

**CITY OF LAS VEGAS**  
1700 N. GRAND AVE. LAS VEGAS, NEW MEXICO 87701  
505-454-1401 FAX: 505-425-7335

**CITY OF LAS VEGAS  
PUBLIC HOUSING AUTHORITY BOARD MEETING AGENDA  
MAY 16, 2018 – WEDNESDAY – 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 Meetings on April 11, 2018 and April 18, 2018.

**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. Housing Authority Finance Report – Financial Specialist

**IX. HOUSING DIRECTOR'S MONTHLY REPORT**

**X. BUSINESS ITEMS**

1. Approval/Disapproval of Resolution No. 18-19 to Adopt the 2018-2019 Las Vegas Housing Authority Budget

***Natasha Martinez-Padilla, Financial Specialist*** The LVHA wishes to adopt the 2018-2019 LVHA Budget, on the basis of need.

2. Approval/Disapproval of Resolution No. 18-20 to Amend the City of Las Vegas Housing Authority's Admissions and Continued Occupancy Policy (ACOP).

***Natasha Martinez-Padilla, Financial Specialist*** The Las Vegas Housing Authority is required to adhere to all Federal Regulations and Notices Published regarding Public Housing. 24 CFR 960.204 provides guidance as to policies and procedures Housing Authorities must adhere to.

3. Approval/Disapproval of Resolution No. 18-21 to approve and adopt the Las Vegas Housing Authority's (PHA) 2018 Annual Plan.

***Natasha Martinez-Padilla, Financial Specialist*** It has been deemed necessary by the U.S. Department of Housing and Urban Development (HUD) to establish a new PHA plan on an annual basis.

## **XI. COMMISSIONER'S REPORT**

## **XII. 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.**

## **XIII. 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 SPECIAL CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON WEDNESDAY APRIL 11, 2018 AT 5:00 P.M. IN THE CITY COUNCIL CHAMBERS.

**MADAM CHAIR:** Tonita Gurulé-Girón

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

**ALSO PRESENT:**  
Barbara Padilla, Interim Housing Director  
David Silva, Acting City Attorney  
Natasha Martinez-Padilla, Finance Specialist

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

Madam Chair Gurulé-Girón asked Commissioner David Romero to offer the moment of silence. Commissioner Romero offered a moment of silence saying, Lord we ask you for your healing touch to the community and the city council. Make the right decisions.

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

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

**PUBLIC INPUT**

None at this time.

**BUSINESS ITEMS**

Approval/Disapproval to Award Bid #2018-20 to the Lowest Responsive Bidder and enter into contract for Construction Services for two (2) Unit Rehabilitation Project. 408 and 303 Sandoval.

Natasha Martinez-Padilla presented this item, stating she gave the Commissioners the bid tabulation sheets. She informed the Commission that bids were open today at 2:00pm. She stated that the lowest responsive bidder was Sol System Builders at \$122,000 as the total bid. The next lowest responsive bidder was Northeastern Construction who bid \$152,749. Mrs. Martinez-Padilla stated that on the second page was the sign in sheet, showing who was present when the bids were open today. The third page is the recommendation from the Housing Authority's Architectural and Engineering Services, which is Lowry Consultants, who recommends Sol System Builders LLC as the lowest responsive bidder for this project. Also attached is the Licensing Documents when they checked on SAM and the Construction Licensing. The last document is the standard AAIA Construction Contract.

Commissioner Barbara Casey stated the contract says that the Federal Government System of Award Management was contacted to confirm if Sol System Builders was debarred from performing Federal work. She asked if this is something that is done all the time for all bidders on all projects. Natasha Martinez-Padilla stated, yes. For anything the HA does, whether a \$5,000 small purchase, or a \$100,000 project like this, or a \$1,000,000 project, licensing and debarment is always checked for any awardment.

Commissioner Howell asked if Sol System has ever done any work for the Housing Authority before. Mrs. Martinez-Padilla stated, yes, they have. He asked what areas. She responded that Sol System did a 7 Unit Rehabilitation Project in 2014-2015. Commissioner Howell asked how did the HA access their work. Mrs. Martinez-Padilla stated it was very good. They passed the punch list, and just like any of our other projects, unless the work is to our specifications, they do not leave until it is to our liking. She stated that Mr. Jeff Lowry is our architect and he oversees the project and provides punch lists and ensures that everything is in order. Commissioner Howell asked if there were any change orders during that project. Mrs. Martinez-Padilla stated there was one. The change order involved the ground. When they were redoing the plumbing, they discovered it was all clay. It was a very small change order and because the clay had to be removed, they had to put a different type of earth there. That was the only change order for that project.

Commissioner David Ulibarri Jr. asked, after project is finished, who does all the inspections after all the work is done. Mrs. Martinez-Padilla stated it has to be brought up to code, so the building inspectors do their inspections, which is done through the contractor. The final walk through is done by herself, Frank Lucero, Maintenance Supervisor, Mr. Lowry and Mr. Ruiz from Sol System Builders. Mrs. Martinez-Padilla stated if the commissioners are available, they are welcome to see the units once completed. Commissioner Ulibarri Jr. asked if the Commission could have before and after pictures. Mrs. Martinez-Padilla stated yes.

Madam Chair Gurulé-Girón asked, have all federal requirements been met consistent with the OMB Circular. Mrs. Martinez-Padilla stated yes. Madam Chair Gurulé-Girón asked also, will there be local GRT paid. Mrs. Martinez-Padilla again stated, yes. Madam Chair Gurulé-Girón asked, are there any red flags through licensing and regulation on this company. Mrs. Martinez-Padilla stated, no. Madam Chair Gurulé-Girón stated she noticed that this individual is a GB02 versus a GB98, and is that acceptable. Mrs. Martinez-Padilla, as well as Mr. Jeff Lowry stated yes, it is for this project.

Madam Chair Gurulé-Girón asked, what is the pleasure of the Commission. Commissioner Barbara Casey made a motion to approve to award Bid #2018-20 to Sol System Builders. Commissioner David Romero 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 Vince Howell	Yes
Commissioner Barbara Casey	Yes
Commissioner David Romero	Yes
Commissioner Ember Davis	Absent

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

**EXECUTIVE SESSION**

None

**ADJOURN**

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

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

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Madam Chair Tonita Gurulé-Girón

ATTEST

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Casandra Fresquez, City Clerk

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON WEDNESDAY APRIL 18, 2018 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

**MADAM CHAIR:** Tonita Gurulé-Girón

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

**ALSO PRESENT:**  
Barbara Padilla, Interim Housing Director  
David Silva, Acting City Attorney  
Natasha Martinez-Padilla, Finance Specialist

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

Madam Chair Gurulé-Girón asked Commissioner Vince Howell to offer the moment of silence. Commissioner Howell offered a moment of silence.

**APPROVAL OF AGENDA**

Commissioner Barbara Casey made a motion to approve the agenda as is presented. Commissioner David Romero and Commissioner David Romero 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 Vince Howell	Yes
Commissioner Barbara Casey	Yes

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

**APPROVAL OF MINUTES**

Commissioner Barbara Casey made a motion to approve the minutes of March 21, 2018, with minor corrections having been submitted and corrected. Commissioner David Romero 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 Ember Davis	Yes
Commissioner David Ulibarri Jr.	Yes

**PUBLIC INPUT**

None at this time.

**PRESENTATION – HOUSING AUTHORITY FINANCE REPORT**

Natasha Martinez-Padilla, Finance Specialist presented the HA’s Revenue and Expenditures comparison report through March 31, 2018. She stated 75% of the year has lapsed. Revenues are not where they should be, but in the ELOCCS account, all the Operating Subsidy is in there. The HA did receive about \$56,000, so that increased. She stated that last week they released another \$57,000 as well as the Capital Fund that were spent. With Expenses, the HA is keeping them generally low to make sure our cash balance can sustain our payables until we receive additional cash into our bank account.

