



P.O. Box 620
Pueblo of Acoma, NM 87034

"Providing Safe and Affordable Housing Opportunities"

Phone: (505) 552-7528
Fax: (505) 552-9093

Board of Commissioners Meeting

April 11, 2017

5:30 p.m.

PAHA Conference Room

AGENDA

1. **Call to Order** – Robin Cruz, BOC Chair
2. **Invocation**
3. **Roll Call** – Robin Cruz, BOC Chair
4. **Approval of Agenda**
5. **Approval of Minutes BOC meeting** – March 14, 2017
6. **Opening Remarks** – Floyd Tortalita, Executive Director
7. **Department Reports -**
 - a.) Finance – *Owen Ondelacy, Finance Manager*
 - b.) Housing Services – *Jennette Steward, Housing Services Manager*
 - c.) Development – *Francisco Carr, Development Manager*
 - d.) Executive Director's Update – *Floyd Tortalita, Executive Director*
8. **Announcements & Schedule Next BOC Meeting**
May BOC Meeting – May 9, 2017 - 5:30 pm – PAHA Conference Room

9. **Adjournment**



Minutes of March 14, 2017
PAHA Board of Commissioners Regular Meeting
PAHA Conference Room- 5:30pm

1. **Call to Order:** 6:55 p.m.

2. **Invocation:** Councilman, Ernest Vallo, Sr.

3. **Roll Call:** **PRESENT:** Chairwoman, Robin Cruz; Vice-Chair, Patrick Ortiz; Commissioner's, April Estevan, Damian Garcia and Ezilda Paytiamo; PAHA Staff: Executive Director, Floyd Tortalita; Development Manager, Francisco Carr; Housing Services Manager, Jennette Steward; Accounting Tech., Gwen Garcia and Recording Secretary, Krystal Vallo; Ex-OFFICIO's: Tribal Councilman, Ernest Vallo, Sr.; **GUEST:** Housing Services Counselor, Rose Histia; **ABSENT:** Tribal Interpreter, Elliott Sanchez, Jr.

4. **Approval of March 14, 2017 Agenda:**

Commissioner, E. Paytiamo motioned to approve 3/14/17 Agenda w/Amendment: Change date of meeting minutes from 2/10/17 to 2/21/17, seconded by Commissioner, P. Ortiz. Motion carried.

5. **Approval of February 21, 2017 Meeting Minutes:**

Commissioner, E. Paytiamo motioned to approve 2/21/17 Minutes, seconded by Commissioner, P. Ortiz. Motion carried.

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

Mr. Tortalita informed the Board that there are a couple action items that require the Board's approval and updates to give on PAHA projects. The Development Department has a lot to share regarding LIHTC project.

7. **New Business:**

a) 2016 PAHA Annual Performance Report (APR) – Owen Ondelacy, Finance Manager

Mr. Tortalita gave report, due to Mr. Ondelacy being absent for medical reasons. Summary of 2016 APR Grant Activities: for the year 2016 PAHA had seven activities identified in the IHP: 1) 1937 Operating Act: This activity states the maintenance department will provide routine maintenance and upkeep of the 1937 rental units. Homebuyers are responsible for the maintenance and upkeep of their homes. Salaries, fringe benefits, supplies, utilities and other operating costs are included in this activity. In addition, the Housing Services staff provides counseling and training to housing tenants and homebuyers throughout the year. Goals accomplished. **Total expended \$466,331.00 (IHBG & Program Income);** 2) Housing Services: This activity states dissemination of service/products at no cost to the families, such as counseling and training of housing tenants and homebuyers. Also, Housing Services conducts annual inspections, annual recertification's, policy enforcement, and home upkeep. Homeownership Week is also included in this activity, which is open to the community. Homeownership Week involves Tribal programs and surrounding businesses to relay information to the Acoma community. Goals accomplished. **Funds expended \$7,159.00 (IHBG);** 3) Traditional Home REHAB: Sixteen (16) homes were renovated in 2016. Included in the 16 homes renovated were two (2) FEMA trailers. All homes were brought into compliance with housing standards. The rehab assistance provided is at no cost to the homeowner. **Funds expended \$978,969.00 (IHBG);** 4) Wastewater Sewer Main Extension project: Completion of the sewer main extension to the Skyline/East Acomita wastewater treatment facility will allow for new construction of homes. Project was awarded to TRC. Construction will commence and be completed in 2017. **Funds carried over \$1,000,000.00;** 5) Modernization project: Project was not accomplished due to renovation of the 16 homes in 2016. Three lease purchase homes will be renovated in 2017 and since the homes are under PAHA management, there will be no cost to the homebuyers. **Total carried into 2017: \$35,000.00 (IHBG);** 6) New Construction-Homeownership: Construction of four (4) homeownership not accomplished. Environmental clearance will be completed in early 2017. Construction will commence in 2017 and completed in 2017. **Total carried into 2017: \$935,00.00 (IHBG & ICDBG);** 7) Planning & Administration: Not required by HUD to report on this activity. **Total expended \$387,140.00 (IHBG & Program Income). Total funds expended in 2016- \$1,835,599.00.** **Robin:** Just go back and make sure the correct date and year are correct within APR. **Response:** Yes, will get with Owen to make sure all is correct before we submit. **Ernest:** When is the LIHTC project to be complete? **Response:** June 2018. There were no further inquiries. All in favor. Motion carried.

