

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON WEDNESDAY OCTOBER 21, 2020 AT 5:00 P.M. IN THE CITY COUNCIL CHAMBERS.

CHAIRMAN: Louie A. Trujillo
COMMISSIONERS: David Ulibarri Jr. 5:08 p.m.
Michael Montoya
David Romero
Elaine Rodriguez

ALSO PRESENT:
Scott Aaron, City Attorney
Terry Baca, Executive Director NRHA
Natasha Martinez, Deputy Director NRHA
Barbara Padilla, Site Manager

CALL TO ORDER

Meeting was called to order by Chairman Louie A. Trujillo

ROLL CALL

Chairman Trujillo stated that Commissioner Ulibarri Jr. called to inform him that he was running late. Commissioner Ulibarri Jr. arrived at 5:08 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Chairman Louie A. Trujillo offered a moment of silence for all the people who are in health care, first responders, the people who are vital to the community, people who deliver groceries and people who check us out and are working so hard during this pandemic. He asks that God keeps us all safe and healthy and that this virus goes away as quickly as possible or that they provide a vaccine, Amen.

APPROVAL OF AGENDA

Commissioner David Romero made a motion to approve the agenda as presented. Commissioner Michael Montoya seconded the motion.

Chairman Louie Trujillo asked for a roll call. Roll call was taken and reflected the following.

Commissioner Elaine Rodriguez Yes
Commissioner Michael Montoya Yes
Commissioner David Romero Yes
Commissioner David Ulibarri Jr. Absent

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

APPROVAL MINUTES

Commissioner David Romero made a motion to approve the minutes of September 16, 2020. Commissioner Michael Montoya seconded the motion.

Chairman Louie Trujillo asked for a roll call. Roll call was taken and reflected the following.

Commissioner Michael Montoya Yes

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| Commissioner Elaine Rodriguez | Yes |
| Commissioner David Romero | Yes |
| Commissioner David Ulibarri Jr. | Absent |

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

PUBLIC INPUT

None at this time.

PRESENTATION

HOUSING AUTHORITY FINANCE REPORT

Natasha Martinez, Deputy Director for Northern Housing Authority presented the Housing Department Revenue and Expenditure report thru September 30, 2020. Ms. Martinez stated 25% of this year has lapsed. Dwelling rent is at 25% which is right along what they were expecting at \$560,000 for the year. Ms. Martinez stated operating subsidy is a little bit lower than they had anticipated with \$181,250 and only received \$174,746. This has to do with the occupancy at the end of 2017 thru 2018 fiscal year. She stated they had some trouble occupying units at that time as well as some units that had not been rehabilitated. Other income as she explained previously is lower because the HA is not charging late fees due to COVID-19. The transfers in is coming from General Fund to Housing Low Rent for the repayment agreement. For Expenditures, employee expenses are at 20%, operating expenses is at 25% for a total of the full budget.

Ms. Martinez stated they have not billed for any of the employee expenses for Executive Director Baca or herself for the Las Vegas area. She stated they did the calculations today and will be submitting an invoice now that all the employees are hired through Northern Regional Housing Authority. She stated it will be based off the management agreement charging the hourly rate for everyone working in the Las Vegas office. Ms. Martinez stated they estimated that it is about a third of their time they are working in each of the areas. This will be about 26 hours a pay period for ED Baca and herself.

Chairman Trujillo asked if they are paying a full salary for Mr. Baca. Ms. Martinez stated it is 26 hours at \$75 per hour. This is what the management agreement accounted for. Ms. Martinez stated as per the management agreement, it is \$50 per hour for the other employees and \$75 for the Executive Director's hours.

Chairman Trujillo asked if there is anything in the finance report that they need to be made aware of. Ms. Martinez stated there is nothing except for the fact that they will be adding in the subsidy report for revenue, the COVID monies they were awarded. She stated this money will be coming in before December and they are a direct reflection of expenses. This is a reimbursement grant and what they used to purchase some new vehicles as well as some IT equipment so the staff can work remotely if needed.

Chairman Trujillo asked if Ms. Martinez knows the amount of the grant. She stated about \$150,000. Executive Director Baca stated they can also use some of that money to pay some of their operating expense.

HOUSING DIRECTORS MONTHLY REPORT

Executive Director (ED) Terry Baca stated they do appreciate everything that has been going on with the City of Las Vegas and the Northern Regional Housing Authority. He stated they are trying to work through some of the snags they have had. He stated that transferring some of the employees over has been somewhat of a challenge. They are working through the IT part of it as well. They purchased new computers and are trying to get them all online. Mr. Baca said they will be getting new laptops and they will upgrade their printers. Maintenance staff is doing a great job. He stated they had some sewer issues that Mr. Frank Lucero, the Maintenance Supervisor is putting together a scope of work to do a sewer replacement and sidewalk replacement on the Sagebrush site.

ED Baca stated they did a fencing project with Northeastern Construction with is about 85% complete. He stated that he, Natasha and a general contractor did a site inspection on what they felt they needed to take care of. They will be doing a final inspection soon.

ED Baca stated there are 10 units they are going to be rehabilitating. He stated this is the last 10 of the 15 units that were in distress.

ED Baca stated the repayment agreement has been signed by HUD. They have not received the original back, when they do, they will get that to the City for their records.