Commissioner David Ulibarri Jr. asked regarding the expenses, if that is on the houses that need paint or doors. Mrs. Martinez-Padilla stated absolutely not. As work orders come in, the tenant’s needs are taken care of. She stated that on the report provided in the packets by Interim Director Padilla, you can see that the work orders are down, so as long as the tenants are calling us with issues, they are being provided with what they need.

**HOUSING DIRECTORS MONTHLY REPORT**

Interim Housing Director Barbara Padilla stated, under unit maintenance, the Maintenance Department has been working on unit turnarounds, work orders and property upkeep, including trash pick-up and cutting of weeds. The Waiting List Manager is continuing work on qualifying and screen applicants, getting them prepared for move-in. The Housing Managers continue with day to day operations, including lease renewals, interim adjustments, annual and special inspections, and lease enforcement.

Interim Director Padilla stated that now with the Smoke Free deadline of May 31, 2018 quickly approaching, the Housing Authority has been preparing tenants as well as applicants, by informing them of this requirement. Applications have been updated to inform anyone interested in applying for Housing that we are a “Smoke Free Housing Property”. Tenants are reminded at move-in, through monthly newsletters, annual recertifications and interim adjustments of the requirement, as well as signing the recently approved Smoke Free Policy that was approved by the Commission.

Under Training, Interim Director Padilla reported that Housing Staff continue to attend monthly safety training provided by the HR/Risk Management. We have 2 Maintenance Staff that will be attending hands on Electrical and Plumbing Maintenance in Albuquerque, NM on April 23<sup>rd</sup> thru April 27, 2018. The HA also has 2 Maintenance Staff and 3 Administrative Staff will be attending the annual New Mexico NAHRO (National Association of Housing and Redevelopment Officials) Conference in Ruidoso NM on May 8<sup>th</sup> thru May 11, 2018.

Under Projects, the Housing Authority has started the abatement process on the 4 buildings, 8 units that was part of the 2016 Capital Fund Project money. This was part of final obligation for our 2016 Capital Fund.

For the Compliance Monitoring Notification, Interim Director Padilla reported that On April 11, 2018 the Housing Authority received Commission approval to obligate our 2016 RHFF (Replacement Housing Factor Funds). This was part of our obligation with our response to finding No. 15. The Housing Authority has continued with the necessary procurement activities and contracts are in place, meeting the obligation deadline.

Interim Director Padilla reported that the HA had a Resident Advisory Board (RAB) Meeting this afternoon at 3:00pm and there will be a report on that shortly.

Interim Director Padilla stated she had included on the Commissioners work stations, pictures of some of Housings Units. The first pictures were taken at a move-out, showing how the unit was left by a tenant who moved out. The second pictures were taken after maintenance works on, and prepares the unit for a new move-in. Madam Chair Gurulé-Girón stated, good job.

Commissioner Barbara Casey asked what is done with items left in the units such as furniture and such. Interim Director Padilla stated it is disposed of. Commissioner Casey stated it looks as if they just up and leave and asked what if there is something useful left behind. Interim Director Padilla stated that unfortunately it is all disposed of. She stated the HA does make every effort to contact the residents giving them time to remove their belongings, which also saves on maintenance having to do it, as well as saves on the cost for disposal to the residents. Commissioner Casey stated in looking at the pictures of one of the move-out's, there is a hospital bed, which are very expensive. She stated she is shocked that people just leave things like of value. Natasha Martinez-Padilla stated to the Commission that with that particular unit, there were special circumstances in which the HA had to have a hazmat team come in and abate this unit because of hazardous material left inside the unit. Commissioner Casey asked if people actually pay for the costs, and what happens if we don't know where they have gone. Interim Director Padilla stated in many cases we do have previous tenants who do leave a balance. Once again, their information all goes into the HUD database, showing they have a debt owed to a PHA and they will not qualify for any other Housing Program until the debt is paid off. She stated there are a lot of people who do pay their balance, even if it is in payments over time, because they do want to have a chance to have subsidized housing again. Interim Director Padilla stated there are times when the HA does not collect on old accounts. Commissioner Casey asked how much money does the HA loose every year from uncollected amounts. Interim Director Padilla stated she believes the last write off was approximately round \$12,000. The year prior was approximately \$4,000. She stated that the higher amount that year was due to an abatement, due to contamination of a unit involving drugs.

Commissioner Howell asked for the status of the resident who had his apartment burned. Interim Director Padilla stated that the person is no longer a tenant of Housing. She mentioned that because it is under investigation, that is still pending. Commissioner Howell if that is the same person whose father always complained about how his son is being treated. Interim Director Padilla stated, no. Commissioner Howell asked for the status of that situation, because they asked him to ask the HA about that. Interim Director Padilla stated the HA is in contact with the individual Commissioner Howell is speaking of, and as far as she knows, there are currently no issues. She stated the HA does deal with any issues they bring to their attention right away. She stated she is not aware of any issues or problems with these particular tenants and if there are issues, please tell them to let us know. Commissioner Howell stated he (tenant) has given compliments about you two, he just wanted to make sure they knew (Natasha Padilla and Barbara Padilla).

## **COMMISSIONERS REPORT**

Tenant Commissioner Ember Davis reported to the Commission that today, April 18, 2018, she attended

the Las Vegas Housing Authority's Resident Advisory Board Meeting. She stated that at this meeting the Finance Specialist Natasha Padilla presented the changes to the Admissions and Continued Occupancy Policy better known as the ACOP, as well as the 2018 Annual Plan. She explained that 12 tenants participated including her. She stated that Mrs. Padilla spoke about the No Smoking Policy and the Crime Free Policy changes to the ACOP, as well as this year's annual plan which included the Mission statement of the Housing Authority which is:

"The City of Las Vegas Housing Authority provides safe, adequate, and affordable housing to low-income families, in an environment that fosters cultural preservation, self-sufficiency and community pride."

Tenant Commissioner Ember Davis stated that they then had open discussion about different issues in all sites and areas. She said that two main conversation topics were, assigned parking, which was a controversial topic that the group was split on. She stated that Mrs. Padilla said she would work with maintenance and office staff to try to resolve this issue, but a lot of it comes down to being courteous neighbors to one another. All in attendance agreed that every area may need to be looked at differently. Tenant Commissioner Davis stated that the second topic of discussion was security lighting and cameras. She stated that with new policies in place to protect lease upholding tenants, as a group, they felt additional lighting and exterior security cameras would be a deterrent for illegal activities to happen in all areas, as well as aid law enforcement in all neighborhoods.

Commissioner David Romero wanted to say to all the employees, he has been with them for 8 years and he is not leaving, because he will still be here in the community. He stated his son will be here and he thinks he will do a great job. Housing staff thanked Commissioner Romero

Commissioner Barbara Casey asked, based on Tenant Commissioner Ember Davis's report, saying that the residents discussed that lighting and security cameras are needed, she asked if the HA already has some now and it's not enough, or they are not in the right places. Natasha Martinez-Padilla stated, that the major problem tenants are having is illegal dumping. She stated people are driving into our properties and are putting sofas and mattresses into the dumpsters and then the tenants are not able to utilize the bins because they are full. Residents hope that if there are cameras around the dumpsters, it might help the situation. Mrs. Martinez-Padilla stated there is lighting around the walk areas and other areas, but the residents are thinking additional lighting around the trash areas might help. She stated that currently the HA does not have security cameras, but that is something in the HA's 5 year plan, but it might be moved up to this year's Capital Fund Budget.

