

CITY OF TUCUMCARI
Housing Authority Advisory Board Meeting
MINUTES
January 26, 2012

The Tukumcari Housing Authority Advisory Board met in a Rescheduled Meeting on Thursday, January 27, 2012, 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

There were no changes to the agenda. The meeting continued as planned.

Approval of Minutes

Mr. Durkin made a motion to approve the minutes of the Regular Housing Authority Advisory Board meeting held on December 29, 2011 and Mr. Lumpkin seconded the motion. Roll Call:

Witcher	Apodaca	Lumpkin	Durkin	Sandoval	Curnutt
Abstain	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 stated that she visited with Patrick, the regional manager for Monarch Properties and he had a difficult time explaining the financials for the Chaparral Apartments to her. Ms. Riddle then spoke with the finance officer for Monarch and he too could not explain the financials to Ms. Riddle's satisfaction.

Ms. Riddle stated that from what she has been told and seen in the reports, the Chaparral budget is neither over nor under. An allocation in the amount of \$119,000 for the year for 24 units has been received. Ms. Riddle stated that the Chaparrals appear to be in compliance.

Mr. Witcher inquired on the status of the audit. Ms. Riddle explained that the auditors were back at her office on January 9th and they are now completing their work at their office.

Ms. Riddle then presented the Section Eight financials for July through December. Ms. Riddle explained that the budget is where it needs to be with 50% spent after six months. Ms. Riddle stated that she still does not know from month to month what the subsidy will be from HUD.

In Public Housing the budget is right where it needs to be. Ms. Riddle pointed out that this month the operating receipts were 115% but overall they are 51.5%. She went on to explain that while Alvin Benavidez, Maintenance Employee recovered, Ms. Riddle had to hire contract labor.

Ms. Riddle then explained that the net income is 104%, which is good unless tenants come to the program that will pay little or no rent.

Mr. Curnutt made a motion to approve the December Financials for the Chaparral Apartments and the Tukumcari Housing Authority 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. Curnutt made a motion to approve the bills for payment and Mr. Lumpkin seconded the motion. Roll Call:

Apodaca	Lumpkin	Durkin	Sandoval	Curnutt	Witcher
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 two vacancies that she believes will be rented soon. Ms. Riddle said \$10,992 was collected in rent and that \$1,424 in rent was delinquent. There are 10 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 \$31,455. There are eight parties on the waiting list.

Ms. Riddle stated that she is planning a Voucher Briefing on February 2 and she hopes the 10 parties she is working with show up and that all 10 vouchers can be issued. Ms. Riddle said she is also hoping to do community outreach if the board agrees. Mr. Witcher said that he thinks that is a great idea to inform potential landlords about how the program works. Ms. Riddle explained that she will have to expend some funds to advertise the event and hopes to have an open house for a few hours to meet with interested individuals. Mr. Witcher suggested that Ms. Riddle serve coffee and snacks. Mr. Lumpkin suggested that Ms. Riddle communicate with people currently on the program to get suggestions from them. Mr. Sandoval encouraged Ms. Riddle to have the radio announce the event.

Ms. Riddle also explained that Housing Directors were recently informed of new vacancy limitations. In her program, no more than three units will be allowed to be vacant at any time. Ms. Riddle also stated that she is considering executing a Memorandum of Adjustment with the Roswell housing office to allow her to service Quay County outside of the City Limits. This would increase the number of vouchers she could issue.

In an effort to remain compliant, Ms. Riddle issued two seven day notices for non-payment of rent and one eviction notice. She anticipates that the individuals notified may be phoning and she wanted to give the board a heads up.

Items From Board Members

Mr. Lumpkin thanked Ms. Riddle for her efforts and thanked her for the heads up on the possibility of phone calls regarding the notices issued. Mr. Lumpkin asked if there were any hardship provisions available to the tenants issued notices. Ms. Riddle stated that last year the program covered two months rent in the case of the tenant that was given an eviction notice.

Mr. Durkin thanked Ms. Riddle for doing an impossible job.

Mr. Curnutt stated that the program looks good.

Mr. Apodaca welcomed Mr. Witcher back.

Mr. Sandoval said he was glad Mr. Witcher was back.

Mr. Witcher said it is good to be back and thanked everyone.

Adjournment

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

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

James L. Witcher, Sr., Mayor

ATTEST:

Christine Dougherty, City Clerk