

Housing Authority of the City of Laredo
Regular Board of Commissioners Meeting
<https://us02web.zoom.us/j/85068565642>
Call in Number: 1-346-248-7799
Webinar ID: 850 6856 5642
LHA Board Room
2000 San Francisco Avenue
Laredo, Texas 78040
Monday, March 24, 2025
10:00 A.M.

Board of Commissioners

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

Leo Flores, Commissioner
Myrna Flores, Resident Commissioner

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

A-25-R-2

Minutes

March 24, 2025

1. CALL TO ORDER

Cynthia Mares, Board Chair, called the meeting to order at 10:03 a.m.

2. INVOCATION PRAYER

Silvia Madrid, Vice Chair, Led the Invocation Prayer.

3. PLEDGE OF ALLEGIANCE

Joe E. Aranda, Commissioner, Stated the Pledge of Allegiance.

4. ROLL CALL AND DECLARATION OF QUORUM

Jennifer Barrientos, Executive Director, proceeded with the roll call and Ms. Cynthia Mares, Board Chair, declared a quorum.

Commissioners Present

Cynthia Mares, Board Chair
Silvia Madrid, Vice-Chair
Joe E. Aranda, Commissioner
Leo Flores, Commissioner
Myrna P. Flores, Resident Commissioner

Staff Present

Jennifer Barrientos, Executive Director
Gustavo Rojo-Buendia, Assistant Executive Director
Orlando Guerrero, Director of Finance
Bulmaro Cruz, Director of Construction
Robert Pena, Director of IT

Raquel Aguilar, Director of Housing Management
Christina Ramos, Human Resource Manager
Alejandro Jimenez, Assistant Director of IT
Valeria De Leon, Procurement Officer
Ana Martinez, Administrative Assistant
Juan Cruz, JCA Law Office
Lisa Paul, JCA Law Office

5. ELECTION OF OFFICERS AND APPOINTMENT OF COMMITTEE MEMBERS

Cynthia Mares, Board Chair, stated and congratulated the Board for the reappointment by the mayor for another term of Mr. Joe E. Aranda, Sylvia Madrid & herself to remain as Board Members of the Laredo Housing Authority. Joe E. Aranda, Commissioner moved to reaffirm the continuation of the current board officers of the Housing Authority, its Corporations and Standing Committees for another year term in accordance to our by-laws. Discussion took place. Sylvia Madrid, Vice Chair, seconded the motion; motion carried.

Joe E. Aranda, Commissioner, moved to include Myrna Flores, Resident Commissioner, as a committee member for the Policy Committee. Sylvia Madrid, Vice Chair, seconded the motion; motion carried.

6. 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)

No citizens comments

7. PRESENTATION BY RESIDENT ADVISORY BOARD

Rosa Ochoa, de la Colonia de Meadow Acres, menciona que en esta colonia están todos trabajando muy bien tanto en el salón como por fuera. En el salón de los niños están participando en el café de las computadoras que es lo principal, van y hacen sus tareas, y si tienen algo que hacer de movimiento de escritura o de dibujar algo allí también se les ayuda de esa manera. Menciona que de parte de la mesa directiva de la Colonia de Meadow tienen pendiente para el día 29 de marzo van a tener una venta de garaje. Esto es para hacerles una fiestecita a los niños el día 30 de abril, esperando todo salga bien. Menciona que para junio también tendrán una lotería como beneficio de los niños. De allí sacan para comprarles útiles escolares o para lo que haga falta allí en la colonia. Siguen trabajando para que los niños siempre tengan esa ayuda de parte de la mesa de allí de Meadow. Cynthia Mares, Presidenta de la Junta de Comisionados, agradeció a la mesa directiva por su actividad y encomio a que sigan trabajando. Myrna Flores, Comisionada, pregunto si solo en Meadow Acres existe una mesa directiva porque ella no ha recibido ninguna notificación para junta aquí en Colonia Guadalupe. Raquel Aguilar, Directora de Departamento de Viviendas Públicas, menciona que no es la única. Existe mesa directiva en South Laredo y en Ana Maria Lozano. Por ahora Carlos

Richter y Colonia Guadalupe como están bajo construcción, no están activas las mesas directivas. Esto es debido a la construcción, no hay salón para los niños.