Commissioner Howell asked about the comments that Ms. Griego made on the audit report in regards to the status of our Housing Authority. Interim Director Padilla stated that as of yet, the HA has not received a report. Commissioner Howell asked if there have been any discussions with Ms. Griego. Interim Director Padilla stated that when she was at the Housing Office on March 13<sup>th</sup> and 14<sup>h</sup>, that was the only time there was discussion about the Compliance Monitoring Review, but there were no decisions made that she is aware of. Commissioner Howell asked Interim Director Padilla if she had any sense of when her response or report would be done. Interim Director Padilla said she can ask Ms. Griego and will let the Commission know.

Commissioner David Ulibarri Jr. asked about fencing around the areas, has the HA thought about it. Interim Director Padilla stated the HA has thought about it and knows there are some tenant's who would like fencing. She stated that several years ago, the HA did have a lot of fencing. The problem with fencing is the upkeep of it. If there is one little thing wrong with a part of a fence, the entire site is giggered and the Housing Authority loses points on the REAC (Real Estate Assessment Center) inspection. It is not cost effective and there are a lot of reasons why the HA does not allow fencing.

She stated the HA can and does have perimeter fencing in some areas, but not individual fencing. Commissioner Ulibarri stated he has been around the Housing and there are a lot of little roads that go back and forth and people who are driving through the back end of the property. Interim Director Padilla asked if Commissioner Ulibarri was talking about the Apache, Navajo area. He stated yes, on the back side. Interim Director Padilla stated, that is not an actual road. She informed the Commission that area does not belong to the Housing Authority. She said she knows there are tenants who are using it because they feel it is easier, however, the HA does have parking available for the tenants in the front. She stated that she can see about talking to the City to see if they may want to barricade that area so people cannot drive through there.

Commissioner Ulibarri asked if the fencing the HA used to have was chain link. Interim Director stated in most cases, yes it was chain link. He asked if the HA has thought about fencing or something that can keep that area from people going in and out. Interim Director Padilla stated that is something to think about and something that would be discussed at a Resident Advisory Board (RAB) Meeting. Those meetings are where the tenants bring their concerns or ideas to the table. Interim Director Padilla stated that in the RAB meeting, fencing was not an issue. She stated the tenants concerns were about parking and security and sidewalks. She stated the HA could look into fencing but can only do what they can do. Mrs. Martinez-Padilla advised the Commission that the HA has priced rod iron fencing for some of the smaller sites, and the independent cost estimates, just for the raw materials alone is about \$12,000. If a contractor is to do it, there would be a much higher mark up on that. Mrs. Martinez-Padilla stated, the rod iron fencing put up on New Mexico, Church and Colonias has been damaged by people crashing into it, and the HA is liable for having to replace it. She stated it is very expensive to repair the fencing, but it has to be done, again so the HA is not penalized on REAC inspections. She informed the Commission that the HA does have fencing in the 5 Year Plan. She stated that after the HA gets more units online, that is more Operating Subsidy coming in and that is more Capital Funds that will be allocated to the HA. With additional money, the HA can do additional projects. Commissioner Ulibarri stated he is pretty sure the HA could do it in places, to put a nice fence or whatever, because that would keep vandalism out. He said you talked about trash, and security. He stated, to him it looks a little bad. He stated he's seen a lot of housings and they have nice fences in the back, people are going in and out and it looks pretty raunchy sometimes. He said if you guys could do it in private plan or something it would be nice. Mrs. Martinez-Padilla stated there are a lot of items in the 5 Year Plan. The HA does not anticipate having to abate a unit because of hazardous material, but as the HA has to do that instead of a fence, different things end up being shuffled around based on the need. The ultimate goal is to keep the units safe and sanitary for our tenants and we need to ensure that is happening. She stated, fencing, sidewalks, fixing soffits and fascias, and other things are on the 5 Year Plan. The HA has to access the priorities.

Commissioner Ulibarri asked, how about security, how about the Police Department. Interim Director Padilla stated the HA does have 3 Units throughout Housing that are designated for Law Enforcement Officers to live in. She stated the HA meets with Law Enforcement every month and they give the HA reports on any activity that occurs on Housing Property. Having Law Enforcement living on PHA property has benefited the HA.

## **EXECUTIVE SESSION**

None

**ADJOURN**

Commissioner Barbara Casey made a motion to adjourn the meeting. 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 Ember Davis	Yes
Commissioner David Romero	Yes
Commissioner Barbara Casey	Yes
Commissioner David Ulibarri Jr.	Yes

Barbara 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 April 30, 2018-83% OF YEAR LAPSED (10 of 12 months)  
FISCAL YEAR 2018**

	A		B		C		D		E		G (E/B) % REV
	FY 2017 BUDGET	FY 2018 BUDGET	FY 2018 YTD - BUDGET	FY 2018 YTD - BUDGET	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2018 YTD - ACTUAL	FY 2018 YTD - ACTUAL			
DWELLING RENT	500,000	540,000	450,000	518,211	424,101					79%	
OPERATING SUBSIDY	575,000	640,000	533,333	644,012	229,762					36%	
HOUSING-OTHER INCOME	9,800	12,850	10,708	30,842	19,055					148%	
TRANSFERS IN (CFP FUNDS)	76,510	78,585	65,488	76,515	8,330					11%	
<b>TOTAL</b>	<b>1,161,310</b>	<b>1,271,435</b>	<b>1,059,529</b>	<b>1,269,580</b>	<b>681,248</b>					<b>54%</b>	

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

**HOUSING DEPARTMENT- EXPENDITURE COMPARISON  
THRU April 30, 2018-83% OF YEAR LAPSED (10 of 12 months)  
FISCAL YEAR 2018**

	A		B		C		D		E		F	H (E/B) % BDGT
	FY 2017 BUDGET	FY 2018 BUDGET	FY 2018 YTD - BUDGET	FY 2018 YTD - BUDGET	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2018 YTD - ACTUAL	FY 2017 AVAIL. BAL.				
EMPLOYEE EXP.	687,214	649,727	541,439	658,372	488,355	161,372					75%	
OPERATING EXP.	640,793	637,693	531,411	521,996	377,804	259,889					59%	
<b>TOTAL</b>	<b>1,328,007</b>	<b>1,287,420</b>	<b>1,072,850</b>	<b>1,180,368</b>	<b>866,159</b>	<b>421,261</b>					<b>67%</b>	





**CITY COUNCIL MEETING AGENDA REQUEST**

DATE: 5/7/18 DEPT: Housing MEETING DATE: 5/16/18

**ITEM/TOPIC:**

Approval/Disapproval of Resolution No. 18-19 to adopt the 2018-2019 Las Vegas Housing Authority Budget.

**ACTION REQUESTED OF COUNCIL:**

Approval/Disapproval of Resolution No. 18-19 to adopt the 2018-2019 Las Vegas Housing Authority Budget.

**BACKGROUND/RATIONALE:**

The LVHA wishes to adopt the 2018-2019 LVHA Budget, on the basis of need.

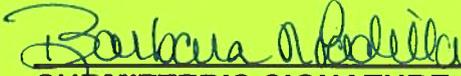
**STAFF RECOMMENDATION:**

Recommend approval of Resolution No. 18-19 to adopt the 2018-2019 LVHA Budget, on the basis of need.

