



P.O. Box 620
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"Providing Safe and Affordable Housing Opportunities"

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Board of Commissioners Meeting

March 16, 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. **Approval of Minutes BOC meeting** – February 9, 2011
6. **Opening Remarks** – Floyd Tortalita, Executive Director
7. **New Business -**
 - a.) Board Hearing (*Executive Session*)
- Mr. & Mrs. Fred Vallo, Jr.
 - b.) 2010 Annual Performance Report (APR)
 - c.) 2011 Indian Housing Plan (IHP)
 - d.) AHPO Lease/Pueblo of Acoma Lease
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**

April BOC Meeting – April 13, 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 of February 9, 2011
PAHA Conference Room

1. **Meeting called to order:** Meeting was called to order by Chairperson Don Shields @ 5:35 p.m.
2. **Invocation:** Mr. Ernest Vallo, Tribal Ex-Officio
3. **Roll call:** Present: Chair, Don Shields; Vice-Chair, Robin Cruz, Members, April Estevan and Bernard Lewis (For the record, Member, Tim Chavez arrived after roll call).
Tribal Ex-Officios present: Councilman, Ernest Vallo, Sr. and Tribal Secretary, Daniel J. Lucario.
PAHA Staff present: Executive Director, Floyd Tortalita; Finance Manager, Owen Ondelacy; Development Project Mgr., Lawrence Ramirez; Housing Services Counselor, Nina Jaramillo & Recording Sec'y, Veralyn Farias.
4. **Approval of Agenda:**
Member, Bernard Lewis made a *Motion* to approve the 02/09/11 Agenda, *Seconded* by Vice-Chair, Robin Cruz. With all in favor, *Motion carried*.
5. **Opening Remarks – Floyd Tortalita, Executive Director**
Mr. Tortalita highlighted areas for this evening's BOC meeting:
 - #1. Under New Business: Removal of (3) mobile homes from PAHA's inventory. (Requiring a Resolution).
 - #2. Pueblo of Acoma's Position Paper to be presented @ the Legislative Conference in Washington, DC. February 15, 2011.
 - #3. Request for an Executive Session to address his annual evaluation.
 - #4. Ms. Jennette Steward, Housing Mgr. is absent tonight due to injuries she sustained in an accident over the week-end. Therefore, Ms. Jaramillo will be presenting the Housing Services report.
6. **Approval of January 12, 2011 Minutes:**
With no corrections, Vice-Chair Robin Cruz made a *Motion* to accept the BOC Minutes of 01/12/2011, *Seconded* by Member, April Estevan. With all in favor, *Motion carried*.
7. **New Business:** Removal of three (3) Mobile Homes from PAHA's Inventory
 - a) Executive Director is requesting three (3) mobile homes currently listed on PAHA's inventory be removed. Reason(s) for this request are: Though units are somewhat salvageable, vandalism has occurred posing a liability to PAHA. The 1998 models are deteriorating and costs to refurbish them are estimated @ \$20K/unit. Disposal fees could run as much as \$2K/unit. Three (3) individuals have approached Mr. Tortalita and have expressed an interest in these trailers and are willing to haul them away at their expense. Board suggested the community be made aware of these trailers either being up for sale or given away to avoid any feelings of enmity towards PAHA. Mr. Tortalita felt the units have no cash value and therefore, the 3 individuals who have expressed interest to haul them away at their expense is a better approach. He indicated him and his staff, (Dev. Finance & Hous. Serv.) discussed other alternative ways of handling this situation and made sure procedures within the Capitalization Policy regarding disposition were followed. After a lengthy discussion, a Resolution was presented to the Board for their signature. Resolution No 020911-01 – Removal of three (3) Mobile homes from the PAHA Assets list was approved, with a vote of 3 in favor and 1 opposed.
8. **Department Reports:**
 - Finance – Owen Ondelacy** (refer to hand-outs in packet)
 - >Mr. Ondelacy explained the 20% FICA and income tax withholdings will begin with February's Board stipends. The 20% is equivalent to a deduction of approximately \$25.00/check.
 - >PAHA continues to stay below the 8.4 percentile of the overall budget. A question from Chair, D. Shields, how Mr. Farrell was being compensated, Response: by the hourly rate of \$100/hr + air fare and lodging.
 - >Chair, D. Shields asked how many cell phones PAHA had. Response, was 7, (3) for managers, (1) for director and (3) for maintenance personnel. With no other questions/comments, this concluded the Finance report.
 - Housing Services – Nina Jaramillo**, Housing Counselor (refer to hand-outs in packet)
 - >Referencing inspections, Chair D. Shields asked if fire hydrants within the housing areas were operable. Suggested PAHA approach the tribe to assure hydrants are being maintained on a regular basis.