b) Social Services Building Lease – Floyd Tortalita, Executive Director

After the review of our lease with the Social Services Department, of our property that is located at 6B Sunrise Road, which is the old PAHA building is currently occupied by the Social Services Department and has been for the last three years. The lease expires March 31, 2017. The current lease we have with Social Services and the Pueblo of Acoma is \$750 a month for rent. Rent has increased from \$550 to \$650 to \$750 over the past three years. We did submit a letter to the Pueblo last year, because they did inquire about purchasing the building, we did submit a letter making an offer and we have not heard back from them officially regarding the purchase of the building. Since there has not been a final decision made we need to renew the lease. Therefore, we are proposing a new three-year lease to the Pueblo and it is 2,259-sq. ft. that they rent. They pay \$750 a month, but I am proposing that we increase that increment each year. So, \$750 the first year, \$850 the second year and \$950 the third year. Based on the square footage rented we are paying \$3.98 a square foot with the current rent of \$750, which is really low. Then if we go to \$950 it is \$5 a square foot. The average cost in the state of New Mexico for office space is \$14 a square foot annually. They do get the full rental services like any rental participant. However, custodial services are provided by the tribe and not PAHA. **April:** Why don't we bump up the rent to \$850? **Ezilda:** Or \$950, because they do get all these services? **Floyd:** So, do we increase to \$850 or increase in increments? **Patrick:** I say increase rent to \$950 for three years. **Robin:** Will there be a couple things that will happen if we raise the rent, they accept or buy the building. If they do not accept we rent it out to another department or family. **Ezilda:** How much would it be if we went with the \$14 a square foot? **Floyd:** \$2,600 a month. **Robin:** I am good with increasing the rent to \$950 for three years. There were no further inquiries. All in favor to increase rent to \$950 for three years. Motion carried.

8. Department Reports- (For more information refer to March 2017 Board Packet.)

Finance Department Report – Gwen Garcia

For the month of February there were no conference calls held with Travois. All 2016 payables paid out in 2017 were journalized back to 12/31/16. Mr. Ondelacy closed all yearend adjustments for 2016. PAHA is ready for audit and will schedule 2016 audit with LeCompte soon. Notices to the public afforded for comments will be from March 13, 2017 to close of business March 17, 2017 and a letter to Governor regarding the availability of the 2016 APR was sent. Documents were sent to the Bank of Albuquerque to add Ezilda Paytiano as a check signer. Upcoming tasks for Mr. Ondelacy include scheduling the 2016 audit, and submitting 2016 APR and SF-425 to HUD. Expenditure Report: **April:** The registration fees, was there an upcoming training or what? **Response:** The registration fees were for the NAIHC Legislative Conference for Krystal and Floyd. There were no further inquiries on Mr. Ondelacy's report.

Housing Services Department Report – Jennette Steward

Before report was given Ms. Rose Histia, new Housing Services Counselor, was introduced to the Board. Brief introductions were given. On-going activities for the month of February 2017: There were a total of 4 Notice of Delinquencies issued in February and 3 participants entered a plan of action. Two (2) Notice of Intent to Terminate and one (1) Notice of Termination to Vacate were sent as well in the month of February. Housing Services completed 8 inspections and 8 recertification's. On 2/21/17 interviews for Housing Services Counselor position were conducted. After completion of interviews and review, Rose Histia was selected. Ms. Histia began employment on March 13th. There is a total of 84 applicants on the Waiting List (74 LR, 5 LP & 5 Over-Income). Housing Services continues to make themselves available to meet with prospective applicants, tenants, community members and tribal programs. March 20-24, 2017 in Orange, CA Jennette will attend the NAHASDA LIHTC Compliance Professional Certification training. **Ezilda:** The recent passing of the couple, what happens to the son who lives in the house? **Response:** Being that the son is an adult, he can enter into a new lease, which he has. An orientation has been scheduled for him this month, because he is considered a new tenant. There were no further inquiries on Mrs. Steward's report.

Development Department Report – Francisco Carr

Development office continues to accept applications and as of 2/28/17 there are 51 applicants on the rehabilitation waiting list (under 80%), 6 on the modernization waiting list and 12 on the rehabilitation waiting list (over 80%). Ten (10) recertification letters were sent out and all ten (10) have been returned. 2015 Acoma Sewer Main Extension Project: A Pre-Construction meeting was held on March 2nd. All parties involved in project were present. Meeting was held to identify everybody's requirements and needs. Since the TERO was passed late in the year and we already put the project out to bid we did receive a waiver on the tax portion of the project, but we are still required under the

ordinance to ensure their 10% compliance for hiring local workforce, so we are still in compliance in that portion of the TERO. Project continues to move forward. PAHA LIHTC Limited Partnership #1: Project continues to move forward. (Slide show was presented to show project progress.) Pending Projects: 2017 Modernization (3 Homes), 2017 IHBG Rehabilitation (15 Homes) and 2016 ICDBG New Home Construction (4 Homes). Maintenance Dept.: As of 2/28/17 there are 16 open work orders. Maintenance completed 4 courtesy calls to non-PAHA homes. Trainings/Meetings: Development Manager and Project Manager attend a Joint Utilities Coordination meeting on Feb. 15th and on Feb. 21st attended an On-Site Inspection/Pay Certification meeting. There were no inquires on Mr. Carr's report.