8. APPROVAL OF MINUTES

- A.** Approval of Minutes for the Board of Commissioners meeting on January 29 2025.
- B.** Approval of Minutes for the Board of Commissioners meeting on February 20 2025.

Joe E. Aranda, Commissioner, moved to approve Minutes for the Board of Commissioners meeting on January 29, 2025 and Board of Commissioners meeting on February 20, 2025. Sylvia Madrid, Vice Chair, seconded the motion; motion carried.

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

- A.** Executive Director's Report to include the status of grant programs and ongoing construction projects.

Programs	Construction Projects	Grants
Public Housing Program	Carlos Richter BiblioTech	Webb County American Rescue Plan Grant
Casa Verde/Riverbank	Colonia Guadalupe Community Center (Building B)	City of Laredo HOME-ARP Grant (Permanent Supportive Housing)
Housing Choice Voucher Program	Aldo Tatangelo	
Emergency Housing Vouchers Program		
Stability Vouchers Program		

Jennifer Barrientos, Executive Director, presented the Executive Directors Report. Discussion took place.

- B.** Unaudited Financials for the month of January 2025.

Orlando Guerrero, Director of Finance, presented the November 2024 unaudited financials. Discussion took place.

10. 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 Joe E. Aranda, Commissioner, moved to approve all the following items under the consent agenda.

- A. Consideration to authorize the Executive Director to extend the contract with Airstream Professional Misting Systems for an additional year, as allowable by Contract No. 2023-0412-1 Landscaping & Ground Maintenance, effective April 12, 2025, through April 11, 2026. This represents the third year of the contract maximum of five years.
- B. Consideration to authorize the Executive Director to extend the contract with JD's Pest Control for an additional year, as allowable by Contract No. 2023-0412-2 for Pest Control Services, effective April 12, 2025, through April 11, 2026. This represents the third year of the contract maximum of five years
- C. Consideration to authorize the Executive Director to extend the contract with Master Vending of Laredo for an additional year, as allowable by Contract No. 2024-0501-1 Vending Machine Services effective May 1, 2025, through April 30, 2026. This represents the second year of the contract maximum of five years.
- D. Consideration to ratify the authorization of a travel request for staff to attend the Tda training on Financing Permanent Supportive Housing in Dallas, Texas on March 3-6, 2025.
- E. Consideration to authorize a travel request for staff to attend the Yardi training in Nashville, TN on April 10-11, 2025.

Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

11. ACTION ITEMS

- A. Discussion, consideration and possible action to accept into public record the Audit Report for Fiscal Year Ending March 31, 2024, presented by Garza/Gonzalez & Associates.

Jason Hyde, from Garza/Gonzalez & Associates, presented to the Board of Commissioners the Audit Report for Fiscal Year Ending March 31, 2024. Joe E. Aranda, Commissioner, moved to accept report as presented. Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

- B. Discussion and possible action to award RFP No. LHA 2025-0207-1 General Depository Services Agreement and authorize the Executive Director to finalize negotiations and execute a contract with the selected banking institution.

Valeria De Leon, Procurement Officer, presented to the Board of Commissioners RFP No. LHA 2025-0207-1 General Depository Services Agreement and asked the Board to authorize the Executive Director to finalize negotiations and execute a contract with the selected banking institution. Leo Flores, Commissioner moved to approve as presented. Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

- C. Discussion and possible action to adopt Resolution No. 25-R-03 approving an amendment to the Fiscal Year 2024-2025 Operating Budget for the Housing Authority of the City of Laredo.

Jennifer Barrientos, Executive Director, presented to the Board of Commissioners Resolution No. 25-R-03 for approving the amendment to the Fiscal Year 2024-2025 Operating Budget for the Housing Authority of the City of Laredo. Leo Flores, Commissioner, moved to approve as presented. Joe E. Aranda, Commissioner, seconded the motion; motion carried.

- D.** Discussion and possible action to adopt Resolution No. 25-R-04 approving the Operating Budget and updated Organizational Chart for Fiscal Year ending March 31, 2026, for the Housing Authority of the City of Laredo.

