

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON WEDNESDAY JUNE 19, 2019 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

MADAM CHAIR: Tonita Gurulé-Girón

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

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

CALL TO ORDER

Meeting was called to order by Madam Chair Tonita Gurulé-Girón.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Madam Chair Tonita Gurulé-Girón asked Commissioner David Ulibarri to offer the moment of silence. Commissioner Ulibarri offered a moment of silence for all the traffic we are going to have here for the 4th of July, and the district games coming up. There are going to be a lot of kids coming into the community. Pray for all the people that come into Las Vegas that they are safe, and all our residents, keep them in our prayers.

APPROVAL OF AGENDA

Commissioner David Romero made a motion to approve the agenda as presented. Commissioner Vince Howell and Commissioners Ember Davis seconded the motion.

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

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

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 of May 15, 2019. Commissioner David Ulibarri 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 Barbara Casey	Yes
Commissioner David Romero	Yes	Commissioner David Ulibarri	Yes
Commissioner Ember Davis	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, Financial Specialist presented the Housing Authority's Revenue and Expenditure report for the month through May 31, 2019. Ms. Martinez stated the Dwelling Rent and Operating Subsidy are accruals so they are accrued revenue, not the actual cash that has come in, but the revenue that has been earned. She stated for other income, this is the income that has come in as far as interest, late fees, and unit repairs. She stated they are at \$15,218. Dwelling Rent is at \$522,378, Operating Subsidy is at \$618,270, and transfers in from the Capital Funds are \$190,604, giving the HA an ending of Operating Revenue of \$1,346,470 and that puts the HA at 99% of the 2019 budget. For Employee Expenditures, the HA has spent \$553,425 which is 85% of the total budget and for actual operating expenses, the HA has spend \$407,069 and that's at 59%. Ms. Martinez reminded the commission that the Operating Expenses are kept at the amount until they roll over and they have enough to start doing rehabilitations on the boarded up units. She stated that is why this amount is always lower. This gives the HA a total of \$960,494 which is 71% of the total budgeted.

HOUSING DIRECTORS MONTHLY REPORT

Interim Director Barbara Padilla reported that Housing Maintenance has been very busy with unit turn arounds due to several vacancies the HA recently had (10 units vacated). She stated that last week, maintenance turned over 7 of those units and they now have 3 units vacant. She stated they are working hard to get the units all filled before the end of June because that is when HUD does a snapshot for their funding. Interim Director Padilla stated that maintenance has been working overtime to do these units. She stated they are also working on the weeds/grass cutting as a group to tackle this. She stated they have received complaints about the weeds and they are doing the best they can. Interim Director Padilla informed the Commission that the HA is seeking applicants for their waiting list. She stated there are currently no applicants on the waiting list for the 2 bedrooms, so they do need applicants.

Commissioner Vince Howell asked Interim Director Padilla if there are a lot of 2 bedroom family homes that need to be rented. Interim Director stated it's not that the HA has so many 2 bedrooms, it's that there are currently no applicants on the 2 bedroom waiting list. Commissioner Howell stated he thought there were many community members here that are waiting to get on the list. Interim Director Padilla stated that the highest waiting list is the 1 bedroom waiting list. She explained that the waiting list manager has gone through every family on the 2 bedroom waiting list and currently there is no one on the 2 bedroom waiting list.

Commissioner David Romero asked how this compares to the 4 bedroom waiting list. Interim Director Padilla stated she can get the exact numbers of how many people are on each waiting list for the next meeting.

Natasha Martinez, Finance Specialist stated that one of the things the HA has been doing is converting some of the boarded up units that are being rehabilitated, into 1 bedroom units, because this is where the higher need is.

Commissioner Howell asked Interim Director Padilla, in her view, what does she think the perception of the Housing Authority is. Interim Director Padilla stated she cannot really answer that because she does not know how others perceive of Housing, but she knows what she feels. She stated she has seen other rentals in the community and she thinks maybe people might think that the Housing units are not very nice, or that they are in a bad area. She stated when people come and see the units, compared to some of the rental properties in the community, not only price wise, but the units are efficient, clean, and well taken care of. She stated maybe people do not know what they have to offer. She stated maybe they need to include pictures of the units along with advertisements. Interim Director Padilla stated to the Commission that they have seen the

pictures of how a unit is left after a move-out at times and how the unit is prepared for rental. She stated that they are pretty proud of how they prepare the units for families.

