

**Board of Commissioners Meeting  
January 13, 1998  
Acoma Tribal Council Room  
6:30 p.m.**

I. Call to Order

Meeting was called to order by Marvis Aragon, Jr., Chairman.

II. Invocation

Invocation was done by Carleen Chino, Commissioner.

III. Roll Call

Roll Call was done by Harold Felipe, Secretary. Attending the BOC meeting were the following individuals: Marvis Aragon, Jr., Chairman, Harold Felipe, Secretary, Carleen Chino, Commissioner, Derek Valdo, Development Specialist, Rose Histia, HOC I and A. Marie Garcia, DEP Secretary/Receptionist.

IV. Approve Agenda

Chairman Aragon read the agenda and asked the board for comments or changes. Secretary Felipe asked if Raymond will be attending the meeting. Chairman stated that Raymond and Valerie are on travel status. They are attending the NAIHC Fiscal Management Training in Phoenix, Arizona. Commissioner Chino stated that she could not attend the NAIHC Introduction to Indian Housing Management scheduled for February 10-13, 1998.

Motion to approve the agenda with rescheduling of Item 5 - Water Expansion Project Phase I Bid Opening, Jan. 21, 1998 to the next Board of Commissioners meeting was made by Commissioner Chino, seconded by Chairman Aragon and Secretary Felipe.

V. Executive Director's Report

The Board of Commissioners read his report and Chairman asked is there were any other comments, the board did not have any at that time.

VI. Announcements

1. Management Reorganization Meeting rescheduled to the week of Jan. 19-23, 1998.

Derek Valdo explained to the Board of Commissioners the reorganization meeting. Mr. Concho was appointed to oversee certain programs. The meeting was scheduled for today (01/13/98) and was rescheduled to the week of January 19, 1998. Derek stated that Mr. Concho was also working with Velma Mason and 1st Lt. Governor, Cyrus Chino last year in planning this reorganization chart. Mr. Concho was appointed to one of the branches. One thing with this reorganization chart is that there is no funding to cover the four positions which are the Policy, Research, Evaluation & Planning, Office of Administrative Support Services, Office of Tribal Programs Operation and Tribal Enterprise. Derek mentioned that Raymond suggested that these positions be advertised. The Board requested that Derek and Raymond gather as much information regarding this reorganization chart and to also find out where the PAHA-BOC are on this chart. They also requested what sort of decisions/progress are being made from this chart. Since Raymond is being appointed to this position, will it affect his work with the Pueblo of Acoma Housing Authority. Derek did mention that he is not too sure who made up the chart besides Velma and 1st Lt. Governor and how long this has been ongoing. Mr. Concho would know the whole process and he did receive recommendations from other programs to oversee this particular position which is Office of Tribal Programs Operation. Chairman did state that there is not too many documentation that supports this chart. Derek did mention that he will be sitting in on this meeting for Raymond. Commissioner Chino stated that Lloyd Felipe had a meeting with Governor Pasqual and stated that this reorganization chart might be deleted and will return to the old reorganization chart that was established. Secretary Felipe mentioned that maybe the Board of Commissioners should address these concerns to Tribal Administration. Secretary Felipe suggested that when PAHA meets with Tribal Administration the week of Jan 28, 1998 regarding the request for land that they also discuss this reorganization chart. Chairman Aragon stated that this chart may take place, so we (BOC) have to find out what Raymond's outcome will be.

2. NM79-07 29 Scattered Units Participant Meeting Jan. 22, 1998 at 6 p.m. (tentative).

Chairman Aragon gave an update to Commissioner Chino regarding the discussion at the housing forum which was held on January 11, 1998 at the Tribal Auditorium. Chairman Aragon had spoke to the participants regarding customer satisfaction and comments were made by the participants regarding the new housing units (crack, broken water line, etc). They also voiced why Preferred Building and Tribal Administration are not taking action. He did also let them know that a meeting is scheduled for January 22, 1998 in the Tribal Auditorium at 6 p.m. with Preferred Building Systems, Tribal Administration, David Garcia and the new homebuyers to explain these issues. Chairman Aragon then read a letter he received in regards to the housing forum addressing housing concerns. This letter was from Lloyd Tortalita, a future homebuyer. Just to inform the BOC, Raymond did also receive a xc of this same letter. Commissioner Chino asked if comments were made in regards to any problems with raising the administrative fee by \$20.00. None of the participants had voiced their concerns, only four participants made comments

