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"Providing Safe and Affordable Housing Opportunities"

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**Revised Agenda**

## Board of Commissioners Meeting

March 14, 2012  
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. **Approval of Minutes BOC meeting** – February 8, 2012
6. **Opening Remarks** – Floyd Tortalita, Executive Director
7. **Executive Session- Tenant Hearing** – Victoria Garcia, Unit # 24
8. **New Business**
  - a.) 2011 PAHA Annual Performance Report (APR) – Owen Ondelacy
9. **Old Business**
  - a.) PAHA Relocation Policy – Floyd Tortalita, Executive Director
10. **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
11. **Announcements & Schedule Next BOC Meeting**

April BOC Meeting – April 11, 2012 - 5:30 pm – PAHA Conference Room

PAHA Board of Commissioners Regular Meeting Minutes  
February 8, 2012 – 5:30 p.m.  
PAHA Conference Room

1. **Meeting called to order:** @5:45p.m. by Vice Chair, Robin Cruz

2. **Invocation:** Board Member, Bernard Lewis

3. **Roll call: Present:** Vice-Chair, Robin Cruz, Members, April Estevan and Bernard Lewis. PAHA Staff: Executive Director, Floyd Tortalita; Dev./Maint. Manager, Lawrence Ramirez; Finance Manager, Owen Ondelacy; Housing Counselor, Nina Jaramillo and Recording Secretary, Veralyn Farias.

For the record: **Absent:** Chairman, Don Shields, Jr., Member, Tim Chavez, Ex-Officio's Daniel Lucario & Ernest Vallo, Sr. & Housing Services Mgr. Jennette Steward.

4. **Approval of February 8, 2012 Agenda:**

With no changes to the Agenda, Member Bernard Lewis motioned to accept the Agenda as presented, seconded by Member April Estevan. With all in favor, motioned carried.

5. **Approval of January 11, 2012 Minutes:**

With no corrections to the Minutes, Member Bernard Lewis motioned to accept the 01/11/2012 Minutes as presented, seconded by Member April Estevan. With all in favor, motioned carried.

6. **Opening Remarks –** Floyd Tortalita, Executive Director

Tonight's agenda contains: 1) department reports, 2) Relocation Policy, 3) Manuel Lucero Relocation and C.D. issue.

7. **New Business: PAHA Relocation Policy (Seeking Approval)**

The Relocation Policy was presented to the Board back in November 2011. At that time Board was to provide feedback however, nothing was received. Tonight, that same policy was presented to the Board for their approval. The policy will give PAHA direction on addressing issues/requirements whenever it is necessary to relocate a family whose home has been selected for rehab. work. The policy will cover current NAHASDA units, the 1937 homes plus any other home not associated with PAHA, (non-participant units). A number of questions, comments and suggestions were voiced. Vice-Chair, R. Cruz recommended that Board only review the policy this evening, and hold off in making any final decisions or approvals until a full Board is present. Chairman Shields and Member, Chavez had voiced some concerns when it was first introduced. Board is to submit their comments by COB March 2<sup>nd</sup> 2012. A reminder before that date will be sent to all Board members. PAHA will prepare a draft copy (red-lined) to be presented at the March 14, 2012 BOC meeting. The next rehab. project is expected to begin in May of this year.

8. **Department Reports:**

Finance – Owen Ondelacy, Finance Manager (refer to report in packet)

Mr. Ondelacy presented a summary of his Finance and PAHA's Expenditure reports for month ending January 2012.

Vice-Chair, Cruz asked, in reference to conveyed homes, were there any assets such as equipment that came off that the inventory? Response: (Owen) vehicles and small equipment which have reached their full maximum useful life. These will remain on the list until such time PAHA disposes of them. PAHA continues to stay within their budget.

Housing Services – Nina Jaramillo for Jennette Steward (refer to report in packet)

Ms. Jaramillo presented a summary of the housing report. Vice-Chair asked what procedure(s) are used on removal of inoperable vehicles? Response: (Nina) PAHA will give client 10 days to remove vehicle(s). If client cannot remove the vehicle on their own, PAHA will assist. At times, due to lack of a title, the client cannot remove the vehicle from their property and will store it. Another question, how does PAHA become aware of this problem. Response: Through complaints by neighbors or when PAHA conducts annual inspections.

Comment: Member, A. Estevan – asked if PAHA's counseling sessions on credit repair could also be open to all clients with good or bad credit. She explained, this would be an incentive for those with good credit rating status to continue in their pursuit of one day becoming a homeowner.