**COMMITTEE RECOMMENDATION:**

**THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.**

REVIEWED AND APPROVED BY:

  
SUBMITTER'S SIGNATURE



TONITA GURULE-GIRON  
HOUSING COMMISSION CHAIRMAN

\_\_\_\_\_  
TANA VEGA  
INTERIM FINANCE DIRECTOR  
(PROCUREMENT)



ANN MARIE GALLEGOS  
INTERIM CITY MANAGER

\_\_\_\_\_  
PURCHASING AGENT

\_\_\_\_\_  
CITY ATTORNEY  
(ALL CONTRACTS, ORDINANCES AND  
RESOLUTIONS MUST BE REVIEWED)

**CITY OF LAS VEGAS HOUSING AUTHORITY  
RESOLUTION NO. 18-19**

**2018-2019 LAS VEGAS HOUSING AUTHORITY BUDGET ADOPTION**

**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 LVHA has adopted a Program Budget on the basis of need; and

**WHEREAS**, it is the majority opinion of the LVHA Board the 2018-2019 LVHA Budget meets the requirements as currently determined for fiscal year 2018-2019; and

**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 \_\_\_\_\_ day of May 2018.

\_\_\_\_\_  
MAYOR TONITA GURULÉ-GIRÓN

ATTEST:

\_\_\_\_\_  
CASANDRA FRESQUEZ, CITY CLERK

APPROVED AS TO LEGAL SUFFICIENCY ONLY

\_\_\_\_\_  
CITY ATTORNEY

Housing Fund 652			Budget 2015	Budget 2016	Budget 2017	Budget 2018	Budget 2019
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**Revenues**

450	55-04	Reimbursements/Refunds	1,000				
510	55-02	Interest Revenue	1,000	500	500	400	600
520	56-10	Dwelling Rent	390,000	430,000	500,000	540,000	540,000
540	57-93	Operating Subsidy-Current (FED)	657,000	660,000	575,000	640,000	640,000
550	58-09	Other Income	500	500	500	1,500	1,500
550	58-15	Late Fee Charges	800	800	800	850	850
550	58-91	Unit Repair Materials	5,000	8,000	8,000	8,000	10,500
550	58-92	Office Space Rent					
<b>Total Revenue Budget</b>			<b>1,055,300</b>	<b>1,099,800</b>	<b>1,084,800</b>	<b>1,190,750</b>	<b>1,193,450</b>

**Expenditures**

600	66-01	Part Time Employees					
600	66-02	Overtime-Maint	8,008	8,008	8,000	6,406	8,008
600	66-03	Full Time Employees	448,677	438,534	442,354	467,576	266,676
600	66-03	Full Time Employees-Maint					173,993
600	66-06	Seasonal Employees					
710	64-53	Safety Increase					
Salaries Sub-total			456,685	446,542	450,354	473,982	448,677
600	69-09	Social Security-FICA	27,744	27,450	27,823	29,151	14,487
600	69-10	Social Security - Medicare	6,506	6,476	6,509	6,874	3,867
600	69-12	Retirement PERA	41,054	50,343	42,857	44,653	24,401
600	69-13	Medical Insurance	97,183	88,814	96,131	75,716	45,749
600	69-14	Unemployment	4,000	4,000	4,000	4,000	2,000
600	69-15	Worker's Comp	14,731	23,433	23,980	19,236	4,884
600	69-16	State Worker's Comp	101	101	101	101	50
600	69-18	RHCA	8,974	8,929	8,975	9,478	5,334
600	69-20	Dental Insurance	4,524	3,932	3,984	3,450	2,088
600	69-21	Vision Insurance	785	382	695	607	364
600	69-09	Social Security-FICA-Maint					13,257
600	69-10	Social Security - Medicare-Maint					2,639
600	69-12	Retirement PERA-Maint					16,653
600	69-13	Medical Insurance-Maint					51,434
600	69-14	Unemployment-Maint					2,000
600	69-15	Worker's Comp-Maint					9,847
600	69-16	State Worker's Comp-Maint					50
600	69-18	RHCA-Maint					3,640
600	69-20	Dental Insurance-Maint					2,436
600	69-21	Vision Insurance-Maint					421
Fringe Benefits Sub-total			205,601	213,860	215,055	193,266	103,224
610	71-01	Office Supplies	3,000	3,000	3,000	3,500	4,500
610	71-03	Janitorial	1,000	2,500	2,500	2,500	2,500
610	71-06	Safety	500	1,700	500	1,200	1,200
610	71-12	Tools	500	3,000	1,000	500	500
610	71-24	Postage	2,000	2,000	2,000	2,000	2,000
610	71-25	Uniforms	6,500	3,500	6,500	3,500	3,500
Supplies Sub-total			13,500	15,700	15,500	13,200	14,200
610	72-01	Gas, Oil & Vehicles	10,000	10,000	7,000	5,400	6,000
610	72-02	Travel Expense	0	4,000	3,000	3,000	3,600
610	72-03	Training & Seminars	0	2,000	2,000	2,000	2,000
Travel Sub-total			10,000	16,000	12,000	10,400	11,600
610	73-01	Printing, Copying, & Repro	0	0	0	0	300
610	73-03	Audit	3,000	8,601	8,000	4,000	4,000

610	73-04	Attorney Fees	0	2,000	0	0	2,000
610	73-05	Other Professional Serv	5,000	5,000	5,000	1,500	1,500
610	73-09	Telephone	7,000	7,000	7,000	10,000	10,000
610	73-16	Insurance & Bonds	65,000	65,000	65,000	65,000	65,000
610	73-17	Publications & Advertisements	1,800	2,000	1,000	1,000	1,000
610	73-60	Water	75,000	152,000	152,000	152,000	70,000
610	73-64	Sewer					90,000
610	73-61	Electricity	11,300	12,000	12,000	10,000	18,000
610	73-62	Gas	100,000	80,000	80,000	80,000	80,000
610	73-63	Drug Testing	0				
<b>Oth. Oper. Sub-total</b>			<b>268,100</b>	<b>333,601</b>	<b>330,000</b>	<b>323,500</b>	<b>341,800</b>

610	74-01	Maint of BLd & Grounds	60,000	51,500	33,700	33,000	45,000
		Maint of BLd & Grounds- Services					20,000
		Maint of BLd & Grounds-Supplies					30,000
610	74-02	Maint of Furn & Equip	1,000	1,500	500	500	500
610	74-08	Maint of Road Equipment	1,000	5,000	5,000	6,500	10,000
610	74-20	Appliance Repair	1,000	2,000	2,000	3,000	3,000
610	74-21	Pest Control	5,600	10,000	10,000	10,000	10,000
610	74-22	Sanitation	52,000	55,000	58,000	55,000	60,000
<b>Maint. Sub-total</b>			<b>120,600</b>	<b>125,000</b>	<b>109,200</b>	<b>108,000</b>	<b>178,500</b>

610	75-45	Interest Expense					
610	75-49	Depreciation Expense					
610	75-52	Admin Other Than Salaries					
610	75-53	Other Misc Sundry	10,000	15,000	15,000	15,000	15,000
610	75-69	Payment in Lieu of Taxes	2,000	2,000	2,000	2,000	2,000
610	75-70	Bad Debt Expense	1,100	1,100	1,100	1,100	1,100
610	75-71	Resident Participation Funds	1,100	1,100	1,100	1,100	1,100
630	77-13	Relocation Costs					600
610	80-02	Off Furn & Equip >\$1000					
<b>Other Sub-total</b>			<b>14,200</b>	<b>19,200</b>	<b>19,200</b>	<b>19,200</b>	<b>19,800</b>

650	80-06	Extraordinary Maintenance					
650	80-09	Betterments & Additions	163,458	186,512	154,893	164,893	174,893
650	80-26	Replacements					
<b>Furn. &amp; Equip. Sub-total</b>			<b>163,458</b>	<b>186,512</b>	<b>154,893</b>	<b>164,893</b>	<b>174,893</b>

<b>Total Exp. Budget</b>			<b>1,252,144</b>	<b>1,356,415</b>	<b>1,306,202</b>	<b>1,306,441</b>	<b>1,343,883</b>
			13%	8%	-4%	0%	100%

**Transfers**

		From General Fund		(10,000)	(10,000)	(10,000)	(10,000)
		in Capital operating sub 08 671					
890	95-91	To 656/Homeownership	(200,000)	(139,985)			
890	89-05	From 674 Capital operating sub 2010 CFP					
890	89-06	in Capital Operating sub 2011 CFP	(63,431)	(64,550)	(66,510)	(58,000)	(58,000)
<b>Total Transfer Budget</b>			<b>(263,431)</b>	<b>(214,535)</b>	<b>(76,510)</b>	<b>(68,000)</b>	<b>(68,000)</b>

<b>Net , Rev.,Exp. &amp; Trfrs.</b>			<b>66,587</b>	<b>(42,080)</b>	<b>(144,892)</b>	<b>(47,691)</b>	<b>(82,433)</b>
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New Mexico Department of Finance and Administration  
Local Government Division  
Budget Request Forms

**INSTRUCTION:**

This form includes formula references to applicable rates. The rates on column D through J should be reviewed to ensure accuracy with existing laws and rules.

