

CITY OF TUCUMCARI
Housing Authority Advisory Board Meeting
MINUTES
May 26, 2011

The Tucumcari Housing Authority Advisory Board met in a Regular Meeting on Thursday, May 26, 2011, at 5:00 p.m. in the City Commission Chambers. Members present constituting a quorum were Amiel Curnutt, Timothy Durkin, Jimmy Sandoval, and Jim Witcher.

City staff members present were Bobbye Rose, 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	No	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	Durkin	Sandoval
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 April 28, 2011 and Mr. Durkin seconded the motion. Roll Call:

Curnutt	Witcher	Durkin	Sandoval
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 budget narrative for the Chaparral Apartments from Monarch Properties. Mr. Dysart stated that he reviewed the financials and Monarch's system is

good. He said the numbers look smooth, showing an \$8000 deficit but with favorable cash this year.

Mr. Curnutt made a motion to approve the Chaparral Budget and the April Financials and Mr. Durkin seconded the motion. Roll Call:

Witcher	Durkin	Sandoval	Curnutt
Yes	Yes	Yes	Yes

Approval of Bills

Ms. Riddle reported that the total bills amount to \$15,778.76.

Mr. Witcher asked why the gas bill was so high. He wondered if the units have refrigerated air. Ms. Riddle responded that the units have evaporative cooling but some single unit bills were in the \$70 range and Mr. Benavidez is checking those units for efficiency.

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

Durkin	Sandoval	Curnutt	Witcher
Yes	Yes	Yes	Yes

Executive Director's Report

Ms. Riddle began by explaining changes to her current budget. Ms. Riddle made some minor adjustments in order to keep each line item in the black.

Mr. Curnutt made a motion to approve Resolution 2011-02-HA, Approving the Revision to the Public Housing and the Section Eight budgets for the fiscal year ending June 30, 2011 and Mr. Sandoval seconded the motion. Roll Call:

Sandoval	Curnutt	Witcher
Yes	Yes	Yes

Ms. Riddle then presented the proposed budget for the 2011-2012 fiscal year. Mr. Dysart stated Ms. Riddle developed her budget based on current wages and accounted for a five percent utility rate increase. Some grant funding will no longer be received and that will make the budget tight. Ms. Riddle reported that there are no significant changes to either the Housing Authority or the Section Eight budgets.

Mr. Curnutt made a motion to approve the interim budget for the Housing Authority and Section Eight programs for the 2011-2012 fiscal year. Mr. Sandoval seconded the motion. Roll Call:

Sandoval	Curnutt	Witcher
----------	---------	---------

Yes Yes Yes

Ms. Riddle then reported on current statistics within both programs. She stated that in public housing, there are 90 units total with no vacancies. Ms. Riddle reported collecting \$13,127 in rent and that \$882 in rent was delinquent. There are 13 parties on the waiting list for public housing.

In the Section Eight program, Ms. Riddle reported that there are 140 total vouchers with 93 administered. HAP payments totaled \$30,473. In Section Eight there are eight on the waiting list. Ms. Riddle said that six or seven files are being processed that will be added to the waiting list as they look for housing. Ms. Riddle stated that figures used to calculate rents are based on 2010 data until September. Her goal is with new data, to be able to administer 110 vouchers.

Ms. Riddle thanked Mr. Curnutt for his assistance in resolving the issues with the storm doors. She said the threshold issues are currently being addressed. Ms. Riddle added that in three ADA units, the twelve doors are being installed.

Ms. Riddle directed the attention of the board to the copy of the May newsletter included in their packets.

Items From Board Members

Mr. Durkin thanked Ms. Riddle for all her work.

Mr. Curnutt stated that the budget numbers look good.

Mr. Sandoval had no comments.

Mr. Witcher asked Ms. Riddle if she has considered taking back management of the Chaparral Apartments. Ms. Riddle said she has been thinking this over and feels she will have no problem leasing the units. However, she is concerned about taking on another program. She added that the apartment program is not at all like any of the programs she currently manages. Ms. Riddle added that with some time, she will take the program on.

Mr. Dysart added that there are lots of USDA requirements associated with the program and quite a bit of money in reserve is required. Mr. Dysart also stated that Monarch does not charge very much for what they handle associated with the apartments.

Adjournment

Mr. Durkin made a motion to adjourn at 5:30 p.m. and Mr. Curnutt seconded the motion.
Roll Call:

Durkin	Sandoval	Curnutt	Witcher
Yes	Yes	Yes	Yes

James L. Witcher, Sr., Mayor

ATTEST:

Christine Dougherty, City Clerk