

Housing Authority of the City of Laredo  
Regular Board of Commissioners Meeting  
<https://us06web.zoom.us/j/85287719011?pwd=b6nWtwb7SEspKsdXyXhmxb302b0rTD.1>

Call in Number: 1-346-248-7799

Meeting ID: 852 8771 9011

LHA Board Room  
2000 San Francisco Avenue  
Laredo, Texas 78040  
Thursday, October 16, 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.*

**M-25-R-5**

**Minutes**

**October 16, 2025**

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

**Mr. Leo Flores, Commissioner, led the Pledge of Allegiance.**

**3. INVOCATION PRAYER**

**Mrs. Silvia Madrid, Vice Chair, led the Invocation Prayer.**

**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  
Leo Flores, Commissioner  
Myrna P. Flores, Resident Commissioner**

**Staff Present**

**Jennifer Barrientos, Executive Director  
Gustavo Rojo-Buendia, Assistant Executive Director  
Bulmaro Cruz, Director of Community Development  
Valeria De Leon, Procurement Officer  
Melissa Ortiz, Director for HCV Programs  
Raquel Aguilar, Director for Public Housing**

Orlando Guerrero, Director of Finance  
Robert Pena, Director of IT  
Ana I. Martinez, Administrative Assistant

**Residents Present**  
Kristie Jo Martinez  
Martina Moncado  
Rosa L. Perez

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)

**No citizens comments.**

6. PRESENTATIONS BY RESIDENT ADVISORY BOARD

**Ms. Kristie Jo Martinez, President to the Resident Advisory Board, informed that the Board successfully submitted the 5-Year Plan & the Annual Plan along with all relative Annual Plan comments. Ms. Martinez extended her gratitude to Ms. Barrientos, Mr. Rojo-Buendia, Mrs. Madrid & Mrs. Sanchez for the workshop provided, during which participants learned what is acceptable and not acceptable within Resident Councils.**

**Ms. Cynthia Mares, Board Chair, congratulated Ms. Martinez to serve as the President of the Resident Advisory Board, she appreciated her comments and mentioned she could request for more meetings to have a good communication with the Board.**

**Mr. Joe E. Aranda, Commissioner, gave an update on lighting and security issues at Ana Maria Lozano property that were brought to the Board by Ms. Martinez in the previous meeting.**

**Mrs. Rosy Rios, said her goodbyes and expressed her gratitude for the opportunity to serve as a member of the Resident Advisory Board. Ms. Cynthia Mares, Board Chair, thanked Mrs. Rios and encouraged her to continue supporting the Resident Advisory Board.**

7. PUBLIC HEARING: To receive public comments and input, and close the public hearing period as it relates to the proposed Annual PHA Plan and Five-Year Action Plan for fiscal years 2026-2030.

**Ms. Cynthia Mares, Board Chair, opened Public Hearing Session. Mr. Bulmaro Cruz, Director of Construction Projects, presented & requested the Public Hearing Session be closed after no further comments arose. Mr. Joe E. Aranda, Commissioner, moved to close public hearing session. Mr. Leo Flores, Commissioner, seconded the motion; motion carried.**

8. APPROVAL OF MINUTES

A. Approval of Minutes for the Board of Commissioners meeting on September 23, 2025.

**Mr. Leo Flores, Commissioner, moved for approval of minutes for the Board of Directors meeting on October 16, 2025. Ms. Myrna P. Flores, Resident Commissioner, seconded the motion; motion carried.**

**9. 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.** Executive Director’s Report to include the status of grant programs and ongoing construction projects.

<b>Programs</b>	<b>Construction Projects</b>	<b>Grants</b>
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 Executive Director’s Report. 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.** Consideration to approve the writing-off of non-collectible accounts for vacated units in Public Housing, Russell Terrace, Meadow Elderly, Aldo Tatangelo, and Los Balcones Apartments from April 1, 2025 through September 30, 2025, as recommended by staff.
- B.** Consideration to approve the 2026 Housing Choice Voucher (HCV) Program Payment Standard amounts effective January 1, 2026, using Fair Market Rents and adopt Resolution No. 25-R-11.
- C.** Consideration to authorize the Executive Director to extend the contract with Roger's Cabello Towing & Storage Co. for an additional year, as allowable by Contract No. 2024-1101-1, Towing Services, effective November 1, 2025 through October 31, 2026. This would represent the second year of the contract maximum of five years.
- D.** 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, Unarmed Security Services, effective October 28, 2025 through October 27, 2026. This would represent the third year of the contract maximum of five years.

- E.** Consideration to approve the updated Housing Authority of the City of Laredo Procurement Policy and adopt Resolution No. 25-R-12 effective January 1, 2026, as recommended by staff.
- F.** Consideration to approve the updated Housing Authority of the City of Laredo Admissions and Continued Occupancy Policy (ACOP) and adopt Resolution No. 25-R-13 effective January 1, 2026, as recommended by staff.
- G.** Consideration to approve the updated Housing Authority of the City of Laredo Violence Against Women Reauthorization Act Policy (VAWA) and adopt Resolution No. 25-R-14 effective January 1, 2026, as recommended by staff.
- H.** Consideration to approve the updated Housing Authority of the City of Laredo Emergency Transfer Plan for Survivors of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (VAWA) and adopt Resolution No. 25-R-15 effective January 1, 2026, as recommended by staff.
- I.** Consideration to approve the updated Housing Authority of the City of Laredo Assistance and Service Animal Policy and adopt Resolution No. 25-R-16 effective January 1, 2026, as recommended by staff.
- J.** Consideration to approve the updated Housing Authority of the City of Laredo Pest Eradication Policy and adopt Resolution No. 25-R-17 effective January 1, 2026, as recommended by staff.
- K.** Consideration to approve the updated Housing Authority of the City of Laredo Maintenance Plan and adopt Resolution No. 25-R-18 effective January 1, 2026, as recommended by staff.
- L.** Consideration to approve the updated Housing Authority of the City of Laredo Pet Ownership Policy and adopt Resolution No. 25-R-19 effective January 1, 2026, as recommended by staff.
- M.** Consideration to approve the updated Housing Choice Voucher Program Administrative Plan and adopt Resolution No. 25-R-20 effective January 1, 2026, as recommended by staff.

