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**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
MESILLA VALLEY PUBLIC HOUSING AUTHORITY  
July 27, 2016**

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The regular meeting of the Board of Commissioners of the Mesilla Valley Public Housing Authority was held in the Main Conference Room located at 926 S. San Pedro Street, Las Cruces, New Mexico 88001.

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**1. CALL TO ORDER**

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Chairman Bardwell called the meeting to order at 9:05 a.m.

**2. ROLL CALL**

MEMBERS PRESENT: Elizabeth Bardwell, Chairman  
Annaliza Gourneau, Vice Chair  
Felix Cordero, Commissioner (arrived at 9:12 a.m.)  
Shelly Sanders, Commissioner (by phone)  
William M. Rothengass, Commissioner

MEMBERS ABSENT: None

STAFF PRESENT: Juan Olvera, Executive Director  
Jesse Padilla, Deputy Director  
Lee Montague, Mod/Maintenance Manager  
Laura Ramos, Accountant  
Jaclyn Leyva, HCV Manager  
Christine Gonzalez, Office Manager

GUESTS: Rosaura Prater, President, Resident Council

**3. WELCOME AND INTRODUCTIONS**

Chairman Bardwell welcomed everyone to the meeting. Chairman Bardwell introduced Commissioner Rothengass to his first meeting and asked if he would like to introduce himself to all present. Commissioner Rothengass stated he has a background in mortgage banking, served as a Vice President in Chicago selling loans to a secondary market. He also spoke on his various job experiences.

**4. PUBLIC INPUT**

Chairman Bardwell asked if there were any comments from the public. There was no one from the public.

**5. CONFLICT OF INTEREST**

Chairman Bardwell asked if any Commissioner or staff member had any known conflict of interest with any item on the agenda. No one had any comments regarding any conflict of interest.

1 **6. APPROVAL OF REGULAR AGENDA**

2  
3 Chairman Bardwell asked for a motion to approve the Regular Agenda. Vice Chairman  
4 Gourneau made a motion to approve the Regular Agenda. The motion was seconded  
5 by Commissioner Rothengass. Chairman Bardwell asked if there was any discussion  
6 on the agenda. There was no further discussion, and Commissioner Bardwell then  
7 asked for a vote.

- 8  
9 Chairman Bardwell – aye  
10 Vice Chairman Gourneau – aye  
11 Commissioner Sanders - aye  
12 Commissioner Rothengass - aye

13  
14 The motion to approve the Regular Agenda was approved by 4 aye votes.

15  
16 **7. CONSENT AGENDA** – Those items on the Agenda Indicated by an Asterisk (\*) are  
17 on the Consent Agenda and will be voted on by one motion. N/A

18  
19 **8. APPROVAL OF THE MINUTES OF THE PREVIOUS REGULAR MEETINGS AND**  
20 **OF SPECIAL MEETINGS, IF ANY**

- 21  
22 • **Approval of the Minutes from a Regular Meeting of June 21, 2016**

23  
24 Chairman Bardwell asked for a motion to approve the Regular Meeting Minutes of June  
25 21, 2016. Vice Chairman Gourneau made a motion to approve the Minutes of the  
26 Regular Meeting of June 21, 2016, and the motion was seconded by Commissioner  
27 Rothengass. Chairman Bardwell then asked if there was any discussion. There was no  
28 discussion and a vote was taken.

29  
30 Commissioner Cordero arrived at the meeting at 9:12 a.m.

- 31  
32 Chairman Bardwell – aye  
33 Vice Chairman Gourneau - aye  
34 Commissioner Cordero – aye  
35 Commissioner Sanders - aye

36  
37 The motion to approve the Regular Board Meeting Minutes of June 21, 2016 was  
38 approved by 4 aye votes. Commissioner Rothengass abstained from voting as he was  
39 not present at the June 21, 2016 meeting

40  
41 **9. RESOLUTIONS**

- 42  
43 • **Resolution No. 2016-09, A Resolution Amending the Public Housing**  
44 **Program Admissions and Continued Occupancy Policy (ACOP)**

45  
46 Chairman Bardwell asked for a motion to approve Resolution No. 2016-09.  
47 Commissioner Sanders made a motion to approve Resolution No. 2016-09, and the  
48 motion was seconded by Commissioner Cordero. Discussion followed.