- > Problems with habitual delinquencies were discussed. This occurs most often during holidays or tribal events. This may also be due to the current economic situation such as, layoffs etc... Ms. Jaramillo stated clients are more likely to report layoffs and unemployment benefits not being received, rather than increases to their wages or finding a job. With no other questions/comments, this concluded the Housing Services report.

Development/Maintenance – Lawrence Ramirez (refer to hand-outs in packet)

- > MFA (Rehab) Project, contract signed 01/21/11. Total amount of contract agreement: \$91,653.10 budgeted amount \$99K. Contractor is Crescent Custom Homes. Chair, D. Shields requested a Scope of Work on these homes be made available at next month's meeting. Vice-Chair Robin Cruz requested Projected Budget amounts also be made available to provide insight for the Board and assure numbers/amounts coincide with the Financial Report.
- > There may not be enough funds to do the entire Street Lighting project. Utility lines are being installed for a future project.
- > The previous Rehab. Project had unused funds in the amount of 454K, this will allow PAHA to work on the remaining applicants on the waiting list.

Executive Director – Floyd Tortalita

- > Acoma's Position Paper on housing issues will be delivered to the 112th Congress, Washington D.C. on February, 15, 2011. If Board would like to add comments, please remit them by Friday morning. There are three (3) funding levels under consideration. The biggest issue is the 2011 Budget which has not passed. Federal Gov't has until 03/04/11 to work on a resolution. Resolution is for the budget to be secured @ the FY 2008 level of \$638M. House and Senate support Indian Housing funding @ the 2010 level of 700M. President Obama's *proposed* budget of \$580M has met opposition from Congress. OMB's budget will not be released until 02/15/11. It is imminent there will be a cut in funding. Using HUD's formula, PAHA's *projected* funding is expected to be around \$955K, this is the lowest PAHA has ever received.
- > For other programs listed in the Position Paper which could affect the Pueblo of Acoma is: HUD Section 184 Indian Loan Guarantee Program, this will only be accomplished once Cacique moves forward with the passage of the Residential Lease. Tribal Administration has expressed their interest to prioritize this issue. Another Bill affecting Acoma is the Hearth Act (Helping Expedite and Advance Responsible Tribal Homeownership). This Bill would expedite the lease approval process by allowing tribal governments to approve trust land leases directly, rather than from the BIA. It would remove existing bureaucratic and time obstacles prospective Native American homeowners encounter when seeking approval from the BIA to buy a home on tribal land. This Bill is supported by D-Martin Heinrich, NM), Member, T. Chavez commented, concerns of not only Acoma but all of Indian country must be voiced in the "Paper".
- > HUD officially closed all findings in the 2008 HUD Monitoring Review, the 2008 audit, plus the eight (8) findings in the 2009 Audit. Letter was received at PAHA January 11, 2011. This gives PAHA a better understanding of where it stands financially.
- > PAHA's Annual Report will be submitted to Tribal Administration this Friday.

7. Announcements & Schedule next Board Meeting:

- > Mr. Ondelacy asked the Board to hand in their W-4's tonight rather than later.
- > Member T. Chavez presented a suggestion to hold Board meetings every other month. Should an issue arise requiring immediate attention, Mr. Tortalita stated this may be handled through conference calling to all members, or calling a Special Board meeting. This matter will be placed on next month's Agenda for further discussion. If approved, this may require Board to amended their By-Laws approving this decision.

8. Adjournment:

With no other business at hand, Member, T. Chavez *Motioned* to adjourn, *Seconded* by Member B. Lewis. Meeting adjourned at 7:45 pm. Executive Session commenced following adjournment.

Respectfully submitted,


Veralyn Farias
Recording Secretary