

CITY OF TUCUMCARI
Housing Authority Advisory Board Meeting
MINUTES
April 22, 2010

The Tucumcari Housing Authority Advisory Board met for their Regular Meeting on Thursday, April 22, 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 Mike Cherry, Assistant City Manager; Christine Dougherty, City Clerk; and Viki Riddle, Housing Authority Director.

Roll Call

Mayor Witcher asked for Roll Call:

Sandoval	Curnutt	Witcher	Lumpkin	Apodaca
Yes	Yes	Yes	Yes	Yes

Consideration of Changes or Deletions to Agenda

Mayor Witcher stated that item V, Financials will be heard first followed by the Executive Director's Report and then Ms. Riddle will be excused as her son has returned home from Iraq today.

Financials

Ms. Riddle explained that in the last meeting questions were raised by the Board members regarding the financial reports for which she did not have the answers. The approval of the reports was tabled due to this giving Ms. Riddle time to investigate the issues.

Ms. Riddle explained that the general ledger provides a budget comparison for board members review. Ms. Riddle stated that there was a question regarding the credit that appears on page 19. She stated that the credit is due to audit fees being spread out over the 12 month fiscal year period.

Ms. Riddle went on to explain that line item 4510 is the line for all insurance payments and appears on page 21 of the report. Also on page 21, Ms. Riddle explained that the \$805 is repayment from Section Eight to Public Housing.

Ms. Riddle explained that the negative amounts in the administrative section of the January report on page 12 were also repayments from Section Eight to Public Housing.

Ms. Riddle went on to state that the Housing Authority is constantly working in a reserve account that is constantly being replenished.

Mr. Apodaca asked for clarification on how to read the general ledger.

Mr. Curnutt asked why some people are being paid multiple times. Ms. Riddle explained that when a person appears several times, it is because they own several HUD homes.

Executive Director's Report

Ms. Riddle reported that there are 90 total units in public housing with six vacancies. There have been no notices to vacate. March rents collected were \$10,288.50 with four delinquent rents in the amount of \$699.

Ms. Riddle explained that there are 143 vouchers for Section eight with 107 of them currently administered. Payments to landlords in February were \$34,626.90.

There are 12 on the public housing waiting list and 30 on the Section Eight list.

Maintenance has begun to prepare the evaporative coolers for the summer season. Letters have gone out to tenants giving them the choice of mowing their lawn themselves or paying \$25 to have the staff mow twice per month. Bids for sidewalks and cabinets have been advertised.

The Clovis Housing Authority staff continues to assist in Tucumcari every Tuesday and Friday.

Mr. Witcher asked how long Ms. Riddle anticipates it will take to fill the vacant units. Ms. Riddle responded that it depends on the qualification process and the people finding a home they like.

Mr. Apodaca stated that he applied for a waiver to serve on the Advisory Board and was denied. Mr. Apodaca stated that he feels the main goal should be to transfer the responsibilities of the board to the private sector. Mr. Witcher asked that Ms. Riddle look into the guidelines for formation of a Public Housing Advisory board and the membership requirements.

Mr. Lumpkin thanked Ms. Riddle for her work and stated that he was pleased that she was trying to work with local contractors.

Approval of Minutes

Mr. Lumpkin made a motion to approve the minutes of the Special Housing Authority Advisory Board Meeting held on February 2, 2010. Mr. Curnutt seconded the motion. Roll Call:

Curnutt	Witcher	Lumpkin	Apodaca	Sandoval
Yes	Yes	Yes	Yes	Abstain

Mr. Curnutt made a motion to approve the minutes of the Special Housing Authority Advisory Board Meeting held on March 11, 2010. Mr. Lumpkin seconded the motion. Roll Call:

Witcher	Lumpkin	Apodaca	Sandoval	Curnutt
Yes	Yes	Yes	Abstain	Yes

Mr. Curnutt made a motion to approve the minutes of the Regular Housing Authority Board Meeting held on March 25, 2010. Mr. Curnutt seconded the motion. Roll Call:

Lumpkin	Apodaca	Sandoval	Curnutt	Witcher
Yes	Abstain	Abstain	Yes	Yes

Public Comments

Mr. Witcher asked if there was anyone wishing to address the Advisory Board. Being none, the meeting continued.

Financial Reports

Mr. Curnutt made a motion to approve the Financial Report for December, 2009. Mr. Lumpkin seconded the motion. Roll Call:

Apodaca	Sandoval	Curnutt	Witcher	Lumpkin
Abstain	Abstain	Yes	Yes	Yes

Mr. Lumpkin made a motion to approve the Financial Report for January, 2010. Mr. Curnutt seconded the motion. Roll Call:

Sandoval	Curnutt	Witcher	Lumpkin	Apodaca
Abstain	Yes	Yes	Yes	Abstain

Mr. Lumpkin made a motion to approve the Financial Report for February, 2010. Mr. Curnutt seconded the motion. Roll Call:

Curnutt	Witcher	Lumpkin	Apodaca	Sandoval
Yes	Yes	Yes	Abstain	Abstain

Approval of Bills

Mr. Lumpkin made a motion to approve the bills for payment and Mr. Curnutt seconded the motion. Roll Call:

Witcher	Lumpkin	Apodaca	Sandoval	Curnutt
Yes	Yes	Yes	Abstain	Yes

Items From Board Members

Mr. Witcher stated that he reviewed the list of bills and was happy to see that of the 19 bills, eleven were local vendors.

Mr. Curnutt asked who the Quality Accounts firm is. Mr. Cherry responded that they are the firm that does the accounting for the Housing Authority.

Mr. Lumpkin asked if Pest Pro is a local company. Mr. Witcher responded in the positive. Mr. Lumpkin also thanked Mr. Dysart for attending the meeting. Mr. Lumpkin also complimented Mr. Witcher on a job well done running the meeting.

Mr. Curnutt was pleased that Ms. Riddle contacted local contractors to invite them to bid on Housing Authority projects. He stated that he hoped there will be more local bids the next time.

Mr. Apodaca stated that everyone had done good work in preparation for this meeting.

Mr. Witcher stated that the meeting was out of protocol but he felt it was justifiable as Ms. Riddle's son had just returned home from Iraq.

Adjournment

Mr. Lumpkin made a motion to adjourn and Mr. Curnutt seconded the motion. Time noted 5:25 pm.

Roll Call:

Lumpkin	Apodaca	Sandoval	Curnutt	Witcher
Yes	Yes	Yes	Yes	Yes

James L. Witcher, Sr., Mayor

ATTEST:

Christine Dougherty, City Clerk