Housing Authority of the City of Laredo
Regular Board of Commissioners Meeting
https://us06web.zoom.us/j/81676195366?pwd=2xeGKuUix98qDJTAb60WIgOBjaCDDo.1
Call in Number: 1-346-248-7799
Webinar ID: 816 7619 5366
LHA Board Room
2000 San Francisco Avenue
Laredo, Texas 78040
Tuesday, September 23, 2025
10:00 A.M.

Board of Commissioners

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

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

A-25-R-5 Minutes September 23, 2025

1. CALL TO ORDER

Ms. Cynthia Mares, Board Chair, called the meeting to order at 10:05 a.m.

2. INVOCATION PRAYER

Ms. Gloria Freeman, Resident, led the Invocation Prayer.

3. PLEDGE OF ALLEGIANCE

Ms. Myrna Flores, Resident Commissioner, led the Pledge of Allegiance.

4. ROLL CALL AND DECLARATION OF QUORUM

Ms. 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
Myrna P. Flores, Resident Commissioner

Commissioners Absent
Leo Flroes, Commissioner

Staff Present
Jennfer Barrientos, Executive Director
Gustavo Rojo-Buendia, Assistant Executive Director
Orlando Guerrero, Director of Finance
Robert Pena, Director of IT

Raquel Aguilar, Director of Housing Management
Melissa Ortiz, Director of HCV Programs
Christina Ramos, Human Resource Manager
Alejandro Jimenez, Assistant Director of IT
Valeria De Leon, Procurement Officer
Ana Martinez, Administrative Assistant
Melva Castillo, Construction Project Manager

Others Present
Lisa Paul, Attorney
Joe Benavidez, Attorney
Gloria Freeman
Kristie Jo Martinez
Maria Luisa Medrano
Maria Teresa Hinojosa

Mr. Joe E. Aranda, moved to excuse Mr. Leo Flores' absence for illness. Mrs. Silvia Madrid, Vice-Chair, seconded the motion, motion carried.

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)

Ms. Jennifer Barrientos, Executive Director, introduced Ms. Kristie Jo Martinez from Ana Maria Lozano for Citizens Comment.

Ms. Martinez proceeded to share her concerns on security issues at all facilities at the Laredo Housing Authority, stating that there are many gangs and that some of the housing projects don't have fences, she mentioned they need to bring those fences back because it's the only way to feel secure at night and that others can show respect. She also mentioned the lighting is not that good, though she is aware that changes are being made to better that situation. Ms. Martinez added that there has been a lot of violence, people dead in the yards, people kidnapped, and they find them in the homes, which is concerning to her because she is a disabled person who lives on her own and it is scary. She said that before they used to be a lot more alert and that the person in charge of the property used to go out and see what was around, which is not done anymore. She added that LHA employees need more involvement with the community and as well as the community involved with our rules and regulations are and enforced them . She added that she has her problems and when the other tenant smoke, she's been asked to take videos and she cannot do that because they've already attacked her truck more than once due to her speaking out, she's not afraid of speaking out that's why she was present, to be more involved to be able to help the community, not to be recognized, but to help one another.

Ms. Mares, Board Chair, thanked Ms. Martinez for her time, and assured her that all her points can be well noted and will be worked on. She added that it is something

concerning to the Board as well since every community and every center that we have should be taken care of and that it will be addressed.

Ms. Martinez added that she wanted information on organizations out there that could help out people as far as parenting, since she is a member of a Tri-County Organization with Methodist and that what she sees is out there that is needed. She added that being a disabled person is hard and she is afraid of being attacked, she wants to be recognized more in helping others since she doesn't want to be home not doing anything, because she gets depressed, and that wilts, so it's like a flower that needs to be watered now and then, maybe not all the time, but wants to help out one another.

Mrs. Madrid, Vice-Chair, wanted to ask a question, however Ms. Cynthia Mares, Board Chair & Attorney Lisa Paul, reminded the Board that they are not allowed to ask questions or respond to residents during a Board of Commissioners meeting according to policy.

Ms. Martinez, added that she in within reach through Mrs. Nancy Sanchez and is available to help.

