities Corporation recommends to renew the Commercial Property Insurance for the Russell Terrace, Meadow Elderly and Bernal Sunrise Court properties in the amount of \$75,378.00. The renewal effective dates are from June 27, 2023 through June 26, 2024. HAI Group is on HUD's approved State Insurance Risk Pools (SIRPs).	
<u>FINANCIAL:</u> HAI Group 2023-2024 Renewal Quote: Commercial Property (Russell Terrace, Meadow Elderly and Bernal Sunrise Courts) Renewal Amount- \$75,378.00 (2023-2024 had an increase of \$14,141.00) 2022-2023 Premium- \$61,237.00 2021-2022 Premium- \$60,678.00	
<u>RECOMMENDATION:</u> Discussion and possible action to renew the Commercial Property Insurance for the Laredo Housing Facilities Corporation effective June 27, 2023 through June 26, 2024.	