HOUSING DEPT  
County/ Municipality: **SAN MIGUEL/ CITY OF LAS VEGAS, NM**  
Entity Code:  
Fund Number:  
Fiscal Year: **20**

**FORM S - 1**  
Detailed Personnel Services Schedule  
( Rounded to Nearest Dollar)

**PROVIDE THE TOTAL NUMBER OF FULL TIME EMPLOYEES & THE AVERAGE SALARY INCREASE BUDGETED.**

(A) ACCOUNT CODE	(B) POSITION DESCRIPTION 1) Position classification / FTE or Part-time 2) Employee name (Optional) 3) Bi-weekly or Monthly Salary	(C) ANNUAL SALARY Bi-Weekly X 26 or Monthly x 12	(D) FICA (C x .062)	(E) MEDICARE (C x .0145)	(F) RETIREMENT 0.0915	(G) HEALTH INSURANCE EMPLOYER % 0.75	(H) DENTAL INSURANCE EMPLOYER % 0.50	(I) VISION INSURANCE EMPLOYER % 0.50	(J) WORKERS' COMP ASSESSMENT	(K) RETIREE HEALTH CARE (C X .02)	(M) TOTAL
	<b>EXECUTIVE DIRECTOR - FTE</b>										
	Executive Director	30.00	3,794	905	5,710	13,326	522	90	3,376	1,248	91,371
	<b>HOUSING MANAGER SUPERVISOR</b>										
	BARBARA PADILLA	26.21	3,380	790	4,988	11,572	522	90	403	1,090	77,352
	<b>FINANCIAL SPECIALIST/OFFICE MANAGER</b>										
	NATASHA MARTINEZ-PADILLA	22.44	2,894	677	4,271	0	0	0	345	934	55,795
	<b>HOUSING MANAGER</b>										
	RITA SANCHEZ	19.49	2,513	588	3,709	5,467	348	61	299	811	54,336
	<b>HOUSING MANAGER</b>										
	CARMELITA LUCERO	14.78	1,906	446	2,813	3,919	174	33	227	615	40,875
	<b>ADMIN ASSISTANT I</b>										
	ELIZABETH GARCIA	15.29	1,972	461	2,910	11,465	522	90	235	636	50,094
	<b>MAINTENANCE SUPERVISOR</b>										
	LUCERO, FRANK	24.99	3,223	754	4,756	11,465	522	90	2,812	1,040	76,641
	<b>MAINTENANCE TECH II</b>										
	GALLEGOS, CHARLES	19.41	2,503	585	3,694	11,465	522	90	2,184	807	62,223
	<b>MAINTENANCE TECH II</b>										
	GEREMY PADILLA	11.03	1,422	333	2,099	5,574	348	61	1,241	459	34,480
	<b>MAINTENANCE TECH II</b>										
	VARELA, MICHAEL	18.46	2,381	557	3,513	11,465	522	90	2,077	768	59,770
	<b>MAINTENANCE TECH II</b>										
	WILLIAM TAFT	13.61	1,755	410	2,590	11,465	522	90	1,532	566	47,239
	<b>OVER TIME</b>										
		3.85	0	0	0	0	0	0	0	0	8,008
	<b>Page Total</b>	448,677	27,744	6,506	41,054	97,183	4,524	785	14,731	8,974	650,177

New Mexico Department of Finance and Administration  
Local Government Division  
Budget Request Forms

Check  if this form is a revision

Revision No. \_\_\_\_\_

Revision Date: \_\_\_\_\_

Page No

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New Mexico Department of Finance and Administration  
 Local Government Division  
 Budget Request Forms

**INSTRUCTION:**

This form includes formula references to applicable rates. The rates on column D through J should be reviewed to ensure accuracy with existing laws and rules.

(A) ACCOUNT CODE		(B) POSITION DESCRIPTION 1) Position classification / FTE or Part-time 2) Employee name (Optional) 3) Bi-weekly or Monthly Salary	(C) ANNUAL SALARY Bi-Weekly X 26 or Monthly x 12	(D) FICA (C x .062)	(E) MEDICARE (C x .0145)	(F) RETIREMENT 0.0915	(G) HEALTH INSURANCE EMPLOYER % 0.75	(H) DENTAL INSURANCE EMPLOYER % 0.50	(I) VISION INSURANCE EMPLOYER % 0.50	(J) WORKERS' COMP ASSESSMENT	(K) RETIREE HEALTH CARE (C X .02)	(M) TOTAL
		GUARANTEED OVERTIME	7,509									7,509
		3.61										
			0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
		1)	0	0	0	0	0	0	0	0	0	0
		2)	0	0	0	0	0	0	0	0	0	0
		3)	0	0	0	0	0	0	0	0	0	0
		1)	0	0	0	0	0	0	0	0	0	0
		2)	0	0	0	0	0	0	0	0	0	0
		3)	0	0	0	0	0	0	0	0	0	0
		1)	0	0	0	0	0	0	0	0	0	0
		2)	0	0	0	0	0	0	0	0	0	0
		3)	0	0	0	0	0	0	0	0	0	0
		1)	0	0	0	0	0	0	0	0	0	0
		2)	0	0	0	0	0	0	0	0	0	0
		3)	0	0	0	0	0	0	0	0	0	0
		Page Total	912,870	55,487	13,012	82,108	194,367	9,049	1,571	29,474	17,948	1,315,885
		TOTAL s/equal budgeted amounts by Fund & Department	1,361,547	83,231	19,518	123,162	291,550	13,573	2,356	44,205	26,922	1,966,062

Entity Code:  
 Fund Number:  
 Fiscal Year: 20

FORM S - 1  
 Detailed Personnel Services Schedule  
 (Rounded to Nearest Dollar)

HOUSING DEPT  
 County/ Municipality:  
 SAN MIGUEL/CITY OF LAS VEGAS,NM

**City of Las Vegas**  
**Grant: RHF Replacement Housing Factor Fund 661**  
**FY 2019**

RHF 661 0000	Budget 2016	Budget 2017	Budget 2018	Budget 2019
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**Revenues**

540 57-01 Grant: NM02R007501-15	108,335	99,122	99,122	
540 57-01 Grant: NM02R007501-16		102,133	102,133	102,133
540 57-01 Grant: NM02R007501-17			99,000	106,112
<b>Total Revenue Budget</b>	<b>108,335</b>	<b>201,255</b>	<b>300,255</b>	<b>208,245</b>

**Expenditures**

650 87-18 Dwelling Structures	108,335	201,255	300,255	208,245
650 87-19 Dwelling Equip-nonexpend		-	-	-
650 87-20 Non Dwelling Structures				
650 87-21 Non Dwelling Equipment		-	-	-
650 87-22 Site Improvements				
Furn. & Equip. Sub-total	108,335	201,255	300,255	208,245
<b>Total Exp. Budget</b>	<b>108,335</b>	<b>201,255</b>	<b>300,255</b>	<b>208,245</b>

**Transfers**

890 89-07 To 652

<b>Total Transfer Budget</b>	-	-	-	-
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**Net , Rev.,Exp. & Trfrs.**