No additional comments

6. PRESENTATIONS BY RESIDENT ADVISORY BOARD

Ms. Rosy Rios, introduced herself as representative for the Resident Council. She mentioned that they had the CFP 5-year plan meeting. She mentioned not all the Resident Councils are complete but that they will have a meeting tomorrow at Carlos Richter so they can meet Ms. Nancy Sanchez, as they will be going door-to-door to integrate the Carlos Richter Resident Council. She added projects are being held back due to the renovations at the sites and they will continue working ahead. Ms. Rios mentioned to Ms. Nancy Sanchez that they can help the parents by meeting here at Colonia Guadalupe with each property's Resident Council President to make decisions and let the residents know since sometimes its complicated for them to attend, they would help by always keeping them informed.

Ms. Cynthia Mares, Board Chair, answered to Ms. Rios that there needs to be options and since not all can always be present at the same time for each meeting, she agreed they can meet at least once a month in order for there to be a better communication standard and get this implementation going so that things can get done. She added they can gather more people to hear what the needs of the residents are to work with administration and be able to help out the people.

Ms. Rosy Rios asked when will the representative for residents, Ms. Myrna Flores, Resident Commissioner, come in and intervene or what her function is with the residents.

Ms. Myrna Flores, Resident Commissioner, answered that she is available for whatever she needs and she offered to give her phone number as contact information.

Ms. Rosy Rios said she has been around the Board for a long time and sometimes she is approached by residents and there's things that she can't help them with and now that Ms. Myrna Flores is there, she can hand over to her.

Ms. Cynthia Mares, Board Chair, thanked Ms. Rios.

7. **APPROVAL OF MINUTES**

A. Approval of Minutes for the Board of Commissioners meeting on May 21, 2025.
B. Approval of Minutes for the Board of Commissioners meeting on June 3, 2025.
C. Approval of Minutes for the Board of Commissioners meeting on August 18, 2025.

Mr. Joe E. Aranda, Commissioner, moved to approve Minutes for the Board of Commissioners meetings on May 21, 2025, June 3, 2025 & August 18, 2025. Mrs. Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

8. **STANDING REPORTS AND PRESENTATIONS (No Action to be taken on these items)** Executive Director's Report to include the status of grant programs and ongoing construction projects.

A. Recognizing Ms. Gloria Freeman, in gratitude for her years of service to the Laredo Housing Authority.

Ms. Cynthia Mares, Board Chair, presented Ms. Gloria Freeman, former Resident Commissioner, with a recognition plaque in gratitude of her years for service to the Laredo Housing Authority, how she was an integral part and represented well all the community and the residents and did phenomenal work over the years on behalf of the Board of Commissioners and the Housing Authority's staff.

Mrs. Sylvia Madrid, Vice-Chair, also thanked Ms. Freeman for all her service that was very good for the community and how she is always doing for the community. She added she felt proud to see her better every day.

Mr. Joe E. Aranda, Commissioner, also thanked Ms. Freeman for all she has done and for her experience and for all she did to help and orient everyone in different aspects. He added that her knowledge and experience was very beneficial to all of us and it'll be a pleasure to recognize her.

Ms. Cynthia Mares, Board Chair, read and presented the plaque to Ms. Freeman and thanked her as well.

Ms. Freeman expressed her gratitude for the recognition.

B. 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	City of Laredo HOME-ARP Grant (Permanent Supportive Housing)

Casa Verde & Riverbank Apartments	Colonia Guadalupe Community Center (Building B)	Rapid Rehousing Grant
Housing Choice Voucher Program		
Emergency Housing Vouchers Program		
Stability Vouchers Program		

Ms. Jennifer Barrientos, Executive Director, presented the Executive Directors Reports. Melva Castillo, Construction Project Manager, presented the Constructions Projects update. Discussion took place.

C. Unaudited Financials for the month of August 2025.

Mr. Orlando Guerrero, Director of Finance, presented the unaudited financials for the month of August 2025. 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. 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, Civil Engineering Services, effective September 6, 2025 through September 5, 2026. This would represent the third year of the contract maximum of five years.

B. 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, Land Surveying Services, effective September 6, 2025 through September 5, 2026. This would represent the third year of the contract maximum of five years.

