

CITY OF TUCUMCARI
Housing Authority Advisory Board Special Meeting
MINUTES
March 11, 2010

The Tucumcari Housing Authority Advisory Board met for a Special Meeting on Thursday, March 11, 2010, at 5:00 p.m. in the City Commission Chambers. Members present constituting a quorum were Antonio Apodaca, Amiel Curnutt, Robert Lumpkin, Jimmy Sandoval, and Jim Witcher.

City staff members present were Bobbye Rose, City Manager; Mike Cherry, Assistant City Manager; Christine Dougherty, City Clerk; and Viki Riddle, Housing Authority Director.

Roll Call

Mayor Apodaca asked for Roll Call:

Sandoval	Curnutt	Apodaca	Lumpkin	Witcher
Yes	Yes	Yes	Yes	Yes

Consideration of Changes or Deletions to Agenda

Mayor Apodaca asked if there were any suggested changes or deletions to the agenda. Being none, the meeting continued as planned.

Public Comments

Mayor Apodaca asked if anyone wished to address the advisory board. Being none, the meeting continued.

Approval of Resolution

Ms. Riddle explained to the Advisory Board that Resolution 2010-09-HA approves the receipt of \$182,514 in American Recovery and Reinvestment Grant Funds. Ms. Riddle explained that the grant funds will be used to award contracts, if approved, for exterior doors, security doors and refrigerators for housing units.

Mr. Lumpkin asked if the company the new refrigerators will be purchased from will take the old units in trade. Ms. Riddle responded in the negative saying the units will be auctioned.

Mr. Apodaca inquired where each of the contractors that Ms. Riddle is asking for bid approval for is located. Ms. Riddle stated that three of the four contractors are located in Clovis and one is in Tucumcari. Ms. Riddle explained that many local contractors could not get bonded.

Mr. Apodaca asked where the old refrigerators will be stored until they are auctioned. Ms. Rose responded that they will be stored either in the Planning office or in the Adjusto building.

Mr. Sandoval inquired about local vendors for doors. Ms. Riddle explained that local vendors could not get bonded and did not submit the low bid. Mr. Apodaca wondered if an allowance could be made for a local bidder even if they were not the lowest bid. Ms. Rose responded in the negative. Mr. Apodaca stated that due to expertise and other exceptions he thought concessions could be made to do business with a local vendor. Ms. Rose stated that exceptions are only allowed for professional services, not goods. Mr. Sandoval stated that he has spoken to some locals who have given up on submitting bids to the City because they feel as though they are never awarded the contracts. Mr. Sandoval went on to ask who will provide maintenance for the refrigerators. Ms. Riddle responded that they will be under warranty for some time and then serviced by a local provider.

Ms. Rose suggested that an information session can be held for local contractors informing them of the City's bidding processes and expectations.

Mr. Apodaca stated that when Ms. Ditto was on the Commission the priority was to look for local people to provide goods and services. Ms. Rose explained that the fair housing act requires that the City award the contract to the lowest bidder. Mr. Apodaca inquired if the contractors are required to employ 50% of their staff from the local community. Ms. Rose explained that the contractors are required to offer work to local people.

Mr. Witcher made a motion to approve Resolution 2010-09-HA, A Resolution Requesting Approval of Recommendation of Bids with Regard to Stimulus Funding for Tukumcari Housing Authority Unit Improvement. Mr. Lumpkin seconded the motion. Roll Call:

Curnutt	Apodaca	Lumpkin	Witcher	Sandoval
Yes	Yes	Yes	Yes	Abstain

Mr. Lumpkin made a motion to approve the contract with Cole Enterprises to replace exterior doors and Mr. Witcher seconded the motion. Roll Call:

Lumpkin	Witcher	Sandoval	Curnutt	Apodaca
Yes	Yes	Abstain	Yes	Yes

Mr. Lumpkin made a motion to approve the contract with McAlister Construction to install security doors and Mr. Witcher seconded the motion. Roll Call:

Apodaca	Lumpkin	Witcher	Sandoval	Curnutt
Yes	Yes	Yes	Abstain	Yes

Mr. Witcher made a motion to approve the contract for purchase of refrigerators form Robert's TV and Appliance and Mr. Lumpkin seconded the motion. Roll Call:

Sandoval	Curnutt	Apodaca	Lumpkin	Witcher
Abstain	Yes	Yes	Yes	Yes

Mr. Lumpkin made a motion to approve the contract with D & D Backhoe, Plumbing and Heating to remove and install 50 refrigerators. Mr. Witcher seconded the motion. Roll Call:

Witcher	Sandoval	Curnutt	Apodaca	Lumpkin
Yes	Abstain	Yes	Yes	Yes

Disclosure

Ms. Riddle explained that as the Advisory Board to the Housing Authority, anyone serving on this board must disclose any family members they have living in public housing or section eight housing. Ms. Riddle stated that immediate relatives including mother, father, sisters or brothers must be disclosed. Ms. Riddle stated that additionally, any family members that work for the Housing Authority or have any dealings with the Housing Authority must be disclosed by the Advisory Board members, the City Manager and staff.

The Advisory Board then engaged in discussion about how to assist local contractors in submitting bids to the City. It was decided that a bidders list will be developed where contractors will be mailed information regarding bids the City is accepting.

Adjournment

Mayor Witcher made a motion to adjourn and Commissioner Lumpkin seconded the motion. Time noted 5:20 pm. Roll Call:

Curnutt	Apodaca	Lumpkin	Witcher	Sandoval
Yes	Yes	Yes	Yes	Yes

Antonio Apodaca., Mayor

ATTEST:

Christine Dougherty, City Clerk