Executive Director Report – Floyd Tortalita

NAHASDA REAUTHORIZATION: Last week (March 6-8, 2017) NAIHC held their Annual Legislative Conference and this is the time we take our legislative priorities to NAIHC and our congressional delegates, our senators, and representatives of congress, requesting certain items and requesting their support for Indian Housing. NAHASDA expired in 2013, we continue to be funded by congress regarding Indian Housing and we have been receiving approximately \$650 million annually to fund Indian Housing programs. This year was different on how we approached this need because of the new administration. The President has requested to increase the defense budget. They do not want to increase the national debt, so the money will come from discretionary programs. Discretionary programs consist of HUD, BIA, USADA and so forth. Without an unauthorized program, we stand the chance of it going away, which is why need to pass NASHADA. In the session that was given on Tuesday morning, we had congressional delegates address the body and they were both from the House and Senate, both republicans and democrats in the chambers of the Committee of Indian Affairs of the Senate. One thing Congressman, Steve Pearce did say, as far as reauthorization he will present it again in 2017, because it is a program that is needed and this is one of his pet projects, because Congressman Pearce has sponsored the bill for reauthorization in 2015 and 2016. There is bi-partisan support of NAHASDA reauthorization. NAIHC has taking the position that we want reauthorization regardless. That means that the position is we want to exclude the language of the Native Hawaiians. The Native Hawaiians feel that if they are not included in this language they will not receive their funding at all. So, they have taken their message to NAHIC and NCAI. NCAI position is that they do not leave Natives behind, so they want the language included. So, we have two entities that have two issues. When we meet with Senator Udall's office and we talked about this issue. Senator Udall is the Vice-Chairman of the Committee of Indian Affairs, by not supporting a program that has programs, the way NCAI wants it can cause a hindrance with any other program such as BIA, IHS and so forth. Senator Udall is not sure what he is going to do, but our message to them was reauthorization. Now we wait to see what will happen. DR. BEN CARSON SWORN IN AS HUD SECRETARY: On March 2nd Dr. Ben Carson, Sr. was sworn in as the 17th Secretary of HUD. There has been opposition and concern to this, because of his non-knowledge of housing. ASSESSMENT OF AMERICAN INDIAN ALASKA NATIVE AND NATIVE HAWAIIAN HOUSING NEEDS: A couple years back there was a congressional mandated study on Indian Housing and what was revealed in the study was included in PAHA's White Paper. The White Paper was submitted to congress. Within paper we asked for continue support for low income housing tax credits. There are issues with tax reform. A small bio and the needs of the Pueblo of Acoma was also included in White Paper. The national housing study on American Indians. This was the study that was done nationwide. The Pueblo of Acoma was one of the tribes who received a full survey. In this study, we wanted to make sure the correct tribes were identified to truly present a need. The study identified the following: housing problems on reservations; tribes have produced housing more quickly with IHBG funding under NAHASDA; adequate funding is needed to foster economic development and housing improvement; there are 617 tribal areas in the U.S.; IHBG funding is the central vehicle for providing housing assistance, and yet it is inadequate; population in tribal areas continue to grow rapidly; poorest regions of Indian country are Arizona, New Mexico, the Plains, and northwest Alaska; and the physical condition of homes in tribal areas is more severe than that of all U.S. households. PAHA did provide before and after pictures of rehabilitation projects completed on the Pueblo of Acoma reservation to congressmen and senators. They are going to use pictures as support for reauthorization for NAHASDA. Furthermore, PAHA will apply for 2016 ICDBG funds and 2017 LIHTC. Another endeavor PAHA is looking at is New Market Tax Credits. With New Market Tax Credits, you can use for community buildings or needs. What we would like to do with the New Market Tax Credits is renovate the old EDA building, not to a gym, but into the Education Department building. During Travois Annual Conference next month in April Mr. Tortalita will discuss with Travois about New Market Tax Credits and what it all

entails. As mentioned, once the residential lease passes it will give us access to capital, which will open the door to a lot of opportunities. There were no inquires on Mr. Tortalita's report.

9. Announcements & Schedule April 2017 Meeting:

Next scheduled BOC meeting will be held on Tuesday, April 11, 2017 at 5:30 p.m. – PAHA Conference Room.

10. Adjournment:

Meeting adjourned @ 8:10 p.m., motion made by Commissioner, A. Estevan, seconded by Commissioner, E. Paytiamo. Motion carried.

11. Executive Session – Executive Director's Annual Evaluation

Respectfully submitted



Krystal Vallo,
Transcribing Secretary