1 Commissioner Sanders asked Mr. Padilla regarding the implementation of the HUD  
2 notices for streamlining. Deputy Director Padilla explained that some of the changes  
3 being made are mandatory and others are discretionary. He discussed some of the  
4 discretionary changes stating that currently tenants are required to do an annual  
5 recertification. Those who have income from Social Security, Supplemental Social  
6 Security, Supplemental /Social Security Disability insurance , etc., would only be  
7 required to do their reexam every three years.

8  
9 Another change was the PHA is no longer required to consult resident organizations  
10 before appointing a hearing officer. The PHA lease must include a description of PHA's  
11 policies for selecting a hearing officer and must maintain a log of hearing officer  
12 decisions and make the log available upon request.

13  
14 Deputy Director Padilla also discussed the mandatory changes including the following:

15  
16 Under Chapter 6, Pages 6-14, - Reduces amount of time a participant is eligible  
17 to receive EID from a maximum of 4 years to a maximum of 2 years. Two 12-  
18 month periods run consecutively regardless of breaks in employment.

19  
20 Under Chapter 6, pages 6-56, Changes the methodology for calculating public  
21 housing rents for mixed families by requiring PHAs to use the established flat  
22 rent applicable to the unit to calculate rent for mixed families.

23  
24 Commissioner Rothengass then asked Deputy Director Padilla how the Housing  
25 Authority evicts tenants when needed. Deputy Director Padilla stated that we give them  
26 a 3-day notice and then a 14-day notice. If they do not move, then they are taken to  
27 court.

28  
29 There was no further discussion, and a vote was taken.

30  
31 Chairman Bardwell – aye  
32 Vice Chairman Gourneau - aye  
33 Commissioner Cordero – aye  
34 Commissioner Sanders – aye  
35 Commissioner Rothengass – aye

36  
37 The motion to approve Resolution No. 2016-10 was approved by 5 aye votes.

- 38  
39 • **Resolution No 2016-10 - A Resolution Amending the Housing Choice**  
40 **Voucher Program Administrative Plan**

41  
42 Chairman Bardwell asked for a motion to approve Resolution No. 2016-10.  
43 Commissioner Cordero made a motion to approve Resolution No. 2016-10, and the  
44 motion was seconded by Commissioner Gourneau. Chairman Bardwell asked if there  
45 was any discussion.

46  
47 HCV Manager Leyva stated that all of the mandatory changes are being done and some  
48 of the discretionary changes are being done. Ms. Leyva stated they are currently  
49 looking into reimbursement cards for tenants. She also discussed another change  
50 regarding declaration of assets. Under the streamlining rules, anything

1 under \$5000 will not need to be verified. Ms. Leyva also stated that there is an  
2 Attachment A to this Resolution providing mandatory and discretionary changes. These  
3 changes need to be implemented by August 1, 2016 and need Board approval for this  
4 Resolution. Chairman Bardwell asked a question referring to Chapters 3 and 12. She  
5 asked about the language change of a conviction or an arrest. Commissioner Bardwell  
6 asked what the standard of proof would be in MVPHA staff making a determination of  
7 someone engaged in criminal activities. Ms. Leyva stated that they look at what the  
8 charges are, what the description was and what outcome was and then make a  
9 decision. Now a record of arrest cannot be used as the sole basis for denial, although  
10 an arrest may trigger an investigation to determine whether the applicant actually  
11 engaged in disqualifying criminal activity. Ms. Leyva stated that they are looking at  
12 habitual convictions and can make a denial for assistance based on the trends if  
13 necessary. They need to check if they meet eligibility criteria and check on their record  
14 for the past 5 years. Chairman Bardwell also asked if they are denied assistance, can  
15 they appeal. Response was yes and a hearing officer is assigned if someone makes an  
16 appeal and the informal hearing process begins.

