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"Providing Safe and Affordable Housing Opportunities"

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Board of Commissioners Meeting

February 9, 2011
5:30 p.m.

AGENDA

1. **Call to Order** – Don Shields, Board Chairman
2. **Invocation**
3. **Roll Call** – Don Shields, Board Chairman
4. **Approval of Agenda**
5. **Opening Remarks** – Floyd Tortalita, Executive Director
6. **Approval of Minutes BOC meeting** – January 8, 2011
7. **New Business** -
 - a.) Remove Mobile Homes from PAHA inventory
 1. Unit #14 – CAZNMB980335
 2. Unit #16 – CAZNMB980353
 3. Unit #17 – CAZNMB980331
8. **Department Reports**
 - a.) Finance – Owen Ondelacy, Finance Manager
 - b.) Housing Services – Jennette Steward, Housing Services Manager
 - c.) Development – Lawrence Ramirez, Development Manager
 - d.) Executive Director's Update – Floyd Tortalita, Executive Director
9. **Announcements & Schedule Next BOC Meeting**

February BOC Meeting – March 9, 2011 - 5:30 pm – PAHA Conference Room

10. **Adjournment**
11. **Executive Session**
 - a.) Annual Employee Evaluation – Floyd Tortalita, Executive Director

PAHA Board of Commissioners Regular Meeting
MINUTES
January 12, 2011
PAHA Conference Room

1. **Meeting called to order:** Meeting was called to order at 5:50 p.m. by newly appointed Chairperson Don Shields.
2. **Invocation:** Mr. Ernest Vallo, Tribal Ex-Officio
3. **Roll call:** (Present) Chair, Don Shields; Members, April Estevan and Tim Chavez.
Tribal Ex-Officios: Councilman, Ernest Vallo, Sr. and Tribal Secretary, Daniel J. Lucario.
PAHA Staff: Executive Director, Floyd Tortalita; Finance Manager, Owen Ondelacy; Development Project Mgr., Lawrence Ramirez; Housing Services, Jennette Steward; Project Mgr. Francisco Carr & Recording Sec'y, Veralyn Farias.
Vice-Chair, Robin Cruz arrived after roll call was completed.
4. **Approval of Agenda:** E.D. Floyd Tortalita requested additions of two (2) items to the Agenda, 1) Introductions of Staff and BOC members, and, 2) Request for an Executive Session after tonight's meeting. Member, April Estevan made a Motion to approve the Agenda along with the two (2) additions, Seconded by Member, Tim Chavez. With all in favor, Motion carried.
5. **Approval of December 17, 2010 Minutes:** With no changes to the Minutes, Member, Tim Chavez Motioned to accept the Minutes as presented, Seconded by Member, April Estevan. With all in favor, Motion carried.

Introductions took place at this time. Chair, Don Shields welcomed everyone and extended well wishes to all present.

6. Department Reports:

Finance – Owen Ondelacy

Mr. Ondelacy added a column to his Expenditure Report showing percentage amounts spent by each department. For example, Operating, Housing and Administration have expended 92% and have managed to keep within their budgeted amounts. Model Activities and Stimulus (ARRA) show 100%, indicating total funding expended. Chair, D. Shields asked if the \$500K CD was in the report. Mr. Ondelacy informed him it was placed under BoA Mutual fund – 939 as shown in the Trial Balance & Balance Sheet. Vice-Chair, Robin Cruz inquired if the \$38K was a double posting? Mr. Ondelacy replied it was considered a "Sweep Account" and can be combined with the \$3,751,941.74 as shown in the report. Board was informed a balance of 5K is always kept on the books. Mr. Ondelacy said cash accounts have all been cleared and PAHA now has better knowledge as to how much cash it has on hand.

Housing Services – Jennette Steward

Member, Tim Chavez asked if PAHA charged a processing fee for Title Transfers. Suggested PAHA consider doing so.

Development/Maintenance – Lawrence Ramirez

Vice-Chair R. Cruz stated she was unfamiliar with the application process for Modernization work and shouldn't this be something predetermined by HUD. Mr. Ramirez explained the 1937 Act Homes and monies set-aside for this Project. To qualify, the homeowner must meet certain requirements, however, monies are depleting along with homes which no longer qualify for Modernization work.

Member, T. Chavez asked if insurance would cover the cost of the damages to Unit 56. He was informed, Amerind will seek restitution from the driver causing the accident. PAHA did pay a deductible of \$1,000.

Member T. Chavez proposed an idea of PAHA and Tribe initiating an MOA between the two entities. With expertise the entities possess, they might assist one another should an event such as the one that occurred to the Tribal Administration offices happens again. Tribal Secretary, Daniel Lucario stated, Todd Casper, the tribe's Utility Authority Director was looking into what transpired and suggested that perhaps PAHA meet with Mr. Casper to give input.

Executive Director – Floyd Tortalita

FY 2011 funding - PAHA has not yet received notice on their funding and amount. It may be until April/May when PAHA is notified. The amount will likely be the same as last year. President Obama and Congress continue to look at ways in cutting the budget.

(Update). PAHA received word today, HUD closed the last four (4) remaining findings. From a total of thirty-six (36) findings, PAHA worked for a year and half to get them closed. PAHA will now be eligible to apply for ICDBG & other grants available.

Executive Director – F. Tortalita (con'd)

In conclusion, Mr. Tortalita informed the Board of the upcoming NAIHC Board of Commissioners training scheduled for February 1st and 2nd, in Albuquerque, NM. Location was yet to be determined. He encouraged everyone to attend this training. With no questions/comments from the Board, this concluded Mr. Tortalita's report

7. Announcements & Schedule next Board Meeting:

Next scheduled Board meeting set for: February 9, 2011, 5:30 p.m.. PAHA Conference Room.

8. Adjournment:

With no other business, meeting adjourned at 7:29 pm. Followed by the Executive Session.

Respectfully submitted,



Veralyn Farias
Recording Secretary