



CITY OF LAS VEGAS

1700 N. GRAND AVE. LAS VEGAS, NEW MEXICO 87701
505-454-1401 FAX: 505-425-7335

**CITY OF LAS VEGAS
PUBLIC HOUSING AUTHORITY BOARD MEETING AGENDA
SEPTEMBER 23, 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 August 19, 2015.

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. BUSINESS ITEMS

1. Approval/Disapproval of Resolution #15-45 Flat Rent Schedule.

Pamela Marrujo, Housing Director The City of Las Vegas Housing Authority is required to update the flat rent schedule annually based off the Fair Market Rent.

XI. COMMISSIONER'S REPORT

XII. 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.**

XIII. 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 AUGUST 19, 2015 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

CHAIRMAN: Alfonso E. Ortiz, Jr.

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

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Chairman Ortiz Jr. asked for a moment of silence in recognition of the fact that throughout the world there is major problems with hunger. Chairman Ortiz Jr. stated the city is going to be presenting the Governors Proclamation addressing hunger in New Mexico. Let's think of the many people that benefit from our help directly or indirectly.

APPROVAL OF AGENDA

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

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

APPROVAL OF MINUTES

Commissioner Joey Herrera made a motion to approve the minutes of July 15, 2015. Commissioner David Romero seconded the motion.

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

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

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

PUBLIC INPUT

None at this time.

PRESENTATION

Finance Director Gallegos discussed the Housing Financial report. This is the first month of the 2015-2016 fiscal year. It is still a work in progress since the final budget has not been received. They will be updating the final budget within the next week or so. The HA received 4% of the actual revenue. Finance Director Gallegos stated that the operating subsidy has not come in due to some glitches. Housing Director Marrujo stated that 2 months will be drawn down this next month. The employee expenditures were at 8% which is where they should be at this point. Additional expenses in the insurances and all other items that will come up will be spent now in August for the first 6 months. The expenditures will come back now in January for the other half of the year.

HOUSING DIRECTORS MONTHLY REPORT

Housing Director Marrujo reported to the Commission that the majority of the windows project is completed. The remaining windows had to be abated. The HA went out for quotes on abatement companies and GWC Construction, a certified abatement company had the lowest responsive quote at \$18,980.11. We are in the process of getting that contract signed and moving forward. They have 30 Days to complete their work. From there, Northeastern Construction can complete the window installation of the one remaining window of each unit.

Housing Director Marrujo reported on the REAC inspections. She stated that the HA had the annual REAC inspection on August 5, 2015. The REAC inspection is an inspection HUD does to inspect our sites. They randomly select 25 units out of our 267 to inspect from the inside out, including our 4 common buildings. The HA had three exigent health and safety items that were found. Two of those were knock outs at the electrical box that needed to be replaced, and one was an outlet that was cracked or broken that needed to be replaced. Those EHS items have to be remediated within 72 hours and we took care of them within 24 hours. The HA will be receiving a score in the next couple of days and Director Marrujo stated she will be reporting that to the commission at the next meeting. Director Marrujo stated that last year the HA had 5 exigent health and safety items. Most of those were for inoperable windows. This year we didn't have those problems because we have new windows in the units.

Housing Director Marrujo reported to the commission that she attended training in June for Public Housing Manager Certification training. She wanted to report that she got official results that she did pass the test.

City Manager, Elmer Martinez asked Director what score she received. Director Marrujo reported she received a 94% on her exam.

COMMISSIONERS REPORT

Commissioner David Romero asked Director Marrujo what the HA is doing about the overgrown trees and weeds. Director Marrujo stated that maintenance is getting to all of that.

Commissioner Joey Herrera asked Director Marrujo if the training for the governing body was ever rescheduled. Director Marrujo stated she can recommend to HUD to offer a training here in Las Vegas.

Chairman Ortiz Jr. stated he is hearing good things about what is going on in Housing and he appreciates it very much. He asked Director Marrujo to convey that to her staff as well.

EXECUTIVE SESSION/CLOSED SESSION

No need for executive session.