17  
18 Discussion followed on Chapters 7 and 8 changes. Some discussion on whether an  
19 applicant has over \$5000 in assets, can they participate in the HCV Program. HCV  
20 verifies if over \$5000 to see if they qualify. Under Chapter 7, if a social security number  
21 is needed, they have 180 days to bring in their card per HUD regulations. Tenants are  
22 doing what they need to do. The problem is with the Social Security Administration.  
23 Under Chapter 8, properties need to pass an inspection. Another regulation change to  
24 review is if after the 2<sup>nd</sup> inspection the property fails, then we can require the landlord to  
25 pay back for the inspection. HUD has agreed that we will pay for the first two  
26 inspections, then the tenants would need to look at other options such as possibly  
27 moving to another location.

28  
29 Chairman Bardwell then asked for a vote on Resolution No. 2016-10.

30  
31 Chairman Bardwell – aye  
32 Vice Chairman Gourneau - aye  
33 Commissioner Cordero – aye  
34 Commissioner Sanders – aye  
35 Commissioner Rothengass - aye

36  
37 The motion to approve Resolution No. 2016-10 was approved by 5 aye votes.

## 38 39 **10. UNFINISHED BUSINESS**

### 40 41 • **Date of August 12 for El Paso Tour**

42  
43 This item was discussed and Chairman Bardwell and Vice Chairman Gourneau stated  
44 they would be attending. They were informed that a van was going to be available from  
45 the MVPHA and will be departing at 8:30 a.m. for the tour scheduled from 10 a.m. to 12  
46 noon. Chairman Bardwell asked if a handout could be available for those riding in the  
47 van to have an idea of what properties are being visited, what types of properties, etc.

48  
49 Executive Director Olvera stated that we will be visiting El Paso Housing Authority to  
50 look at possibility of increasing and developing affordable housing. We would be  
looking at mixed income properties, Public Housing, Tax Credit properties, etc.

1       • **Employee Personnel Policy**

2  
3 The merit Increases were discussed. Mr. Olvera stated that the increases have been  
4 included in the budget and funding is available. We looked at the City and the County  
5 and Executive Director Olvera stated that the City has a merit program; however, the  
6 County only has a yearly cost of living increase.

7  
8 Chairman Bardwell stated that based on her experience in the private sector, annual  
9 merit raises of 3-4% are not a standard business practice. Vice Chair Gourneau stated  
10 that she feels it is important to have staff see an increase so they have an incentive to  
11 do a good job. Comment was made that the Housing Authority is looking for  
12 experience and qualifications because we want to retain staff and not have to retrain  
13 and retrain. HCV Manager Leyva stated we have spent alot of money in training staff  
14 and do not want them to leave because they see no increases.

15  
16 Commissioner Cordero stated that in the last 3 years, he feels staff has done well and  
17 we should be giving them credit. Commissioner Sanders stated that in the last year, we  
18 have lost quite a number of people and we should do something to retain staff.  
19 Executive Director Olvera stated that at next month's Board meeting, he will be  
20 submitting a resolution for the Board's approval on this item. He will also be sending  
21 them an email with the information for them to review before the Board meeting. The  
22 Board reviewed and discussed MVPHA's second proposal which provided as follows:

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24

MVPHA 2 <sup>ND</sup> PROPOSAL	
PERFORMANCE EVALUATION SCORE	MERIT INCREASE
3.1 to 3.2	1%
3.3 to 3.5	2%
3.6 to 3.8	3%
3.9 to 4.0 or Greater	4%

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38       • **Board Training – SEMAP**

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40 The SEMAP training was going to take place at the end of the Board Meeting.

