

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



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

Wednesday, July 3, 2024
11:00 a.m.

Laredo Housing Authority
Special Board of Commissioners Meeting
<https://us02web.zoom.us/j/82702872373?pwd=H6W54YovNn6rowST8jIHPBjVlvqY7.1>

Call in Number: 1-346-248-7799

Webinar ID: [827 0287 2373](#)

LHA Board Room
2000 San Francisco Ave.
Laredo, Texas 78040
Wednesday, July 3, 2024
11:00 A.M.

REC'D CITY SEC OFF
JUN 28 '24 PM 2:21

Board of Commissioners

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

Leo Flores, 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-24-S-2

Agenda

July 3, 2024

- 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. ACTION ITEM

- A.** Discussion and possible action to approve the purchase of the lighting fixtures package for the Colonia Guadalupe Administrative/Community Modernization Project from Consolidated Electrical Distributors (CED) in the amount of \$62,033.00 and authorize the Executive Director to finalize purchase.

- B. Discussion and possible action to approve the renewal of the Commercial Property Insurance for the Laredo Housing Facilities Corporation with HAI Group in the amount of \$77,393.00 effective June 27, 2024 through June 26, 2025.
- C. Discussion and possible action to authorize the solicitation of Request for Qualifications from qualified individuals and/or firms for General Legal Counsel. This item may be discussed in closed session, pursuant to Texas Government Code, Section 551.071 (consultation with attorneys).
- D. Discussion and possible action related to the Executive Director vacancy and recruitment. This item may be discussed in closed session, pursuant to Texas Government Code, Section 551.074 (personnel matters).

7. 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).

8. ACTION ON ANY EXECUTIVE SESSION ITEM

9. ADJOURNMENT



Mary Gao, 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 Friday, June 28, 2024 at 4:00 p.m.

Angelica Aruere

for:

Mario Maldonado, Jr., City Secretary

LHA COMMISSIONERS' COMMUNICATION

DATE: 07/03/2024	SUBJECT: Discussion and possible action to approve the purchase of the lighting fixtures package for the Colonia Guadalupe Administrative/Community Modernization Project from Consolidated Electrical Distributors (CED) in the amount of \$62,033.00 and authorize the Executive Director to finalize purchase.
Item #: 6A	
INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE Valeria De Leon Procurement Officer
PREVIOUS BOARD ACTION: None	
BACKGROUND: Currently, the Housing Authority of the City of Laredo is working on the Colonia Gudalupe Administrative/Community Modernization Project (Building B). The lighting fixtures package includes a total of 267 light fixtures, including the lighting controls. The following vendors submitted quotations for the lighting fixtures package: FSG.....\$58,679.00 (incomplete bid) CED.....\$62,033.00 Spectrum Lighting.....\$75,000.00 ERT Lighting.....\$80,997.70	
FINANCIAL: This purchase is allocated in the 2022 Capital Fund line-item Colonia Guadalupe Administrative/Community Modernization.	
RECOMMENDATION: To approve the purchase of the lighting fixtures package for the Colonia Guadalupe Administrative/Community Modernization Project from Consolidated Electrical Distributors (CED) in the amount of \$62,033.00 and authorize the Executive Director to finalize purchase.	

LHA COMMISSIONERS' COMMUNICATION

<p><u>DATE:</u> 07/03/2024</p>	<p><u>SUBJECT:</u> Discussion and possible action to approve the renewal of the Commercial Property Insurance for the Laredo Housing Facilities Corporation with HAI Group in the amount of \$77,393.00 effective June 27, 2024 through June 26, 2025.</p>		
<p><u>Item #:</u> 6B</p>			
<table border="0" style="width: 100%;"><tr><td style="width: 50%;"><p><u>INITIATED BY:</u> Mary Gaona Executive Director</p></td><td style="width: 50%;"><p><u>STAFF SOURCE</u> Jennifer Barrientos Director of Finance</p></td></tr></table>		<p><u>INITIATED BY:</u> Mary Gaona Executive Director</p>	<p><u>STAFF SOURCE</u> Jennifer Barrientos Director of Finance</p>
<p><u>INITIATED BY:</u> Mary Gaona Executive Director</p>	<p><u>STAFF SOURCE</u> Jennifer Barrientos Director of Finance</p>		
<p><u>PREVIOUS BOARD ACTION:</u> On May 22, 2023, the Board of Commissioners approved consent agenda item 6A to authorize the Executive Director to renew the Commercial Property Insurance for the Laredo Housing Facilities Corporation in the amount of \$75,378.00. The renewal effective dates were from June 27, 2023 to June 26, 2024 .</p>			
<p><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 \$77,393.00. The renewal effective dates are from June 27, 2024 through June 26, 2025. HAI Group is on HUD's approved State Insurance Risk Pools (SIRPs).</p>			
<p><u>FINANCIAL:</u> Commercial Property (Russell Terrace, Meadow Elderly and Bernal Sunrise Courts)</p> <p>HAI Group 2024-2025 Renewal Quote: Commercial Property (Russell Terrace, Meadow Elderly and Bernal Sunrise Courts)</p> <p>Renewal Amount- \$77,393.00 (2024-2025 had an increase of \$2,015.00) 2023-2024 Premium- \$75,378.00 2022-2023 Premium- \$61,237.00</p>			
<p><u>RECOMMENDATION:</u> To approve the renewal of the Commercial Property Insurance for the Laredo Housing Facilities Corporation with HAI Group in the amount of \$77,393.00 effective June 27, 2024 through June 26, 2025.</p>			

LHA COMMISSIONERS' COMMUNICATION

DATE: 07/03/2024	SUBJECT: Discussion and possible action to authorize the solicitation of Request for Qualifications from qualified individuals and/or firms for General Legal Counsel. This item may be discussed in closed session, pursuant to Texas Government Code, Section 551.071 (consultation with attorneys).
Item #: 6C	
INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE Valeria De Leon Procurement Officer
PREVIOUS BOARD ACTION: On September 24, 2021, the Board of Commissioners approved item 10E retaining Escamilla and Poneck as General Counsel and DeAnda Law Firm as Co-General Counsel for a period not to exceed five (5) years.	
BACKGROUND: The last RFQ for General Legal Counsel was RFQ#21-0120-1 published on April 12, 2021.	
FINANCIAL:	
RECOMMENDATION: To authorize the solicitation of Request for Qualifications from qualified individuals and/or firms for General Legal Counsel.	

LHA COMMISSIONERS' COMMUNICATION

DATE: 07/03/2024	SUBJECT: Discussion and possible action related to the Executive Director vacancy and recruitment. This item may be discussed in closed session, pursuant to Texas Government Code, Section 551.074 (personnel matters).
Item #: 6D	
INITIATED BY: Cynthia Mares Board Chair	STAFF SOURCE Mary Gaona Executive Director
PREVIOUS BOARD ACTION: None	
BACKGROUND: To be discussed at the Board of Commissioners Meeting.	
FINANCIAL:	
RECOMMENDATION:	