



CITY OF LAS VEGAS

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**CITY OF LAS VEGAS
PUBLIC HOUSING AUTHORITY BOARD MEETING AGENDA
FEBRUARY 15, 2017 – WEDNESDAY – 5:30 P.M.
City Council Chambers
1700 North Grand Avenue**

**(The City Council is the Housing Authority Board of Commissioner
on any matters concerning the Housing Department.)**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. MOMENT OF SILENCE**
- V. APPROVAL OF AGENDA**
- VI. APPROVAL OF MINUTES**
Approval/Disapproval of minutes of the Meetings on January 18, 2017.
- VII. PUBLIC INPUT ** (not to exceed 3 minutes per person and persons
must sign up at least fifteen (15) minutes prior to meeting)**
- VIII. PRESENTATION ** (not to exceed 10 minutes per person)**
 1. Finance Department – Finance Report Presentation
- IX. HOUSING DIRECTOR'S MONTHLY REPORT**
- X. COMMISSIONER'S REPORT**
- XI. EXECUTIVE SESSION/CLOSED SESSION**

**THE HOUSING AUTHORITY BOARD OF COMMISSIONERS MAY CONVENE
INTO EXECUTIVE SESSION IF SUBJECT MATTER OF ISSUES ARE EXEMPT**

FROM THE OPEN MEETINGS REQUIREMENT UNDER §(H) OF THE OPEN MEETINGS ACT.

- i. Personnel matters, as permitted by Section 10-15-1(H) (2) of the New Mexico Open Meetings Act, NMSA 1978.**
- ii. Matters subject to the attorney client privilege pertaining to threatened or pending litigation in which the City of Las Vegas is or may become a participant, as permitted by Section 10-15-1(H) (7) of the New Mexico Open Meetings Act, NMSA 1978.**
- iii. Matters pertaining to the discussion of the sale and acquisition of real property, as permitted by Section 10-15-1(H) (8) of the Open Meetings Act, NMSA 1978.**

XII. ADJOURN

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office prior to the meeting so that arrangements may be made.

NOTE: A final Agenda will be posted 72 hours prior to the meeting. Copies of the Agenda may be obtained from City Hall, Office of the City Clerk, 1700 North Grand Avenue, Las Vegas, New Mexico 87701.

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY MEETING HELD ON WEDNESDAY
JANUARY 18, 2017 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

MADAM CHAIR: Tonita Gurule-Giron

COMMISSIONERS: Ember Davis
David Romero
Vince Howell
Barbara Casey
David Ulibarri Jr.

ALSO PRESENT: Carmela Martinez, Housing Director
H. Chico Gallegos, City Attorney

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Madam Chair Gurule-Giron asked Commissioner David Ulibarri Jr. to offer the moment of silence. Commissioner Ulibarri asked for prayers for a family member that passed away last week. One of the employees, Angelo Alirez' girlfriend passed away. Commissioner Ulibarri asked everyone to keep them all in prayer.

APPROVAL OF AGENDA

Commissioner Barbara Casey made a motion to approve the agenda as is presented. Commissioner Ember Davis seconded the motion.

Madam Chair Gurule-Giron asked for a roll call. Roll call was taken and reflected the following.

Commissioner Barbara Casey	Yes
Commissioner Vince Howell	Yes
Commissioner David Ulibarri Jr.	Yes
Commissioner David Romero	Yes
Commissioner Ember Davis	Yes

Barbara Padilla re-read the motion and advised the motion carried.

APPROVAL OF MINUTES

Commissioner Barbara Casey made a motion to approve the minutes of December 21, 2016. Commissioner David Ulibarri Jr. seconded the motion.

Madam Chair Gurule-Giron asked for a roll call. Roll call was taken and reflected the following.

Commissioner Vince Howell	Yes
Commissioner David Romero	Yes
Commissioner Ember Davis	Yes
Commissioner Barbara Casey	Yes
Commissioner David Ulibarri Jr.	Yes

Barbara Padilla re-read the motion and advised the motion carried.

PUBLIC INPUT

None at this time.

PRESENTATION - FINANCE

Natasha Martinez-Padilla, Finance Specialist presented the Housing Revenue and expenditure report through December 31, 2016. 50% of the year has lapsed. The revenues are right in line where they should be. As mentioned at the last meeting, the HA did get in a double amount in December for the Operating Subsidy. That put the HA at 53%. For Housing’s other income, the HA is still way ahead on that. The HA will be doing a budget adjustment as bills are received. Finance Specialist Martinez-Padilla stated the transfer is not recorded but it was received in the Capital Funds. The actual cash transfer will take place in January. For expenditures, the employee expenses were below budget at 48%. Operating Expenses are at 35%. There are a couple of projects that the HA will be using out of the operations, so they will see that increase. In total the HA is at 41% at half the year.

HOUSING DIRECTORS MONTHLY REPORT

Housing Director Carmela Martinez stated that she included in the Commissioners packet HUD’s summary of the U.S. Housing & Urban Development accomplishments for 2015-2016, and the 2017 Trump Administration Transition Report from NAHRO which contains their recommendations. Director Martinez stated there are a lot of programs that the Transition Report talks about with regard to HUD and everything that they do. One of the interesting things is how enormous public housing is with 1.7 million people in need of affordable housing.

Director Martinez said that back in August, she and Mrs. Martinez-Padilla attended training in Albuquerque on Fair Housing & Reasonable Accommodations, put on by Nan McKay & Associates. In 2 days, they had to learn an entire training book. She stated they had to go page by page of book and then take a test.