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42 **11. NEW BUSINESS**

43 Management Reports

44 Accountant's Report

45  
46 Ms. Ramos report the following for this month's report:  
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This month's reports include financial statements, as well as a financial summary, through May 2016, the 11<sup>th</sup> month of FY 2016, July 2015 through June 2016.

**PHAS - FINANCIAL CONDITION INDICATORS**

INDICATOR	PUBLIC HOUSING		MVPHA APARTMENTS		SECTION 8 NC		HCV		HUD STANDAR	PHAS SCOR
	Apr-16	May-16	Apr-16	May-16	Apr-16	May-16	Apr-16	May-16		
MENAR	24.67	22.38	94.19	86.03	43.27	38.03	17.85	18.73	≥4.0	11
QUICK RATIO	14.60	14.94	50.69	66.75	29.14	25.20	19.30	17.58	≥2.0	12
DSCR	ND	ND	3.57	3.48	2.49	2.49	ND	ND	≥1.25	2

**MENAR - Months Expendable Net Assets Ratio** =Current Assets-Current Liabilities  
**Measures adequacy of reserves** Average Monthly Operating Expenses

**QUICK RATIO- Measures Liquidity** =Current Assets  
 Current Liabilities

**DSCR - Debt Service Coverage Ratio** =Adjusted Operating Income  
**Measures capacity to cover debt** Annual Debt Service

**Office Manager's Monthly Report**

Ms. Gonzalez reported the following:

- We are currently in the process of doing a Wage Comparability Study for all positions of MVPHA. The salary study was performed by AccuWage Salary Study Division, a service of the Nelrod Company. The process should take approximately 90 days.
- Ms. Gonzalez attended a webinar on June 1, 2016 being presented by Sterling Backcheck. This webinar basically covered the "Ban the Box" laws which referred to prohibiting employers from inquiring about prior criminal convictions until a later point in the hiring process. This is intended to promote evaluating

1 applicants based on their qualifications instead of automatically disqualifying  
2 convicted criminals.

- 3
- 4 • The Housing Authority does not make any inquiries until after a conditional offer  
5 of employment is made.
- 6
- 7 • On June 15, 2016, Ms. Gonzalez attended a webinar on the new "Overtime  
8 Ruling" by the Department of Labor. This new ruling increases the salary  
9 threshold for employees who are exempt; and therefore not eligible for overtime,  
10 from \$23,660 to \$47,476. Employers can increase an exempt worker's salary so  
11 the worker remains exempt, or reclassify him or her as nonexempt. Many  
12 employers are likely to do the latter. Some of the positions within the Housing  
13 Authority are affected by this ruling.
- 14
- 15 • We are advertising for the position of Executive Assistant/Office Manager and  
16 position will remain open until filled. This position will be replacing Ms. Gonzalez  
17 as her plans are to retire at the end of December 2016.
- 18
- 19 • We were notified by the Risk Management Division of the State of New Mexico  
20 that our new Vision Plan changed to Davis Vision effective July 1, 2016. Vision  
21 premiums will remain the same while Davis Vision offers improved benefits.
- 22

### 23 **HCV Manager's Monthly Report**

24  
25 Ms. Jaclyn Leyva, HCV Manager, reported the following:

26  
27 An update to the VMS Corrective Action Plan was submitted to Barbara Koehn, HUD  
28 Auditor, on June 29, 2016 detailing the actions taken within the month of June on our  
29 VMS submission.

30  
31 The HCV Staff completed HTVN trainings in June which consisted of Proper Record  
32 Retention and Public Records and IT Security Awareness Social Engineering.

33  
34 QC file review has been completed through January 2016 and continues daily to ensure  
35 the quality is accurate with the addition of file checklists and procedures in place. All  
36 annual certifications completed each month are also being reviewed for the months of  
37 June and July.

38  
39 HCV procedures continue to be reviewed to increase efficiency and HCV Specialist  
40 production and HCV Procedural Manual has been completed and reviewed with all staff.  
41 Updates continue due to the change in the HCV Administrative Plan effective 8 1 2016.

42  
43 Pic submission rate is 98.96% for the month of June.

