

CITY OF TUCUMCARI
Housing Authority Advisory Board Meeting
MINUTES
November 17, 2011

The Tucumcari Housing Authority Advisory Board met in a Regular Meeting on Thursday, November 17, 2011, at 5:00 p.m. in the City Commission Chambers. Members present constituting a quorum were Antonio Apodaca, Amiel Curnutt, Timothy Durkin, Robert Lumpkin, Jimmy Sandoval, and Jim Witcher.

City staff members present were Doug Powers, Interim City Manager; Viki Riddle, Housing Authority Director; Dennis Dysart, Finance Director; and Christine Dougherty, City Clerk.

Roll Call

Mr. Witcher asked for Roll Call:

Sandoval	Curnutt	Witcher	Apodaca	Lumpkin	Durkin
Yes	Yes	Yes	Yes	Yes	Yes

Consideration of Changes or Deletions to Agenda

Ms. Riddle provided an updated list of bills to be put in the packet. Mr. Lumpkin made a motion to approve the agenda as written and Mr. Curnutt seconded the motion. Roll Call:

Curnutt	Witcher	Apodaca	Lumpkin	Durkin	Sandoval
Yes	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 October 27, 2011 and Mr. Durkin seconded the motion. Roll Call:

Witcher	Apodaca	Lumpkin	Durkin	Sandoval	Curnutt
Yes	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 October Financials for the Chaparral Apartments. Ms. Riddle asked if there were any questions or concerns. She added that they are doing well and not over spending.

Ms. Riddle then presented the unaudited budget for the Housing Authority. She explained that the budget is 55.1% spent and that the budget will be revised in December. Ms. Riddle added that she anticipates \$12,000 coming off the budget in December as a clean up issue.

Ms. Riddle explained that the Section Eight budget is 50.1% spent. She further explained that this program is the problem project as the number of vouchers does not match the number of available houses or qualified renters.

Ms. Riddle further explained that HAP payments are budgeted at \$483,936 and \$84,567 has been paid out to date. At this rate, Ms. Riddle anticipates having to use reserves to make the budget.

Mr. Lumpkin made a motion to approve the Financials for Chaparrals for October and Public Housing for September and Mr. Durkin seconded the motion. Roll Call:

Apodaca	Lumpkin	Durkin	Sandoval	Curnutt	Witcher
Yes	Yes	Yes	Yes	Yes	Yes

Approval of Bills

Ms. Riddle presented the bills for payment. Mr. Apodaca asked why the updated total for the bills is less than the one that was in the packets. Ms. Riddle explained that she did not get her City bills until last night.

Mr. Durkin asked who Custom Designs and Supply is. Ms. Riddle explained that they perform plumbing services for the units.

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

Lumpkin	Durkin	Sandoval	Curnutt	Witcher	Apodaca
Yes	Yes	Yes	Yes	Yes	Yes

Executive Director’s Report

Ms. Riddle reviewed the statistics for the program. She stated that in public housing, there are 90 units total with four vacancies. Ms. Riddle said \$10,002 was collected in rent and that \$2096 in rent was delinquent. There are eight parties on the waiting list for public housing.

In the Section Eight program, Ms. Riddle reported that there are 140 total vouchers with 89 administered. HAP payments totaled \$32,582. Seven vouchers were issued, five of which have been housed. There are two parties on the waiting list.

Ms. Riddle stated that she had a chance to talk to Patrick Alvarado, the Area Manager for Monarch Property Management. She said the he wants a guarantee of a single audit to avoid a penalty. Ms. Riddle asked the auditor, JJ Griego to complete the audit in time for them.

Ms. Riddle stated that the REAC inspection was completed. Although this is usually done every three years, our program has had inspections two years in a row. She stated she thinks the inspection went well. Twenty two units were randomly selected for inspection and the inspector commented that the inspection went well and not to worry.

Items From Board Members

Mr. Durkin thanked Ms. Riddle for her work and said he hopes for a score of 98 on the REAC inspection.

Mr. Lumpkin thanked Ms. Riddle for her work and said she is doing a great job. Mr. Lumpkin also stated that he is glad to see Mr. Witcher back.

Mr. Curnutt thanked Ms. Riddle for doing a great job and welcomed Mr. Witcher back.

Mr. Apodaca wished everyone a Happy Thanksgiving.

Mr. Sandoval also wished everyone a Happy Thanksgiving.

Mr. Witcher thanked Ms. Riddle for her hard work.

Adjournment

Mr. Lumpkin made a motion to adjourn at 5:20 p.m. and Mr. Durkin seconded the motion. Roll Call:

Apodaca	Lumpkin	Durkin	Sandoval	Curnutt	Witcher
Yes	Yes	Yes	Yes	Yes	Yes

James L. Witcher, Sr., Mayor

ATTEST:

Christine Dougherty, City Clerk