

CITY OF TUCUMCARI
Housing Authority Advisory Board Special Meeting
MINUTES
June 18, 2010

The Tucumcari Housing Authority Advisory Board met in a Special Meeting on Friday, June 18, 2010, at 10:00 a.m. in the City Commission Chambers. Members present constituting a quorum were Amiel Curnutt, Robert Lumpkin, and Jim Witcher.

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

Roll Call

Mayor Witcher asked for Roll Call:

Sandoval	Curnutt	Witcher	Apodaca	Lumpkin
No	Yes	Yes	No	Yes

Consideration of Changes or Deletions to Agenda

Mayor Witcher asked if there were any changes or deletions to the agenda. Being none, the meeting continued.

Approval of Minutes

Mr. Witcher asked for a motion to approve the Minutes of the May 27, 2010 Regular Meeting. Mr. Curnutt made a motion to approve the Minutes of the May 27, 2010 Regular Meeting and Mr. Lumpkin seconded the motion. Roll Call:

Curnutt	Witcher	Lumpkin
Yes	Yes	Yes

Public Comments

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

Approval of Bills

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

Witcher	Lumpkin	Curnutt
Yes	Yes	Yes

Budget Resolution For FY 2011

Mr. Lumpkin asked for a few minutes to review the budget. Ms. Rose asked for Ms. Riddle to explain how the budget differs from the previous fiscal year. Ms. Riddle stated that the budget for the new fiscal year increases by \$33,000.

Mr. Lumpkin asked how specifically the budget changed. Ms. Riddle explained that there were unforeseen expenses in maintenance. Additionally, she explained that there were copier expenses that the department did not know about. Ms. Riddle stated that she is looking into purchasing a copier in lieu of the current lease situation. Ms. Rose added that she is looking for an escape clause in the copier lease agreement.

Mr. Lumpkin asked how long the copier lease will be in place. Ms. Riddle responded that the lease carries a five year term. Ms. Rose added that the copier lease was signed before she started as City Manager. It is her understanding that the machines are better and the expenses are less. However, she is looking into the particulars of the lease.

Ms. Riddle went on to explain that the wages in the administrative line item have increased due to the addition of another full-time employee.

Mr. Curnutt asked if the payments to the Clovis Housing Authority for their assistance have all been made. Ms. Riddle responded in the positive adding that Clovis is paid out of CFP funding.

Mr. Lumpkin made a motion to approve Resolution 2010-10-HA Approving the Tucumcari Housing Authority budget for Fiscal Year 2010-2011. Mr. Curnutt seconded the motion. Roll Call:

Lumpkin	Curnutt	Witcher
Yes	Yes	Yes

Resolution For FT 2009-2010 Budget Revision

Ms. Riddle explained that this resolution increases the current budget by \$30,000. She went on to say that the resolution was drafted due to \$20,000 in unexpected billing from the City for insurance, copier and supplies. Additionally, Ms. Riddle explained that there is \$10,000 in year end accruals that are unaccounted for in maintenance.

Ms. Rose commented that the budget increase will be coming from HUD. Mr. Lumpkin asked if this budget amendment affects the City budget. Ms. Rose responded in the negative except that the City has not yet billed for the amounts.

Mr. Lumpkin made a motion to approve Resolution 2010-11-HA amending the 2009-2010 Housing Authority Budget. Mr. Curnutt seconded the motion. Roll Call:

Lumpkin	Curnutt	Witcher
Yes	Yes	Yes

Items From Board Members

Mr. Lumpkin commented that he has seen lots of positive activity at the Housing Authority since he has been on the City Commission. Ms. Rose added that the staff is very dedicated; they stay late and get the job done.

Mr. Curnutt added that it would be helpful to have last year's budget figures available for comparison.

Mr. Witcher stated that the City Manager and the Director of the Housing Authority are both new staff members and that there is a learning curve involved in both positions.

Adjournment

Mr. Lumpkin made a motion to adjourn at 10:20 am and Mr. Curnutt seconded the motion. Roll Call:

Curnutt	Witcher	Lumpkin
Yes	Yes	Yes

James L. Witcher, Sr., Mayor

ATTEST:

Christine Dougherty, City Clerk