44  
45 HCV Manager Leyva and HCV Specialist Rosemarie Ortiz continue to work with our  
46 Community Partner with CYFD to fill the Family Unification Program Vouchers and meet  
47 on a monthly basis to review all pending cases and discuss new applicants. We  
48  
49  
50

1 currently have 9 vacancies and hope to have them filled by the end of August with our  
2 current pool of applicants. Our FUP Coordinator has not been attending the regular  
3 monthly meetings, and we have discovered she was recently promoted so we were  
4 working with our new representative to fill our vacancies as quickly as possible.  
5

6 Landlord orientations took place on June 15 and 16, 2016 and the HCV Department  
7 received approximately 75+ participants and will continue on a quarterly basis going  
8 forward.  
9

10 The HCV Administrative Plan was open for public comments on May 15, 2016 and  
11 reflects the changes due to the PIH Notice 2016-05, Streamlining Administration  
12 Regulations Final Rule, and Resolution No. 2016-10 was included on the Board Meeting  
13 agenda for review and approval.  
14

15 On May 10, 2016 we received a letter from the U.S. Department of HUD's Director,  
16 Floyd Duran, stating our agency's SEMAP certification had been changed due to an off-  
17 site confirmatory review and is now in a "Troubled " status. A letter appealing the  
18 SEMAP scores was drafted and mailed on June 10, 2016. MVPHA received a reply  
19 from HUD dated July 19, 2016 acknowledging MVPHA's appeal. The response denied  
20 the grounds for appeal, retained the original scores, and concluded that MVPHA  
21 Section 8 program remains in troubled status. HUD requested that MVPHA submit a  
22 corrective action plan for approval within 30 days of receipt of HUD's letter.  
23

24 Ms. Leyva also reported that the June HCV Production included 155 Annuals, 56  
25 Interims, 13 Moves, 24 Terminations and 3 Owner changes which were processed.  
26

27 The June waiting list Pull – Lottery 3 applicant appointments are now complete and in  
28 process, 9 appointments scheduled, 50 backgrounds conducted.  
29

30 Ms. Leyva also reported that in June, 69 vouchers were issued. Under the Family Self  
31 Sufficiency 2016 enrollment, there was a total of 1 enrollment in June 2016.  
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HOUSING CHOICE VOUCHER (HCV) PROGRAM

	Dec-14	Apr-16	May- 16	June- 16
Homeownership	17	16	16	16
Homeownership HAP	\$7,594	\$6730	\$6730	\$6730
2008 and 2009 Family Unification	0	25	24	25
2008 and 2009 Family Unification HAP	\$17,394	\$15,607	\$14,329	\$14,484
2008 and 2009 Non-Elderly Disabled	97	86	86	86
2008 and 2009 Non-Elderly Disabled HAP	\$31,823	\$28,103	\$27,971	\$27,549
Portable Vouchers Paid	15	10	11	12
Portable Voucher HAP	\$12,138	\$7,697	\$7,875	\$7,291
Veteran's Affair Supported Housing (VASH) Voucher	36	49	48	47
Veteran's Affair Supported Housing (VASH) HAP	\$16,209	\$17,673	\$17,405	\$15,996
All Other Vouchers	783	1056	1076	1080
HAP All Other Vouchers	\$360,134	\$455,537	\$464,968	\$451,251
FSS Escrow Deposits	\$1,583	\$2,650	\$2,101	\$2,101
All Voucher HAP Expenses After the First of Month	\$4,734	\$2,550	\$7,968	0
<b>Total Vouchers</b>	<b>978</b>	<b>1242</b>	<b>1261</b>	<b>1266</b>
<b>HAP Total</b>	<b>\$451,609</b>	<b>\$536,547</b>	<b>\$549,347</b>	<b>\$525,402</b>
<b>Number of Vouchers Under Lease (HAP Contract) on the last day of the Month</b>	<b>1,030</b>	<b>1232</b>	<b>1257</b>	<b>1286</b>
<b>New vouchers issued but not under HAP contracts as of the last day of the month</b>	<b>140</b>	<b>146</b>	<b>140</b>	<b>159</b>
<b>Administrative Expense</b>	<b>\$35,342</b>	<b>\$61,802</b>	<b>\$46,588</b>	
<b>Net Restricted Assets (NRA) as of the Last Day of the Month</b>	<b>\$230,286</b>	<b>\$189,221</b>	<b>\$224,198</b>	
<b>Unrestricted Net Assets (UNA) as of the Last Day of the Month</b>	<b>\$554,222</b>	<b>\$543,630</b>	<b>\$568,468</b>	
<b>Cash/Investment as of the Last Day of the Month - Voucher Program Only</b>	<b>\$784,508</b>	<b>\$732,852</b>	<b>\$792,666</b>	

