



CITY OF LAS VEGAS
1700 N. GRAND AVE. LAS VEGAS, NEW MEXICO 87701
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CITY OF LAS VEGAS
PUBLIC HOUSING AUTHORITY BOARD MEETING AGENDA
MAY 23, 2016 – MONDAY – 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 April 27, 2016.
- 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 APRIL 27, 2016 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

MADAM CHAIR: Tonita Gurule-Giron

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

ALSO PRESENT: Pamela Marrujo, Housing Director
Barbara Padilla, Housing Manager Supervisor
H. Chico Gallegos, City Attorney

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Madam Chair Gurule-Giron asked for a moment of silence giving condolences to Commissioner Howell and his wife, for the loss of his mother-in-law. We should be grateful for our health.

APPROVAL OF AGENDA

Commissioner Vince Howell made a motion to approve the agenda as is. Commissioner Ember Davis and Commissioner David Romero 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 Romero	Yes
Commissioner Ember Davis	Yes
Commissioner David Ulibarri	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 March 16, 2016. Commissioner David Ulibarri seconded the motion.

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

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

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

PUBLIC INPUT

None at this time.

PRESENTATION - FINANCE

Finance Director Ann Marie Gallegos presented the Housing Revenue report thru March 31, 2016. The HA is currently at 81% of revenues. She stated that the department has been tracking the Dwelling Rents and she believes that Housing is possibly going to use it on Capital Outlay next year to rehabilitate more of the units. Expenditures are at 67% thru March 31, 2016.

HOUSING DIRECTORS MONTHLY REPORT

Director Marrujo welcomed Commissioner David Ulibarri to the Board and Congratulated Madam Chair/Mayor on her new position. She stated that she looks forward to working with the new board.

Director Marrujo reported that the HA staff just returned from annual training in Ruidoso, New Mexico. She reported that it was a great conference, with something on the agenda for everyone. Maintenance staff received training on different things including maintaining appliances. Director Marrujo wanted the Commission to know that the LVHA maintenance staff competed in the "Maintenance Olympics", which is a timed competition between all the maintenance staff from different Housing Authorities across New Mexico. In this competition they have to change out a lock, a kitchen faucet, an outlet, and place VCT tile in an odd shaped box. She stated she was proud to report that her staff took 1st, 2nd, 3rd, 5th, and 7th place. They received cash prizes as well as tools and other prizes. Director Marrujo also reported that Housing Manager, Rita Sanchez was recognized as Employee of the Year for her dedication and commitment to the Housing Department.

Barbara Padilla, Housing Manager Supervisor addressed the Commission stating that Director Marrujo was nominated by her Staff, and was presented with an award for Director of the Year by the New Mexico NAHRO Board. Mrs. Padilla stated that Director Marrujo was appreciated for her leadership in the Housing Authority, by the entire staff, stating that in her 18 years with Housing, she has never seen zero vacancies. Director Marrujo has accomplished just that and has done an amazing job as the leader of the Housing Authority.

Director Marrujo informed the Commission and provided literature from "Homewise" out of Santa Fe, who will be offering 2 free workshops. One workshop is on Financial Fitness, and the other is a Homebuyer Education workshop. Director Marrujo stated these workshops are open to the community and she is spreading the word to the residents of Public Housing. The workshops will be advertised on the radio and also on the tenant newsletter. Both classes will be held at the NMHU Student Center and are free of charge. Director Marrujo explained that

Homewise is financed through a grant from the Mortgage Finance Authority. Director Marrujo stated if anyone needs assistance registering, she will assist them.

Director Marrujo passed out a step by step guide to register for the "Lead the Way" Board Training for Commissioners by HUD and offered assistance if anyone needs help with registration or has any questions.

COMMISSIONERS REPORT

Madam Chair Gurule-Giron wanted to congratulate Director Marrujo and her staff for the incredible accolades and hard work that she has demonstrated and brought forth to the Housing Department.

Commissioner Howell wanted to also thank Director Marrujo for doing a great job at the Housing Authority. He stated he has seen a lot of action there and she and her staff are doing a great job.

Commissioner Casey stated it is really nice to get some wonderful positive news from Director Marrujo and she commends her for the work she has done, saying she has put Las Vegas on the South New Mexico map, which is really good and she is very happy for that. She thanked Director Marrujo for her hard work.

EXECUTIVE SESSION/CLOSED SESSION

No need for executive session.

ADJOURN

Commissioner Vince Howell made a motion to adjourn the meeting. Commissioner Ember Davis seconded the motion.

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

Commissioner Ember Davis	Yes
Commissioner David Romero	Yes
Commissioner Vince Howell	Yes
Commissioner David Ulibarri	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 APRIL 30, 2016-83% OF YEAR LAPSED (10 of 12 months)
FISCAL YEAR 2016**

	A	B	C	D	E	G (E/B)
	FY 2015 BUDGET	FY 2016 BUDGET	FY 2016 YTD - BUDGET	FY 2015 YTD - ACTUAL	FY 2016 YTD - ACTUAL	% REV
DWELLING RENT	390,000	430,000	358,333	406,726	447,659	104%
OPERATING SUBSIDY	624,600	660,000	550,000	631,260	501,339	76%
HOUSING-OTHER INCOME	8,300	9,800	8,167	8,013	5,281	54%
TRANSFERS IN (CFP FUNDS)	263,009	214,535	178,779	62,855	212,865	99%
TOTAL	1,285,909	1,314,335	1,095,279	1,108,854	1,167,144	89%

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

**HOUSING DEPARTMENT- EXPENDITURE COMPARISON
THRU APRIL 30, 2016-83% OF YEAR LAPSED (10 of 12 months)
FISCAL YEAR 2016**

	A	B	C	D	E	F	H (E/B)
	FY 2015 BUDGET	FY 2016 BUDGET	FY 2016 YTD - BUDGET	FY 2015 ACTUAL	FY 2016 YTD - ACTUAL	FY 2016 AVAIL. BAL.	% BDGT
EMPLOYEE EXP.	666,676	660,702	550,585	533,316	552,991	107,711	84%
OPERATING EXP.	619,233	695,712	579,760	418,040	452,050	243,662	65%
TOTAL	1,285,909	1,356,414	1,130,345	951,356	1,005,041	351,373	74%

