



Pueblo of Acoma Housing Authority

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The Pueblo of Acoma Housing Authority mission is to provide decent, safe and affordable housing opportunities and services for low-income and non-low-income Pueblo of Acoma families, residing on and off the reservation, while preserving and enhancing traditions and natural resources thereby promoting the general welfare of all Pueblo of Acoma people.

SIGN-IN SHEET

PUEBLO OF ACOMA HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
February 20, 2002

BOARD OF COMMISSIONERS

Jason Johnson, Chairman

Jason Johnson

Duane Mousseau, Vice Chairman

Duane Mousseau

Gerrie Ortiz, Secretary

Gerrie Ortiz

Cheryl McGinn, Commissioner

Michael Torivio, Commissioner

Michael Torivio

Charles Riley, Ex-Officio (Tribal Council)

Harold Felipe, Ex-Officio (Tribal Administration)

PAHA STAFF

Raymond J. Concho, Jr., Executive Director

Raymond J. Concho Jr.

Owen Ondelacy, Assistant Director

Owen Ondelacy

Floyd Tortalita, Development Specialist

Floyd Tortalita

Patricia J. Alonzo, Accountant

Patricia J. Alonzo

Rose Histia, Homeownership Specialist

Jennette Steward, Homeownership Specialist

Gwen Garcia, Administrative Assistant

Gwen Garcia

Tina M. Poncho, Secretary/Receptionist

Tina M. Poncho

Mark Thompson, Project Manager

Mark Thompson

MEETING ADJOURNED AT

10:20 pm DJ

AGENDA
Pueblo of Acoma Housing Authority Board of Commission Meeting
Acoma, New Mexico
Regular Meeting
February 20, 2002
6:30 P.M.

- I. Call to Order
- II. Invocation
- III. Roll Call
- IV. Approve Agenda
- V. Approve Minutes – 12/13/01, 12/19/01 and 1/8/02 – Tabled
- VI. Announcements
 - 1. Procurement Training by NAHC, February 26, 2002, PAHA Conference Room, 8:30 a.m. to 4:00 p.m.
 - 2. Grand Opening for the 61-Housing Units, March 20, 2002, 10:00 a.m. – 2:00 p.m.
- VII. Reports
 - 1. 61 Housing Unit Project Report, Mark Thompson, Project Manager
 - 2. Financial Report, Central Accounting Department, Pueblo of Acoma
 - 3. Executive Director's Report, Raymond J. Concho, Jr.
 - 4. CIHD Legislative Conference Report, Raymond J. Concho, Jr.
- VIII. Old Business
 - 1. Proposed NAHC Contract for the Reservation-Wide Housing Inventory Assessment (Tabled)
 - 2. Procurement Policies (Tabled)
- IX. New Business - None
- X. Schedule Next Board of Commission Meeting
- XI. Adjourn

Pueblo of Acoma Housing Authority
Board of Commissioners
Board Meeting Minutes for February 20, 2002

I. Call to Order

Chairperson, Jason Johnson, called the meeting to Order at 6:30 p.m. The meeting was conducted at the PAHA Conference Room.

II. Invocation

III. Roll Call

Quorum was present

IV. Approve Agenda

The agenda was approved

V. Approve Minutes

Minutes for 12/13/01, 12/19/01 and 1/8/02 were approved.

VI. Announcements

1. Procurement Training- would like for Commissioners to attend if their schedule allows.
2. Open House Ceremony - 3/12/02, Commissioners to attend.
3. Training at Santa Ana by Wells Fargo - Commissioner Johnson will be attending.

VII. Reports

61 Housing Unit Project Report - Mark Thompson

- Final inspection on first five units
- Doing inspections every Wednesdays
- Qwest - still experiencing problems regarding the phone cables
- Official building inspector is Eli Joseph
- Sewer Lagoon - still on-going, Triple SSS Construction bid at \$280,000.
- Pre-construction meeting with Triple SSS on March 1st, everyone welcome
- Land assignment issued taken care for sewer project of 12 acres
- Change order issues taken care
- Budget modifications are up to date with change orders included
- Training for air rater will be schedule and a manual will be supplies
- A scheduled Lagoon project meeting on Wednesday at 1:30 p.m.

Financial Report

- Presentation was made by Patricia Alonzo
- Schedule of Project Activity (Draft) was as of January 31, 2002
- Budget components were broken down by projects, grants and year of funding.
- Patricia is continuously working the Central Accounting to get a more accurate budget report.
- TAR balance are continuously decreasing thereby demonstrating the PAHA's efforts to maintain their financial accountability.
- The Contract for financial services with Central Accounting terminates May 16, 2002. This contract will need to be reviewed.

