



CITY OF LAS VEGAS

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LAS VEGAS HOUSING AUTHORITY

**CITY OF LAS VEGAS
PUBLIC HOUSING AUTHORITY BOARD MEETING AGENDA
AUGUST 14, 2017 – 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 Meeting on July 19, 2017
- 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
JULY 19, 2017 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

MADAM CHAIR: Tonita Gurulé-Girón

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

ALSO PRESENT:
Barbara Padilla, Interim Housing Director
Corinna Laszlo Henry, City Attorney

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Madam Chair Gurulé-Girón asked Commissioner Ulibarri to offer the moment of silence. Commissioner Ulibarri offered a moment of silence for two of his friends and citizens of Las Vegas, Paul Romero and his sister who passed away last week. Please pray for them and their families.

APPROVAL OF AGENDA

Commissioner Barbara Casey made a motion to approve the agenda as is presented. Commissioner David Romero seconded the motion.

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

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

Natasha Martinez-Padilla re-read the motion and advised the motion carried.

APPROVAL OF MINUTES

Commissioner Barbara Casey made a motion to approve the minutes of June 21, 2017. Commissioner Vince Howell seconded the motion.

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

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

Natasha Martinez-Padilla re-read the motion and advised the motion carried.

PUBLIC INPUT

None at this time.

PRESENTATION - FINANCE REPORT

Natasha Martinez-Padilla, Financial Specialist presented the HA’s Revenue and Expenditure report through June 30, 2017. This is 100% of the HA’s fiscal year. Total revenues brought in was \$1,269,580.00 which is 109% of the budget. Total expenditures for the year were \$658,372.00, for employee \$521,996.00, in operating expenses giving a total of \$1,180,368.00 in total expenditures for the year. For Operating Subsidy, the HA was higher this year than last year, due to the 12 Units that were returned to the rent roll that we are now getting subsidized for. For Maintenance Charges, those were for tenants that moved out and left the units in need of repair.

DIRECTORS REPORT

Interim Director Barbara Padilla stated that maintenance is currently working on 6 Units that became vacant. On June 30th, the HA only had 2 Vacant units. June 30th is the date HUD takes a snapshot of vacancies to determine the Capital Fund to be received. Interim Director Padilla stated that Maintenance worked very hard to get those units ready for occupancy as well as the Housing Managers working hard to get those units leased up. Maintenance is also staying busy with work orders and ongoing weed and grass trimming.

The Sagebrush, Calle Contenta, Calle Bonita Paving project is completed. The final walk through of the draining project was conducted on July 17, 2017.

For Housing Management, the Housing Managers are currently working on admissions, annual recertifications, lease renewals, annual inspections of units and lease enforcement.

Interim Director Padilla stated that at the last Commission Meeting, former Housing Director Carmela Martinez informed the commission that Barbara Padilla and Natasha Martinez-Padilla were awaiting results from tests taken in San Antonio, Texas for Property Management Essentials Proficiency. Interim Director Padilla informed the Commission that both she and Natasha passed the exam and are now Certified Managers of Property Operations (CMPO). Madam Chair Gurulé Girón congratulated Barbara Padilla and Natasha Martinez-Padilla.

Interim Director Padilla informed the Commission that the Compliance Monitoring Review from HUD has been rescheduled from August 1st thru 3rd, to a later date in September. Interim Director Padilla stated she will inform the City Manager and Commission of the date once it is determined.

COMMISSIONERS REPORT

Commissioner Howell asked for an update on the search for Housing Director. Interim Director Padilla stated that would be a question for the City Manager. Madam Chair Gurulé Girón stated that City Manager Trujillo would be here shortly and he can ask him at that time.

EXECUTIVE SESSION / CLOSED SESSION

No need for Executive Session

ADJOURN

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

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

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

Natasha Martinez-Padilla re-read the motion and advised the motion carried.



Madam Chair Tonita Gurulé-Girón

ATTEST

Casandra Fresquez, City Clerk

**HOUSING DEPARTMENT-REVENUE COMPARISON
THRU July 31, 2017-8% OF YEAR LAPSED (1 of 12 months)
FISCAL YEAR 2017**

	A	B	C	D	E	G (E/B)
	FY 2017 BUDGET	FY 2018 BUDGET	FY 2018 YTD - BUDGET	FY 2017 YTD - ACTUAL	FY 2018 YTD - ACTUAL	% REV
DWELLING RENT	500,000	540,000	45,000	518,211	39,311	7%
OPERATING SUBSIDY	575,000	640,000	53,333	644,012	54,803	9%
HOUSING-OTHER INCOME	9,800	12,850	1,071	30,842	1,063	8%
TRANSFERS IN (CFP FUNDS)	76,510	68,000	5,667	76,515	833	1%
TOTAL	1,161,310	1,260,850	105,071	1,269,580	96,010	8%

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

**HOUSING DEPARTMENT- EXPENDITURE COMPARISON
THRU July 31, 2017-8% OF YEAR LAPSED (1 of 12 months)
FISCAL YEAR 2017**

	A	B	C	D	E	F	H (E/B)
	FY 2017 BUDGET	FY 2018 BUDGET	FY 2018 YTD - BUDGET	FY 2017 ACTUAL	FY 2018 YTD - ACTUAL	FY 2017 AVAIL. BAL.	% BDGT
EMPLOYEE EXP.	687,214	649,727	54,144	658,372	48,077	601,650	7%
OPERATING EXP.	640,793	637,693	53,141	521,996	30,513	607,180	5%
TOTAL	1,328,007	1,287,420	107,285	1,180,368	78,590	1,208,830	6%