regarding problems relating to their houses. RTI has documentation in regards to the piling of rocks in front and the berm that was located in back of Emerson Vallo's residence. Derek stated that some of the houses that were brought are not in good condition. If were not satisfied with the homes, tribe does not have to buy it. A memorandum was also sent to David Garcia regarding a punchlist. If those items on the punchlist are not fixed within two weeks, the warranty will not be done until all the problems are corrected. RTI stated that Preferred doesn't get adequate information to them. Just for the BOC's information, a letter was sent to Preferred, RTI, IHS, Tribal Administration, David Garcia and also the participants to attend this meeting to address their concerns regarding their homes. Commissioner Chino asked if PAHA has talked to Zia Pueblo to see if they have any problems or complaints in regards to Preferred. For example, David Garcia's house has gaps, doors are uneven, etc. Derek did mention that B & R Foundation will be here tomorrow (01/14/98) to check on the foundation and they will send the results to him. Testing was done to all the sites for the new homes, but that was way back. This meeting with the participants will be very informative and we need to also explain to them that PAHA has little to say, because Tribal Administration and David Garcia are the ones that are overseeing these new homes. There are serious faults when Tribal and Preferred signed the contracts. Derek stated that he will try to get a copy of the contract that was signed. Derek did mentioned that these homes are inspected by a state inspector and a third party inspector. Chairman Aragon stated that there were cracks at his residence and were taken care of in a timely manner, appliance wise, there is no problems. He did mentioned that he had a leak by the air conditioning unit and he fixed it himself and placed caulking in the hole. The participants also need to be aware of certain management of their homes. Chairman Aragon asked if there are any other comments. Secretary Felipe asked if the Board of Commissioners are to attend this meeting. Chairman Aragon stated that he will be attending and would like the Board to be there to further stress to the participants that they are taking care of these issues. Secretary Felipe asked if any pre-final inspections are scheduled. Derek stated that the only ones scheduled are Diego Martinez and Denise Francis. Derek stated that if they find any mishaps, they write it down on the punchlist and expect Preferred to fix it within a week. This pre-final does not include the homebuyer. Chairman Aragon stated that we need to explain to the participants at the meeting what is being done when the pre-final inspections are being conducted.

### 3. Meeting with Tribal Administration regarding Request for Land Jan. 28-30 (T)

Mr. Valdo explained to the Board of Commissioners that the new PAHA office will be placed Northwest of SCCS. This request was done last year in August with the Cacique, Juanico Sanchez. Mr. Sanchez and Tribal Administration are asking why PAHA is asking for so much land. Derek did explain that PAHA also wanted to build a maintenance and warehouse building on this site. Ron Charlie suggested that PAHA schedule a meeting with Tribal Administration to brief them on why we want so much land and also in regards to placing trailers on the lots. PAHA will be purchasing three trailers (transitional housing) and will be renting them out to the community. Derek stated that he will notify Juanico Sanchez and Ron Charlie of the meeting with Tribal

Administration and PAHA regarding the request for land. Social Services will also be writing a letter of support to PAHA informing them of which family will need to be staying in those trailers temporarily. These mobile homes that PAHA are purchasing has shingles on the roof, carpet and a little bit of fancy furnishings. We got to pay about \$24,000.00 for each of the three trailers. Secretary Felipe asked who will be responsible for maintaining these homes. Derek stated that PAHA will be responsible. Chairman Aragon asked if any other housing authorities are purchasing trailers. Derek stated that other housing authorities has purchased trailers, but for their use only. Chairman Aragon asked what the terms of the lease are for these homes and is it going to be low rent. Secretary Felipe also asked if these trailers that are to be loaned out only for those that Social Services recommends. We also need to discuss a long term solution with Social Services. The Board also asked if the current lot that PAHA has right now being loaned to us. Derek stated no, because a letter was sent to Ron Charlie and he stated that a fee will be accessed which are \$100.00 for double-wide trailers and \$75.00 for single side trailers. PAHA has two trailers and one is a 1974 trailer which has few plumbing leaks. The reason for selecting this site was due to the utilities, gas and water lines are there, except for the electric.

4. Window Replacement Project Meeting Feb. 9, 1998 at 10 a.m.

Mr. Valdo stated that there are thirteen companies that are bidding for this program. Once testing is over they (PAHA) will choose one. Hopefully, thirteen households will have these test windows. The actual cost cannot be determined until a contractor is picked. The Board asked if there is a deadline to select the bid. Derek stated that a months testing is to be done, thirty days after the test, we make a review and a selection. This review and selection will hopefully be done in April. We also need to coordinate a stucco repair once they install the windows. The board asked have the homes been identified? Derek replied, yes, about twenty-nine units. The participants are aware of this window project and are asked to bring their account up to date or their agreements. Notes were left on the participant doors, if they were not home, to also schedule an inspection.

5. Water Expansion Project Phase I Bid Opening, Jan. 21, 1998.

For the Boards information, Mr. Valdo mentioned that PAHA has been active with this program. Ms. Bernadine Garcia and Mr. Petuuche Gilbert are coordinating this. Phase I is drilling the wells are the Acomita Lake Dam area. With this water tank, we will all be tied into one system and will develop another storage tank in the Anzac area. The contract that the Board of Commissioners signed along with Tribal Administration is still at Indian Health Service. Tribal has no idea that IHS still has it sitting there. Within this project, they will be setting up water meters and placing them at each of the houses. They are also wanting to build a wastewater plant and will need to consider certain areas to place this plant at. The Board asked if the infrastructures in place. Derek stated yes, that was part of their plan. Secretary Felipe stated that the previous Governor had mentioned if it was possible to build a housing site at Kowina. Derek stated no and that

PAHA has not considered it and was never brought to his attention. Another consideration was Red Lake Ranch. This will not be possible, due to the building of the road, which will be expensive.