Commissioner Howell stated in previous months he has heard a lot of need for Housing for Public Housing in the community. He stated and now they are stating they are not responding to the 2 bedroom waiting list. Interim Director Padilla stated that this could be for a variety of reasons. She stated the HA is now a Smoke Free Housing Authority, some people do not even want to apply once they find this out. She stated also as they know the HA does criminal back ground checks and landlord reference checks. She stated she really does not know the true answer, but stated they are going to reach out more so they can get applicants.

BUSINESS ITEMS

ITEM #1 Approval/Disapproval of Resolution No. 19-30 Declaring uncollectable Accounts.

Interim Director Barbara Padilla stated that the Housing Authority needs to write off accounts receivable over one year old off the books (thru June 30, 2018). Outstanding amounts remain on a national database that all Federally Funded programs use, so that if a tenant leaves a balance at Las Vegas Housing Authority, they must pay outstanding debt off before being accepted at another Housing Authority.

Interim Director Padilla stated this year they are requesting to write off \$16,683.79. She explained that this amount is higher than last year, which was \$8,484.60. She stated they analyzed the cause for this and determined it was due to having quite a few units that were left very bad at move-out. There was also a fire which raised the amount as well. She stated for the residents that moved out, the total rent amount combined was \$7,527.20. For maintenance charges, which includes move-out charges or damages the total was \$9,156.86, for a total of \$16,683.79. Interim Director Padilla stated again that these amounts go on a nationwide database which does help LVHA as well other HA's in collecting money, because in order to be approved for Housing, they must pay the outstanding debt prior to being considered.

Commissioner David Romero asked about evictions and doing so in a timely matter. He asked if the longer we take to do evictions, is one of the reasons for the outstanding debts. Interim Director Padilla stated not on this one in particular, but yes, it can of course cause the amount to go up if it takes longer to take an eviction to court.

Commissioner Barbara Casey made a motioned to approve resolution number 19-30 Declaring Uncollectable Accounts. Commissioner Vince Howell seconded the motion. Roll call was taken as follows.

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

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

Resolution No. 19-30 was recorded into record as follows:

**CITY OF LAS VEGAS HOUSING AUTHORITY
RESOLUTION NO. 19-30
A Resolution Declaring Uncollectable Accounts**

WHEREAS, there exists a total of uncollectable accounts in the amount of \$16,683.79 within the City of Las Vegas Housing Authority;

WHEREAS, the Housing Authority has made every reasonable means of collecting said accounts; the Housing Authority will keep a separate book of the doubtful accounts, which remain collectable to the City of Las Vegas Housing Authority by the tenant; and

WHEREAS, HUD Handbook HN G 7511.1, Chapter II, Section 1, Paragraph 12 (a) provides for the write off as collection losses , accounts of tenants who have moved from the Housing Authority after all means of collection have failed; and

WHEREAS, outstanding amounts remain on a national database that all Federally Funded programs use so that if a tenant leaves a balance at Las Vegas Housing Authority, they must pay outstanding debt off before being accepted at another housing authority; and

WHEREAS, the Housing Authority Board of Commissioners has reviewed the following accounts from the City of Las Vegas Housing Authority and has determined the same are uncollectable.

NOW, THEREFORE, BE IT RESOLVED, by the Housing Authority Board of Commissioners that the following accounts be; and they hereby are, determined to be uncollectable and shall be written off the accounts receivable of the Housing Authority.

PASSED, APPROVED AND ADOPTED on this 19th day of June, 2019

ITEM #2 Approval/Disapproval of Resolution NO. 19-28 to adopt the Las Vegas Housing Authority's Flat Rent Schedule for Residents living in Public Housing.

Natasha Martinez, Finance Specialist, stated that the Las Vegas Housing Authority is required to adhere to all Federal Regulations and Notices published regarding Public Housing. The LVHA must adopt Flat Rents in accordance with PIH Notice 2017-23.

Ms. Martinez stated that the Flat Rent schedule provided to the Commissioners has the current rate for the 0 to 5 bedroom units, as well as the new proposed rate. She stated the proposed rate is 80% of the Fair Market Rents (FMR's). Ms. Martinez stated she included the data showing the FMR's for San Miguel County. She stated San Miguel County is higher than 58% of the state. The rents in Las Vegas seem to be higher. Ms. Martinez stated she does not know why this is, but when the study is done, they pull the amounts of rent in different sites throughout the community that are not low rent. This is an actual collection they do statewide. Ms. Martinez stated this was one of the compliance review findings, which stated that the Flat Rents must be reviewed and updated annually. This needs to be done in order to stay in compliance. Ms. Martinez stated that all the amounts for the flat rents changed except for the 5 bedroom Flat Rent. Ms. Martinez discussed the increases by bedroom sizes explaining that each increased by approximately \$50. Ms. Martinez explained that the top amounts showing on the chart are not the actual amounts the tenants pay. They pay the amount minus a utility allowance. She explained that every tenant is given a utility allowance based on where they live, as well as by bedroom size. This is because all residents pay electricity and only some residents pay all utilities (electric, gas and water). The chart given to Commission shows a breakdown by area showing which sites pay which utilities.

