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LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Wednesday, January 29, 2025

10:00 A.M.

### **Board of Directors**

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

Leo Flores, Director  
Myrna Flores, Director

***The Board of Commissioners will convene for a Board meeting to discuss the following matters.***

**A-25-R-1**

**Minutes**

**January 29, 2025**

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

**Cynthia Mares, Board Chair, called the meeting to order at 11:52 a.m.**

#### **2. ROLL CALL AND DECLARATION OF QUORUM**

##### **Directors Present**

Cynthia Mares, President  
Silvia Madrid, Vice President  
Joe E. Aranda, Director  
Leo Flores, Director  
Myrna P. Flores, Director

#### **3. 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, President, stated that there were no comments.**

#### **4. APPROVAL OF MINUTES**

**A. Approval of Minutes for the Board of Directors meeting on October 24, 2024.**

**Joe E. Aranda, Director, moved to approve the minutes for the Board of Directors meeting on October 24, 2024. Myrna Flores, Director, seconded the motion; motion carried.**

#### **5. 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 authorize the Executive Director to extend the contract with Garza/Gonzalez & Associates to the maximum allowed five years, as allowable by Contract No. 2024-0226-1 Annual Audit Services, effective February 26, 2025, through February 25, 2029.

**Cynthia Mares, President, mentioned item had already been discussed in the LHA Regular Board of Commissioners Meeting Agenda. Joe E. Aranda, Director, moved to approve. Leo Flores, Director, seconded the motion; motion carried.**

**6. ACTION ITEM**

- A. Discussion and possible action to award RFQ No. 2024-1122-1 for Developer Partners and authorize the Executive Director to execute a contract with the selected firm, subject to receipt of approved work authorization.

**Cynthia Mares, President, mentioned item had already been discussed in the LHA Regular Board of Commissioners Meeting Agenda. Joe E. Aranda, Director, moved to approve action items 6A as discussed. Leo Flores, Director, seconded the motion; motion carried.**

- B. Discussion and possible action to approve the updated LHA Financial Policies effective April 1, 2025.

Accounting Systems Policy & Procedures	Capitalization & Depreciation Policy	Asset Management Compliance Policy	Investment Policy
ACH Policy	Cash Management Internal Controls Policy	Cost Allocation Plan Policy	Petty Cash Policy
Acquiring Insurance Coverage Policy	Cash Overages and Shortages Policy	Credit Card Use Policy	Program Funding and Budgeting Policy
Allowance for Doubtful Accounts (Bad Debt) Tenant Accounts	Check Writing Policy	Disposition of Property Policy	Purchasing Card Policy & Procedures
Capital Fund Program Policy	Collection Loss & Write-Off (Bad Debt) Policy	Electronic Line of Credit Control System (ELOCCS) Policy	Accounting for Leases & Subscription Based Information Technology Arrangements/SBITSAs

**Cynthia Mares, President, mentioned item had already been discussed in the LHA Regular Board of Commissioners Meeting Agenda. Joe E. Aranda, Director,**

**moved to approve action item 6B as discussed. Silvia Madrid, Vice President, seconded the motion; motion carried.**

## **7. EXECUTIVE SESSION**

- A.** Deliberations regarding the acquisition of real property legally described as all of Blocks 34 and 35 of the Laredo Airport Subdivision Laredo, Webb County, Texas, for the purpose of constructing a future housing development pursuant to Texas Government Code, Sections 551.071/551.072 (deliberations with legal counsel and deliberations regarding the acquisition of real property).

**Cynthia Mares, President, mentioned items 7A and 8A would be tabled as they were previously discussed in the LHA Regular Board of Commissioners Meeting Agenda. Joe E. Aranda moved to postpone item 7A Executive Session. Leo Flores, Director, seconded the motion; motion carried. Jennifer Barrientos, Executive Director, asked to bring back item 8A, as this would be the PFC to be in negotiation.**

## **8. OPEN SESSION**

- A.** Discussion, consideration, and possible action to authorize the Executive Director to negotiate and execute a contract regarding the acquisition of Blocks 34 and 35 of the Laredo Airport Subdivision, Laredo, Webb County, Texas, from Japage Partnership, Houston, Texas, for a purchase price of \$890,000.000, subject to legal review, for the purpose of a future housing development, and matters related thereto.

**Leo Flores, Director, moved to approve item 8A. Joe E. Aranda, Director, seconded the motion; motion carried.**

## **9. 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**

**Joe E. Aranda, Director, moved to adjourn meeting. Leo Flores, Director, seconded the motion; motion passed.**

**Meeting adjourned at 11:57 a.m.**



**Cynthia Mares, Board Chair**



**Jennifer Barrientos, Executive Director**