

REC'D 3/10/98
APPROVED 4/15/98

Minutes

Pueblo of Acoma Housing Authority Board of Commissioners Meeting
Pueblo of Acoma Tribal Council Room
Acomita, New Mexico
February 03, 1998

Item I. Call to Order

Meeting was called to order at 7:35 p.m.

Item II. Invocation

Item III. Roll Call

Roll call was made with the following BOC members and staff present:

Marvis Aragon, Jr., Chairman
Jackie Torivio, Vice-Chairman
Harold Felipe, Secretary
Carleen Chino, Commissioner
Raymond J. Concho, Jr., Executive Director
Derek Valdo, Development Specialist
B. Gregory Histia, DEP Director
Rose Histia, HOC I
Valerie Lucero, Administrative Assistant
A. Marie Garcia, Secretary/Receptionist
Maria Mirabal, HOC II

Item VI. Approve Agenda

Item V. Read & Approve Minutes - Tabled until next BOC meeting due to time constraints.

Item IX., 2. Resolution approving MEPA Policy - Tabled. Schedule "SPECIAL" BOC meeting to review draft policy.

Under Item VII. Old Business - add 1 & 5 year plan.

Motion to approve amended agenda was made by Commissioner Chino, Second by Vice Chairman Torivio.

Item V. Read and Approve Minutes

Tabled to next BOC Meeting

Item VI. Executive Directors Report

Report was given by Raymond J. Concho, Jr., Executive Director (Attached).

Also noted:

- 1) Secretary Felipe questioned who was applying for Summer Lunch Program? Greg Histia replied that D. E. P. and the Community Action Team are applying for the program. Acoma did not participate in the Summer Lunch Program last year and would like to get involved this year. D. E. P. would like to get involved this year in conjunction with the recreation program. Instead of the children just eating and going home, D. E. P. would like to set up activities for the children to do after lunch.
2. Vice Chairman Torivio questioned where the Child Care location was being proposed. Derek Valdo replied that the Child Care Center is still in the planning stage with the CCDBG program. The planned site is near the Elderly Center so that the children can get involved with the Elderly. PAHA could match share if CCDBG agrees to get PAHA's homebuyer participant's children involved.
3. Secretary Felipe - On the request for the extension of the D. E. P. grant, has PAHA heard anything from HUD office? What will PAHA do if the grant is not extended? Raymond replied that PAHA has until February 22, 1998 to spent \$250,000.00. PAHA has spoken with Bob Kroll at the Phoenix HUD office. He gave PAHA recommendations on what to add to strengthen the letter for the extension. Talked with key contact person in Denver office who recommends that PAHA send a copy of letter to her also. Raymond would like to set up a tele-conference with key person in Denver on what or how PAHA could best approach the Washington office to get the extension.

Chairman Aragon questioned if HUD will accept a letter stating that the funds are already being obligated? Raymond said yes, but its just a matter of planning.

Vice-chairman Torivio - Does PAHA have a plan in place as to what we are going to do if the Grant is not extended? Raymond - If extension is disapproved, PAHA still has \$50,000.00 to continue activities. When PAHA starts on Indian Housing Plan, we need to add in budget, positions for Crime Prevention staff.

- 4) Chairman Aragon would like all issues and items brought up at the Project 79-07 meeting addressed ASAP. Are there any intentions of corrective actions on these issues? Derek - Yes, we told Preferred that we will not purchase any units until it is completely finished, will not purchase with minor cosmetic problems. Unit must be complete. There is only one home that is having significant problems. Preferred has made plans to get that unit fixed. Preferred will pay for new foundation. There are 22 units on site, 7 more need to be delivered. Project 79-07 will hopefully be completed by 03/31/98. Depending on IHS getting sewer and houses.

Aragon questioned how houses will be delivered to the Anzac area. Derek - Preferred discussed with PAHA that they will have to go north to Cuba, come down by Crownpoint then east on I-40. There are two obstacles coming west from Albuquerque that is why Preferred is making the long trip around to deliver homes to Anzac. Commissioner Chino asked if Geo tests are ok in that area? Yes, confirming with IHS, the septic tanks are well beyond the ranges required by Federal Statutes. Aragon - should a home have to be relocated, do we have any funds to use or will our insurance cover any relocation of home due to damages? Yes funds could be used from our block grant or reserves, also will look into AMERIND.

- 5) Chairman Aragon questioned if there was a project plan on the 14 Low Rent units? Derek - Waiting to hear from Cornerstones and University of Pennsylvania. Would like to utilize services for layouts on architecture. PAHA would like to hire local labor to use local materials to build the adobe houses. Three companies have stopped by the PAHA office wanting to build houses. If acceptable, PAHA will purchase, contractors are willing to take the risk.
- 6) Chairman Aragon questioned what the National Pilot was. Is it a program through D. E. P? Greg - Yes it is a program D. E. P. would be in charge of. This was an effort offered to the Tribe last year. Governor Shitiva had worked with Dr. McGill on this issue. Acoma would like to continue to work on project with Alice McGill. Project is to help communities nation-wide with drug prevention.

