

Laredo Housing Authority  
Regular Board of Commissioners Meeting  
<https://us02web.zoom.us/j/83760818517?pwd=jtACXlvGKOP5au6XoPyQNiIzj2EyhD.1>

Call in Number: 1-346-248-7799

Webinar ID: [837 6081 8517](#)

LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040  
Thursday, August 22, 2024  
11:00 A.M.

### **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-R-3**

**Minutes**

**August 22, 2024**

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

Cynthia Mares, Board Chair, called the meeting to order at 11:01 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 the roll call and a declaration of quorum was made by Cynthia Mares, Board Chair.

#### **Commissioner Present**

Cynthia Mares, Board Chair  
Silvia Madrid, Vice Chair  
Joe E. Aranda, Commissioner  
Leo Flores, Commissioner  
Gloria Ann Freeman, Resident Commissioner

**Staff Present**

Mary Gaona, Executive Director  
Gustavo Rojo-Buendia, Assistant Executive Director  
Jennifer Barrientos, Director of Finance  
Bulmaro Cruz, Director of Construction  
Robert Pena, Director of IT  
Raquel Aguilar, Director of Housing Management  
Christy Ramos, Human Resource Manager  
Alejandro Jimenez, Assistant Director of HCV

**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 disclosure.**

**6. PRESENTATION BY RESIDENT ADVISORY BOARD**

**7. APPROVAL OF MINUTES**

- A. Approval of Minutes for the Board of Commissioners meeting on May 29, 2024.
- B. Approval of Minutes for the Special Board of Commissioners meeting on July 03, 2024.

**Leo Flores, Commissioner, moved to approve the minutes for the Board of Commissioners meeting on May 29, 2024, and Special Board of Commissioners Meeting on July 03, 2024, as presented. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.**

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

- A. Executive Directors Report to include the status of grant programs and ongoing construction projects.

**Mary Gaona, Executive Director, presented the Executive Directors Report. Discussion took place.**

- B. Unaudited Financials for the month of June 2024.

**Jennifer Barrientos, Director of Finance, presented the June 2024 unaudited financials. Discussion took place.**

## 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 discussion took place and Leo Flores, Commissioner, moved to approve all the following items under consent agenda.**

- A. Consideration to ratify the authorization of a travel request of staff to the HVAC Service and Repairs training and refrigerant handler's licensing in McAllen, Texas on July 30-31, 2024.
- B. Consideration to authorize a travel request of staff for the Texas Chapter of the National Association of Housing and Redevelopment Officials (NAHRO) for HCV Occupancy, Eligibility, Income and Rent Calculation (HCVOEIR) training and certification seminar in San Marcos, Texas on September 9-13, 2024.
- C. Consideration to authorize a travel request of staff for the mandatory HUD CoC Program Training and the THN 2024 Texas Conference on Ending Homelessness in Houston, Texas on September 10-13, 2024.
- D. Consideration to authorize a travel request of staff for the Nan McKay NSPIRE for HCV training and certification seminar in Houston, Texas on October 8-10, 2024.
- E. Consideration to authorize a travel request of staff for the Nan McKay Public Housing Rent Calculation training and certification seminar in Houston, Texas on October 29-31, 2024.
- F. Consideration to authorize a travel request of staff for the UKG Aspire conference in Las Vegas, Nevada on November 11- 14, 2024.
- G. Consideration to authorize the Executive Director to extend the contract with KCI Technologies, Inc. for an additional year, as allowable by Contract No. 2023-0906-1, effective September 6, 2024 through September 5, 2025. This would represent the second year of the contract maximum of five years.
- H. Consideration to authorize the Executive Director to extend the contract with KCI Technologies, Inc. for an additional year, as allowable by Contract No. 2023-0906-2, effective September 6, 2024 through September 5, 2025. This would represent the second year of the contract maximum of five years.
- I. Consideration to authorize the Executive Director to extend the contract with Terracon Consultants Inc. for an additional year, as allowable by Contract No. 2023-0906-3, effective September 6, 2024 through September 5, 2025. This would represent the second year of a contract that may be extended for up to five years.