Executive Director's Report

- March 3rd, PAHA will be presenting their Annual Performance Report
- BIA Housing Improvement Project - BIA HIP funds were awarded and one housing unit will be replaced. A sole source contract will be awarded to rehabilitate one housing unit at north Acoma. Suggested amendments submitted to BIA to revise 25 CFR Part 256, Subpart K-Housing based on meeting with BIA Albuquerque Region Office.
- Projects - New Development - Five housing units have passed final inspection. Five families will be ready to move-in by March 1, 2002. Open House ceremony is Wednesday, March 20, 2002.
- Modernization Program - Erosion Control Project bid deadline is 2/28. Twenty-three (23) housing units will be assisted. The mechanical rehabilitation program is still on-going.
- Projects - Traditional Home Building - Project is on-going, but experiencing several delays. The project has been extended to July 7, 2002. Project meetings are held weekly. Next meeting is February 25, 2002.
- Training and Technical Assistance - Travel and Training Plan is being implemented and on-going. On-site TA is provided by Rick Farrell, NAIHC. PAHA retreat report is still pending. NAHASDA training rescheduled to 2/26 at 8:30 a.m.

CIHD Legislative Conference Report

- Conference was held on February 12-13, 2002. Reauthorization of NAHASDA. Tribes want Section 106 amended to mandate HUD to use negotiating rulemaking. Increase appropriations for HUD, BIA, and IHS Programs. A Profile and Position Paper for the Pueblo of Acoma was submitted to United States Congress on February 13, 2002.
- Motion to accept Executive Director's report passed.

VIII. Old Business

1. NAHC contract for approval - motion made to remove from table and make a decision. Resolution was read and voted on. 4 in favor and 0 opposed, 0 abstained. NAHC contract was approved.

2. Procurement Policies - motion to remove from the table and make a decision.
Owen Ondelacy made final report and received concurrence from Fred Vallo, Sr.,
Procurement Office. Procurement Policies were voted on: 4 in Favor, 0 Opposed,
0 abstained.

IX. New Business - None

X. Schedule Next Board of Commission Meeting
The next Board of Commission meeting schedule for March 12, 2002, 6:30 p.m.

XI. Adjourn

Motion to adjourn at 10:20 p.m.

Pueblo of Acoma Housing Authority
Board of Commissioners
Special Meeting Minutes for February 28, 2002

I. Call to Order

Chairperson, Jason Johnson, called a Special Meeting to Order at 12:00 p.m. The meeting was conducted at the PAHA Conference Room.

II. Invocation

III. Roll Call

Quorum was present

IV. Approve Agenda - Agenda was approved

V. Approve Minutes - None

VI. Announcements - None

VII. Reports - None

VIII. Old Business - None

IX. New Business

1. Approve Contract between PAHA and Triple SSS.

Motion to approve contract, passed and voted on: 5 in Favor, 0 Opposed, 0 Abstained

2. Lease - Purchase Agreement

Motion to approve contract, passed and voted on 5 in Favor, 0 Opposed, 0 Abstained

3. Open House Ceremony - Request for Expenses \$9758

Proceeds of sale to be used expenses of the Open House Ceremony on 3/20.

Dance Groups - food items to be purchased

Lodging for guests - Sky City Hotel

Advertising - radio, newspaper

Motion to approve expenses, passed.

X. Schedule Next Board of Commission Meeting

The next Board of Commission meeting schedule for March 12, 2002, 6:30 p.m.

XI. Adjourn

Motion to adjourn at 2:01 p.m.

Pueblo of Acoma Housing Authority
Board of Commissioners
Regular Meeting Minutes for March 12, 2002

I. Call to Order

Chairperson, Jason Johnson, called the meeting to Order at 6:30 p.m. The meeting was conducted at the PAHA Conference Room.

II. Invocation

III. Roll Call

Quorum was present and two PAHA staff members present. Add Edwin Vallez, Maintenance Supervisor.

IV. Approve Agenda

The agenda was approved, with one change; the Executive Director's Report was tabled.

V. Approve Minutes

The Meeting Minutes were tabled until the next meeting.

VI. Announcements

1. Invitations have been sent for the Open House Ceremony, March 20, 2002.
 - Michael Liu - was unable to attend
 - Jackie Johnson - is pending
 - All others have confirmed
2. SWIHA Quarterly Meeting - let Gwen Garcia know if anyone is going to this meeting.
3. Amerind Meeting - arrangements are on your own.
4. Mr. Edwin Vallez was introduced as the new Maintenance Supervisor for PAHA.
 - Booster pumps were being tested
 - Doing walk-in inspections
 - There were a few problems with some of the families that were moving in prior to Open House.
 - Evans Southwest what was their move-out date
 - Other items addressed:
 1. Repair punch list for new homes
 2. Call-out for emergency maintenance repair schedule
 3. Animal control issues/Landscaping
 4. Woodpiles and ashes
 5. Bus stops

6. Process for complaints
7. Fencing to prevent creating back roads

VII. Reports

The Executive Director's report was tabled. Mr. Concho is on travel status.

VIII. Old Business - None

IX. New Business - None

X. Schedule Next Board of Commission Meeting

The next Board of Commission meeting schedule for April 9, 2002, 6:30 p.m.

XI. Adjourn

Motion to adjourn at 7:37 p.m.