

## AGENDA

Pueblo of Acoma Housing Authority Board of Commission Meeting  
Pueblo of Acoma Housing Authority Board Room  
Acoma, New Mexico  
March 16, 1999  
6:30 p.m.

- I. Call to Order
- II. Invocation
- III. Roll Call
- IV. Approve Agenda
- V. Read & Approve Minutes
  1. December 30, 1998
  2. January 15, 1999
  3. January 29, 1999
  4. February 10, 1999
- VI. Announcements
  1. HUD Homeownership, Legal & Economic Development Summit, March 30 - April 1, 1999, Chicago, IL - Raymond and Commissioner Chavez will be attending.
  2. SWIHA Quarterly Meeting, April 13 -16, 1999, Santa Fe, NM
- VII. Reports
  1. Tribal Report and Comments, Governor Lloyd Tortalita & Administration Staff
  2. HUD Report - Johnny Cata, Director, Albuquerque Southwest Office of Native American Programs, US Department of Housing and Urban Development.
  3. Executive Director's Report
  4. Financial Report
- VIII. Old Business

**NONE**
- IX. New Business
  1. Approval to utilize MEPA funds (2 accounts)
  2. Approval to write off all accounts under Projects NM99B079001 and NM99B079002
  3. Report on Roof Replacement Project
- X. Schedule Next Board of Commission Meeting
- XI. Adjourn

*NOTE: At meeting, Board of Commission will recommend that agenda item "Reports" be after "Approve Agenda" to allow guests to leave after reports are presented.*

**Minutes of March 16, 1999**  
**Pueblo of Acoma Board of Commission Meeting, 6:30 pm**

**Item I. Call to Order**

Meeting was called to order at 6:46 pm

**Item II. Invocation**

**Item III. Roll Call**

Chairman Felipe, Vice-Chairperson Torivio, Secretary Chavez, Commissioners' Aragon and Chino Present. Quorum established.

**Item IV. Approve Agenda**

Agenda items added/deleted included:

- a). Commissioner Aragon made the motion to move Section VII, Reports after Section IV, Approve Agenda;
  - b). Motion was made on the floor to move Item 1 (approval to utilize MEPA funds (2 accounts)) under "New Business" to "Old Business";
  - c). Motion was made by Secretary Chavez to table "Read and Approve Minutes", due to out-of-town guest(s) present, seconded by Commissioner Chino;
- Motion to approve the agenda as amended was made by Vice-Chairperson Torivio, seconded by Commissioner Chino.

**Item V. Reports**

**Tribal Report and Comments, Governor Tortalita & Administration Staff:**

Secretary Mark Thompson were present for tonight's meeting. Mr. Thompson discusses activity at the State Legislature; Elderly and Youth Resources Center (capital outlay) is an agenda item for the Tribe. Mr. Thompson discussed the situation with Preferred Builders; the remaining four homes have been delivered to the Anzac area; the Pueblo of Acoma is responsible for approximately \$284K in damages (has been in escrow account), within the account "buyer" vs. "seller", \$500 a day was charged to the Tribe, however, the Tribe has requested justification for such charges; the Tribe can enter into arbitration to settle this case. Secretary Thompson also mentioned that the Tribe may be responsible for approximately \$110K in "breach of contract". Secretary Thompson will be meeting with Preferred Builders on March 17, 1999. Also that same week, Secretary Thompson will be meeting with Central Accounting Office (CAO), Mr. Jack Rogers regarding "seed \$" used for initiating PAHA.

HUD Report – Johnny Cata, Director, Albuquerque Southwest Office of Native American Programs, U.S. Department of Housing and Urban Development:

Mr. Cata provided AIPHA housing review; a handout; and emphasizing that PAHA is the TDHE; Funding for NAHASDA will be approximately 1 million for '99. IHP for '98 will take 60 days for review; IHP (includes 1 and 5 year plans) for '99 can be submitted now. Mr. Cata's office has approximately 160 tribes to work with out of his office. Mr. Cata mentions SWIHA training session for environmental clearances to be held in Santa Fe, New Mexico. Commissioner Aragon mentions that "environmental review" is the talk currently in Indian housing, ie., Part 58 and/or Part 50. The tribe is responsible under Part 50. However, the mobile trailers are covered under Part 58. A review is in the works. Other issues presented include "annual Audit". According to PAHA, an audit needs to be performed for FY97. PAHA has seen draft report. A question to Mr. Cata was raised in regards to training availability for in-house auditing? Mr. Cata responded with a "yes", because the Tribe as a beneficiary should provide this training. Mr. Raymond Concho, Executive Director of PAHA, does not use "petty cash". Mr. Concho also mentioned that a Staff Accountant (fee accountant) position will be advertised within the next few weeks. Mr. Concho thanked Mr. Cata for his time and presence at PAHA BOC meeting.

Executive Director's Report:

Executive Director's report is presented in a new format. Listed as sections are: Board of Commissioners Short-Term Directives Update, Board of Commission Long-Term Directives, Administration, Other Project Updates, Drug Elimination Program, and Meetings. Also attached with this Report was a "Proposed Capital Procurement Plan," presented to the PAHA Board of Commissioners. Mr. Concho mentioned that CPG activities are on-going. The infrastructure for the future library and computer center is on-going. The Tribe's benefit will be to turn this over to PAHA. Accountability needs to be established, ie., Cornerstone needs to concentrate on the Elderly Center and Sky City Church. Mr. Concho will review the Statement of Work for the Drug Elimination Program (DEP). August 22, 1999 is the end of the current project period for DEP. More information will follow. Mr. Anthony Concho continues to have after-hour classes open for students and adults. A Neighborhood Watch Program is currently being discussed between DEP and the Acoma Police Department. There is the possibility that one or more officers could be funded under this joint program. Mr. Concho discusses the land assignment meeting with the Caciques, March 12, 1999. There seems to be confusion with land assignments as it relates to foreclosure. Should land assignments be written? These are issues and questions among adopting a "Mortgage Code" at PAHA. Within the PAHA budget, Mr. Raymond Concho will add line items for temporary hire(s). PAHA staff was encouraged to continue utilizing visuals with presentations, as was presented in the last housing forum. GANT charts was another visual suggestion for presentations. There was a consensus among PAHA BOC members to approve the "Proposed Capital Expenditure Plan," supplied by Mr. Concho. A motion to accept the Executive Director's Report was made by Commissioner Aragon, seconded by Vice-Chairperson Torivio.

Financial Report:

Chart of Accounts don't match up with CAO. No accounting software is available at PAHA. Line items don't add up. A narrative is attached with financial statements. Motion to accept Financial Report pending discussion with Secretary Thompson and Mr. Concho regarding CAO and HDS statements was made by Chairman Felipe, seconded by Commissioner Aragon.

**Item VI. Read & Approve Minutes**

Tabled until next scheduled BOC meeting (see section titled "Approve Agenda")

**Item VII. Announcements**

- HUD Homeownership, Legal & Economic Development Summit, March 30 – April 1, 1999, Chicago, IL - Executive Director and Commissioner Chavez will be attending.
- SWIHA Quarterly Meeting, April 13-16, 1999, Santa Fe, NM

**Item VIII. Old Business**

**1). Approval to utilize MEPA funds (2 accounts):**

MEPA policy within "Collections and Evictions Policy", pg. 11 and 12. There are three different dates with the same language. According to Mr. Concho, PAHA does not have a "MEPA Policy". PAHA BOC discusses this topic further and recommends amending the "Collections and Evictions Policy" to include the definition of MEPA. A motion to kill "Resolution No. PAHA-072198-01" was made by Commissioner Chino, seconded by Vice-Chairperson Torivio. PAHA BOC initiates a directive to amend "Collections and Evictions Policy" to define MEPA policy, ie., disallowances.

**Item IX. New Business**

- Approval to write off all accounts under Projects NM99B079001 and NM99B079002
- Report on Roof Replacement Project

**Item X. Schedule Next Board of Commissioners Meeting**

- Tentative regular PAHA BOC Meeting scheduled for April 13, 1999, 6:30 pm, PAHA Conference Room.

**Item XI. Adjourn**

Motion to adjourn the meeting was made by Vice-Chairperson Torivio, seconded by Commissioner Chino.

**Meeting adjourned at 12:24 a.m.**