

CITY OF TUCUMCARI
CITY COMMISSION
Special Work Session Notes
April 23, 2015

The Tuumcari City Commission met in a special work session on Thursday, April 23, 2015 at 4:30 p.m. in the City Commission Chambers. Members present were John Mihm, Ruth Ann Litchfield, Robert Lumpkin, Amy Gutierrez and Rick Haymaker.

City staff members present were: Jared Langenegger, City Manager; Doug Powers, Assistant City Manager; Viki Riddle, Housing Authority Executive Director, Shannon Shay, Human Resources Director.

Other guests: JJ Griego, with Griego Professional Services, Internal Auditor for the City of Tuumcari.

2013/2014 Audit Presentation given by J.J. Griego, CPA with Griego Professional Services

Mr. Griego stated that we went through the re-act three times and realized the state auditor's office was reviewing the incorrect information.

He stated that right now the City of Tuumcari received an unmodified opinion, which is the best opinion he can give. He also gave us an unmodified opinion for the federal compliance as well.

Public Housing and Section 8 are big programs along with CDBG.

Following are the findings:

FS-2013-003 - He stated the first finding was for 2013 for capital assets.

FS-2014-001 – 3 Form I-9's were not properly completed, 12 files were missing documents authorizing the rate of pay for the employee, and one personnel file was missing authorization for insurance benefits to be deducted from payroll.

Mr. Griego stated the first one is a strike two because it's been there for two years. The others are strike ones because they need to addressed.

He stated next year the State will require the report include corrective actions.

FS-2014-002 – Late Payment of Invoice – He stated is was for \$95.00.

FS-2014-003 – Untimely Bank Deposits – Mr. Griego stated that the City had 10 deposits and \$713.00 was not deposited into the bank by the end of the next business day.

FS-2014-004 – Accounts Receivable – Mr. Griego stated this has been an issue for a couple of years. He stated the City needs to do a better job in keeping accounts of accounts receivable.

FS-2014-005 – Audit Report Submission to the NM State Auditor – Mr. Griego stated the City has never put the enterprise fund budget into actuals in the report however, this year they stated they did require it and required a layout report.

FS-2014-006 (HA) – Reimbursement for Alcoholic Beverage – The cost of one beer was reimbursed as part of a meal.

Mr. Griego stated there were no federal award findings.

Mayor Lumpkin asked for a clarification of unmodified, modified and unqualified.

Mr. Griego stated that unmodified and unqualified are the same thing.

Mr. Griego stated we had five findings last year which all have been resolved except for two.

Mr. Dysart stated the City had five unqualified since he has been here, where in the past; we had missed 8 out of 10.

Mr. Griego stated that this next year we have to add any vendors that the City has paid over \$60,000.00. He suggested we have all our “ducks in a row”.

Mayor Lumpkin stated the knowledge one auditor has with our books in correcting findings is very helpful.

Mr. Griego stated that as long as the professional service contract is under \$50,000 we can be used for up to 12 years.

Mayor Lumpkin complimented the City staff for the good audit. He stated before Mr. Dysart came to the City there were 8 out of 10 and he recalls up to 13 findings. He thanked Mr. Griego for helping the City to correct these issues.

Mr. Griego thanked the commissioners for allowing him to work with the City.

Mr. Powers stated the official roster is incorrect. He stated Mr. Lopez has been deceased for two years. Mayor Lumpkin asked Mr. Powers and Mr. Dysart to double check and make corrections to this page. Mr. Dysart stated it cannot be changed because it would have to go back to the State Auditor however they can identify the correction.

Mr. Langenegger believes the names are correct because this is for the year ending 2014 so the year would have started July 2013 which means these individuals would have still been in office.

Commission adjourned at 5:02 p.m.

Submitted by:

Angelica M. Gray
City Clerk