



City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasvegasnm.gov

Mayor Louie A. Trujillo

**PUBLIC HOUSING AUTHORITY BOARD MEETING AGENDA
SEPTEMBER 16, 2020 –WEDNESDAY– 5:00 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, 2020

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. Charlie Gallegos - 30 years of dedicated service to the City of Las Vegas Housing Authority.
2. Housing Authority Finance Report – Financial Specialist
3. Discussion – Update on Transfer to Northern Regional Housing Authority.

IX. HOUSING DIRECTOR'S MONTHLY REPORT

X. COMMISSIONERS' REPORT

XI. EXECUTIVE SESSION/CLOSED SESSION

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

David Ulibarri
Councilor Ward 1

Michael L. Montoya
Councilor Ward 2

Elaine Rodriguez
Councilor Ward 3

David G. Romero
Councilor Ward 4

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 COMMISSION MEETING HELD ON WEDNESDAY AUGUST 19, 2020 AT 5:00 P.M. IN THE CITY COUNCIL CHAMBERS.

CHAIRMAN: Louie A. Trujillo

COMMISSIONERS: Michael Montoya
David Romero
David Ulibarri Jr.

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

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Chairman Louie A. Trujillo offered a moment of silence to thank God for everything. Thank God for moving the community forward and to have them make good choices of the community and the citizens.

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 David Ulibarri Jr. Yes
Commissioner David Romero Yes
Commissioner Michael Montoya Yes

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

APPROVAL MINUTES

Commissioner David Romero made a motion to approve the minutes of July 15, 2020. Commissioner David Ulibarri Jr. seconded the motion.

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

Commissioner Michael Montoya Yes
Commissioner David Ulibarri Jr. Yes
Commissioner David Romero Yes

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

PUBLIC INPUT

None at this time.

PRESENTATION

HOUSING AUTHORITY FINANCE REPORT

Natasha Martinez presented the Housing Department Revenue and Expenditure report thru July 31, 2020. Ms. Martinez stated this the first month of the fiscal year. Ms. Martinez stated the dwelling rent for the month of July was \$43,837.00. Operating subsidy accrued is \$58,249.00 and as she has stated, this is not cash in bank, this is accruals so a lot of times that money is still held by HUD until they release it to them. Housing other income is \$344.00 and the transfer in from the repayment agreement is \$30,518 so that puts them right on track with 8% of accruals as they expected. The employee expense year to date, actual is \$56,048 and an operating expense of \$896. Ms. Martinez stated that as they are opening the next fiscal year, they are opening PO's and all so that takes about a month to get processed and through, so those expenditures they will see rather higher for the next month. She stated they should be in line with the 16% the next month. Ms. Martinez stated that gives them a 4% of the total budget and as she had expressed before, currently her salary will be getting taken out of the employee expense but her services will still remain intact for the Housing Authority in Las Vegas as well as adding the services of Mr. Baca's services to the Housing Authority.

Chairman Louie Trujillo asked Ms. Martinez if there was anything in the budget that is abnormal or that they need to know about, any red flags. Ms. Martinez stated there are not any red flags in there currently. She said they will have to add a transfer in from the Capital Fund that will probably go in a separate line for the revenue line. She stated the budget the commission approved is the budget they are working off of and that was approved back in May. The only thing that would be abnormal would be the operating expenses being rather low and that is due to having to reopen everything and then having to wait for the budget to get approved with the larger expenditures coming through.

Chairman Trujillo stated on a personal note, he knows Natasha (Martinez) is no longer an employee of the City. He stated he would like to recognize her for all the years of dedication that she gave to the City of Las Vegas. He stated her service and professionalism will never be forgotten. He stated the Housing Authority got a very good employee. Ms. Martinez thanked Chairman Trujillo for his words. Ms. Martinez then stated they are not losing the services, she will still be here and she will still be around. She stated anything they do, and projects the HA does, they will still go hand in hand with the City on everything. She stated they will not be the pass through fiscal agent, but that just means the check is written from a different bank account. She stated they will still be going to the commission to be put on the agenda for ribbon cuttings and such. They are still going to keep the Mayor and Council informed and in the know of what they are doing. Chairman Trujillo stated they appreciate that.

