

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON WEDNESDAY OCTOBER 16, 2019 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

**MADAM CHAIR:** Tonita Gurulé-Girón

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

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

**CALL TO ORDER**

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

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

Madam Chair Tonita Gurulé-Girón asked Commissioner David Romero to offer the moment of silence. Commissioner Romero offered a moment of silence and prayer for community members that have passed this month and those that are sick and need prayers. He also stated, for them as leaders to make the right decisions for the betterment of the community.

**APPROVAL OF AGENDA**

Commissioner Barbara Casey made a motion to approve the agenda as presented. Commissioner Vince Howell seconded the motion.

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

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

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

**APPROVAL MINUTES**

Commissioner Barbara Casey made a motion to approve the minutes of the meeting of September 18, 2019 with minor changes already submitted. Commissioner Vince Howell and 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 Barbara Casey	Yes	Commissioner Ember Davis	Absent
Commissioner David Romero	Yes		

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

**PUBLIC INPUT**

None at this time.

**PRESENTATION**

**RECOGNITION OF RESIDENTS FOR NEIGHBORHOOD BEAUTIFICATION IN THE LOUDEN AREA.**

Interim Director Padilla stated to the Commission that they have a resident that wanted to do something to better the community in the Louden area. She stated she is going to be presenting some certificates of appreciation to residents that participated. Pictures were given to the commissioners which were taken on the day an area clean up of Louden was done. Interim Director Padilla stated that the event was very successful. She began by recognizing Epimenia and Johnny Martinez, thanking them for organizing and participating in the clean up. Also recognized and presented with certificates of appreciation were John Martinez Jr., Monique Martinez, Skye Mares (not present), Sylvia Palmer (not present), Sonia Ulibarri (not present), Melissa and Elsie Gallegos, Kristle Vigil (not present), and Benito Reyes Cortez. Interim Director Padilla again explained that Ms. Epimenia Martinez and her family are the ones who initiated the area clean up. They went door to door in Louden asking their neighbors to come together to clean the area. Interim Director Padilla stated as seen in the pictures, they did pick up quite a bit of trash. She stated that Housing Employee, Rita Sanchez (not present) took it upon herself to purchase ice cream for an ice cream social after the clean up. Interim Director Padilla acknowledged and thanked Ms. Sanchez for doing this and also had a certificate of appreciation for Ms. Sanchez. Interim Director Padilla then recognized another Housing Employee, Carmelita Lucero and her daughter Jayden, who also participated in the area clean up.

Interim Director Padilla stated that unfortunately, since the area clean up, Mr. and Mrs. Martinez have since moved on from Housing and have purchased a home, which is great news. Mr. and Mrs. Martinez were congratulated and thanked again for their efforts in starting the clean up event which will hopefully continue on with other residents.

**HOUSING AUTHORITY FINANCE REPORT**

Natasha Martinez, Financial Specialist presented the Housing Authority's Revenue and Expenditure report for the month through September 30, 2019. Ms. Martinez stated as far as dwelling rent goes, the HA is receiving a little bit under where they should be or where they had budgeted. She explained that they had a lot of unit move-outs so they cannot bill on vacant units. Operating subsidy, which is another accrual, is a little bit over. She stated they should be at \$165,000; they are at \$193,000, which kind of offsets on those two revenues. Other income is right in line. Ms. Martinez stated they have not had too many move-outs with billable charges, so tenants have not left their units too bad. Ms. Martinez stated that window repairs are usually the highest billable charges, which is about \$300 per window. For transfers in, Ms. Martinez stated they should be getting their transfer in from CFP in December so the only transfer coming in from that account is the transfer from General Fund, so they will see that big increase in December. For employee expenses, they are right in line with the budget, actually a little bit under so it kind of washes out when they are about \$20,000 down in dwelling rent for revenues, they are about \$20,000 in expenditures as well for employee expenses. Operating expenses are down, but they have that really large line item that they have to roll over until there is enough money to do rehabilitations to the units that are currently boarded up. Expenditures are ending at 17% and revenues ending at 24% and they have gone through 25% of the budget year.

Commissioner David asked regarding the employee expenditures, shouldn't they be a little bit less instead of right at average based off the fact that they don't have the full time Housing Director. Ms. Martinez stated it should be, but when she was looking at the S1's, they did budget Barbara at the Executive Director salary, so the salary they are not putting in is actually the Housing Manager Supervisor position, not the Executive Directors salary. She stated it is not that much lower being that it's not at the higher salary.

## **HOUSING DIRECTORS MONTHLY REPORT**

Interim Director Barbara Padilla reported for the month of September, there were 11 units that were vacated, so maintenance has been very busy. She reported that there were 8 move-ins within the month of September.

