

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



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

Thursday, October 05, 2023
11:30 a.m.

REC'D CITY SEC OFF
OCT 2 '23 AM 11:25

Laredo Housing Authority
Regular Board of Commissioners Meeting
<https://us02web.zoom.us/j/84354135603?pwd=M2MrN05DeEczMmFKZmwzL2pYV0NsZz09>

Call in Number: 1-346-248-7799

Webinar ID: [843 5413 5603](#)

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Board of Commissioners

Cynthia Mares, Board Chair
Silvia Madrid, Vice Chair
Joe E. Aranda, Commissioner

Jose L. Ceballos, 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-23-R-5

Agenda

October 05, 2023

- 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. PRESENTATION BY RESIDENT ADVISORY BOARD**
- 7. PUBLIC HEARING: To receive public comments and input, and close the public hearing period as it relates to the proposed Annual PHA Plan and Five-Year Action Plan for fiscal years 2024-2028.**

8. 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 ratify the approval of a renewal for the Commercial Liability and Property Insurance Coverage with Housing Authority Insurance Group in the amount of \$365,348 effective October 1, 2023 through September 30, 2024.
- B.** Consideration to approve the Public Housing Flat Rents and adopt Resolution No. 23-R-09 effective January 1, 2024 as recommended by staff.
- C.** Consideration to authorize a travel request of staff for a scheduled Executive Directors Meeting with the San Antonio HUD Field office staff in San Antonio, Texas, on November 29, 2023 through December 1, 2023.
- D.** Consideration to authorize a travel request of staff for the Texas Housing Association REAC NSPIRE training in San Antonio, Texas on November 15, 2023.

9. ACTION ITEM

- A.** Discussion and possible action to award RFP No. 2023-0915-1 Unarmed Security Services and authorize the Executive Director to finalize negotiations and contract with selected firm.
- B.** Discussion and possible action related to the performance and annual evaluation of the Executive Director. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).
- C.** Discussion and possible action to review and approve the Executive Director's employment contract. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).
- D.** Discussion and possible action related to the possible filling of any management positions requiring Board consultation. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).

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).

10. ACTION ON ANY EXECUTIVE SESSION ITEM

11. ADJOURNMENT

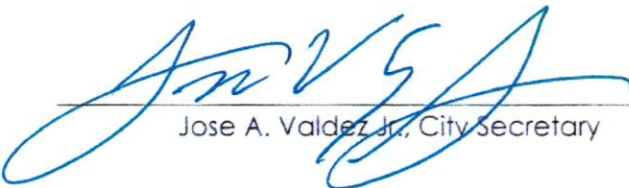


Mary Gaona, Executive Director

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.

CERTIFICATION

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 Monday, October 2, 2023 at 11:30 a.m.



Jose A. Valdez Jr., City Secretary

LHA COMMISSIONERS' COMMUNICATION

<u>DATE:</u> 10/05/2023	<u>SUBJECT:</u> Consideration to ratify the approval of the renewal with Housing Authority Insurance Group for the Commercial Liability and Property Insurance Coverage in the amount of \$365,348 effective October 1, 2023 through September 30, 2024.
<u>Item #:</u> 8A	
<u>INITIATED BY:</u> Mary Gaona Executive Director	<u>STAFF SOURCE</u> Jennifer Barrientos Director of Finance
<u>PREVIOUS BOARD ACTION:</u> On November 18, 2022, the Board of Commissioners for the Housing Authority of the City of Laredo approved item 11C renewing the Commercial Liability and Property Insurance Coverage for the Housing Authority of the City of Laredo with HAI Group in the amount of \$317,209. This policy renewal was effective October 1, 2022 through September 30, 2023.	
<u>BACKGROUND:</u> This is the Commercial Liability and Property Insurance Coverage for the following properties: Aldo Tatangelo Farm Labor, Ana Maria Lozano, Asherton, Carlos Richter Courts, Colonia Guadalupe, Meadow Acres Phase I & II, Senior Citizens Home, and South Laredo Phase I & II. HAI Group is on HUD's approved State Insurance Risk Pools (SIRPs). <u>2022-2023 Renewal Price Breakdown:</u> Commercial Liability: \$69,308.00 Commercial Property: \$247,901.00 Total: \$317,209.00	
<u>FINANCIAL:</u> <u>2023-2024 Renewal Quote:</u> Commercial Liability: \$71,715.00 Commercial Property: \$293,633.00 Total: \$365,348.00	
<u>RECOMMENDATION:</u> To approve the ratification approving the renewal with Housing Authority Insurance Group for Commercial Liability and Property Insurance coverage in the amount of \$365,348 effective October 1, 2023 through September 30, 2024.	