6. PAHA Report for Tribal Newsletter due Jan. 21, 1998.

Mr. Valdo stated that the PAHA report will be completed by or on Thursday. Derek asked for the Board for any suggestions. Secretary Felipe stated that we could include bullets from the annual report of the Executive Director which will be good information. We should also include some accomplishments for 1998. We also need to inform the community that we have pulled out from AIPHA and now run our own housing authority. Also an overview of projects that are going on and to also include an overview of events that the Drug Elimination Program has scheduled. Include information on where to pick up applications, who they need to contact if they need questions answered, and the information they need to submit along with their applications.

7. Other

Commissioner Chino mentioned again that she is unable to attend the conference scheduled for February 10-13, 1998 in Phoenix, Arizona. Chairman Aragon requested documentation in regards to finding out which of the Board Members will be attending upcoming training/workshops. He requested that this information be faxed to him tomorrow.

Information was given to the Board in regards to a meeting held with the Bureau of Indian Affairs regarding PAHA consideration in taking over the Home Improvement Program (HIP). PAHA could ask for a waiver and use the HIP funds under PAHA regulations. PAHA needs to go before Tribal Council along with a resolution to oversee this program. If the Tribe does not spend any of the HIP funds, the Tribe will not get funded again. PAHA thinks it will be a benefit if we oversee this program. Chairman Aragon stated that PAHA should stay at arms length until we can actually oversee this program. PAHA has asked Tribal Administration to get on Council's agenda, but the month of January is full.

VII. Old Business

1. Status of the Policies

These policies need to be in place, because the public will have questions in regards to TAR's, evictions, due process, etc. Chairman Aragon asked the board if they wished to establish a timeline to get policies in place. Commissioner Chino stated that this is important because if we are making assurances to the homebuyers and the community members, we need these in place in order to back up the Pueblo of Acoma Housing Authority and the Board of Commissioners. Derek will provide of a copy of the Navajo's

policies and procedures to Chairman Aragon. March 1 - April 30, 1998 will be the timeline for the Board to get the policies in place. We also need to get a hold of consultants to take action on this.

Commissioner Chino has questions in regards to Commissioner Edwin Sarracino being absent. If three consecutive meetings are missed, this will result in resignation. A motion was made by the board to place this on the next Board of Commissioners agenda. Secretary Felipe will have to get with Valerie to see how many meeting he has attended/missed.

#### VIII. New Business

##### 1. Resolution Approving to Increase the Admin. Fee to \$79.00/month per Homebuyer.

We need to increase the administrative fee by \$20.00 to keep the housing authority in good standing. This Administrative fee makes up 30% of administrative costs. 50% of the TAR is linked to the Admin. fee and this increase will affect everyone and only 55% will see an increase in their payment. Is there any way PAHA and the Board of Commissioners can establish a program to exempt current and up-to-date homebuyers. AIPHA had a rate structure for each of the pueblos and those fees were based on TAR's. HUD stated no and that this was not allowed due to one group paying and another group not paying. Chairman Aragon worries about the TAR problem. If we do an increase, than the participants will pay and the TAR will go up rapidly. Maybe we could stick that amount that they still owe to the back of the contracts and will include an additional 10 more years or more for paying. Secretary Felipe stated that we need to get the eviction and collection policy in place. We also need to meet with the Credit Reporting Bureau and the Southwest Credit Reporting Systems and have them provide training to the PAHA staff and the Board of Commissioners. The only thing is when can we schedule this. We need to act on these policies as soon as possible in order to play an important part on the reorganization chart. It's just that 66% of the homebuyers have given up and stopped paying. Do we give them more chances or do we evict them, etc. One thing too, is to sustain an operating budget. Would we have to seek additional funding to offset these administrative fees. Once we understand the operating budget, we will be able to lower the fees and will certainly depend on the homebuyers. Chairman Aragon asked if any response was given to PAHA regarding fees, would they be looking for more information why these fees are increasing. This information was presented the general population. Chairman Aragon stated that would be ideal is monthly statements to be given out. He then asked if the Board was ready to move on this fee. A motion was made to move forward with the Resolution was made by Marvis Aragon and seconded by Carleen Chino. Chairman Aragon asked Secretary Felipe to read the Resolution. Those in favor, 3 voted for, 0 opposed, 0 abstained. The Board of Commissioners approves the Resolution with a few minor changes.

Chairman Aragon mentioned to the Board of Commissioners that they need to do an performance evaluation on the Executive Director. Mr. Concho has the latest update on the evaluation. This evaluation needs to be completed by Friday. Commissioner Chino stated that she will still finalize the version of his evaluation and will get with the Board.

IX. Schedule Next Board of Commissioners Meeting

Tentative meeting is scheduled for February 3, 1998 at 6:30 p.m.

X. Adjourn

Meeting was adjourned at 11:00 p.m. by Chairman Aragon.