1 **Mod/Maintenance Manager's Report**

2  
3 Mr. Montague reported on the following:

4  
5 Projects Currently Underway

- 6  
7 • The removal of dead trees from all of the Public Housing Developments is  
8 currently underway. The contractor, Certified Maintenance a local company, is  
9 performing on this project with an estimated completion date in August, 2016.  
10 This project is funded by the 2014 CFP. Discussion followed on replacing of  
11 trees. Mr. Montague stated that the Housing Authority may want to partner  
12 with the City to see if they can provide trees. Mr. Montague stated trees were  
13 removed if there was heavy damage. Commissioner Gourneau expressed her  
14 concern by stating that the tree in front of her property was removed and she  
15 felt it provided shade. Yet nothing was discussed on which trees were going to  
16 be removed. Executive Director Olvera stated that an RFP had been sent out  
17 for qualifications for landscaping and the cheapest bid that came back was \$1  
18 million dollars and the Housing Authority cannot afford that expense. Mr.  
19 Montague also stated that after check for dead trees, 85 trees had been  
20 removed .Commissioner Gourneau again stated her concern that the trees  
21 provided a lot more shade.  
22  
23 • The re-roofing of Robledo Ridge began on July 18, 2016. The re-roofing was  
24 due to hail damage. Project will take approximately 90 days to complete and is  
25 funded through an insurance policy.  
26  
27 • The installation of the new phone system is complete. There were some  
28 minor issues during the installation but all of them were resolved.  
29  
30

31 **Future Projects**

- 32  
33 • Purchase Order and Contract for the replacement of all carpet in the main office  
34 and maintenance office have been issued to Casey Carpet, a local company.  
35 All carpet is being replaced with carpet squares, and the installation is  
36 scheduled for the week of July 25, 2016.  
37  
38 • The maintenance staff is currently compiling a list of units in need of new roofs.  
39 Once the list is complete, we will get proposals from companies that have pricing  
40 agreements with the State of New Mexico.  
41  
42 • Preparations are being made to issue a Request for Proposal (RFP) for the  
43 submittal of a Green Physical Needs Assessment (GPNA). This RFP will be  
44 advertised in the local paper on July 30, 2016 and August 3, 2016. GPNA is  
45 a HUD requirement and is funded thru the CFP.  
46  
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1 **Deputy Director/Housing Programs Manager**

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3 Deputy Director Padilla reported on the following:

- 4
- 5 ● **PIC SCORE-100%** PIC is the HUD Public Information Center where the
- 6 department is required to report all assisted families and all transactions for the
- 7 families.
- 8
- 9 ● Total applicants on our **Public Housing waiting list: Section8-NC**

10

11	Zero Bedroom-	40	One Bedroom-	09
12	One Bedroom-	31	Two Bedroom-	02
13	Two Bedroom-	28		
14	Three Bedroom-	21		
15	Four Bedroom-	01		
16	Five Bedroom-	00		

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20 ● **KEY PERFORMANCE INDICATORS – for July 2016**