LHA COMMISSIONERS' COMMUNICATION

DATE: 10/05/2023	SUBJECT: Consideration to approve the Public Housing Flat Rents and adopt Resolution No. 23-R-09 effective January 1, 2024 as recommended by staff.
8B	

INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE: Raquel Aguilar Director of Housing Management
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PREVIOUS BOARD ACTION:
The current Public Housing Flat Rents were adopted on January 1, 2023 under Resolution No. 22-R-08.

Current Flat Rents

Project	1BR	2BR	3BR	4BR
AMP 1 Colonia Guadalupe	\$495	\$634	\$839	\$901
AMP 3 Carlos Richter	\$491	\$630	\$835	\$896
AMP 3 Ana Maria Lozano	\$495	\$634	\$838	\$901
AMP 4 Senior Home	\$637	\$796	N/A	N/A
AMP 5 Meadow Acres	\$487	\$624	\$824	\$886
AMP 5 South Laredo	N/A	N/A	\$824	\$886
AMP 6 Asherton	N/A	N/A	\$706	\$709

BACKGROUND:

Once per year, the PHA must give each family the opportunity to choose between one of two methods for determination of the amount of tenant rent payable monthly by the family. The family may choose to pay either an income-based rent or a flat rent which is generally based on 80% of the fair market rents established by HUD annually less the utility allowance for that property. Except for financial hardship cases, the family may not be offered this choice more than once a year. The LHA currently has **24** families paying flat rent.

Proposed Flat Rents

Project	1BR	2BR	3BR	4BR
AMP 1 Colonia Guadalupe	\$545	\$684	\$897	\$927
AMP 3 Carlos Richter	\$542	\$682	\$895	\$924
AMP 3 Ana Maria Lozano	\$546	\$688	\$901	\$931
AMP 4 Senior Home	\$705	\$870	N/A	N/A
AMP 5 Meadow Acres	\$541	\$679	\$888	\$917
AMP 5 South Laredo	N/A	N/A	\$888	\$917
AMP 6 Asherton	N/A	N/A	\$767	\$790

FINANCIAL:

RECOMMENDATION:

To consider approving the proposed Flat Rent Schedule for Public Housing effective January 1, 2024 and adopt Resolution No. 23-R-09.

LHA COMMISSIONERS' COMMUNICATION

DATE: 10/05/2023	SUBJECT: Consideration to authorize a travel request of staff for a scheduled Executive Directors Meeting with the San Antonio HUD Field office staff in San Antonio, Texas, on November 29, 2023 through December 1, 2023.
Item #: 8C	
INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE: Jennifer Barrientos Director of Finance
PREVIOUS BOARD ACTION:	
BACKGROUND:	
FINANCIAL:	
RECOMMENDATION: To authorize the travel request of staff for the scheduled Executive Directors Meeting with the San Antonio HUD Field office staff in San Antonio, Texas on November 29, 2023 through December 1, 2023.	