C. 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, Structural Engineering Services, effective September 6, 2025 through September 5, 2026. This would represent the third year of the contract maximum of five years.

D. 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, Mechanical, Electrical & Plumbing Engineering Services, effective September 6, 2025 through September 5, 2026. This would represent the third year of the contract maximum of five years.

E. 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, Mechanical, Electrical & Plumbing Engineering Services, effective September 6, 2025 through September 5, 2026. This would represent the third year of the contract maximum of five years.

F. Consideration to authorize the Executive Director to extend the contract with Trinity MEP Engineering LLC for an additional year, as allowable by Contract No. 2023-0906-

6, Mechanical, Electrical & Plumbing Engineering Services, effective September 6, 2025 through September 5, 2026. This would represent the third year of the contract maximum of five years.

G. 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, Environmental, Geotechnical & Materials Testing Services, effective September 6, 2025 through September 5, 2026. This would represent the third year of the contract maximum of five years.

H. 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, Environmental, Geotechnical & Materials Testing Services, effective September 6, 2025 through September 5, 2026. This would represent the third year of the contract maximum of five years.

I. Consideration and possible action to ratify the prior authorization of staff travel to attend the TX NAHRO training on Fair Housing in San Antonio, TX on July 10-11, 2025.

J. Consideration and possible action to ratify the prior authorization of staff travel to attend the TX NAHRO training on PH Rent Calculation in Dallas, TX on September 16-18, 2025.

Mr. Joe E. Aranda, Commissioner, moved to approve Consent Agenda Items 9A through 9J. Mrs. Silvia Madrid, Vice Chair, seconded the motion; motion carried.

10. ACTION ITEMS

A. Discussion and possible action to authorize the Executive Director to establish a general depository account with Falcon International Bank for the HCV Family Self Sufficient Program.

Mr. Joe E. Aranda, Commissioner, moved to authorize the Executive Director to establish a general depository account with Falcon International Bank for the HCV Family Self Sufficient Program. Mrs. Silvia Madrid, Vice-Chair, seconded the motion; motion carried.

B. Discussion and possible action to authorize the Executive Director to renew the Commercial Liability Insurance for the Housing Authority Insurance effective October 1, 2025 through September 30, 2026.

Mr. Joe E. Aranda, Commissioner, moved to authorize the Executive Director to renew the Commercial Liability Insurance for the Housing Authority Insurance effective October 1, 2025 through September 30, 2026. Mrs. Silvia Madrid, Vice-Chair, seconded the motion; motion carried.

C. Discussion and possible action to authorize the Executive Director to renew the Commercial Property Insurance for the Housing Authority Insurance effective October 1, 2025 through September 30, 2026.

Mrs. Silvia Madrid, Vice-Chair, moved to authorize the Executive Director to renew the Commercial Property Insurance for the Housing Authority Insurance effective October 1, 2025 through September 30, 2026. Ms. Myrna Flores, Resident Commissioner, seconded the motion; motion carried.

D. Discussion and possible action to approve the Public Housing Flat Rents and adopt Resolution No. 25-R-09 effective January 1, 2026, as recommended by staff.

Mrs. Silvia Madrid, Vice-Chair, moved to approve the Public Housing Flat Rents and adopt Resolution No. 25-R-09 effective January 1, 2026, as recommended by staff. Mr. Joe E. Aranda, seconded the motion; motion carried.

E. Discussion and possible action to award RFP No. LHA 2025-0514-1 Physical Needs Assessment & Energy Audit and authorize the Executive Director to finalize negotiations and contract with the selected firm.

Mrs. Silvia Madrid, Vice-Chair, moved to award RFP No. LHA 2025-0514-1 Physical Needs Assessment & Energy Audit and authorize the Executive Director to finalize negotiations and contract with Bureau Veritas firm. Ms. Myrna Flores, Resident Commissioner, seconded the motion; motion carried.

F. Discussion and possible action to award RFP No. LHA 2025-0714-2 Plumbing Replacement & Associated Demolition Work at Carlos Richter Dwelling Units and authorize the Executive Director to finalize negotiations and contract with the selected firm.