-	-	-	-
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**City of Las Vegas**  
**Grant: NM02P007501-15 (CFP) Capital Fund Program Housing Fund 679**  
**FY 2019**

679 Grant NM02P007501-15 Fund 0000	Budget 2016	Budget 2017	Budget 2018	Budget 2019
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**Revenues**

540 57-01 Grant Revenue/HUD	322,750	252,125	217,980	2,611
<b>Total Revenue Budget</b>	<b>322,750</b>	<b>252,125</b>	<b>217,980</b>	<b>2,611</b>

**Expenditures**

610 77-01 Management Improvement	12,500	12,500	4,006	2,611
610 77-02 Admin/Publications				
610 77-03 Development Activities				
610 77-05 Fees and Costs			24,000	-

Other Sub-total	12,500	12,500	28,006	2,611
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630 73-03 Audit	4,000	4,000		
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Oth. Oper. Sub-total	4,000	4,000	-	-
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650 87-18 Dwelling Structures	84,175	81,902	10,235	-
650 87-19 Dwelling Equip-nonexpend			560	-
650 87-20 Non Dwelling Structures				
650 87-21 Non Dwelling Equipment	18,000	14,198		
650 87-22 Site Improvements	139,525	139,525	179,179	-
Furn. & Equip. Sub-total	241,700	235,625	189,974	-

<b>Total Exp. Budget</b>	<b>258,200</b>	<b>252,125</b>	<b>217,980</b>	<b>2,611</b>
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**Transfers**

890 89-10 To 652	(64,550)			
890				
<b>Total Transfer Budget</b>	<b>(64,550)</b>	-	-	-

<b>Net , Rev.,Exp. &amp; Trfrs.</b>	-	-	-	-
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**City of Las Vegas**  
**Grant: NM02P007501-16 (CFP) Capital Fund Program Housing Fund 681**  
**FY 2019**

<b>681 Grant NM02P007501-16 Fund</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>
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**Revenues**

540 57-01 Grant Revenue/HUD	332,550	266,040	84,101
<b>Total Revenue Budget</b>	<b>332,550</b>	<b>266,040</b>	<b>84,101</b>

**Expenditures**

610 74-01 Maint of Bld & Grounds			
610 77-01 Management Improvement	12,500	12,500	4,204
610 77-02 Admin/Publications			
610 77-03 Development Activities			
610 77-05 Fees and Costs			

Other Sub-total	12,500	12,500	4,204
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630 73-03 Audit	8,000	8,000	-
630 73-05 Other Professional Serv			
630 77-13 Relocation Costs			

Oth. Oper. Sub-total	8,000	8,000	-
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650 87-18 Dwelling Structures	183,440	183,440	66,991
650 87-19 Dwelling Equip-nonexpend	18,000	18,000	12,906
650 87-20 Non Dwelling Structures			
650 87-21 Non Dwelling Equipment	14,100	14,100	-
650 87-22 Site Improvements	30,000	30,000	-

Furn. & Equip. Sub-total	245,540	245,540	79,897
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<b>Total Exp. Budget</b>	<b>266,040</b>	<b>266,040</b>	<b>84,101</b>
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**Transfers**

890 89-10 To 652	(66,510)		
890			

<b>Total Transfer Budget</b>	<b>(66,510)</b>	-	-
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**Net , Rev.,Exp. & Trfrs.**

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**City of Las Vegas**  
**Grant: NM02P007501-17 (CFP) Capital Fund Program Housing Fund 676**  
**FY 2019**

<b>676 Grant NM02P007501-17 Fund</b>	<b>Budget</b>	<b>Budget</b>
0000	<b>2018</b>	<b>2019</b>

**Revenues**

540 57-01 Grant Revenue/HUD	290,000	274,338
<b>Total Revenue Budget</b>	<b>290,000</b>	<b>274,338</b>

**Expenditures**

610 74-01 Maint of Bld & Grounds		
610 77-01 Management Improvement	12,250	12,250
610 77-02 Admin/Publications		
610 77-03 Development Activities		
610 77-05 Fees and Costs		

Other Sub-total	12,250	12,250
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630 73-03 Audit	4,000	4,000
630 73-05 Other Professional Serv		
630 77-13 Relocation Costs		

Oth. Oper. Sub-total	4,000	4,000
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650 87-18 Dwelling Structures	144,175	186,513
650 87-19 Dwelling Equip-nonexpend	18,400	18,400
650 87-20 Non Dwelling Structures		
650 87-21 Non Dwelling Equipment	4,000	4,000
650 87-22 Site Improvements	49,175	49,175

Furn. & Equip. Sub-total	215,750	258,088
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<b>Total Exp. Budget</b>	<b>232,000</b>	<b>274,338</b>
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**Transfers**

890 89-10 To 652	(58,000)	
890		

<b>Total Transfer Budget</b>	<b>(58,000)</b>	<b>-</b>
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<b>Net , Rev.,Exp. &amp; Trfrs.</b>	<b>-</b>	<b>-</b>
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**City of Las Vegas**  
**Grant: NM02P007501-18 (CFP) Capital Fund Program Housing Fund \_\_\_\_\_**  
**FY 2019**

<b>_____ Grant NM02P007501-18 Fund</b> <b>0000</b>	<b>Budget</b> <b>2019</b>
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**Revenues**

540 57-01 Grant Revenue/HUD	342,923
<b>Total Revenue Budget</b>	<b>342,923</b>

**Expenditures**

610 74-01 Maint of Bld & Grounds	
610 77-01 Management Improvement	12,250
610 77-02 Admin/Publications	
610 77-03 Development Activities	
610 77-05 Fees and Costs	

Other Sub-total	12,250
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630 73-03 Audit	4,000
630 73-05 Other Professional Serv	
630 77-13 Relocation Costs	

Oth. Oper. Sub-total	4,000
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650 87-18 Dwelling Structures	144,175
650 87-19 Dwelling Equip-nonexpend	18,400
650 87-20 Non Dwelling Structures	
650 87-21 Non Dwelling Equipment	4,000
650 87-22 Site Improvements	91,513

Furn. & Equip. Sub-total	258,088
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<b>Total Exp. Budget</b>	<b>274,338</b>
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**Transfers**

890 89-10 To 652	(68,585)
890	

<b>Total Transfer Budget</b>	<b>(68,585)</b>
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<b>Net , Rev.,Exp. &amp; Trfrs.</b>	<b>-</b>
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**CITY COUNCIL MEETING AGENDA REQUEST**

DATE: 5/07/18 DEPT: Housing MEETING DATE: 5/16/18

**ITEM/TOPIC:**

Approval/Disapproval of Resolution No. 18-20 to Amend the City of Las Vegas Housing Authority's Admissions and Continued Occupancy Policy (ACOP).

**ACTION REQUESTED OF COUNCIL:**

Approval/Disapproval of Resolution No. 18-20 to Amend the City of Las Vegas Housing Authority's Admissions and Continued Occupancy Policy (ACOP).

**BACKGROUND/RATIONALE:**

The Las Vegas Housing Authority is required to adhere to all Federal Regulations and Notices Published regarding Public Housing. 24 CFR 960.204 provides guidance as to policies and procedures Housing Authorities must adhere to.

**STAFF RECOMMENDATION:**

Recommend approval of Resolution No. 18-20 to Amend the City of Las Vegas Housing Authority's Admissions and Continued Occupancy Policy (ACOP).