Commissioner David Romero stated that regarding the Macario Gonzales property, in the past he had asked why they can't do city parks or things of that nature there. He stated for clarification it belongs to the Housing Authority which will become part of Northern's Authority. Natasha Martinez stated the responsibility now is for the HA to replace the units that were deemed uninhabitable and demolished. She stated whether they replace those units there or at another site, or if they come up with a better plan to replace units elsewhere in the community. She stated after that they can work with the City to get a park or something like that for public use out there. She stated it is in the HA's 5 year plan but there is a process that needs to be followed to get things done. Ms. Martinez went on to explain some of the history of why units needed to be replaced.

Natasha Martinez stated the HA has 10 units that are going to be rehabilitated. They are moving along on making the program whole again.

Commissioner Michael Montoya asked about the Macario Gonzales property if the City still has water taps there or do they need to reapply for those. Ms. Martinez stated they will probably have to reapply because when they took out the units, because of how old the taps were, they would all need to be redone. Commissioner

Montoya stated for clarification that the HA would need to submit a new permit for subdivision and water lines and such.

Commissioner Michael Montoya wanted to thank Barbara Padilla for stepping in as Director for Housing when the City needed her the most. He thanked both Ms. Padilla and Ms. Martinez for doing a fine job. Commissioner Montoya asked Mr. Terry Baca, Executive Director what the future of Las Vegas looks like and if they look overall the same as other city's as far as Housing. Executive Director Terry Baca replied he believes that if anything it is going to streamline the process of how they can effectively help the tenants. He stated it takes out a layer of bureaucracy. He stated for example currently the HA cannot purchase materials if needed in late June. He stated they purchase materials all the way up to the fiscal year. He said so people are not waiting to have repairs done, they can stay on top of it and take care of them much more efficiently. Mr. Baca stated it takes a layer of government out and it makes HUD a little happier and gets them off the City's back. He stated he has been working in Housing for 19 years and he is pretty familiar with what went on with Las Vegas. He has known several of the Directors in the past so he understands the whole process of what happened. Mr. Baca stated that Natasha and Barbara have stepped up and have made the best use of it and are going in the right direction. He stated as a council, he feels they were forward thinking in going ahead and getting into the Northern Region because it is going to make them more desirable for development and everything because it is for a larger organization.

Barbara Padilla stated to the Chairman and Commissioners that she wanted to thank them all for giving her the opportunity to be in the position of Interim Director for the Housing Authority. She stated she learned a lot and Natasha Martinez has always been her right hand person. She stated that Natasha is very deserving of her new position. Ms. Barbara Padilla welcomed Mr. Terry Baca as the new Executive Director of the Northern Regional Housing Authority.

HOUSING DIRECTORS MONTHLY REPORT

Barbara Padilla, Site Manager stated that the Housing Managers are still up to date with all their recertifications. Maintenance is working on unit turnarounds and emergency work orders. She stated there are currently 52 applicants on the waiting list. By bedrooms size, there are 40 applicants on the 0 to 1 bedroom waiting list, 6 on the 2 bedroom waiting list, 3 on the 3 bedroom waiting list, 2 on the 4 bedroom waiting list and only 1 family on the 5 bedroom waiting list. They are still housing family's despite the office closure as best they can. She stated projects are also ongoing.

Chairman Louis Trujillo asked Barbara Padilla if she would be a City employee. Ms. Padilla stated yes, for now she is still currently a City employee. Chairman Trujillo again thanked Ms. Padilla for the wonderful job she has done. He stated she has done a stellar job in her time in the position. Executive Director Terry Baca stated he feels blessed to have the staff that Las Vegas has. He stated he feels he has a really good staff in Raton and the staff here is top notch and the best in the state of New Mexico. He stated between the two staffs, they can help the regional a lot as far as turning them around and getting them in the right direction.

Commissioner Montoya asked Mr. Baca, along with Las Vegas and Raton, which other places is he overseeing. Executive Director Baca stated he is over the Regional Housing Authority as well as currently Executive Director of Raton. He explained that the northern region consists of the following; Grants, Cimarron, Penasco, Questa, Maxwell, Rio Arriba, and the whole northern region, pretty much everything north of I-40 excluding Union and Quay counties.