Interim Director Padilla thanked Chris Rodarte from the Streets Department and all his crew along with the Parks Department for all their help in clearing the Macario Gonzales Property. She stated there are about 18 acres of land so it is a very big project. A big chunk of it has been done and it is looking very good. She stated they really appreciate the help received from those departments.

Interim Director Padilla reported that the waiting list manager continues to accept and process applications. They are getting more people on the waiting list. There are currently 73 applicants on the waiting list. There are 55 applicants on the 1 bedroom waiting list, 12 on the 2 bedroom waiting list, 6 on the 3 bedroom waiting list, 3 on the 4 bedroom waiting list and 1 on the 5 bedroom waiting list. She stated they would like to see more people apply especially for those bigger bedroom sizes. Housing Managers continue with lease enforcement, lease renewal, special and annual inspections and other day to day operations.

Interim Director Padilla reported that PNM conducted an energy audit in the HA units and they have been replacing light bulbs in almost every unit. She stated they are also checking the energy efficiency of refrigerators and replacing them if they are not energy efficient.

## **COMMISSIONERS REPORT**

Commissioner Romero asked if PNM if funding the replacement. Natasha Martinez explained that it is an initiative through PNM but it is Builders Source that is providing the refrigerators. She stated that currently there are 30 refrigerators being replaced. They are completing the Calle Bonita, Sagebrush and Loudon sites and next week they will be continuing. She stated they are warranting the refrigerators for one year.

Commissioner Romero asked about the supervision of the roofing project being done on Church Street. He asked who is doing the oversight. Interim City Manager, Ann Marie Gallegos stated that the oversight is done by the Self Insurers Fund. She stated she did get some pictures and she is looking into those and getting them sent out to the Self Insurers. Commissioner Romero stated they were very concerning pictures of the work that was being done. Interim City Manager Gallegos stated she is sending the pictures over to them and they will have an inspector come inspect the work.

Commissioner Barbara Casey stated the roofers were working on a weekend, she believes it was a Sunday, and the roofers had absolutely no safety equipment whatsoever. She stated they had no harnesses, nothing to keep them on the roof, and they could easily slide off. She said it is a pro-panel roof, it was early morning and with wet dew from overnight, she was concerned. She asked who were the roofers, were they city employees or employees contracted through a company, and what kind of safety equipment is available to them, and why were they not using it. She asked on something like that, is there anybody who is going to ensure safety. She stated there is a safety officer with the city and asked if the safety officer is aware they are working on a Sunday. She asked what they can do to ensure that their employees and others are not injured. Madam Chair Gurulé-Girón asked Interim Director Padilla to answer that. Interim Director Padilla stated she would have to refer that question to the City Manager because they are not really involved with the Self Insurers, which is being done through the City. Interim City Manager Gallegos responded that this is being completed through the New Mexico Self Insurers Fund and through their private contractors. She stated they don't have any employees up there at all, they are all private contractors. Interim City Manager Gallegos stated to Commissioner Casey, if she has any issues to please let her know and she will relay that to the gentleman that is working with them from the Self Insurers Fund. Commissioner Casey asked Interim City Manager Gallegos to mention to them what she stated today because it caused a great deal of concern for her that someone might be injured and end up suing the city.

Madam Chair Gurulé-Girón said that Commissioner Casey has a good point with regards to the safety issue. She stated that anytime they have any construction going on, the safety officer should be there as well as code enforcement, and if that is not happening, weather on a weekend or not, they are going to have to make the necessary adjustment.

Commissioner Howell stated it is great that the Loudon area residents arranged the area clean up. He stated they should all give them a hand. He said it is great to know that the residents have a passion for their area where they live. He said to keep up the good work and maybe the other housing areas can take off from that. Interim Director Padilla stated that is what they are hoping for and what they are going to strive towards.

Commissioner David Ulibarri Jr. wanted to thank the residents and the kids for doing the beautiful work they have done. He thanked the Martinez family for putting it together and said maybe they can get the rest of the housing areas to help out. He stated when they put it together maybe they can let the council know so they can help in some way.

Madam Chair Gurulé-Girón thanked the residents saying they did a great job in the clean up. She stated it would have been nice to know about it so they could have been involved. Interim Director Padilla stated it was very quickly organized. In fact she had already made previous plans so she was not able to be there that weekend. She again stated that the tenants that organized it got the people together very quickly. She said for the next one, they will be able to prepare more and have safety present.

Madam Chair Gurulé-Girón stated for amnesty day, she borrowed a trailer from Commissioner Ulibarri and they went around town and picked up 3000 pounds of garbage, so that would have been helpful, they could have done that as well.

**EXECUTIVE SESSION**

None

**ADJOURN**

Commissioner Barbara Casey made a motion to adjourn the meeting. Commissioner Vince Howell seconded the motion.

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

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

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

Madam Chair Tonita Gurulé-Girón

ATTEST

Casandra Fresquez, City Clerk