**COMMITTEE RECOMMENDATION:**

**THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.**

REVIEWED AND APPROVED BY:

  
TONITA GURULE-GIRON  
HOUSING COMMISSION CHAIRMAN

  
SUBMITTER'S SIGNATURE

\_\_\_\_\_  
TANA VEGA  
INTERIM FINANCE DIRECTOR  
(PROCUREMENT)

  
ANN MARIE GALLEGOS  
INTERIM CITY MANAGER

\_\_\_\_\_  
PURCHASING AGENT

\_\_\_\_\_  
CITY ATTORNEY  
(ALL CONTRACTS, ORDINANCES AND  
RESOLUTIONS MUST BE REVIEWED)

**CITY OF LAS VEGAS HOUSING AUTHORITY  
RESOLUTION NO. 18-20**

A RESOLUTION AMENDING THE CITY OF LAS VEGAS HOUSING AUTHORITY'S  
ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP).

**WHEREAS**, the Las Vegas Housing Authority (LVHA) is required to adhere to all Federal Regulations and Notices Published regarding Public Housing; and

**WHEREAS**, 24 CFR 960.204 provides guidance as to policies and procedures Housing Authorities must adhere to and;

**WHEREAS**, Notices have been published that the LVHA must adhere to; and

**THEREFORE**, Be it Resolved, by the Board of Commissioners of the Housing Authority of the City of Las Vegas, that it accepts and approves this Resolution and the attached revised ACOP.

Passed, Approved and Adopted this \_\_\_\_\_ day of May 2018.

\_\_\_\_\_  
MAYOR TONITA GURULÉ-GIRÓN

ATTEST:

\_\_\_\_\_  
CASANDRA FRESQUEZ, CITY CLERK

APPROVED AS TO LEGAL SUFFICIENCY ONLY

\_\_\_\_\_  
CITY ATTORNEY

**CITY OF LAS VEGAS  
HOUSING AUTHORITY**

**ADMISSIONS & OCCUPANCY POLICY**



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**CITY COUNCIL MEETING AGENDA REQUEST**

DATE: 5/07/18 DEPT: Housing MEETING DATE: 5/16/18

**ITEM/TOPIC:**

Approval/Disapproval of Resolution No. 18-21 21 to approve and adopt the Las Vegas Housing Authority's (PHA) 2018 Annual Plan.

**ACTION REQUESTED OF COUNCIL:**

Approval/Disapproval of Resolution No. 18-21 21 to approve and adopt the Las Vegas Housing Authority's (PHA) 2018 Annual Plan.

**BACKGROUND/RATIONALE:**

It has been deemed necessary by the U.S. Department of Housing and Urban Development (HUD) to establish a new PHA plan on an annual basis.

**STAFF RECOMMENDATION:**

Recommend approval of Resolution No. 18-21 to approve and adopt the Las Vegas Housing Authority's (PHA) 2018 Annual Plan.

**COMMITTEE RECOMMENDATION:**

**THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.**

REVIEWED AND APPROVED BY:

  
SUBMITTER'S SIGNATURE

  
TONITA GURULE-GIRON  
HOUSING COMMISSION CHAIRMAN

\_\_\_\_\_  
TANA VEGA  
INTERIM FINANCE DIRECTOR  
(PROCUREMENT)

  
ANN MARIE GALLEGOS  
INTERIM CITY MANAGER

\_\_\_\_\_  
PURCHASING AGENT

\_\_\_\_\_  
CITY ATTORNEY  
(ALL CONTRACTS, ORDINANCES AND  
RESOLUTIONS MUST BE REVIEWED)

**CITY OF LAS VEGAS HOUSING AUTHORITY  
RESOLUTION NO. 18-21**

A RESOLUTION APPROVING AND ADOPTING THE LAS VEGAS HOUSING  
AUTHORITY'S (PHA) 2018 ANNUAL PLAN

**WHEREAS**, it has been deemed necessary by the U.S. Department of Housing and Urban Development (HUD) to establish a new PHA plan; and

**WHEREAS**, the PHA Plan has been set out in Title VI of the Civil Rights Act and is required in accordance with a revised act dated 7/88: and

**WHEREAS**, The PHA produced this plan in accordance with the HUD outlined procedures and conducted Public Input and Resident Advisory Board meetings as required; and

**WHEREAS**, the Las Vegas Housing Authority Board of Commissioners, having reviewed this plan, believe that it is consistent with Federal Regulations and in the best interest of the Department, do hereby approve the PHA Plan as follows:

- 2018 Annual Plan

**THEREFORE, IT IS RESOLVED** by THE City of Las Vegas Housing Authority Board, the plan mentioned above is hereby approved and adopted this \_\_\_\_\_ day of May, 2018.

\_\_\_\_\_  
Mayor Tonita Gurulé-Girón

ATTEST:

\_\_\_\_\_  
Casandra Fresquez, City Clerk

APPROVED AS TO LEGAL SUFFICIENCY ONLY

\_\_\_\_\_  
City Attorney



7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>The Housing Authority discontinued the Homeownership Program and utilized accumulated Replacement Housing Factor funds to complete a 12 unit remodel of boarded up units in the Yucca/Cholla/Sandoval area and is currently utilizing the 2016 for 2 more units. The remaining boarded up units will be addressed one by one with funds available to the Housing Authority to remodel and bring back to the rent roll. There are 5 boarded up units that are beyond repair and the Housing Authority will be going through a DeMinimis Process to eliminate those units. 24 CFR 970 allows the lesser of five units or 5% of units that are beyond repair to be demolished every five years. (2413&amp;2415 Yucca, 2410&amp;2412 Yucca, 302 Sandoval) This process should be completed within the 2018 calendar year.</i></p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.1, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>

**Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

**Source: Data Year: 200-2013 / Geographic Summary: Place / State: New Mexico / Place: Las Vegas City**

**Source of Information: U.S. Census Data: the Comprehensive Housing Affordability Strategy (CHAS) data set**

Based on the information provided on the NM Consolidated Plan 2015-2020 the need for housing victims of Domestic Violence is at a very high demand.

Source of Information: State of NM Consolidated Plan (2006-2010) (MFA).

9.0

9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p>The Housing Authority ended the Homeownership program and plans to renovate all designated homeownership units to add to the rent roll. (12 added/ 2 more to be added in 2017)</p> <p>The Housing Authority will continue its efforts to implement the "Affordable Housing Plan" recommended strategies, specifically establish "Partnerships" within our community, create capacity through local lenders to provide loan products, create opportunity for private sector housing development and create a system of incentives for builders to create reasonably-priced homes.</p> <p>The Las Vegas Housing Authority give a preference for victims of domestic violence.</p> <p>The Housing Authority will continue its efforts with development plans to replace/renovate public housing units by engaging the private and nonprofit building sectors in a collaborative development scenario(s).</p> <p>The City of Las Vegas Housing Authority is planning to explore options for the Macario Gonzales Property. The Housing Authority has adopted an "Affordable Housing Plan" and that plan identifies the needs of the community related to housing. Within that plan, Macario Gonzales Property is identified as an area that could be developed to provide affordable housing. There is also a "New Mexico Consolidated Plan" provided by Mortgage Finance Authority (MFA) that is known as the "Consolidated Plan for Housing and Community Development." It is intended to comprehensively fulfill three basic goals of providing decent housing, expanding economic opportunities and providing a suitable living environment. These are all goals that we have for our community of Las Vegas and believe these goals are attainable by utilizing the Macario Gonzales Property. In the future the Las Vegas Housing Authority plans to hold public input and Charrett meetings to discuss the community's ideas for the site.</p>
10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) <b>Progress in Meeting Mission and Goals.</b> Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <ul style="list-style-type: none"> <li>• The City of Las Vegas Housing Authority focused on three major areas: <b>Housing Management, CFP Grant Program and Maintenance.</b> The Housing met the goals in the previous five years by being successful in rent collection, maintaining the vacancy rate and management standards. The CFP programs have been obligated and expended in a timely manner. In addition, the maintenance staff continues to be aggressive with work orders and provide additional assistance to reduce the amount of vacant units. The high vacancy rate under PHAS is a result of the homeowner units being counted against our management assessment scores and is of concern. The units have been vacant for many years. They are boarded up and in disrepair. Plans are to bring them back to the rent roll using capital funds, capital outlay or other sources over a period of years.</li> </ul> <p>(b) <b>Significant Amendment and Substantial Deviation/Modification.</b> Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <ul style="list-style-type: none"> <li>• Significant Amendment or Modification to the Annual Plan <ul style="list-style-type: none"> <li>○ The City of Las Vegas Housing Authority will consider the following definition to be significant deviations to the annual plan for the purposes of submitting a revised plan and meeting full public process requirements: <ul style="list-style-type: none"> <li>▪ Changes to the City of Las Vegas Housing Authority overall mission.</li> <li>▪ Changes to the goals and objectives that affect services to program participants.</li> </ul> </li> </ul> </li> </ul> <p>(An exception may be made for any of the above definitions that are adopted by the Housing Authority in response to changes in HUD regulatory requirements.)</p> <p>In FY2014 there was a significant amendment regarding the Flat Rent Rule ACOP 16.11.B.</p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> <li>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form 50077- CR, <i>Civil rights Certification</i></li> <li>(f) Form 50077-SL, <i>State and Local Certification of Consistency with Consolidated Plan</i></li> <li>(g) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</li> </ul>