LHA COMMISSIONERS' COMMUNICATION

DATE: 10/05/2023	SUBJECT: Consideration to authorize a travel request of staff for the Texas Housing Association REAC NSPIRE training in San Antonio, Texas on November 15, 2023.
Item #: 8D	
INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE: Jennifer Barrientos Director of Finance
PREVIOUS BOARD ACTION:	
BACKGROUND:	
FINANCIAL:	
RECOMMENDATION: To authorize the travel request of staff for the Texas Housing Association REAC NSPIRE training in San Antonio, Texas on November 15, 2023.	

LHA COMMISSIONERS' COMMUNICATION

<u>DATE:</u> 10-05-23	<u>SUBJECT:</u> Discussion and possible action to award RFP No. 2023-0915-1 Unarmed Security Services and authorize the Executive Director to finalize negotiations and contract with selected firm.
<u>Item #:</u> 9A	
<u>INITIATED BY:</u> Mary Gaona Executive Director	<u>STAFF SOURCE</u> Valeria De Leon Procurement Officer
<u>PREVIOUS BOARD ACTION:</u> On August 24, 2023, the Board of Commissioners voted to cancel RFP No. 2023-0612-1 Unarmed Security Services and authorize the Executive Director to issue out a new RFP.	
<u>BACKGROUND:</u> <p>The current Unarmed Security Services contract with Securitas Security Services USA, Inc. will expire on September 22, 2023. Securitas provided LHA with an extension till October 5, 2023.</p> <p>On June 12, 2023, the Housing Authority of the City of Laredo issued a Request for Proposals (RFP) for Unarmed Security Services. The established deadline to submit was June 30, 2023.</p> <p>The agency contacted the following companies to advise them of the posted RFP: Walker Security Patrol Services LLC, Task Force Security, Eagle View Security & Investigations, Praetorian Security & Investigations, Vets Securing America, Allied Universal Security Services, Securitas Security USA, Inc., and Servexo Protective Services.</p>	
<u>FINANCIAL:</u> To be discussed at BOC meeting.	
<u>RECOMMENDATION:</u> Approval to award RFP No. 2023-0915-1 Unarmed Security Services and authorize the Executive Director to finalize negotiations and contract with selected firm.	

LHA COMMISSIONERS' COMMUNICATION

<u>DATE:</u> 10-05-23	<u>SUBJECT:</u> Discussion and possible action related to the performance and annual evaluation of the Executive Director. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).
<u>Item #:</u> 9B	
<u>INITIATED BY:</u> Cynthia Mares Board Chair	<u>STAFF SOURCE</u>
<u>PREVIOUS BOARD ACTION:</u> On March 21, 2022, the Board of Commissioners met to evaluate the executive director.	
<u>BACKGROUND:</u>	
<u>FINANCIAL:</u>	
<u>RECOMMENDATION:</u>	

LHA COMMISSIONERS' COMMUNICATION

<u>DATE:</u> 10-05-23	<u>SUBJECT:</u> Discussion and possible action to review and approve the Executive Director's employment contract. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).
<u>Item #:</u> 9C	
<u>INITIATED BY:</u> Cynthia Mares Board Chair	<u>STAFF SOURCE</u>
<u>PREVIOUS BOARD ACTION:</u> On October 29, 2020, the Board of Commissioners met and authorized the execution of a three (3) year contract for the Executive Director position effective November 2, 2020 through November 1, 2023.	
<u>BACKGROUND:</u>	
<u>FINANCIAL:</u>	
<u>RECOMMENDATION:</u>	

LHA COMMISSIONERS' COMMUNICATION

<u>DATE:</u> 10-05-23	<u>SUBJECT:</u> Discussion and possible action related to possible filling of any management positions requiring Board consultation. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).
<u>Item #:</u> 9D	
<u>INITIATED BY:</u> Mary Gaona Executive Director	<u>STAFF SOURCE</u>
<u>PREVIOUS BOARD ACTION:</u> None	
<u>BACKGROUND:</u>	
<u>FINANCIAL:</u>	
<u>RECOMMENDATION:</u>	