Joe E. Aranda, Commissioner, moved to take item D to Executive Session. Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

12. EXECUTIVE SESSION

- A.** Deliberations regarding the acquisition of real estate 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, Section 551.071/551.072 (deliberation with legal counsel and deliberations regarding acquisition of real property).
- B.** Deliberations with legal counsel regarding procurement of construction services for housing project located at 508 Gonzalez Street, Laredo, Texas, and matters related thereto pursuant to Texas Government Code, Section 551.071.
- C.** Deliberations with legal counsel regarding Change Order #15:OCO#15, submitted by Brownstone Construction, Ltd, Prime Contractor, relating to Hillside Crossing Construction Project, 1019 Hillside Road, Laredo, Texas, and matters related thereto, pursuant to Texas Government Code, Section 551.071.

Joe E. Aranda, Commissioner, moved to move items 12A, 12B & 12C into Executive Session. Leo Flores, Commissioner, seconded the motion; motion carried.

Board of Commissioners entered Executive Session at 11:10 a.m.

13. OPEN SESSION

Board of Commissioners returned from Executive Session at 12:53 p.m.

- A.** Discussion, consideration, and possible action to authorize the Executive Director to negotiate and execute a letter of intent regarding the acquisition of real estate property legally described as all of Blocks 34 and 35 of the Laredo Airport Subdivision Laredo, Webb County, Texas, from Japage Partnership, Houston, Texas, subject to legal review, for the purpose of a future housing development, and matters related thereto.

Joe E. Aranda, Commissioner, moved for this item be taken back to the Board, as discussed in Executive Session with legal review and continuation of negotiations related to this property. Leo Flores, Commissioner, seconded the motion; motion carried.

- B. Discussion, consideration, and possible action regarding selection of procurement of construction services for housing project located at 508 Gonzalez Street, Laredo, Texas and authorizing the Executive Director to proceed with procurement of services.

Joe E. Aranda, Commissioner, moved as described in the agenda item to allow the Executive Director to continue to procure and find the best possible financing construction project related to project located at 508 Gonzalez Street, Laredo, Texas. Leo Flores, Commissioner, seconded the motion. Jennifer Barrientos, Executive Director, clarified that this project would follow the RFP process. Motion carried.

- C. Discussion, consideration, and possible action regarding Change Order #15: OCO #15, in the amount of \$400,000.00, submitted by Brownstone Construction, Ltd, Prime Contractor, relating to Hillside Crossing Construction Project.

Leo Flores, Commissioner, moved and mention that there is no legal obligation on the Board to approve this change order, but also moved to begin negotiations with Brownstone Contractor with the Finance Committee and the Executive Director. Joe E. Aranda, Commissioner, seconded the motion; motion carried.

Cynthia Mares, Board Chair, mentioned the other item pending to approve was item 11D to adopt Resolution No. 25-R-04 approving the Operating Budget and updated Organizational Chart for Fiscal Year ending March 31, 2026, for the Housing Authority of the City of Laredo. Joe E. Aranda, Commissioner, moved to approve as presented to the Board by management, with the understanding that all positions will be vetted and presented to the Board as discussed in Executive Session with the Executive Director. Leo Flores, Commissioner, seconded the motion; motion carried.

Executive Session-Pursuant to Chapter 551, Subchapter D Texas Government Code at any time during the meeting of the Board of Commissioners for the Housing Authority of the City of Laredo, the Board may meet in executive session for consultation concerning attorney-client matters (real estate, litigation, contracts, personnel, and security) pursuant to Chapter 551 of the Texas Government Code:

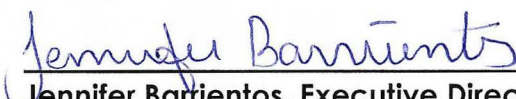
- A. Section 551.071. Consultation with Attorney—Consultation with, and advice from legal counsel concerning pending/contemplated litigation, settlement offers and negotiations, ongoing disputes and potential disputes, and other legal issues.
- B. Section 551.072. Deliberation Regarding Real Property—Discussion of real property purchase, exchange, lease, license, gift, donation, and/or negotiated settlement, including property to be acquired for right-of-way.
- C. Section 551.074. Personnel Matters—Deliberation concerning the appointment, employment, reassignment, evaluation, duties, discipline, and/or dismissal of personnel.

14. ADJOURNMENT

Joe E. Aranda, Commissioner, moved to adjourn the meeting. Leo Flores, Commissioner, seconded the motion; motion carried.

Meeting adjourned at 12:57 p.m.


Cynthia Mares, Board Chair


Jennifer Barrientos, Executive Director