Director Martinez presented a certificate to Natasha Martinez-Padilla, Fair Housing and Reasonable Accommodations Specialist, which states: Be it known that by this certificate, that Natasha Martinez-Padilla has fulfilled the certification requirements of Nan McKay & Associates, Inc. and NMA University, by successful completion of the Fair Housing & Reasonable Accommodation Examination.

Director Martinez stated that this is a big accomplishment, and is under the Civil Rights Act, and Title VIII of the Fair Housing Act. Director Martinez presented the certification to Mrs. Martinez-Padilla. Director Martinez explained that Mrs. Martinez-Padilla scored a 75% on General Fair

Housing Principles. Under the Reasonable Accommodations section she scored an 85.71%. On Physical Accessibility she scored 100%. On Limited English Proficiency Guidance she scored an 87.5%. On VAWA (Violence Against Women Act) she scored 100%, and Protected Classes in Public Housing Community Obligations she scored 76.9%. The Mayor, Commissioners and City Manager congratulated Mrs. Martinez-Padilla for her accomplishments.

COMMISSIONERS REPORT

Madam Chair Gurule-Giron stated they had confirmed the new Housing Advisory Committee (HAC) members to the Housing Department and from there, it is her understanding that the HAC branched out to about 22 other members. Madam Chair Gurule-Giron asked Director Martinez to explain to the commission how the new Housing Committee is going to work. Director Martinez explained that what HUD prefers, is that the Housing Authority is a part of the community's housing needs and the LVHA will have representation as a resource for low and very low income families. Director Martinez stated that within the Housing Authority we do not have a Housing Advisory Committee, but rather a Resident Advisory Board (RAB). The RAB is made up of residents within the HA. They are the ones to help give suggestions and recommendations, on an advisory level. The HAC is made up of members of the community.

Madam Chair Gurule-Giron asked, for consistency, do they need to bring that committee to the council for approval. Richard Trujillo, City Manager responded to the Governing body, stating that the HAC which council approved is still in place. What they did was create a sub-committee. They invited different representatives from Highlands University, the schools, and anyone else who has something to do with any type of housing that might impact them in some way. He stated that about 22 people have been asked to be part of that sub-committee. The reason why the HA will not oversee that, is because it was recommended by HUD that the committee address housing as a whole, as a city, and not directly affiliated with HUD.

Commissioner David Romero asked Director Martinez when the piece of fence will be replaced on Church Street. Director Martinez stated she believes the fencing is currently on order. Finance Specialist Natasha Martinez-Padilla responded stating the supplies have been ordered. The Maintenance Department will be doing this work. A four foot deep trench needs to be dug out by hand. With the weather being as cold as it is, the ground has been frozen. Once the weather gets a little bit warmer, the fence will be repaired.

Commissioner Howell stated he thought we did have a Housing Advisory Committee (HAC). Madam Chair Gurule-Giron stated yes we do. Commissioner Howell said he was told there was no longer a HAC. He stated he was on the committee and he understood the mayor had taken him off. Madam Chair Gurule-Giron stated yes, and she had made a public statement that she removed all the Council from any committees to avoid or eliminate any possible conflict of interest.

EXECUTIVE SESSION / CLOSED SESSION

Director Martinez stated there is no need for Executive Session at this time.

ADJOURN

ADJOURN

Commissioner Barbara Casey made a motion to adjourn the meeting. Commissioner David Romero seconded the motion.

Madam Chair Gurule-Giron asked for a roll call. Roll call was taken and reflected the following.

Commissioner David Ulibarri Jr.	Yes
Commissioner Ember Davis	Yes
Commissioner David Romero	Yes
Commissioner Vince Howell	Yes
Commissioner Barbara Casey	Yes

Barbara Padilla re-read the motion and advised the motion carried.

Madam Chair Tonita Gurule-Giron

ATTEST

Casandra Fresquez, City Clerk

**HOUSING DEPARTMENT-REVENUE COMPARISON
THRU January 31, 2017-58% OF YEAR LAPSED (7 of 12 months)
FISCAL YEAR 2017**

	A	B	C	D	E	G
	FY 2016	FY 2017	FY 2017	FY 2016	FY 2017	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	ACTUAL	YTD - ACTUAL	% REV
DWELLING RENT	430,000	500,000	291,667	527,187	308,718	62%
OPERATING SUBSIDY	660,000	575,000	335,417	588,617	349,741	61%
HOUSING-OTHER INCOME	9,800	9,800	5,717	7,329	22,541	230%
TRANSFERS IN (CFP FUNDS)	214,535	76,510	44,631	214,535	72,346	95%
TOTAL	1,314,335	1,161,310	677,431	1,337,668	753,346	65%

(Other Income includes: Interest, late fee charges and unit repair materials)

**HOUSING DEPARTMENT- EXPENDITURE COMPARISON
THRU January 31, 2017-58% OF YEAR LAPSED (7 of 12 months)
FISCAL YEAR 2017**

	A	B	C	D	E	F	H
	FY 2016	FY 2017	FY 2017	FY 2016	FY 2017	FY 2017	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	ACTUAL	YTD - ACTUAL	AVAIL. BAL.	%
EMPLOYEE EXP.	660,702	687,214	400,875	533,316	387,079	300,135	56%
OPERATING EXP.	695,712	640,793	373,796	418,040	292,924	347,869	46%
TOTAL	1,356,414	1,328,007	774,671	951,356	680,003	648,004	51%