Commissioner Howell asked how is this compared to other Housing Authorities regarding rents. Ms. Martinez stated it is consistent to our community and it is consistent to how other Housing Authorities calculate theirs as well. Everyone is, and has to calculate their Flat Rent Schedule the exact same way. This is why HUD Notice 2017-23 came out, which mandated exactly how they are to calculate these amounts.

Commissioner Howell asked if there is an income requirement for being accepted into the HA. Ms. Martinez stated, yes, there is an income requirement. She stated with the Flat Rents, the residents get a choice. They can either pay Income Based or Flat Rent. She stated the majority of the tenants, other than about 20

households pay Income Based Rent. As long as their income is below a certain threshold, their income based rent is always going to be lower. Ms. Martinez stated that the only time they end up paying a flat rent is when they exceed the income limits. She stated that currently there are only 20 families out of 251 that are paying Flat Rent. This is 8% of the total tenancy.

Commissioner Howell asked, can a single parent and a child afford to pay \$579 for a 2 bedroom. Interim Director Padilla stated to the Commission that it is Income Based, so say this family has a lower income, it is only calculated according to their income. These Flat Rent amounts are really just intended for people with higher incomes. She stated that basically these amounts are still really good because if you are looking for a 1 bedroom apartment in Las Vegas, the amount of \$528 minus the utility allowance is still lower than most rents in the community. Again, they still have the choice between the Flat Rent and the Income Based Rent. Interim Director Padilla stated that usually anyone on Flat Rent will not select the Income Based Rent because the Flat Rent is going to be lower than the Income Based rent would be if they have a higher income.

Commissioner Barbara Casey stated that the way the resolution is worded, it stated everyone has a choice between Flat Rent and Income Based, but it says, whereas Las Vegas Housing Authority adopts the Flat Rents; she stated that it makes it sound like that is the only option. Commissioner Casey stated she knows some people who live in Public Housing and their rent is based on their income. She said if they go above the threshold, they have to pay higher. She asked at that time do they have to pay the Flat Rent. Interim Director Padilla stated the rent will again be calculated according to the current income and if the rent is still lower than the Flat Rent, they will pay the Income Based amount. Ms. Natasha Martinez stated that the Housing Manager shows them exactly what their rent will be according to their income. If their Income Based rent is going to be higher than the Flat Rent, that is when they choose the Flat Rent. Ms. Martinez discussed the calculations and a scenario to explain the Flat Rents. Commissioner Casey asked if they have to report how much they make every month. Ms. Martinez explained they only need to report when they have a change of income, either increase or decrease.

Commissioner Casey asked if tenants have to self report. Interim Director Padilla stated if they are on Flat Rent they do not have to report increases in their income, because the rent will not go any higher than the Flat Rent, but if they have a decrease in their income, it's in their best interest to report it so their rent will be lowered.

Commissioner Casey stated she said some people she knows in Housing are on the income based rent, but if they work a little bit extra, which she stated some people do yard work or work during the summer and make a little more money, their rent goes up and they feel like they can never get ahead and they are fighting a losing battle. Interim Director Padilla stated in those instances when tenants get a temporary job it is often sporadic income which might not be counted.

Commissioner Barbara Casey stated that everything on the Fair Market study seems very unfair to her. Ms. Martinez stated, you and I both. Commissioner Casey stated this is supposed to be rentals for low income people and they don't seem low rent to her at all. She states it frustrates her that the schedule sent, some of the rents are going up by \$50, some by \$30, and she doesn't think they should go up at all. People are having a really hard time struggling to live and to have to pay a higher rent for low income housing is like a contradiction in terms. She states she has a real problem with that, and she knows they probably can't do anything about it and it's too bad, but it upsets her to know that people are not getting what they think they should be getting through low income. Natasha Martinez stated it does not bother anyone more than it bothers the Housing Staff. She stated the HA does not want families to move out because these rents are increasing. She stated she has researched as far as she could go to pull rents from other places and the only other place they will let her pull from is Santa Fe and those rents are much higher than Las Vegas. Ms. Martinez stated she has tried to pull from private rentals locally and they were substantially higher than what she already had so that was a losing battle as well.

