Laredo Housing Development Corporation
Regular Board of Directors 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 Directors

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

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

A-25-R-4 **Minutes** **September 23, 2025**

1. **CALL TO ORDER**

Mrs. Cynthia Mares, President, called the meeting to order at 12:31 p.m.

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

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

Directors Present
Cynthia Mares, President
Silvia Madrid, Vice-President
Joe E. Aranda, Director
Myrna P. Flores, Director

Mr. Joe E. Aranda, Director, moved an approval the absence of Mr. Leo Flores, Director, from the meeting due to extenuating circumstances. Mrs. Sylvia Madrid, Vice-President, seconded the motion; motion carried.

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

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)

No citizens comments.

4. **APPROVAL OF MINUTES**

A. Approval of Minutes for the Board of Commissioners meeting on May 21, 2025.

Mr. Joe E. Aranda, Director, moved for approval of minutes for the Board of Directors meeting held on May 21, 2025. Ms. Myrna P. 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 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 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).

J. Consideration 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.

Mr. Joe E. Aranda, Director, moved to approve items 5A through 5I as previously discussed in the LHA Regular Board of Commissioners meeting, with the exception of Item 5J. Mrs. Sylvia Madrid, Vice-President, seconded the motion; Ms. Myrna P Flores, Director, favored Mr. Aranda's and Mrs. Madrid's motion; motion carried. Ms. Cynthia Mares, President, favored the motion to approve items 5A through 5I, and opposed the motion on Item 5J, as previously discussed.

6. ADJOURNMENT

Joe E. Aranda, Director, moved to adjourn the meeting. Myrna P. Flores, Director, seconded the motion; motion carried.

Meeting adjourned at 12:31p.m.

CMares

Cynthia Mares, President

Jennifer Barrientos

Jennifer Barrientos, Executive Director