Mr. Joe E. Aranda, Commissioner, moved to award RFP No. LHA 2025-0714-2 Plumbing Replacement & Associated Demolition Work at Carlos Richter Dwelling Units and authorize the Executive Director to finalize negotiations and contract with Alcon Contractors. Mrs. Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

G. Discussion and possible action to award RFP No. LHA 2025-0714-1 Restroom Ventilation Upgrades at Colonia Guadalupe and authorize the Executive Director to finalize negotiations and execute a contract with the selected firm.

Mr. Joe E. Aranda, Commissioner, moved to award RFP No. LHA 2025-0714-1 Restroom Ventilation Upgrades at Colonia Guadalupe and authorize the Executive Director to finalize negotiations and execute a contract with De La Vega Contractors. Mrs. Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

H. Discussion and possible action to award RFP No. LHA 2025-0714-3 Project Management Services and authorize the Executive Director to finalize negotiations and execute a contract with the selected firm(s).

Mrs. Sylvia Madrid, Vice-Chair, moved to award RFP No. LHA 2025-0714-3 Project Management Services and authorize the Executive Director to finalize negotiations and execute a contract with Quantcorp Construction, Nava Group & DAJ Investments for work or separate project each. Ms. Myrna Flores, Resident Commissioner, seconded the motion; motion carried.

I. Discussion and possible action to adopt a Resolution No. 25-R-10 providing for the substitution of the purchaser under the real estate contract for the property legally described as all of blocks 34 and 35 of the Laredo Airport Subdivision as recorded in Volume 5, page 1 (sheet 5 of 8) of the Webb County, City of Laredo Plat Records so that the affiliate of the Housing Authority of the City of Laredo, the Laredo Housing Opportunities Corporation, shall be designated as the purchaser and take title to the property.

Mr. Joe E. Aranda, moved to adopt Resolution No. 25-R-10 providing for the substitution of the purchaser under the real estate contract for the property legally described as all of blocks 34 and 35 of the Laredo Airport Subdivision as recorded in Volume 5, page 1 (sheet 5 of 8) of the Webb County, City of Laredo Plat Records so that the affiliate of the Housing Authority of the City of Laredo, the Laredo Housing Opportunities Corporation, shall be designated as the purchaser and take title to the property. Mrs. Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

J. Discussion and possible action to authorize the Executive Director to extend the contract with JCA Law, PLLC. for an additional year, as permitted by Contract No. 2024-0826-1, General Legal Counsel Services, effective August 26, 2025, through August 25, 2026. This would represent the second year of the contract maximum of five years and matters related thereto.

Mrs. Sylvia Madrid, Vice-Chair, moved not to extend the contract with JCA Law, for an additional year and to terminate the contract. Mr. Joe E. Aranda, seconded the motion. Ms. Myrna Flores, Resident Commissioner, mentioned she agreed with Mr. Aranda's and Mrs. Madrid's motion. Ms. Cynthia Mares, Board Chair, opposed the motion. Discussion took place; motion carried. Mrs. Sylvia Madrid, Vice-Chair, moved to amend her initial motion in order to allow JCA Law to continue performing contract work due to a time sensitive pending matter with the LHA, with a final date of October 7, 2025. Mr. Joe E. Aranda, seconded the motion; motion carried. Ms. Cynthia Mares, Board Chair, opposed the motion.

Mr. Joe E. Aranda, Commissioner, moved to go into Executive Session with the Executive Director only, to bring in legal at her discretion on any item that she feels necessary, especially in regards to Real Estate. Mrs. Sylvia Madrid, Vice-Chair, seconded the motion; motion carried.

Board of Commissioners entered Executive Session at 11:34 a.m.

Board of Commissioners returned from Executive Session at 12:20 p.m.

No action take at Executive Session.

<u>Executive Session-Pursuant to Chapter 551, Subchapter D Texas Government Code, if any.</u>

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.

11. ADJOURNMENT

Mr. Joe E. Aranda, Commissioner, moved to adjourn the meeting. Ms. Myrna P. Flores, Resident Commissioner, seconded the motion; motion carried.

Meeting adjourned at 12:20 p.m.

CMares

Cynthia Mares, Board Chair

Jennifer Barrientos

Jennifer Barrientos, Executive Director