- J. Consideration to authorize the Executive Director to extend the contract with KCI Technologies, Inc. for an additional year, as allowable by Contract No. 2023-0906-4 effective September 6, 2024 through September 5, 2025. This would represent the second year of the contract maximum of five years.
- K. Consideration to authorize the Executive Director to extend the contract with Terracon Consultants Inc. for an additional year, as allowable by Contract No. 2023-0906-5, effective September 6, 2024 through September 5, 2025. This would represent the second year of a contract that may be extended for up to five years.
- L. Consideration to authorize the Executive Director to extend the contract with Trinity MEP Engineering for an additional year, as allowable by Contract No. 2023-0906-6, effective September 6, 2024 through September 5, 2025. This would represent the second year of a contract that may be extended for up to five years.
- M. Consideration to authorize the Executive Director to extend the contract with Carillo & Associates, Inc. for an additional year, as allowable by Contract No. 2023-0906-7, effective September 6, 2024 through September 5, 2025. This would represent the second year of a contract that may be extended for up to five years.
- N. Consideration to authorize the Executive Director to extend the contract with O'Connor Engineering & Science for an additional year, as allowable by Contract No. 2023-0906-8, effective September 6, 2024 through September 5, 2025. This would represent the second year of a contract that may be extended for up to five years.
- O. Consideration to authorize the Executive Director to extend the contract with Terracon Consultants Inc. for an additional year, as allowable by Contract No. 2023-0906-9, effective September 6, 2024 through September 5, 2025. This would represent the second year of a contract that may be extended for up to five years.
- P. Consideration to authorize the Executive Director to extend the contract with Praetorian Security & Investigations LLC for an additional year, as allowable by Contract No. 2023-1027-1 effective October 27, 2024, through October 26, 2025. This would represent the second year of a contract that may be extended for up to five years.

**Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.**

## 10. ACTION ITEM

- A. Discussion and possible action to approve the implementation of the Laredo Housing Authority Towing Policy and adopt Resolution No. 24-R-08 effective November 1, 2024, as recommended by staff.

**Gustavo Rojo-Buendia, Assistant Executive Director, presented to the Board of Commissioners for approval the implementation of the Laredo Housing Authority Towing Policy and adopt Resolution No. 24-R-08 effective November 1, 2024, as recommended by staff. Discussion took place. Gloria Ann Freeman, Resident Commissioner, moved to approve as presented. Silvia Madrid, Vice Chair, seconded the motion; motion carried.**

- B. Discussion and possible action to approve the proposed rental and security deposit rate structure for the Aldo Tatangelo Property located at 2201 Saltillo Street and adopt Resolution No. 24-R-09 effective October 1, 2024, as recommended by staff.

**Gustavo Rojo-Buendia, Assistant Executive Director, and Raquel Aguilar, Director of Housing Management, presented to the Board of Commissioners for approval the proposed rental and security deposit rate structure for the Aldo Tatangelo property located at 2201 Saltillo Street and adopt Resolution No. 24-R-09 effective October 1, 2024, as recommended by staff. Discussion took place. Leo Flores, Commissioner, moved to approve as presented. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.**

- C. Discussion and possible action to approve the proposed rental and security deposit rate structure for the Russell Terrace and Meadow Elderly Properties and adopt Resolution No. 24-R-10 effective November 1, 2024, as recommended by staff.

**Jennifer Barrientos, Director of Finance, presented to the Board of Commissioners for approval the proposed rental and security deposit rate structure for the Russell Terrace and Meadow Elderly Properties and adopt Resolution No. 24-R-10 effective November 1, 2024, as recommended by staff. Discussion took place. Gloria Ann Freeman, Resident Commissioner, moved to approve as presented. Silvia Madrid, Vice Chair, seconded the motion; motion carried.**

- D. Discussion and possible action to award RFQ No. 2024-0712-1 General Legal Counsel Services and authorize the Executive Director to finalize negotiations and contact(s) with selected firms(s).

**Valeria De Leon, Procurement Officer, presented to the Board of Commissioners RFQ No. 2024-0712-1 General Legal Counsel Services and to authorize the Executive Director to finalize negotiations and contract(s) with selected firm(s). Discussion took place. Leo Flores, Commissioner, moved to**

award JCA Law PLLC. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

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

The Board of Commissioners for the Housing Authority of the City of Laredo reserves 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**

Joe E. Aranda, Commissioner, moved to adjourn the meeting. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

Meeting adjourned at 12:08 p.m.



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Cynthia Mares, Board Chair



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Mary Gaona, Executive Director