ADJOURN

Commissioner Joey Herrera made a motion to adjourn the meeting. Commissioner Tonita Gurule-Giron seconded the motion.

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

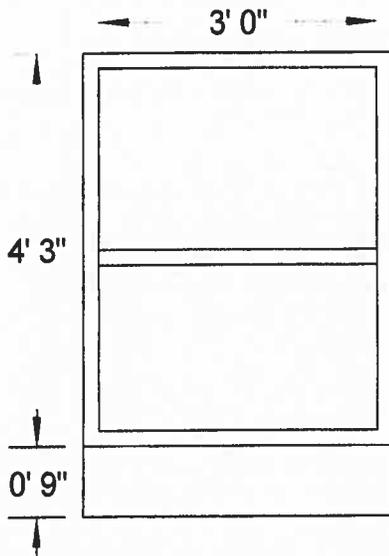
Commissioner Tonita Gurule-Giron	Yes
Commissioner Ember Davis	Yes
Commissioner Joey Herrera	Yes
Commissioner Vince Howell	Yes
Commissioner David Romero	Yes

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

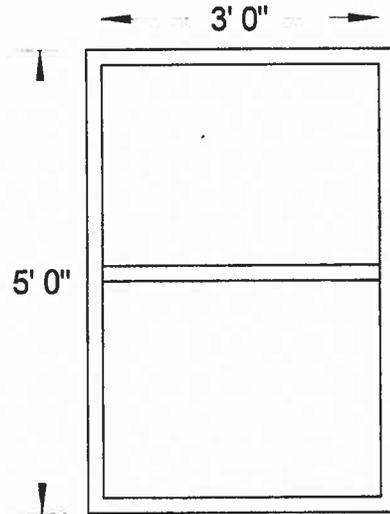
Chairman Alfonso E. Ortiz Jr.

ATTEST

Casandra Fresquez, City Clerk



Existing Bedroom Window



Proposed Bedroom Window

For Example: Remove approximately 36" x 9" area of sheetrock with Asbestos Containing Tape Bed Mud and Texture on the surface of the sheetrock.

Insulation under sheetrock shall be removed and disposed of by Abatement Contractor.

Northeastern Construction will mark each window where sheetrock is to be removed.

Scale 1/2" = 1'-0"

**Asbestos Removal - 0 Bedroom Unit Site 7-6
Las Vegas Housing Authority**

Lowry Consultants, Inc.
PO Box 31
Sandia Park, NM 87047
Phone 505.259.5915 Fax 505.435.9920

Date: 07/31/15
Example Sheetrock
Removal Below Window

**HOUSING DEPARTMENT-REVENUE COMPARISON
THRU AUGUST 31, 2015-16% OF YEAR LAPSED (2 of 12 months)
FISCAL YEAR 2016**

	A	B	C	D	E	G
	FY 2015	FY 2016	FY 2016	FY 2015	FY 2016	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	YTD - ACTUAL	YTD - ACTUAL	% REV
DWELLING RENT	390,000	390,000	65,000	406,726	88,195	23%
OPERATING SUBSIDY	624,600	660,000	110,000	631,260	85,486	13%
HOUSING-OTHER INCOME	8,300	9,800	1,633	8,013	593	6%
TRANSFERS IN (CFP FUNDS)	263,009	214,360	35,727	62,855	0	0%
TOTAL	1,285,909	1,274,160	212,360	1,108,854	174,274	14%

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

**HOUSING DEPARTMENT- EXPENDITURE COMPARISON
THRU AUGUST 31, 2015-16% OF YEAR LAPSED (2 of 12 months)
FISCAL YEAR 2016**

	A	B	C	D	E	F	H
	FY 2015	FY 2016	FY 2016	FY 2015	FY 2016	FY 2016	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	ACTUAL	YTD - ACTUAL	AVAIL. BAL.	%
EMPLOYEE EXP.	666,676	660,702	110,117	533,316	125,016	535,686	19%
OPERATING EXP.	619,233	613,458	102,243	418,040	86,797	526,661	14%
TOTAL	1,285,909	1,274,160	212,360	951,356	211,813	1,062,347	17%

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 9/4/2015

DEPT: Housing

MEETING DATE: 9/23/2015

ITEM/TOPIC: Resolution #15-45 Flat Rent Schedule.

