MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON TUESDAY NOVEMBER 20, 2018 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

MADAM CHAIR: Tonita Gurulé-Girón

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

ALSO PRESENT:
Esther Garduno-Montoya, City Attorney
Barbara Padilla, Interim Housing Director
Natasha Martinez-Padilla, Finance Specialist

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE
Madam Chair Gurulé-Girón asked Commissioner David Ulibarri to offer the moment of silence. Commissioner Ulibarri offered a moment of silence for all the families that are coming for the Thanksgiving Holiday, and offered prayers to all the families in California for all devastation (Fires).

APPROVAL OF AGENDA
Commissioner David Ulibarri made a motion to approve the agenda as is. 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 Romero	Yes
Commissioner Vince Howell	Yes
Commissioner David Ulibarri	Yes
Commissioner Barbara Casey	Yes
Commissioner Ember Davis	Absent

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

APPROVAL MINUTES
Commissioner Barbara Casey made a motion to approve the minutes of the meeting on October 17, 2018 with minor corrections submitted. Commissioner David Ulibarri seconded the motion.

Madam Chair Gurulé-Girón 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 David Ulibarri	Yes
Commissioner Ember Davis	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-Padilla, Financial Specialist presented the Housing Authority's Revenue and Expenditure report for the month ending October 31, 2018. Mrs. Martinez-Padilla stated 33% of the year as lapsed and currently they are in line with the Revenues. She stated there is a bar on the consent agenda tonight that will increase the transfer in order to drawdown. Dwelling rent is coming in right in line or a little higher than expected. She stated there were a lot of move-ins so the HA is up in revenues. For Operating Subsidy, the HA did get the 1% increase for Operations. For Other Income as far as late fees, unit repair, materials and such, the HA has been billing a little over what was expected thus far. For Transfers, as she mentioned, once the bar is approved and they are able to draw down those funds they will be transferring them into Operations. As far as expenditures, employee expenses are a little lower than what was expected thus far, as well as operating expenses.

HOUSING DIRECTORS MONTHLY REPORT
Interim Director Barbara Padilla reported that maintenance continues with the day to day operations, including work orders, unit turnarounds, and ground keeping. She stated that maintenance does prioritize emergency work orders for heating and plumbing issues. These issues are abated within 24 hours.

Interim Director Padilla stated that in Housing Management, the Waiting List Manager continues to accept and process applications daily. The Housing Managers continue with their day to day operations.

Interim Director Padilla stated that the HA meets with Law Enforcement monthly to discuss incidents in Public Housing and maintain open communication. She stated the HA has 3 Law Enforcement Officers residing in Public Housing and this does deter crime.

Interim Director Padilla stated that the Housing Authority keeps residents informed of all upcoming events as well as reminders of lease requirements through a monthly newsletter. She stated the HA continues to attend monthly safety training provided by HR/Risk Management. She stated the HA is still offering the Smoke Free Cessation Class to residents of Public Housing. Two classes were offered last week and there were new participants.

For projects, Interim Director Padilla stated that the 2 unit remodel project is under way on Sandoval Street. They are currently in the punch list phase. She reported on the De Minimus Project, saying the HA is beginning the procurement Process for the De Minimus Project for the demolition of 5 units.

Commissioner Howell had two points of clarification. On the monthly report, it states total units vacant for the month. He asked if there were two for October and where the other three were. Interim Director Padilla explained saying it is a little complicated. Tenants move in and move out within the month so it is the final number that is used.

Commissioner Howell stated that the report enclosed stated that the number of non-emergency work orders issued was 120, and work orders completed was blank. Interim Director Padilla apologized for that stating at the time she turned in the report there were a stack of work orders that had not yet been closed. She stated she did close them out after the report was turned in. Commissioner Howell asked how Maintenance is doing on work orders. Interim Director Padilla stated that Maintenance is doing so many work orders it is hard to keep up on closing them.

Madam Chair Gurulé-Girón requested that Interim Director Padilla provide the number of work orders closed, to Acting City Manager Ann Marie Gallegos prior to the next meeting, so she can give this information to the Commissioners.

Commissioner Barbara Casey asked for clarification on the report stating, families that did not pay rent on time is 18, families not paid by cut off is 1, and families that paid by the deadline is 17 , but then there is an extra one, families that entered a repayment agreement so is one of those families counted twice. Interim Director Padilla stated it may have been the one person who did not pay by the cut off entered into a repayment agreement.

Commissioner Barbara Casey stated that in reading the minutes from the last meeting it was mentioned that there were 4 units that were going on line soon. She asked for the status on those units. Natasha Martinez-Padilla stated there are 2 units that are going back on-line. Interim Director Padilla stated that there are 2 units that are currently being rehabbed, the units on Sandoval.

