



CITY OF LAS VEGAS

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**CITY OF LAS VEGAS
PUBLIC HOUSING AUTHORITY BOARD MEETING AGENDA
JANUARY 21, 2015 – 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 December 17, 2014.
- VII. PUBLIC INPUT **(not to exceed 3 minutes per person)**
- 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 DECEMBER 17, 2014 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

CHAIRMAN: Alfonso E. Ortiz, Jr.

COMMISSIONERS: David Romero
Joey Herrera
Vince Howell
Tonita Gurule-Giron
Ember Davis

ALSO PRESENT: Pamela Marrujo, Housing Director
Barbara Padilla, HM Supervisor
Dave Romero, City Attorney
Elmer Martinez, Acting City Manager

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Chairman Ortiz Jr. asked for a moment of silence to give thanks for the life that we have, the opportunities that we have and the blessings that we have. We are experiencing the holidays just around the corner. Let's have good thoughts about people who are in need and are going to make the best of what they can with what they have. If there is any way we can help them out with what they need. Let us extend our energies and good thoughts to people who are less fortunate.

APPROVAL OF AGENDA

Commissioner Vince Howell made a motion to approve the agenda as is. Commissioner Tonita Gurule-Giron seconded the motion

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner Joey Herrera	Yes
Commissioner David Romero	Yes
Commissioner Vince Howell	Yes

Commissioner Tonita Gurule-Giron	Yes
Commissioner Ember Davis	Yes

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

APPROVAL OF MINUTES

Commissioner Vince Howell made a motion to approve the minutes of November 19, 2014. Commissioner Tonita Gurule-Giron seconded the motion.

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner Vince Howell	Yes
Commissioner Ember Davis	Yes
Commissioner Tonita Gurule-Giron	Yes
Commissioner Joey Herrera	Yes
Commissioner David Romero	Yes

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

PUBLIC INPUT

None at this time

PRESENTATION

Finance Director Gallegos presented the Housing Department Revenue and Expenditures report for the month of November. She stated the HA should be at 42% of the budget through November 30th. The HA is at 41% in revenue and 41% in expenditures. We are expending a budget increase in January and are waiting for those numbers to come in. Housing Director Marrujo explained that the HA will be receiving an increase of about 8% more in subsidy per month that what was originally budgeted. Finance Director Gallegos stated she will be brining those budget adjustments to the commission in January.

Commissioner Howell asked where this is additional subsidy is coming from. Housing Director Marrujo explained that the HA has an operating subsidy that was budgeted for and HUD is giving the HA 89% of the subsidy. Housing Director Marrujo stated the HA has been receiving about 8% more per month than was budgeted for. She pointed out on the finance report operating subsidy column that the HA has collected \$266,582. The budget should be at \$247,000 so the HA is slightly above where it should be. Therefore she is requesting a budget increase so the HA can utilize that budget on the expenditure side. The HA has been receiving this increase since October, because that is when the Federal Government opens up their new budget year.

HOUSING DIRECTORS MONTHLY REPORT

Housing Director Marrujo reported on the progress of the 7 unit, and 5 unit remodel projects. The Commission was provided with pictures that were taken of the units before any construction began. There were boarded up and broken windows on most, if not all of the units. The Commission was also provided the most recent pictures to compare and show the progress that has taken place in the last month. Housing Director Marrujo said she will provide updated pictures each month to show the progress that takes place. She also invited the Commission to drive by the site on Yucca, Cholla, and Sandoval Streets, so they can see the ongoing progress. Housing Director Marrujo reported last month on the 7 unit remodel project that the asbestos abatement had been done and construction has now begun. She reported that 3 units have passed all the inspections for the electrical and plumbing and those units are now ready for dry wall. The other 4 units continue to be worked on. The other 5 units continue to have asbestos abatement done and construction will begin shortly. The 7 unit remodel project has a completion date of April 7, 2015 and the 5 unit remodel project has a completion date of June 30, 2015.

Housing Director Marrujo stated that at the last meeting there was a question about the warrantee issue on the work being done. She spoke to the architect and looked at the bid packet. The architect stated that basically the contractor guarantees work for one year. That is the standard guarantee time. There may be longer guarantees on other items, such as roofs or appliances, but typically the contractor guarantees their work for one year.

Commissioner Tonita Gurule-Giron asked who is removing the asbestos. Housing Director Marrujo explained that on the two different projects, ERMS (Environmental Remediation Management Services) out of Albuquerque did one of the projects and Keers Environmental bid on the other project through Longhorn.

Chairman Ortiz Jr. thanked Housing Director Marrujo for providing the progress pictures to the Commission and told her to continue taking pride in the project. He asked Housing Director Marrujo to extend greetings to her staff from the governing staff for the Holidays.

Commissioner Vince Howell asked when these units will be ready for occupancy. Housing Director Marrujo stated that April 7, 2015 is when the 7 units will be done, and June 30, 2015 is the deadline for the 5 units. She stated she is hoping to have all 12 units back online and back on the rent roll within this fiscal year.

BUSINESS ITEMS

None at this time.

COMMISSIONERS REPORT

Commissioner Vince Howell wished to extend his appreciation for all the hard work Housing Director Marrujo and her staff have been doing. He stated that it shows, and he wished everyone a Merry Christmas.

EXECUTIVE SESSION/CLOSED SESSION

Housing Director Marrujo stated there was not a need for Executive Session.

ADJOURN

Commissioner Tonita Gurule-Giron made a motion to adjourn the meeting. Commissioner Ember Davis seconded the motion.

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner Ember Davis	Yes
Commissioner Vince Howell	Yes
Commissioner Tonita Gurule-Giron	Yes
Commissioner Joey Herrera	Yes
Commissioner David Romero	Yes

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

Chairman Alfonso E. Ortiz Jr.

ATTEST

Casandra Fresquez, City Clerk

**HOUSING DEPARTMENT-REVENUE COMPARISON
THRU DECEMBER 31, 2014-50% OF YEAR LAPSED (6 of 12 months)
FISCAL YEAR 2015**

	A	B	C	D	E	G
	FY 2014	FY 2015	FY 2015	FY 2014	FY 2015	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	YTD - ACTUAL	YTD - ACTUAL	% REV
DWELLING RENT	378,000	390,000	195,000	406,726	203,985	52%
OPERATING SUBSIDY	757,254	594,600	297,300	631,260	321,316	54%
HOUSING-OTHER INCOME	59,522	8,300	4,150	8,013	455	5%
TRANSFERS IN (CFP FUNDS)	63,431	63,009	31,505	62,855	0	0%
TOTAL	1,258,207	1,055,909	527,955	1,108,854	525,756	50%

(Other income includes: interest, late fee charges and unit repair materials)

**HOUSING DEPARTMENT- EXPENDITURE COMPARISON
THRU DECEMBER 31, 2014-50% OF YEAR LAPSED (6 of 12 months)**

	A	B	C	D	E	F	H
	FY 2014	FY 2015	FY 2015	FY 2014	FY 2015	FY 2015	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	ACTUAL	YTD - ACTUAL	AVAIL. BAL.	%
							BDGT
EMPLOYEE EXP.	631,054	666,676	333,338	533,316	314,816	351,860	47%
OPERATING EXP.	540,881	389,233	194,617	418,040	195,176	194,057	50%
TOTAL	1,171,935	1,055,909	527,955	951,356	509,992	545,917	48%