Commissioner Casey stated looking at the San Miguel County Fair Market Rent, she stated she pays less than that for a house payment for a house she is buying. She thinks this is totally unacceptable.

Madam Chair Gurulé-Girón asked for a brief on the high and low income. Natasha Martinez stated that the lowest rent people would pay is \$50, which is the HA's minimum rent. \$50 minus the utility allowance, they actually get a check back. Ms. Martinez stated that there are some families that receive a check for up to \$125 from the HA. This is a utility allowance check which is intended to help the tenant pay their utilities. Ms. Martinez stated on the high end, it would be \$1 less than the Flat Rent.

Madam Chair Gurulé-Girón asked, on the National database does that include not only the Housing Program, but also Section 8. Ms. Martinez stated, yes. Madam Chair Gurulé-Girón asked how the utility allowance is determined for each site. Ms. Martinez stated this is based off which utilities they pay.

Madam Chair Gurulé-Girón asked what is the pleasure of the board. Commissioner David Romero made a motion to approve Resolution No. 19-28 to adopt the Las Vegas Housing Authority's Flat Rent Schedule for residents living in Public Housing. Commissioner David Ulibarri seconded the motion. Roll call was taken as follows.

Commissioner Ember Davis	Yes	Commissioner Barbara Casey	No
Commissioner David Romero	Yes	Commissioner David Ulibarri	Yes
Commissioner Vince Howell	No		

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

Resolution No. 19-28 was recorded into record as follows:

CITY OF LAS VEGAS HOUSING AUTHORITY
RESOLUTION NO. 19-28 A RESOLUTION ADOPTING FLAT RENTS

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, The City of Las Vegas Housing Authority has adopted flat rents in accordance with PIH Notice 2017-23,

THEREFORE, Be it Resolved, by the Board of Commissioners of the Housing Authority of the City of Las Vegas, adopts the Flat Rents for the City of Las Vegas Housing Authority, which is included in the attached hereto Exhibit "A" of this resolution.

Passed, Approved and Adopted this 19th day of June 2019.

Item #3 Approval/Disapproval of Resolution No. 19-29 to adopt the Las Vegas Housing Authority's Utility Allowance Schedule.

Natasha Martinez stated that the Las Vegas Housing Authority Is relied upon for an annual review to establish a Utility Allowance Schedule for tenant paid utilities. Ms. Martinez stated that because the City has not imposed any rate increases, the HA did not have to recalculate the amount and is still able to use the current utility allowance schedule but they do need to adopt the schedule itself to keep it consistent.

Commissioner Barbara Casey made a motion to approve Resolution No. 19-29 to adopt the Las Vegas Housing Authority's Utility Allowance Schedule. Commissioner Ember Davis seconded the motion. Roll call was taken as follows:

Commissioner Barbara Casey	Yes	Commissioner David Ulibari	Yes
Commissioner Ember Davis	Yes	Commissioner Vince Howell	Yes
Commissioner David Romero	Yes		

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

Resolution No. 19-29 was recorded into record as follows:

**CITY OF LAS VEGAS HOUSING AUTHORITY
RESOLUTION NO. 19-29**

**A RESOLUTION ADOPTING THE LAS LEGAS HOUSING AUTHORITY'S UTILITY ALLOWANCE
SCHEDULE**

WHEREAS, the Las Vegas Housing Authority is relied upon for the annual review and establishment of Utility Allowances for tenant paid utilities; and

WHEREAS, the Las Vegas Housing Authority has adopted a statement of policies governing Admissions and Continued Occupancy Policy (ACOP) of its federally aided low rent public housing units; and

WHEREAS, the Las Vegas Housing Authority is required to review the schedules for tenant paid utilities set forth in the aforementioned policy documents on an annual basis and update them if necessary; and

WHEREAS, the Las Vegas Housing Authority's Utility Allowance Schedule will be used in the operation of affordable rental housing programs/units within its jurisdiction, a copy of which is attached hereto; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Las Vegas, that it accepts and adopts this resolution and the attached Utility Allowance Schedule:

Passed, Approved and Adopted this 19th day of June 2019.

ITEM #4 Approval/Disapproval of Resolution No. 19-35 to adopt the 2019-2020 Las Vegas Housing Authority Budget.

Natasha Martinez stated the Las Vegas Housing Authority wishes to adopt the 2019-2020 Las Vegas Housing Authority budget on the basis of need, Ms. Martinez stated this is the same budget that was brought before council during the prelim hearing last month. She asked if there were any additional questions not answered at the last meeting.