Commissioner David Ulibarri asked if down the road there are any plans for fencing. He stated he was out there about a month ago (Apache-Navajo-Zuni area), and it looks like people are going through the side of the road. Mrs. Martinez-Padilla stated that the HA's 5 Year Plan does include fencing. She stated as the Commissioners know, the HA tries to take care of more prudent issues at hand as far as vacancies go because that is the HA's funding source. She stated a lot of it has to do with people driving toward the back and through the property. She stated they also need to get clear and concise property lines as well as far as where the HA can put up fencing. Commissioner Ulibarri stated in the past 10 years he hasn't seen anything go up. Mrs. Martinez-Padilla stated that the HA did have fencing previously, however the problem with fencing is that if any part of the fence on any property is damaged, destroyed or simply missing a top bar or has a hole, the entire site looses 5 points automatically on the REAC inspection. This has been the deterrent on installing fencing. Commissioner Ulibarri stated the HA should consider using heavier fencing materials or something that doesn't get damaged that much. Mrs. Martinez-Padilla stated the fencing used on the New Mexico/Church Street area is very expensive to put up and expensive to maintain. She stated after recent damage to the fence on New Mexico, this is the third time they are going to have to repair that fence. With just the few panels that are missing, this is going to cost roughly five to eight thousand dollars. When talking about a large site, the cost could be hundreds of thousands of dollars. Commissioner Ulibarri said, and it takes 5 years to do something? Mrs. Martinez-Padilla stated no, it is in the HA's 5 year plan.

Commissioner Howell asked if there are any recent updates on the HUD issue. Interim Director Padilla stated she does not have an update and believes the response will be going to the City as they are the ones who requested it. The HA has not heard anything. Commissioner Howell redirected the question to Madam Chair Gurulé-Girón who stated she is unaware at this point. She directed the question to Acting City Manager Ann Marie Gallegos who stated, she has not had any updates on any Housing issues. She stated she believes the visit was just at the beginning of November and so it has only been 2 or 3 weeks and she is thinking perhaps in December they will send something if they are going to send anything at all.

Commissioner David Romero wanted to give the Commission a heads up stating he was in Washington D.C. this weekend and he made an effort to reach out to the contacts that were there. He stated he was able to meet with Donald Lavoy. He stated he did not want to skew anything one way or another on how they report. He stated as you know in Washington D.C. when they see a face to community sometimes they think about what they do. Commissioner Romero stated he went and introduced himself and basically what they told him is that right now their part is done and they have to send it in for a Congressional Review. After Congressional Review releases it they will be sending a briefing team from Texas and they will brief the whole Council. Madam Chair Gurulé-Girón stated there should be a final determination with that and they will see how that goes.

BUSINESS ITEM #1

Approval/Disapproval to award Bid #2019-04 for 2018-2019 Las Vegas Housing Authority Maintenance Inventory Supplies to Hacienda Home Centers and BTU Building Materials Inc., the lowest responsive bidder per item listed. Interim Director Padilla stated that the Housing Authority goes out for Bid annually for Maintenance Inventory Supplies for the Housing Authority. The two responders each individually posted their amounts per item and that is what will be awarded.

Commissioner Romero stated his son works for Hacienda so he asked City Attorney Esther Garduño-Montoya for her advice on this. City Attorney Garduño-Montoya asked Commissioner Romero if he felt he could be fair and impartial in making a decision on this. Commissioner Romero stated he can and just wanted to disclose this.

Commissioner Barbara Casey made a motion to approve to award Bid #2019-04 for 2018-2019 Las Vegas Housing Authority Maintenance Inventory Supplies to both Hacienda Home Centers and BTU Building Materials Inc., the lowest responsive bidder per item listed. Commissioner Vince Howell 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 – (With the disclosure that his son works at Hacienda Home Centers and he has no financial interest)
Commissioner Barbara Casey	Yes
Commissioner David Ulibarri	Yes
Commissioner Ember Davis	Absent

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

COMMISSIONERS REPORT

Commissioner Howell thanked wanted to thank all the Housing Staff saying he thinks they are doing a great job over there. He stated he walked into some of the areas in his district and they were working hard. He said he talked to some of the maintenance men and they said that Interim Director Padilla was really cracking the whip. Commissioner Howell wanted to wish all the Housing Staff a Happy Thanksgiving.

Commissioner Romero wanted to reiterate that he had introduced himself to Donald Lavoy with Housing in D.C. and that was his main intention, nothing more. He stated he wanted to share with the Commission that Mr. Lavoy gave him that update.

EXECUTIVE SESSION
None

ADJOURN
Commissioner Barbara Casey made a motion to adjourn the meeting. 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 Romero	Yes
Commissioner Vince Howell	Yes
Commissioner David Ulibarri	Yes
Commissioner Barbara Casey	Yes
Commissioner Ember Davis	Absent

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

Tonita Gurulé-Girón

Madam Chair Tonita Gurulé-Girón

ATTEST

Casandra Fresquez

Casandra Fresquez, City Clerk