Development/Maint. Report – Lawrence Ramirez, Development Mgr. (refer to report)

Mr. Ramirez presented his Dev./Maint. Report. Member, B. Lewis asked if Joe Padilla Utility Const. was sub-contracting the Fencing Project. (Lawrence) states yes, through Sunny Fencing Co. Padilla has a Project Mgr. on site to oversee the work.

Executive Director's Report – Floyd Tortalita (refer to report in packet)

- 1) **24 CFR Part 162 Leasing & Permits in Indian Country.** – Refer to report Ms. Denise Zuni, PAHA's attorney provided. She attended a session and has provided a synopsis along with comments from the attendees.
- 2) **Weatherization Policy Advisory Committee** –Mr. Tortalita was asked to sit on this committee, however, due to his demanding schedule he opted out and recommended Mr. Ramirez. Lawrence is awaiting approval from the committee.
- 3) **Annual Report** – PAHA is waiting for date to go before Tribal Council to make their presentation.
- 4) **Other:**
  - a) PAHA received a letter from HUD regarding the ICDBG application submitted to them in December, 2011. The Citizen Participation document was not included in the application, a requirement under 24 CFR 1003.604. PAHA will submit that information. Mr. Tortalita states this letter from HUD is an indication PAHA's application is still being reviewed and/or considered for funding and is optimistic PAHA will receive the \$850K requested.

b) Plans to move the Manuel Lucero family into their new unit purchased by PAHA has been placed on hold indefinitely. PAHA recently became aware that the tribe and Continental Divide Electric Co-Op (CDEC) have been in litigation over a trespass issue. The Right of Way Agreement between the two parties expired in 2002 and was never renewed. As a result, CDEC will not be dropping any new lines at Acoma until such time this issue is resolved. CDEC will only service current customers and because the Lucero unit will be placed at a different location, service will not be provided to their unit. Both parties, (tribe and CDEC), could appeal their cases should it not go in their favor. In meetings PAHA had with the Tribe concerning the Lucero's, Tribe never mentioned the litigation. PAHA will proceed as scheduled, move the unit here and park it at the selected site. PAHA will fence the area once the unit arrives for security purposes. The litigation will no doubt cause setbacks on future PAHA projects such as the construction of 15 new homes. Requests to meet with Governor Vicente have been unsuccessful due to scheduling conflicts. PAHA will continue in their efforts to meet with Governor to get updates and explore what steps the tribe is taking on this matter. PAHA may have to utilize the new construction dollars some of which are ten (10) years old towards rehab. work of existing homes. Mr. Ramirez added all line items in rehabilitation funding will be spent by year end, 2012.

Mr. Tortalita announced PAHA is being requested to go before Tribal Council tomorrow evening. He is unsure as to why PAHA is being called. He's under the impression it could only be one of the following, 1) Annual Report; 2) Residential Leasehold or 3) C.D.. Board members are invited to attend and would be appreciated. Mr. Tortalita added, the tribe may be under the assumption PAHA used the C.D. to make the home purchase for the Lucero's. However, it was purchased through Non-Program Income. He added the tribe did not approve PAHA's application for funding in the amount of \$100K. PAHA could have used this type of funding for projects such as the Lucero situation. In conclusion, Mr. Tortalita states if this cannot be resolved soon, PAHA will go to court.

**9. Announcements & Schedule next Board Meeting –**

- 1) Floyd informed Board he will be traveling to Washington D.C. next week for the Legislative Conference and to deliver the Tribe's position paper. Copy sent to Governor Vicente for his review.
- 2) Floyd is seeking the nomination of Chairman for the Nat'l American Indian Housing Council (NAIHC), and is also seeking support from the PAHA Board. As current Vice-Chair of NAIHC he has received support from Region 8, the region PAHA is associated with. Alaska has also given their support for Floyd. He states that although this job may often take him away from his primary duties as Executive Director of PAHA, he feels his managers are quite capable of handling the day to day operations of PAHA in his absence. Member, B. Lewis asked who will pick up costs for his travels etc. Response (Floyd), NAIHC will reimburse PAHA. He added, HUD, along with other housing authorities, programs and individuals look up to PAHA as a leader and front runner in Indian Housing and for that reason, has made the decision to run and is quite confident he will be elected.

**10. Adjournment:**

With no other business at hand, Vice-Chair adjourned the meeting at 7:40 p.m.. The next Board of Commissioners meeting is scheduled for March 14, 2012, @5:30 p.m.

Respectfully submitted,



Veralyn Farias  
Recording Secretary