



CITY OF LAS VEGAS

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**CITY OF LAS VEGAS
PUBLIC HOUSING AUTHORITY BOARD MEETING AGENDA
DECEMBER 17, 2014 – 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 November 19, 2014.
- VII. PUBLIC INPUT **** (not to exceed 3 minutes per person)****
- VIII. PRESENTATION **** (not to exceed 10 minutes per person)****
 1. Finance Department – Finance Report Presentation
- IX. HOUSING DIRECTOR'S MONTHLY REPORT**
- X. COMMISSIONER'S REPORT**
- XI. EXECUTIVE SESSION /CLOSED SESSION**

THE HOUSING AUTHORITY BOARD OF COMMISSIONERS MAY CONVENE INTO EXECUTIVE SESSION IF SUBJECT MATTER OF ISSUES ARE EXEMPT FROM THE OPEN MEETINGS REQUIREMENT UNDER §(H) OF THE OPEN MEETINGS ACT.

- i. **Personnel matters, as permitted by Section 10-15-1(H) (2) of the New Mexico Open Meetings Act, NMSA 1978.**
- ii. **Matters subject to the attorney client privilege pertaining to threatened or pending litigation in which the City of Las Vegas is or may become a participant, as permitted by Section 10-15-1(H) (7) of the New Mexico Open Meetings Act, NMSA 1978.**
- iii. **Matters pertaining to the discussion of the sale and acquisition of real property, as permitted by Section 10-15-1(H) (8) of the Open Meetings Act, NMSA 1978.**

XII. ADJOURN

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office prior to the meeting so that arrangements may be made.

NOTE: A final Agenda will be posted 72 hours prior to the meeting. Copies of the Agenda may be obtained from City Hall, Office of the City Clerk, 1700 North Grand Avenue, Las Vegas, New Mexico 87701.

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY MEETING HELD ON WEDNESDAY NOVEMBER 19, 2014 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

CHAIRMAN: Alfonso E. Ortiz, Jr.

COMMISSIONERS: Ember Davis
Tonita Gurule-Giron
Vince Howell
Joey Herrera
David Romero

ALSO PRESENT: Pamela Marrujo, Housing Director
Barbara Padilla, HM Supervisor
Dave Romero, City Attorney
Elmer Martinez, Acting City Manager

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Chairman Ortiz Jr. asked for a moment of silence to acknowledge how precious life is, and in remembrance of Mr. Rock Ulibarri who had the unfortunate incident of his house burning down, and for other people who are suffering from cold and hunger throughout the world. If there is any way we can assist that should be one of our goals.

APPROVAL OF AGENDA

Commissioner Tonita Gurule-Giron made a motion to approve the agenda as is. Commissioner David Romero seconded the motion

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner Vince Howell	Yes
Commissioner Joey Herrera	Yes
Commissioner Tonita Gurule-Giron	Yes
Commissioner Ember Davis	Yes
Commissioner David Romero	Yes

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

APPROVAL OF MINUTES

Commissioner Vince Howell made a motion to approve the minutes of October 15, 2014, October 23, 2014, and October 27, 2014. Commissioner David Romero seconded the motion.

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner Tonita Gurule-Giron	Yes
Commissioner Ember Davis	Yes
Commissioner Vince Howell	Yes
Commissioner David Romero	Yes
Commissioner Joey Herrera	Yes

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

PUBLIC INPUT

None at this time

PRESENTATION

Finance Director Gallegos presented the Housing Department Revenue and Expenditures report for the month of October. She stated that 33% of the year has lapsed, and with that the actual dwelling rent amount is \$342,475 or 32%. Finance Director Gallegos reported that the HA should be at 33%, and stated it would be if they had the transfer from the capital project funds which is awaiting HUD's authorization. The expenditures are at 34%, so Finance Director Gallegos stated Housing Director Marrujo is very well in line with where she should be. Finance Director Gallegos stated that in January she will be getting the actual data for 2014 to do a comparison from last year to this year.

Chairman Ortiz Jr. asked Housing Director Marrujo for clarification that the building on Hot Springs Blvd belongs to the City and has already been paid for by the City. Housing Director Marrujo verified that is correct.