21

22 Property	23 Vacant Units	24 Occupancy Rate (%)	25 Work Orders Generated	26 Open Work Orders	27 Tenant Account Receivables
28 Tres Arboles	0	100%	36	0	95.66%
29 San Pedro Pl	0	100%	31	0	100%
30 Walnut Grove	0	100%	82	0	96.61%
31 Jardines Alegres	0	100%	35	0	100%
32 Jardines Verdes	2	95%	24	0	100%
33 Oak Street	1	95%	5	0	99.67%
34 Pecos Apts	1	95%	12	0	65.09%
35 Almendra	3	83%	9	0	96.49%

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41 Mr. Padilla also provided the Board with a Summary of Proposed Changes to the

42 Admissions and Continued Occupancy Policy (ACOP).

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1 **Executive Director's Monthly Report**

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3 **Vacancy Rates at Tax Credit Developments**

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5 **Mesilla Valley Public Housing Authority**  
6 **June 2016 - Vacancy Report**

Property	Marketable Units	Subsidized Units	Vacant Units		Vacancy Rate %		Applicants	Scheduled Move Ins
			May	June	May	June		
Cimmaron I Apartments	59	0	2	0	3.4%	0.0%	102	0
Cimmaron II Apartments	83	0	1	1	1.2%	1.2%	102	0
Desert Palms Apartments	100	0	5	7	5.0%	7.0%	22	1
Falcon Ridge Apartments	71	67	7	9	9.9%	12.7%	23	0
Montana Senior Village I Apartments	48	0	2	1	4.2%	2.1%	13	0
Montana Senior Village II Apartments	84	0	3	5	3.6%	6.0%	15	1
Stone Mountain Place Apartments	84	0	3	3	3.6%	3.6%	78	0
<b>Totals</b>	<b>529</b>	<b>67</b>	<b>23</b>	<b>26</b>	<b>4.3%</b>	<b>4.9%</b>	<b>355</b>	<b>2</b>

17  
18 **Capital Fund Program (CFP)**

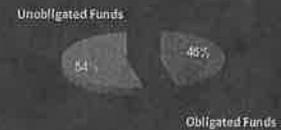
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21 **Mesilla Valley Public Housing Authority**

As of June 30, 2016

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23 **CFP Funding**

	2014	2015	2016	TOTAL CFP
Total Budget	\$ 260,228	\$ 286,707	\$ 297,104	\$ 844,039
Obligated Funds	\$ 241,951	\$ 87,141	\$ 59,421	\$ 388,513
	93%	30%	20%	46%
Obligation Deadline	5/12/2016	4/12/2017	4/12/2018	
Expended Funds	\$ 232,012	\$ 87,141	\$ -	\$ 319,153
	89%	30%	0%	38%
Expenditure Deadline	6/1/2018	6/1/2019	6/1/2020	

**TOTAL CFP FUNDING**



24  
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32 **HUD OBLIGATION REQUIREMENT MIN OF 90% BY DEADLINE**

1 **Financial Indicators – Public Housing Assessment System (PHAS)**  
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8 **Mesilla Valley Public Housing Authority**  
 9 **May 2016 - Financial Indicators**

Property	Debt Service Coverage Ratio		Quick Ratio		MENAR	
	Apr	May	Apr	May	Apr	May
Cimmaron I Apartments	1.43	1.34	0.63	0.62	-0.64	-0.73
Cimmaron II Apartments	1.50	0.92	0.54	0.27	-0.66	-1.22
Desert Palms Apartments	1.97	1.41	0.22	0.20	-3.58	-3.90
Falcon Ridge Apartments	2.52	2.31	1.24	1.45	0.99	1.53
Montana Senior Village I Apartments	1.27	1.36	0.31	0.32	-4.50	-4.57
Montana Senior Village II Apartments	1.34	1.35	0.35	0.45	-2.64	-1.99
Stone Mountain Place Apartments	1.44	1.11	0.40	0.38	-1.36	-1.46
<b>PHAS Standard</b>	<b>≥1.25</b>		<b>≥2.0</b>		<b>≥4.0</b>	