+

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or ^ Annual PHA Plan for the PHA fiscal year beginning 07/2018, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Las Vegas Housing Authority  
 PHA Name

NM007  
 PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2019

5-Year PHA Plan for Fiscal Years 20     - 20    

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official Tonita Gurule-Giron	Title Chairperson
Signature	Date

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

City of Las Vegas Housing Authority

Program/Activity Receiving Federal Grant Funding

Annual Plan and Capital Fund Program 2018

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

City of Las Vegas Housing Authority  
2400 Sagebrush  
Las Vegas, NM 87701  
505-425-9463

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.  
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Signature	Date

X

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

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Program/Activity Receiving Federal Grant Funding

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 (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Signature	Date
X	

# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157 (Exp. 01/31/2014)

Applicant Name

City of Las Vegas Housing Authority

Program/Activity Receiving Federal Grant Funding

Annual Plan FY 2018

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.  
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Name of Authorized Official

Title

Signature

Date (mm/dd/yyyy)

# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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Name of Authorized Official

Title

Signature

Date (mm/dd/yyyy)

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or ^ Annual PHA Plan for the PHA fiscal year beginning 07/2018, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

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7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
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17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Las Vegas Housing Authority  
 PHA Name

NM007  
 PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2019

5-Year PHA Plan for Fiscal Years 20     - 20    

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)

Name of Authorized Official Tonita Gurule-Giron	Title Chairperson
Signature	Date

**Civil Rights Certification**  
**(Qualified PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 02/29/2016

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Las Vegas Housing Authority

NM007

\_\_\_\_\_  
PHA Name

\_\_\_\_\_  
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)**

\_\_\_\_\_  
Name of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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## Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient, Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

# RAB 2018 Annual Plan Comment Responses

## **Residents expressed concerns about parking accommodations.**

*The Las Vegas Housing Authority will be analyzing the current parking situations at each individual sites to develop a plan to address the need for each area.*

## **Residents expressed concerns about vent/duct cleaning.**

*The Las Vegas Housing Authority will be looking at budgetary options to hire a company to do duct cleaning throughout the Housing Authority. Tenants were reminded that the inflow of air comes from inside the unit so cleanliness is a must.*

## **Residents expressed concerns about security cameras.**

*The Las Vegas Housing Authority will be looking at budgetary options to install security cameras HA wide. Specific concerns were around the trash dumpsters.*

## **Residents expressed concerns about additional lighting HA.**

*The Las Vegas Housing Authority will be looking at budgetary options to install more street lamps.*

## **Residents expressed concerns about wanting more playground equipment.**

*The Las Vegas Housing Authority will be looking at budgetary options to install or put additional playground equipment.*

# LVHA Resident Advisory Board 2018 Annual Plan / LVHA ACOP Revisions

April 18, 2018 3:00pm

## Sign In Sheet

Print	Sign	Address
Arturo H Apodaca	Arturo H Apodaca	2807una LVNM 7201
Amber + Anthony Flores	Amber Flores	2432 Sagebrush
Sandra Lynn Sanchez	Sandra Lynn Sanchez	2323 Calle Bonita LVNM
Ember Davis	Ember Davis	409 Apache
DOROTHY BACA	Dorothy Baca	2323 CALLE BONITA #5
Mike Baca	Mike Baca	2435 Sage Brush
Victor J. Martinez	Victor J. Martinez	2323 Calle Bonita #7
Phyllis Baum	Phyllis Baum	2442 Sagebrush
Ranaldi Phyllisbaum	Ranaldi Phyllisbaum	2442 Sagebrush
Melba Grist	Melba Grist	2322 Calle Bonita #3
April Kameo	April Kameo	Calle Cortada Apt 4

# LVHA Resident Advisory Board 2018 Annual Plan / LVHA ACOP Revisions

April 18, 2018 3:00pm

## Comment Sheet

As a resident I am very happy registered sex offenders have a life time ban. My family will be safe.

Anthony A. April 18, 2018

Name and Date

# LVHA Resident Advisory Board 2018 Annual Plan / LVHA ACOP Revisions

Sandra S Lujan

April 18, 2018 3:00pm

2323 Calle Bonita Apt 16

Comment Sheet

don't want assigned parking  
cleaning vents-duct work  
tile cracking - told that as long as home is settling  
cannot fix.  
Sap like stuff coming out of walls + vents  
sidewalk by mailbox and trash dispenser  
feeding birds-pigeons  
security camera  
fencing ??? why some people have

\_\_\_\_\_  
Name and Date

W

# LVHA Resident Advisory Board 2018 Annual Plan / LVHA ACOP Revisions

April 18, 2018 3:00pm

## Comment Sheet

Can guest stay longer than 14 days if we let the housing manager, if they don't have any where to go.

Parking should be only be for residents, and guest. The dryer vent. Spiders and bugs go in. We had to tape the hole on both sides.

Amber Lucero

Street Life Pole ~~and~~ all  
Assigned Parking

Jennifer Alcon

# LVHA Resident Advisory Board 2018 Annual Plan / LVHA ACOP Revisions

April 18, 2018 3:00pm

## Comment Sheet

I don't believe assigned parking would work, it's about all the guest not having any decency for the residents. I think all guests should have courtesy.

April Ramon  
April Ramon

Name and Date

# LVHA Resident Advisory Board 2018 Annual Plan / LVHA ACOP Revisions

April 18, 2018 3:00pm

## Comment Sheet

I went house to tell every body  
to start clean their yard  
I want you keep an eye  
on that sign we have in the  
middle of road 20 mile just  
put a speed bump  
there to many car coming on  
area - @N Night & Days  
put the number on the where  
they park the people that pay  
rent on the put number on each  
that way no body park there

By Mike Barca  
4-18-2018

# LVHA Resident Advisory Board 2018 Annual Plan / LVHA ACOP Revisions

April 18, 2018 3:00pm

## Comment Sheet

~~Handwritten scribbles~~

- Smoke coming through vents have to turn on our vent in the bathroom to get it gone. Were connected with someone else too.

- Dirt and sand are coming through the doors (front and back door.)

- Pets using the bathroom on our lawn (front). We have a pet as well but ~~the~~ uses it outside in the back.

- Security cameras

\_\_\_\_\_  
Name and Date

# LVHA Resident Advisory Board 2018 Annual Plan / LVHA ACOP Revisions

April 18, 2018 3:00pm

## Comment Sheet

- Clean air vents yearly (Servpro)
- NO assigned parking
- Security Cameras
- Playground

Ember D

Name and Date