ACTION REQUESTED OF COUNCIL: Approval/Disapproval of Resolution #15-45 Flat Rent Schedule.

BACKGROUND/RATIONALE: The City of Las Vegas Housing Authority is required to update the flat rent schedule annually based off the Fair Market Rent (FMR) for San Miguel County.

STAFF RECOMMENDATION: Approval of Resolution #15-45 Flat Rent Schedule.

COMMITTEE RECOMMENDATION: This was discussed at the Housing Advisory Meeting on August 26, 2015.

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.



SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:



ALFONSO E. ORTIZ, JR.
MAYOR

ELMER J. MARTINEZ
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR

PURCHASING AGENT
(FOR BID AWARD ONLY)

DAVE ROMERO
CITY ATTORNEY

Approved as to Legal Sufficiency Only

(If Box is Initialed by City Mngr., Review and Sign)

CITY OF LAS VEGAS HOUSING AUTHORITY

RESOLUTION NO. 15-45

Resolution Approving New Flat Rent Schedule

WHEREAS, The Quality Housing and Work Responsibility Act of 1998 (QHWRA), Section 523, establishes Family Choice of rental payment, effective September 1, 1999; and

WHEREAS, each Public Housing Authority (PHA) must adopt a policy that gives residents the choice between two types of rent payment- a flat rent or an income-based rent; and

WHEREAS, there have been changes to the Flat Rent Requirements- 2014 Appropriations Act; and

WHEREAS, the new flat rent requirements are considered a significant change therefore the established flat rents schedule needs to be revised; and

WHEREAS, new flat rents are calculated based off 80% of the Fair Market Rent (FMR) less the utility cost for their area;

WHEREAS, The City of Las Vegas Housing Authority Board of Commissioners has reviewed the Flat Rent Schedule attached; and

NOW, THEREFORE, BE IT RESOLVED, the Las Vegas Housing Authority Board of Commissioners accepts and approves this resolution and the attached Flat Rent schedule.

PASSED, APPROVED AND ADOPTED this _____ day of September, 2015.

Signed:

ATTEST:

Mayor Alfonso E. Ortiz, Jr.

Casandra Fresquez, City Clerk

APPROVED AS TO LEGAS SUFFICIENCY ONLY:

Dave Romero, City Attorney

Proposed New Flat Rent			
Bedroom Size	Current		New
0-BDR	\$ 351.00	\$	304.00
1-BDR	\$ 434.00	\$	419.00
2-BDR	\$ 527.00	\$	510.00
3-BDR	\$ 696.00	\$	674.00
4-BDR	\$ 722.00	\$	698.00
5-BDR	\$ 830.00	\$	803.00

Effective 10/31/15

NM 7-1 & 7-4 & 7-6

Bedroom Size	Flat Rent	(-) Less Utility Cost*	New Rent
0-BDR	\$ 304	\$ 22	\$ 282
1-BDR	\$ 419	\$ 29	\$ 390
2-BDR	\$ 510	\$ 40	\$ 470
3-BDR	\$ 674	\$ 48	\$ 626
4-BDR	\$ 698	\$ 53	\$ 645

NM 7-6

Bedroom Size	Flat Rent	(-) Less Utility Cost*	New Rent
1-BDR	\$ 419	\$ 72	\$ 347
2-BDR	\$ 510	\$ 84	\$ 426
3-BDR	\$ 674	\$ 93	\$ 581
4-BDR	\$ 698	\$ 109	\$ 589

Hannah/Vigil

Bedroom Size	Flat Rent	(-) Less Utility Cost*	New Rent
1-BDR	\$ 419	\$ 97	\$ 322
2-BDR	\$ 510	\$ 112	\$ 398
3-BDR	\$ 674	\$ 124	\$ 550
4-BDR	\$ 698	\$ 147	\$ 551
5-BDR	\$ 803	\$ 195	\$ 608