Motion to accept Executive Directors report was made by Secretary Felipe, second by Commissioner Chino.

Item VII. Announcements

- 1) NAIHC Introduction to Indian Housing Management, February 10 - 13, 1998, Phoenix, AZ - Budgeted for 1 E/D and 2 BOC

Chairman Aragon - Reminder that a trip report needs to be given to BOC by staff and BOC who attend trainings and meetings as discussed at previous BOC meetings.

- 2) NAIHC 4th Annual Legislative Conference, February 23-24, 1998, Washington, DC - Budgeted for 1 E/D and 3 BOC

Raymond would like to present a position paper and stress that the 1.1 Million is not enough for our housing authority. We need to make strong concerns at conference on issues here at Acoma. Chairman would like to

meet with BOC while at Washington, DC to come up with a strategy on how PAHA can stress issues.

- 3) Other
Vice-chairman Torivio would like to inform BOC that she will not be available to attend any trainings until further notice, due to busy work schedule. Would like information on what is brought back from trainings.

Item VIII. Old Business

- 1) 1 and 5 year plan - Chairman Aragon would like to increase priority in establishing the plan. July 1, 1998 is the latest to submit plan. From PAHA's perspective is there an internal due date to establish plan?
Raymond - There has been a plan back about 4 to 6 months ago that was established by a workgroup of tribal programs and housing advocates. That plan was not completed. Would like to start one in the format of 1st draft, 2nd draft, Board and Council review. Anticipates to get one done by mid-March maybe earlier.

Policies, has PAHA heard from Trish Roberts or Bob Sylvester? Trish Roberts still working with office policies. Have not yet heard from Bob Sylvester on what policies he might have typed up. Target date to complete Collections & Evictions policy is March 01, 1998 per forum announcement.

Item IX. New Business

- 1) TAR progress Report and Plan - HOC were asked to set goals and priorities of how PAHA can reduce TAR balances. As of December, 1997, TAR balances reported were a total of \$223,000.00. HOCs are working at getting payback agreements in place. MEPA policy states all that HOCs are working at to get TAR balances down.

Maria - Number one priority is to reduce TAR balances. In order to do that PAHA needs to implement an aggressive collection and eviction policy, the sooner it is in place the sooner the people are going to realize how serious we are. There are 87 families on the Mutual Help waiting list and 74 families on the Low Rent waiting list. HOCs would like to 1) Teach each homebuyer how to do maintenance on homes, 2) Budgeting of homebuyers income, 3) Landscaping, 4) Mortgage opportunity - 10 families over income.

Plan to decrease TAR balances:

1. Due Process
2. MEPA = TAR

- MEPA < TAR + Payback agreement
Payback agreement (term of 36 mos)
possible write-off of 14 units (elderly).
3. Mortgage (over income families)
 4. Extend Payback agreement period
(3 YEARS)
 5. Use Grant to pay for TAR
 6. Eviction

Reporting to the Credit Bureau is also another option PAHA would like to look into.

Vice-chairman Torivio asked when the deadline for the MEPA resolution is. Derek - We'd like MEPA policy to be passed at the "SPECIAL" BOC meeting. MEPA Policy may change within the week. Look out for changes.

Rose Histia is working on proposal for HIP Grant. Proposal is not complete due to incomplete regulations. When regulations are complete, PAHA needs to get approval from Tribal Administration and David F. Garcia to manage the HIP program. HIP grant last year received was \$111,800.00. Most of the grant went to administrative costs. If PAHA were to manage, no administrative costs will be charged to grant, all funds will be used to renovate traditional houses. HIP has carry over funds of \$300,000.00 from pervious years. David F. Garcia is currently in charge of HIP Grant.

2. Resolution Approving MEPA Policy - **TABLED**

Item X. Schedule Next Board of Commissioners Meeting

"SPECIAL" BOC meeting to be held on February 17, 1998.
Regular monthly BOC meeting - March 10, 1998

Item XI. Adjournment

Motion to adjourn meeting was made by Secretary Felipe, second by Commissioner Chino. All in favor, motion carries. Meeting adjourned @ 10:13 p.m.

Respectfully Submitted: _____
Harold Felipe, BOC Secretary

Approved:

Marvis Aragon, Jr., BOC Chairman

Jackie Torivio, BOC Vice-Chairman

Carleen Chino, Commissioner

Edwin Sarracino, Commissioner