

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](https://us02web.zoom.us/j/84354135603?pwd=M2MrN05DeEczMmFKZmwzL2pYV0NsZz09)

LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Thursday, October 05, 2023

11:30 A.M.

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

Cynthia Mares, Board Chair, called the meeting to order at 11:31 a.m.

2. INVOCATION PRAYER

Gloria Ann Freeman, Resident Commissioner, led us in prayer.

3. PLEDGE OF ALLEGIANCE

Silvia Madrid, Vice Chair, led us in the recital of the Pledge of Allegiance.

4. ROLL CALL AND DECLARATION OF QUORUM

Mrs. Gaona proceeded with roll call and declaration of quorum was made by Cynthia Mares, Board Chair.

Commissioner Present

Cynthia Mares, Board Chair
Silvia Madrid, Vice Chair
Jose L. Ceballos, Commissioner
Gloria Ann Freeman, Resident Commissioner

Silvia Madrid, Vice Chair, moved to excuse Commissioner, Joe E. Aranda. Jose L. Ceballos, seconded the motion; motion carried.

Staff Present

Mary Gaona, Executive Director
Jennifer Barrientos, Director of Finance
Bulmaro Cruz, Director of Construction
Melissa Ortiz, Director of HCV
Robert Pena, Director of IT
Raquel Aguilar, Director of Housing Management
Christy Ramos, Human Resource Manager
Sonia Flores, Senior Accountant (zoom)
Sara Vicharelli, Leasing Specialist (zoom)
Maria Hernandez, Property Manager (zoom)
Veronica Alcalá, Assistant Property Manager (zoom)
Melinda Gavilanes, Property Manager (zoom)
Elsa Rodriguez, Clerk (zoom)
Maria Serrano, Assistant Property Manager (zoom)
San Juana Valero, Assistant Property Manager (zoom)
Kayla Moreno, Property Manager (zoom)
Gisela Mendoza, Assistant Property Manager (zoom)
Denise Guzman, Property Manager (zoom)
Doug A. Poneck, Attorney
Ricardo DeAnda, Attorney

Others Present

Alberto Castaneda Jr., Praetorian Security
Alberto Castaneda Sr., Praetorian Security

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)

Cynthia Mares, Board Chair, stated that there were no citizens comments.

6. PRESENTATION BY RESIDENT ADVISORY BOARD

Mary Gaona, Executive Director, informed the Board of Commissioners that Ms. Rios, Resident Advisory Board President, was unable to attend the meeting today.

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.

Gloria Ann Freeman, Resident Commissioner, moved to close the public hearing for our Five-Year Plan 2024-2028. Silvia Madrid, Vice Chair, seconded the motion; motion carried. Discussion took place.

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.

Gloria Ann Freeman, Resident Commissioner, moved to approve all the following items under consent agenda.

- 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.

Silvia Madrid, Vice Chair, seconded the motion; motion carried.

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.

Gloria Ann Freeman, Resident Commissioner, moved to award the Unarmed Security Services Contract to Praetorian Security & Investigations and authorize the Executive Director to finalize negotiations and contract. Cynthia Mares, Board Chair, seconded the motion; Jose L. Ceballos, Commissioner, voted against; motion carried.

- 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).

Jose L. Ceballos, Commissioner, moved to proceed as discussed in executive session with the favorable performance evaluation of the director and that the employment contract be finalized with Ms. Gaona as discussed by our Board Chair and our attorney. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried. Jose L. Ceballos, Commissioner, stated that they had looked at comparables for salaries and benefits both internally with the salary scale and at other cities and this is how they are arriving at the package for the executive director. Discussion took place.

- 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).

Mary Gaona, Executive Director, made a recommendation to hire Gustavo Rojo-Buendia as Assistant Executive Director. Gloria Ann Freeman, Resident Commissioner, moved to approve as recommended. Cynthia Mares, Board Chair, seconded the motion; motion carried.

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).

Jose L. Ceballos, Commissioner, moved to take items 9A, 9B, 9C, and 9D into Executive Session pursuant to sections 551.071 (consultation with attorneys) and 551.074 (personnel matters). Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

Board of Commissioners entered Executive Session at 11:41 a.m.

10. ACTION ON ANY EXECUTIVE SESSION ITEM

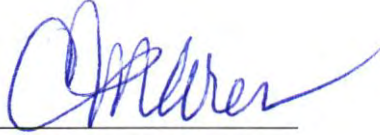
Board of Commissioners returned from Executive Session at 1:25 p.m.

No action was taken during Executive Session.

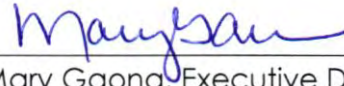
11. ADJOURNMENT

Jose L. Ceballos, Commissioner, moved to adjourn the meeting. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

Meeting adjourned at 1:28 p.m.



Cynthia Mares, Board Chair



Mary Gaona, Executive Director