

**CITY OF TUCUMCARI**  
**Housing Authority Advisory Board Meeting**  
**MINUTES**  
**February 24, 2011**

The Tucumcari Housing Authority Advisory Board met in a Regular Meeting on Thursday, February 24, 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. Witcher 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. Durkin 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 Regular Housing Authority Advisory Board meeting held on January 27, 2011 and Mr. Durkin seconded the motion. Roll Call:

Witcher	Apodaca	Durkin	Sandoval	Curnutt
Yes	Yes	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 presented the January financials, stating that the net income was \$112,132.43 in Public Housing and \$56,998.95 in Section Eight.

Commissioner Curnutt asked to whom the audit fee of \$11,379 was paid. Ms. Riddle responded that ACG Audit Firm was paid to conduct the audit.

Mr. Curnutt made a motion to approve the financials for January, 2011 and Mr. Durkin seconded the motion. Roll Call:

Apodaca	Durkin	Sandoval	Curnutt	Witcher
Yes	Yes	Yes	Yes	Yes

**Approval of Bills**

Mr. Witcher noted that the payment to the gas company increased, however it was a particularly cold month.

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 for the second month in a row. In the month of February, Ms. Riddle reported collecting \$12,786 in rent and that \$299 in rent was delinquent. There are 20 parties on the waiting list for public housing.

In the Section Eight program, Ms. Riddle reported that there are 143 total vouchers. In February 95 were administered with payments totaling \$30,683. In Section Eight there are 11 on the waiting list.

Ms. Riddle stated that the board members will find copies in their packets of the Annual Financial Report for the year ending June 30, 2010. Additionally attached is the annual Plan for Fiscal Year 2011 which has been approved by the Resident Board.

Ms. Riddle said that the exterior/security door project has begun with completion expected by March 18, 2011.

Ms. Riddle explained that there was a telephonic status hearing in District Court in the Russell Hotto matter on February 23, 2011 at 11 a.m. in which the Judge set a date for the hearing. The Judge has requested that the tenants’ doctor be available at the hearing. Ms. Riddle stated that Mr. Hotto continues to make staff very uncomfortable by

exhibiting the same behaviors as in the past. He also is making things unpleasant for the tenants around him. Mr. Witcher stated that Ms. Riddle should feel no hesitation in calling the police in those situations. Mr. Curnutt suggested Ms. Riddle get a restraining order.

Ms. Riddle presented Resolution 2011-01-HA Approving the Fiscal Year 2010 Audit.

Mr. Durkin made a motion to approve Resolution 2011-01-HA, Approving the Fiscal Year 2010 Audit and MR. Curnutt seconded the motion. Roll Call:

Sandoval	Curnutt	Witcher	Apodaca	Durkin
Yes	Yes	Yes	Yes	Yes

Ms. Riddle then asked for a vote to approve the Fiscal Year 2011 Annual Plan. Mr. Durkin made a motion to approve the Fiscal Year 2011 Annual Plan and Mr. Curnutt seconded the motion. Roll Call:

Durkin	Sandoval	Curnutt	Witcher	Apodaca
Yes	Yes	Yes	Yes	Yes

### **Items From Board Members**

Mr. Witcher commented that although there were some audit findings, the staff has changed. Mr. Witcher went on to say that he does not want to see staff changes listed on the next audit.

Mr. Apodaca asked Ms. Rose what she thinks of the audit. Ms. Rose responded that she thinks the audit results are great. Ms. Rose stated that there are still issues to clean up, but the problems were before Ms. Riddle took over and she has managed to get the program out of “troubled status.” Mr. Sandoval added that auditors always find something when they evaluate a program.

Mr. Apodaca asked if the program is still utilizing a consultant out of the Clovis office. Ms. Riddle responded in the negative but added that representatives from the Albuquerque field office were in today.

Ms. Rose explained that the contract for management of the Chaparral Apartments with Monarch Properties had expired and she had to sign it to keep it in effect. The new contract is for three years.

Mr. Sandoval thanked Ms. Riddle, Ms. Rose and Ms. Dougherty for attending the training for local contractors to respond to City RFP’s yesterday. Mr. Sandoval continued that he felt it was a good meeting and he was happy with the outcome.

Mr. Apodaca stated that people have asked him about bid openings and wondered if the bidders are allowed to be present. Ms. Riddle responded absolutely, bidders are allowed to be present.

Mr. Durkin had no comments.

Mr. Witcher told Ms. Riddle she is doing a good job and asked that she stay in her position.

**Adjournment**

Mr. Curnutt made a motion to adjourn at 5:22 p.m. and Mr. Durkin seconded the motion.  
Roll Call:

Sandoval	Curnutt	Witcher	Apodaca	Durkin
Yes	Yes	Yes	Yes	Yes

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James L. Witcher, Sr., Mayor

ATTEST:

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Christine Dougherty, City Clerk