Commissioner Casey asked about the total of the fringe benefits, which says \$104,853. She stated that is down by \$104,000. Ms. Martinez explained that during the compliance review, they were required to separate out the maintenance staff and the admin staff. That is why they are listed on a separate fringe benefits.

Commissioner Casey asked about the \$69,000 for vehicles. Ms. Martinez stated this will be for 2 maintenance vehicles. Commissioner Casey asked if that was enough to purchase 2 vehicles. Ms. Martinez stated they have looked on state contract and they have a cushion of about \$7,000 on what the estimated costs are.

Commissioner Casey stated that it shows one vacancy for a Housing Manager Supervisor. She asked, has that been advertised or anything. Ms. Martinez stated that is Barbara's position, she is Interim.

Commissioner Howell asked about the \$20,000 increase. He said is that because of the increase on rents. Ms. Martinez stated as they previously presented, there is only 8% of the actual total number of tenants that pay flat rents. So even if their rents go up by \$50 a family it is not going to be substantial enough. Ms. Martinez stated the HA increased the number of units available for rentals and that is why there was an increase.

Commissioner Ulibarri made a motion to approve Resolution No. 19-35 to adopt the 2019-2020 Las Vegas Housing Authority Budget. Commissioner Barbara Casey seconded the motion. Roll call was taken as follows:

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

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

Resolution No. 19-35 was recorded into record as follows:

**CITY OF LAS VEGAS HOUSING AUTHORITY
RESOLUTION NO. 19-35**

A RESOLUTION ADOPTING THE 2019-2020 LAS LEGAS HOUSING AUTHORITY BUDGET

WHEREAS, the Las Vegas Housing Authority ('LVHA') mission is to provide safe, adequate, and affordable housing to low-income families, in an environment that fosters cultural preservation, self-sufficiency and community pride; and

WHEREAS, the Las Vegas Housing Authority has adopted a Program Budget on the basis of need; and

WHEREAS, it is the majority opinion of the Las Vegas Housing Authority Board of Commissioners that the 2019-2020 LVHA Budget meets the requirements as currently determined for the fiscal year 2019-2020; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Las Vegas, that it accepts and adopts the Budget hereinabove described.

Passed, Approved and Adopted this 19th day of June 2019.

COMMISSIONERS REPORT

Commissioner Vince Howell wanted to comment that he hopes they would have the autonomy to do what they need to do for their residents that utilize the Public Housing because of their low income and their struggles that they are having here. He does not know if HUD allows us to have that autonomy but he stated they really need to take a look at that and asked, what is our autonomy because they are running this Housing Authority and they should be able to realize what is needed in our community. Madam Chair asked Interim Director Padilla if they have that autonomy in regards to managing and setting their own rights. Interim Director Padilla stated that as far as the Flat Rents and how they are calculated, this is mandated by HUD and was also a finding from the Compliance Review because they had not updated the Flat Rents so they are required to update it every year according to the mandate. This is across the board, it is not only the LVHA it is every HA that is required to reevaluate the Flat Rents and the Utility Allowances. If the HA does not do this, they could be back in non-compliance.

Interim Director Padilla stressed again that 8% of the total number of residents are on Flat Rent. This is about 20 families out of 251 families. She stated that oftentimes if a family does reach the flat rent amount, sometimes they do move out and are able to purchase their own home because they do have a higher income.

Commissioner David Ulibarri stated he spoke to Interim Director Padilla about the wall by Daylight Donuts. He said the owners got back to him and asked him again if anything had been addressed. Interim Director Padilla stated she spoke to the City Manager about it and Maria Perea was doing an assessment of the property and they were waiting to hear back from her on it. Commissioner Ulibarri asked if someone could respond to Mr. Martinez on this. Interim City Manager Ann Marie Gallegos stated that she had spoken to Mr. Martinez and she has been researching it but has yet to find any information on it. She stated she won't have a response until they get the assessments and measurements on the wall and then they will have a letter to Mr. Martinez.

EXECUTIVE SESSION

None

ADJOURN

Commissioner Barbara Casey made a motion to adjourn the meeting. Commissioner Ember Davis seconded the motion.

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

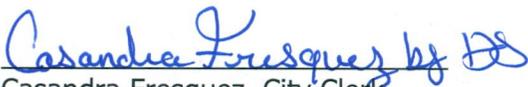
Commissioner Ember Davis	Yes	Commissioner Vince Howell	Yes
Commissioner David Ulibarri	Yes	Commissioner David Romero	Yes
Commissioner Barbara Casey	Yes		

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



Madam Chair Tonita Gurulé-Girón

ATTEST



Casandra Fresquez, City Clerk