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 21 **MENAR - Months Expendable Net Assets Ratio** =  $\frac{\text{Current Assets} - \text{Current Liabilities}}{\text{Average Monthly Operating Expenses}}$   
 22 **Measures adequacy of reserves**  
 23  
 24 **QUICK RATIO- Measures Liquidity** =  $\frac{\text{Current Assets}}{\text{Current Liabilities}}$   
 25  
 26  
 27 **DSCR - Debt Service Coverage Ratio** =  $\frac{\text{Adjusted Operating Income}}{\text{Annual Debt Service}}$   
 28 **Measures capacity to cover debt**  
 29  
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31 **Robledo Ridge**

<b>FINANCIAL INDICATORS - 2016</b>			
<b>ROBLEDO RIDGE</b>			
	Mar-16	Apr-16	May-16
<b>VACANT UNITS</b>	0	1	1
<b>VACANCY RATE</b>	0%	1%	1%
<b>MENAR</b>	7.02	7.52	7.65
<b>QUICK RATIO</b>	2.53	2.46	2.48
<b>DSCR</b>	1.79	2.45	2.26

1 **HUD – PHA Listening Session**

2  
3 HUD’s Office of Public and Indian Housing is hosting several listening sessions around  
4 the Country to discuss HUD’s efforts to revitalize core business functions for public  
5 housing and the Housing Choice Voucher programs in the following areas:

- 6
- 7 ❖ Changes to HCV and Public Housing Assessments – SEMAP & PHAS
- 8 ❖ HCV Administrative Fee Formula Proposed Rule
- 9 ❖ UPCS–V Business
- 10 ❖ PIC Next General (NG) Business

11  
12 HUD will be hosting a listening session at HUD’s Phoenix, AZ field office on Tuesday,  
13 August 2, and Wednesday, August 3, 2016. Deputy Director Padilla and HCV Manager  
14 Leyva attended on behalf of MVPHA.

15  
16 **2016 Year End Independent Audit**

17  
18 The auditors will be here the week of July 18 to begin the independent audit for the year  
19 ending June 30, 2016. The independent Auditors’ Report is scheduled to be presented  
20 to the Board for approval at the September’s Board of Commissioners meeting.

21  
22 Commissioner Gourneau asked about the HCV wait list. Ms. Leyva explained that there  
23 are under 500 applicants on the waiting list.

24  
25 Chairman Bardwell asked about the vacancy rates at the tax credit developments.

26  
27 SEMAP score was discussed. HUD did a confirmatory review. HUD came and packed  
28 up files for review. In the response received to the confirmatory review, the Housing  
29 Authority’s score was 70 points out of 145 points and was designated “troubled.” On  
30 June 10, 2016, an appeal was submitted questioning the score on certain indicators.  
31 Basically the confirmatory review report was untimely and incomplete. The Housing  
32 Authority provided comments to HUD in December 2016 and a report was issued on  
33 May 10, 2016. HUD is required to notify PHA of overall score and overall performance  
34 rating. Should have been posted on the PIC system and could not submit the appeal  
35 since there was nothing in the system. There was some discussion on the FSS position  
36 and that it was a part-time position.

37  
38 **ADJOURNMENT**

39  
40 Chairman Bardwell asked for a motion to adjourn the meeting. Commissioner Cordero  
41 made a motion to adjourn the meeting. The motion was seconded by Vice Chairman  
42 Gourneau. A vote was then taken.

- 43
- 44 Chairman Bardwell – aye
- 45 Vice Chairman Gourneau - aye
- 46 Commissioner Cordero – aye
- 47 Commissioner Sanders- aye
- 48 Commissioner Rothengass - aye

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50 Motion to adjourn the meeting was approved by 5 aye votes.

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The meeting adjourned at 11:48 a.m.

**SEAL**

**APPROVED BY:**



**Elizabeth Bardwell, Chairman**

**ATTESTED TO BY,**



**Juan A. Olvera, Secretary**