ED Baca stated he had a meeting with the Raton Housing Authority Board of Commissioners yesterday that went very well. He stated they also had a meeting with New Mexico Mortgage Finance Authority, which he does a quarterly report for them. He stated the Regional Housing Authority's are currently under the jurisdiction of the Mortgage Finance Authority originally. They are working towards Legislation to remove that layer of bureaucracy. He stated they answer to HUD. They have all the oversight, so this is just another layer that can create problems. Currently they are reporting to 4 Boards so that can create some problems. ED Baca stated if there is anything the City of Las Vegas would like them to attend they would welcome that. He stated if there is anything they would like to discuss with him, just give him a call and he will be glad to assist.

Chairman Trujillo asked when the 10 units will be completed. Deputy Director, Natasha Martinez stated that they just put out an RFP for a 15 unit rehab and they didn't get any responses on that so they will be going back to the drawing board and doing some direct solicitation for architects to see if they would be interested. They are hoping to have this project started by December.

Commissioner David Ulibarri Jr. asked ED Baca about the wall again on Hot Springs. ED Baca explained that he has been looking into this and if they are responsible for the wall they will address it, but if they are not, and HUD determines they are not, they will not be able to address it.

COMMISSIONERS REPORT

Commissioner David Ulibarri asked ED Baca if he could take a look at the wall on Hot Springs Blvd. He stated there is a wall there between housing and Daylight Donuts. He stated he spoke to Natasha and Barbara about it and he thinks they were working to see if there was something they could do with it. He stated it is almost to fall and the property owner is very concerned about it. ED Baca stated he will take a look at it.

Commissioner Ulibarri asked if ED Baca has met with the land owner, Mr. Martinez from Daylight Donuts. ED Baca said he has spoken to him. He said he let him know they needed to look into it more as far as what has happened in the past and if it was not something the HA built, they would not have that liability.

Commissioner Michael Montoya is requesting that on North end of Sandoval Street, there is an alley way. He is asking if those trees can be removed. He said they serve no purpose and he had asked that they be removed when they did a demolition of a unit, but they are still there. He stated the trees are right along the fence line and on the fence. He stated that Housing is responsible for half the alley. Commissioner Montoya stated that people are hiding in the trees. ED Baca stated he will look into this issue.

Commissioner David Romero asked if there is some type of media notice they can put out to the citizens letting them know that Raton is not controlling everything. He stated there is a perception out there that this is happening and that they have no local control here. ED Baca and Deputy Director Martinez stated they can put something together. Commissioner Romero stated it is pretty often that they have to let people know that all the employees are still there and they still take care of everything here at the office, the only thing that has changed is the Governing Board. ED Baca stated this is understandable, anytime he has been involved in any kind of transfer, there is always concern for the tenants as well as the municipalities. He stated perhaps he

can get on the radio and explain to the citizens that none of the services have changed, and they hope they will get even better.

Commissioner Romeo stated another concern he had was concerning Commissioner Ulibarri and the concern about the wall on Hot Springs. He stated he has also looked into it and one thing he was warned about was not using Federal Funds on that wall if it does not the HA's responsibility. ED Baca agreed and stated that is their concern as well. He stated that when he spoke to the land owner, Mr. Martinez, he said that the wall was built by the Housing Authority. ED Baca and Deputy Director Martinez stated they have not been able to find any documentation saying that wall was built by the Housing Authority. Commissioner Romero stated he had spoken to some Federal Officials and they said they need to be very careful with that. ED Baca stated that is something they are very cautious about and he knows the City of Las Vegas is very sensitive to that line because it is something that is illegal. Deputy Director Martinez stated that the Albuquerque Field Office has received approval to travel so they hope to have an engineer come and look at that wall. She stated if the engineer states the wall needs to be replaced, the cost may not only fall on the Housing Authority if at all, and it may fall on the landowner.

Deputy Director Natasha Martinez stated that she will be working on partial release of declaration of trust so once they are signed they can release the property to those homeowners. ED Baca stated this is a major, major thing, to get those declarations of trust released. The homeowner's were treated wrong in this whole situation. Chairman Trujillo thanked Executive Director Baca and his staff.

EXECUTIVE SESSION

No executive session.

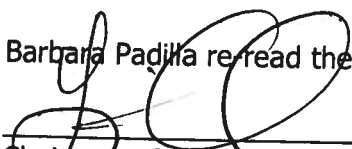
ADJOURN

Commissioner David Romero made a motion to adjourn the meeting. Commissioner Elaine Rodriguez seconded the motion.

Chairman Louie Trujillo asked for a roll call. Roll call was taken and reflected the following.

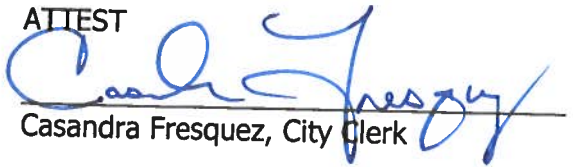
- Commissioner Elaine Rodriguez Yes
- Commissioner David Ulibarri Jr. Yes
- Commissioner Michael Montoya Yes
- Commissioner David Romero Yes

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



 Chairman of the Board of Commissioners

ATTEST



 Casandra Fresquez, City Clerk