**Mr. Leo Flores, Commissioner, moved to approve Consent Agenda Items 5A through Item 5M.**

**Mr. Joe E. Aranda, Commissioner, requested that Item 5D be pulled for specific discussion. Ms. Cynthia Mares, Board Chair, also requested for Item 10F be pulled for further discussion.**

**Mr. Joe E. Aranda, Commissioner, seconded Mr. Flores' initial motion; motion carried.**

**Item 5D Discussion:**

**Mr. Joe E. Aranda, Commissioner, suggested to expand the contract an allowable 25% of the original contract amount, as previously discussed in the Finance committee meeting. Discussion took place.**

**Mr. Joe E. Aranda, Commissioner, moved to extend the contract as presented by staff allowing a 25% increase (\$17,136.00) without going beyond what the purchasing rules or laws permit, not to implement the plan, but allow staff to come back with the scope of work and what areas need higher security, staying within the allowable amount. Mrs. Silvia Madrid, Vice Chair, seconded the motion; motion carried.**

**Item 5F Discussion:**

**Ms. Jennifer Barrientos, Executive Director, mentioned the COVID-19 vaccine and testing requirement for the Senior Home Waiting List that was implemented during the pandemic and inquired whether it would continue to be required to qualify for housing at the Housing Authority's Senior Home property. Discussion took place and the Board of Commissioners agreed to keep this requirement in place.**

**Mr. Leo Flores, Commissioner, moved to approve Item 5F as recommended by staff. Ms. Myrna P. Flores, Resident Commissioner, seconded the motion; motion carried.**

**11. ACTION ITEMS**

- A. Discussion and possible action to finalize and adopt the Housing Authority of the City of Laredo Agency Annual PHA Plan, the 2026-2030 PHA Five Year Action Plan and Resolution No. 25-R-21, as presented by staff and in consideration of all public input, to become effective April 1, 2026.**

**Mr. Bulmaro Cruz, Director of Construction Projects and Ms. Jennifer Barrientos, Executive Director, explained the 2026-2030 PHA Five Year Action Plan. Discussion took place. Ms. Cynthia Mares, Board Chair, moved to approve action Item 11A. Mr. Leo Flores, Commissioner, seconded the motion; motion carried.**

- B. Discussion and possible action to approve the Capital Fund Program Amendment to the Consolidated Annual Contributions Contract for Calendar Year 2025.**

**Mr. Leo Flores, Commissioner, moved to approve Item 10B. Mr. Joe E. Aranda, Commissioner, seconded the motion; motion carried.**

- C. Discussion and possible action to implement a hiring freeze of all management and supervisory positions until the annual performance evaluation of the Executive Director is completed in accordance with her work contract with the Housing Authority of the City of Laredo.**

**Mr. Joe E. Aranda, Commissioner, mentioned Ms. Myrna P. Flores, Resident Commissioner, and himself co-sponsored for this item to be put on the agenda and moved to take Item 10C into Executive Session to discuss it behind closed doors. Mr. Joe E. Aranda, Commissioner, invoked the attorney-client privilege for the Board to meet with legal first without any staff and once that session**

concluded, they would bring in the Executive Director to join for the rest of the session. Mrs. Silvia Madrid, Vice Chair, seconded the motion; motion carried.

**Executive Session-Pursuant to Chapter 551, Subchapter D Texas Government Code, if any.**

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.

**Board of Commissioners went into Executive Session at 11:40 a.m.**

**Board of Commissioners returned form Executive Session at 12:55 p.m. No action was taken.**

**Mr. Joe E. Aranda, Commissioner, moved to hold a special called meeting at a later date, when all parties are available, to meet with the Executive Director and discuss issues related to her work performance as a single item for further discussion and clarification. Mrs. Silvia Madrid, Vice Chair, seconded the motion; motion carried.**

**Mr. Joe E. Aranda, Commissioner, moved to table Item 11C indefinitely pending further discussion at a special workshop Board meeting with the Executive Director. Mr. Leo Flores, Commissioner, seconded the motion; motion carried.**

**Ms. Cynthia Mares, Board Chair, stated, for the record, that Ms. Myrna P. Flores, Resident Commissioner, had to leave the meeting and was no longer present in this voting.**

**12. ADJOURNMENT**

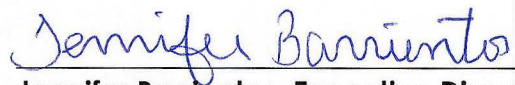
**Mr. Joe E. Aranda, Commissioner, moved to adjourn the meeting. Mr. Leo Flores, Commissioner, seconded the motion; motion carried.**

**Meeting adjourned at 12:56 p.m.**



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Cynthia Mares, Board Chair



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Jennifer Barrientos, Executive Director