HOUSING DIRECTORS MONTHLY REPORT

Housing Director Marrujo updated the Commission on the ongoing projects for the Housing Department. Regarding the 7 Unit Remodel Project, she reported that 5 Units tested positive for asbestos. The abatement of those units will be completed on November 20, 2014 along with the final air clearance testing. ERMS (Environmental Remediation Management Services) conducted the abatement on those units. Construction has begun and the estimated date of completion is April 7, 2015.

Housing Director Marrujo stated that for the 9 Unit Remodel project, the Longhorn contract was approved at the last meeting for the construction project. After that meeting, Housing Director Marrujo drove to Santa Fe to get the contract executed. At that point, the construction company had discovered that the alternates, 8 and 9 had a duplicate address. Therefore, a different alternate had to be selected. Housing Director Marrujo stated that it was supposed to be a 6 unit remodel, however after having to deduct another alternate it is now going to be a 5 Unit Remodel Project. Housing Director Marrujo informed HUD of this and HUD is ok with it and is very happy that the Housing Authority is spending the money. The notice to proceed was issued today (11-19-14). They have 240 days to complete the project, which takes it into July. Being that it is changing from 9 Units down to 5 units, Housing Director Marrujo is asking them to speed up the project and hopefully have it done by June 30, 2015 so the HA can have a total of 12 Units placed back on the rent roll this year.

Chairman Ortiz Jr. asked if we have someone overseeing the construction project. Housing Director Marrujo stated the HA has a hired architect who oversees the project.

Discussion ensued regarding Chairman Ortiz Jr's. concerns after what happened with the Recreation Swimming Pool.

Housing Director Marrujo discussed the Windows Project which she will be presenting to the Commission for approval of the construction contract in January for construction to begin in March. Housing Director Marrujo explained that the HA wants to wait until it gets warmer to replace windows so that tenants are not exposed to the cold.

BUSINESS ITEMS

None at this time.

COMMISSIONERS REPORT

Commissioner Tonita Gurule-Giron stated that she is glad to see that things are moving forward.

EXECUTIVE SESSION/CLOSED SESSION

Housing Director Marrujo stated there was not a need for Executive Session.

ADJOURN

Commissioner Tonita Gurule-Giron made a motion to adjourn the meeting. Commissioner Ember Davis seconded the motion.

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner David Romero	Yes
Commissioner Vince Howell	Yes
Commissioner Ember Davis	Yes
Commissioner Joey Herrera	Yes
Commissioner Tonita Gurule-Giron	Yes

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

Chairman Alfonso E. Ortiz Jr.

ATTEST

Casandra Fresquez, City Clerk

**HOUSING DEPARTMENT-REVENUE COMPARISON
THRU NOVEMBER 30, 2014-42% OF YEAR LAPSED (5 of 12 months)
FISCAL YEAR 2015**

	A	B	C	D	E	G (E/B)
	FY 2014 BUDGET	FY 2015 BUDGET	FY 2015 YTD - BUDGET	FY 2014 YTD - ACTUAL	FY 2015 YTD - ACTUAL	% REV
DWELLING RENT	378,000	390,000	162,500	406,726	169,318	43%
OPERATING SUBSIDY	757,254	594,600	247,750	631,260	266,582	45%
HOUSING-OTHER INCOME	59,522	8,300	3,458	8,013	457	6%
TRANSFERS IN (CFP FUNDS)	63,431	63,009	26,254	62,855	0	0%
TOTAL	1,258,207	1,055,909	439,962	1,108,854	436,357	41%

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

**HOUSING DEPARTMENT- EXPENDITURE COMPARISON
THRU NOVEMBER 30, 2014-42% OF YEAR LAPSED (5 of 12 months)**

	A	B	C	D	E	F	H (E/B) %
	FY 2014 BUDGET	FY 2015 BUDGET	FY 2015 YTD - BUDGET	FY 2014 ACTUAL	FY 2015 YTD - ACTUAL	FY 2015 AVAIL. BAL.	% BDGT
EMPLOYEE EXP.	631,054	666,676	277,782	533,316	267,298	399,378	40%
OPERATING EXP.	540,881	389,233	162,180	418,040	162,738	226,495	42%
TOTAL	1,171,935	1,055,909	439,962	951,356	430,036	625,873	41%