Commissioner Michael Montoya asked Mr. Baca if he can make sure they have emergency housing available because he stated apparently they don't currently have any. He stated situations arise sometimes when family's homes burn down or they are homeless for certain reasons. Executive Director Baca stated they have the same situation in Raton and at Northern Regional. He stated this is something they can take to their Board and discuss. Ms. Barbara Padilla stated that the Las Vegas office does have a priority waiting list. She stated it is just not called emergency housing, but they do have a preference for victims of domestic violence

as well as for victims who have lost their homes due to a natural disaster. Executive Director Baca stated they do have the priority for domestic violence as well.

Ms. Natasha Martinez gave an update on the ongoing projects for Las Vegas Housing Authority. She stated currently they are replacing a chain link fence in the Bernalillo area with rod iron fencing. They are working on getting the fence fixed on Sagebrush that was vandalized. They are going to start a sidewalk project throughout housing sites. Ms. Martinez stated they are also doing a project to replace or repair fascia's and soffits throughout the Loudon site. Ms. Martinez stated they currently have 3 units awaiting testing services for chemical compounds, so as soon as they can find someone to do the testing they will be turning these units around. The HA will also be working on a request for proposals for a 10 unit rehabilitation project on the Sagebrush/Sandoval site.

Chairman Louie Trujillo asked about security cameras and emergency telephones on Housing property. Executive Director Baca stated there are some housing grants for available for security that they are going to look in to.

Chairman Louie Trujillo welcomed Mr. Terry Baca and stated they look forward to working closely with him.

Commissioner David Romero asked if they have officially been taken over by the NRHA. He stated he knows there is still a transition period and asked Mr. Baca to discuss it further. ED (Executive Director) Baca stated there are many things that need to be done to complete the transfer. They need to do a title search, they need to have letters from the receiving organization and the transferring organization, they also need to have resolutions from both boards and other letters. All this information goes to HUD and they have 180 days to review it. During the review process if anything is not correct they kick it back to the HA and ask them to correct it. It goes to HUD in Washington after that. Commissioner Romero asked if there is anything this commission needs to do. ED Baca stated the biggest thing is going to be the accounting part of the transfer in regards to employees and insurances etc. Ms. Natasha Martinez stated the only delay they are seeing right now is due to the clouded titles. She went on to explain the difficulties in finding a title company to assist in this.

Ms. Martinez stated they have been having weekly meetings with HUD and the other entities for the consolidation of the HA's. She stated that normally the upper management comes from the receiving HA, in this case it is coming from the two other organizations, Las Vegas and Raton. At one time there were about 45 Housing Authorities in the state and they are down to the low 20's now.

Commissioner Romero asked if there is a timeline for the completion of the transfer. Ms. Martinez stated they are hoping to have everything submitted by August 30th and then HUD will start their review. She said between August and January HUD will be giving more direction on transferring employees, transferring benefits, ACOP's and other policies. Ms. Martinez stated none of the employees are going to lose anything, if anything it is going to help and progress everyone. ED Baca stated that the Las Vegas employees have the best benefit package of any of the other entities. Mr. Baca wanted to assure the Commission than none of the employees will be negatively affected.

Commissioner Montoya asked if there was an oversight or a board. ED Baca stated yes, they are overseen by a regional board consisting of 7 people from counties throughout Northern New Mexico. He stated they have a member from Las Vegas who is one of the board members.

COMMISSIONERS REPORT

Commissioner David Ulibarri welcomed ED Terry Baca. He stated Natasha and Barbara did a good job for the City and he's glad they finally got a director and someone who can oversee things. He stated he is always asking about the outside of the units, he said they are always talking about sidewalks. He stated he has gone to other places and seen their Housing and they are nice and have landscaping so he is hoping to have some

improvement on that. ED Baca stated he believes in curb appeal. He stated the Chamber of Commerce in Raton uses one of their sites for a brochure so this is something they will be working on. With having less vacant units and less for maintenance staff to work on in the units, they can concentrate more on the yards and property.

EXECUTIVE SESSION

No executive session at this time.

ADJOURN

Commissioner David Romero made a motion to adjourn the meeting. Commissioner David Ulibarri Jr. seconded the motion.

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

Commissioner David Romero	Yes
Commissioner David Ulibarri Jr.	Yes
Commissioner Michael Montoya	Yes

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

Chairman of the Board of Commissioners

ATTEST

Casandra Fresquez, City Clerk

