

CITY OF TUCUMCARI
Housing Authority Advisory Board Meeting
MINUTES
January 27, 2011

The Tucumcari Housing Authority Advisory Board met in a Regular Meeting on Thursday, January 27, 2011, at 5:00 p.m. in the City Commission Chambers. Members present constituting a quorum were Antonio Apodaca, Amiel Curnutt, Timothy Durkin, Jimmy Sandoval, and Jim Witcher.

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

Roll Call

Mr. Witcher asked for Roll Call:

Sandoval	Curnutt	Witcher	Apodaca	Lumpkin	Durkin
Yes	Yes	Yes	Yes	No	Yes

Consideration of Changes or Deletions to Agenda

Mr. Curnutt asked if there were any changes or deletions to the agenda. Being none, Mr. Curnutt made a motion to approve the agenda as written and Mr. Apodaca seconded the motion. Roll Call:

Curnutt	Witcher	Apodaca	Durkin	Sandoval
Yes	Yes	Yes	Yes	Yes

Approval of Minutes

Mr. Curnutt made a motion to approve the minutes of the Rescheduled Housing Authority Advisory Board meeting held on December 30, 2010 and Mr. Durkin seconded the motion. Roll Call:

Witcher	Apodaca	Durkin	Sandoval	Curnutt
Abstain	Abstain	Yes	Yes	Yes

Public Comments

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

Financials

Ms. Riddle directed the board to the financial statements for the months of September through December that she provided for them. She asked if any of them had any questions.

Mr. Witcher asked why legal expenses were at 139% of the budgeted amount. Ms. Riddle responded that the legal issues with Mr. Hotto were unexpected and that issue has depleted the budget.

Mr. Witcher asked why the software expense was already at 77% of the budget. Ms. Riddle stated that she anticipated there will be no more expenditure out of this line item.

Mr. Durkin asked why some budget lines were so large when only a few dollars have been expended out of them. Mr. Witcher explained that only half of the year has passed and some of the expenses will occur in the last half of the year.

Mr. Witcher asked how the income is compared to what was anticipated. Ms. Riddle explained that her income goals have not been met as properties are not lased to full potential. Ms. Riddle stated that she would rather be making payments to home owners instead of having properties go un-rented. Ms. Riddle stated that if properties are not utilized, subsequent budgets from HUD could be decreased.

Mr. Curnutt made a motion to approve the financials for July through December, 2010 and Mr. Durkin seconded the motion. Roll Call:

Apodaca	Durkin	Sandoval	Curnutt	Witcher
Yes	Yes	Yes	Yes	Yes

Approval of Bills

Mr. Curnutt asked what the \$14,712.50 payment to Accounting and Consulting Group was for. Ms. Riddle responded that was for the Housing Authority audit.

Mr. Sandoval asked why there are two providers paid for pest control. Ms. Riddle explained that Mac's Four Seasons Pest Control provides termite eradication services on four units and Pest Pro comes monthly from Portales to provide the monthly spray for pests in general.

Mr. Witcher informed Ms. Riddle that she may want to visit with Mr. Ron Wilmot who is the local representative from US Representative Mr. Ben Ray Lujan's office about federal funds for assisting low income families with utility payments. Mr. Durkin added that Xcel Energy assists with a program called LIHEAP for electric bills. Ms. Riddle stated that residents are responsible for paying their own electric bills and can apply as individuals for assistance. She added that she will include a reminder of this assistance program in the tenant newsletter.

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

Durkin	Sandoval	Curnutt	Witcher	Apodaca
Yes	Yes	Yes	Yes	Yes

Executive Director's Report

Ms. Riddle stated that in public housing, there are 90 units total with no vacancies. In the month of January, Ms. Riddle reported collecting \$11,015 in rent and that \$1668 in rent was delinquent but has been collected. There are 24 parties on the waiting list for public housing.

In the Section Eight program, Ms. Riddle reported that there are 143 total vouchers. In January 94 were administered with payments totaling \$30,413. Ms. Riddle went on to say that eight new vouchers were issued in January and two were housed. In Section Eight there are 12 on the waiting list. Ms. Riddle stated that she would like to reach 120 vouchers eventually.

Ms. Riddle stated that the City Attorney feels the judge may not rule in the Housing Authorities favor due to Mr. Hotto's mental issues. Ms. Riddle stated that she will meet with Mr. Hotto's doctor on February 8, 2011 to discuss how to meet his needs.

Ms. Riddle informed the board that a copy of the newsletter is included in their packets.

Ms. Riddle also added that the Housing Authority audit was approved by the State Auditor.

Ms. Riddle concluded by stated that the remainder of the new doors for units is expected in the first part of February.

Items From Board Members

Mr. Sandoval asked how much training her staff receives annually. Ms. Riddle responded that it varies from year to year.

Mr. Apodaca asked if a copy of the audit will be provided to the board. Ms. Riddle responded in the positive explaining that she only received a copy yesterday.

Mr. Curnutt had no comments.

Mr. Durkin had no comments.

Mr. Witcher told Ms. Riddle to keep up the good work. He also said that her hard work is appreciated.

Adjournment

Mr. Curnutt made a motion to adjourn at 5:25 p.m. and Mr. Durkin seconded the motion.

Roll Call:

Sandoval	Curnutt	Witcher	Apodaca	Durkin
Yes	Yes	Yes	Yes	Yes

James L. Witcher, Sr., Mayor

ATTEST:

Christine Dougherty, City Clerk