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"Providing Safe and Affordable Housing Opportunities"

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## **Board of Commissioners Meeting**

January 8, 2014  
5:30 p.m.

### **AGENDA**

- 1. Call to Order** – Robin Cruz, BOC Chair
- 2. Invocation**
- 3. Roll Call** - Robin Cruz, BOC Chair
- 4. Approval of Agenda**
- 5. Approval of Meeting Minutes**
  - a. Board Meeting - December 19, 2013
- 6. Opening Remarks** – Floyd Tortalita, Executive Director
- 7. New Business**
  - a. Board of Commissioners Officers Election
- 8. Department Reports**
  - Finance Dept – *Owen Ondelacy, Finance Manager*
  - Housing Services Dept – *Jennette Steward, Housing Services Mgr*
  - Development Dept – *Lawrence Ramirez, Development Manager*
  - Executive Directors Report – *Floyd Tortalita, Executive Director*
- 9. Announcements & Schedule Next BOC Meeting**
  - February BOC meeting
    - February 4, 2014 – 5:30 pm – Sheraton Uptown, Albuquerque, NM
- 10. Adjourn**



**Board of Commissioners Annual Christmas Meeting  
Minutes for December 19, 2013 - 5:00 p.m.  
Indian Pueblo Cultural Center**

- 1. Call to order:** Meeting called to order by Chairwoman, Robin Cruz @5:22 p.m..
- 2. Invocation:** Commissioner, Patrick Ortiz
- 3. Roll Call: Present:** Chair, R. Cruz, Commissioners: April Estevan, Damian Garcia, Patrick Ortiz, Executive Director, Floyd Tortalita, Finance Manager, Owen Ondelacy; Development/Maintenance Mgr. Lawrence Ramirez; Housing Services Mgr., Jennette Steward and Recording Sec'y, Veralyn Farias. **Absent:** Commissioner, Bernard Lewis, Ex-Officio's (Tribal Councilman), Ernest Vallo, Sr. and (Tribal Sec'y), Philip Riley.
- 4. Approval of (Revised) Agenda:**

A change to the Agenda was noted with the following changes; a) 2014 PAHA Operating Budget moved to b) and 2013 PAHA Operating Budget REVISION would now become a). With no comments, Commissioner, April Estevan motioned to approve the revised Agenda, seconded by Commissioner, Patrick Ortiz.
- 5. Approval of Meeting Minutes for: November 13, 2013**

Commissioner, Patrick Ortiz motioned to approve the 11/13/13 Minutes, seconded by Commissioner April Estevan.
- 6. Opening Remarks: Executive Director, Floyd Tortalita**

Mr. Tortalita welcomed everyone to the year-end Board meeting. He noted the revised operating budget was included in tonight's agenda. The purpose of the revision was due to overruns in certain areas of the 2013 Operating Budget. The other business at hand were dept . reports which he indicated would be brief.
- 7. New Business: Owen Ondelacy, Finance Manager**
  - a) 2013 (Revised) PAHA Operating Budget – Mr. Ondelacy presented the revised budget indicating the areas where revisions were made, (see page 1 of the 2013 Budget Revision No. 1.. Commissioner A. Estevan asked if there was an increase on the Pest Control charges. Mr. Ondelacy stated PAHA under estimated on that line item. With no further questions, Chair. R. Cruz asked for a motion to approve the revised 2013 Operating Budget. Commissioner April Estevan motioned to approve the 2013 Revised Budget, seconded by Commissioner, Patrick Ortiz. With all in favor, Motion carried.
  - b) 2014 PAHA Operating Budget – Mr. Ondelacy presented the 2014 Operating budget which he explained was calculated on 2013 expenditures. Following a few questions, Commissioner Damian Garcia motioned to accept/approve the 2014 PAHA Operating Budget, seconded by Commissioner Patrick Ortiz. With all in favor, Motion carried.
- 8. Department Reports/Updates: (Q & A)**
  - a) Finance – Owen Ondelacy, Finance Manager

In reference to correspondence delivered to the Tribe and not to PAHA, Chairwoman, R. Cruz requested PAHA do a follow-up to HUD to make certain PAHA is in receipt of any correspondence from their office to alleviate any miscommunication or information requested from their offices. Funds in LOCCS may also be used for activities slated for 2014, including construction.
  - b) Housing Services – Jennette Steward, Housing Services Manager

(Refer to report in packet) No questions from the floor.
  - c) Development/Maintenance – Lawrence Ramirez, Manager

(Refer to report in packet) No questions from the floor.
  - d) Executive Director – Floyd Tortalita, Director

(Refer to report in packet) Other: Mr. Tortalita announced the Self-Monitoring (requirement of NAHASDA) was completed first week in December, 2013. Funding for the Sewer Extension, Mr. Tortalita to follow- up with Mr. Arvind Patel to inquire if the tribe has found the additional funds of \$300K required to get the project underway. Board's request to Sh'eh Wheel Law Office to submit a quarterly report was acknowledged by attorney, Ms. Denise Zuni, and she will incorporate this into the contract. In reference to the Residential Leasehold, Commissioner, D. Garcia suggested forming Focus Groups to get community involvement. PAHA is looking to re-establish their own internet and phone services.

and has contacted Rod Allison of A – Z Services to assist in preparing an RFP. This decision was reached after several failed attempts to acquire assistance through the tribe. This will be considered a small purchase (\$5K or less).

**9. Announcements next scheduled BOC Meeting**

The next BOC meeting is scheduled for January 8, 2014, 5:30 p.m., PAHA Conference Room.

**10. Adjournment:**

With no other business at hand, Chairwoman adjourned the meeting at 6:10 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "V. Farias", with a stylized flourish extending to the right.

Veralyn Farias  
Recording Sec'y