

Board of Commissioners Regular Meeting
April 19, 2009
5:30 p.m.

AGENDA

1. Call to Order
2. Invocation
3. Roll Call
4. Approval of Agenda
5. Approval of Minutes BOC meeting - April 14, 2009
6. Old Business
 - a.) Residential Lease (*tabled*)
 - b.) Personnel Policy (*tabled-June*)
 - c.) Project 7 MHOA – Monthly Housing Payments – *another mtg w/ clients if those not attend. 1st mtg. 1st mtg. Night – needs BOC sign accept - app + which allow*
7. New Business
 - a.) Lease – Acoma Historic Preservation Office *take lease to / of the yr. 5/20 - 12/31/09*
9. Department Updates
 - a.) Development
 - b.) Housing Services
 - c.) Finance
10. Announcements & Schedule Next BOC Meeting

11. Adjournment

PAHA Board of Commissioners Meeting Minutes
March 12, 2009 – 5:30 p.m. - PAHA Conference Room

- I. **Call to order:**
Meeting was called to order by Board Secretary/Treasurer Robert Jock @ 5:51 p.m.
- II. **Invocation**
Board Member, Gary Louis, Sr.
- III. **Roll call:**
BOC Present: Sec'y/Treas.: Robert Jock; Member Don Shields; Member, Gary Louis, Sr.
BOC Absent: Chairperson, Timothy Chavez
Tribal Reps: Absent: PAHA Oversight, Keith Tenorio, Ernest Vallo, Sr., Tribal Ex-Officio
PAHA Staff Present: Floyd Tortalita, Executive Director; Nathan Leon, Maintenance Supervisor; N. Ann Martinez, HOS; Calene Pedro, Accts. Payables Technician; Gwen Garcia, Accounting Technician; and Veralyn Farias, Recording Sec'y
- Approval of Agenda:**
Board member Don Shields made a motion to accept the 3/12/09 BOC Meeting Agenda, seconded by Board member Gary Louis, Sr.
- V. **Approval of Minutes for March 12, 2009:**
With no corrections to the Minutes, Board member Gary Louis Sr., made a motion to accept the February 12 2009 BOC Minutes as presented, seconded by Board member, Don Shields, with all in favor, Motion carried
- VI. Tenant concerns: Lucia Garcia - Tabled
- VII. **Old Business: -**
- a) **Residential Lease – TABLED UNTIL APRIL 9, 2009 – Regular BOC Meeting**
Board suggested a pre-planning meeting with the Cacique's leadership, March 26, 2009, and a meeting with the rest of the member on April 9, 2009. A suggestion to invite representatives from the Acoma Fire department and Veterans Office was made and agreed to. A motion to conduct these meetings as stated above was made by Board member Gary Louis, Sr., seconded by Don Shields. With all in favor, motion carried.
- b) **Rehabilitation & Maintenance Policy – (TABLED for APRIL 9, 2009 BOC MEETING)**
- c) **Personnel Policy – TABLED until June/July timeframe**
- d) **MHOA-Re: Monthly Housing Payments: (ACTION ITEM)**
Board previously discussed this issue but have yet to reach a decision as to what percentages rates PAHA should use in calculating housing and rental payments for their project. The rates are 15, 20 & 30% . Project 7 is currently calculated @15% however the policy states 30%. When Project 7 households were re-calculated at the higher percentage their rent or house payments doubled. The Housing Services prepared a chart for Project 7, using the three percentage rates to show what the rent calculations for those households would be. Also included in the report was the monthly & annual proceeds from Project 7 using these same figures. Prior to making a decision, the Board suggested meeting with the Project 7 clients to get their input on what percentages PAHA can use in calculating their payments. Board also asked the Housing Services dept. to prepare another report (scenario) using the 20% ruling for both Lease Purchase and Mutual Help, while leaving the 30% as an option for whoever may want to continue paying @ the 30% rate. An explanation of each project/agreement was given. A meeting is April to meet with Project 7 clients will be scheduled.

VIII. New Business:

a) Economic Stimulus – The Stimulus package signed by President Obama, Acoma was awarded \$418,000. This amount is based on a formula used which takes into account the amount of annual allocations a tribe receives. Because these monies are from the stimulus package, there is a time limit in using the funds. Floyd states using the money on construction. He also indicated PAHA may be able to assist the tribe with some of their projects. There is additional funding for housing authorities who wish to apply for more money. Mr. Tortalita would like to obtain additional funding for more units which will also create more jobs.

b) FEMA Trailer Project – There are a total of three families currently in need of housing. Two (2) of which are on the waiting list and living in trailer homes which have been deemed beyond repair and another family who has been waiting for PAHA to perform rehab. work on their traditional home. Due to the high cost of repairs, PAHA has not started any work. A recommendation by Mr. Tortalita is to offer these families a FEMA. This will replace their current housing needs in exchange of rehab work or current housing situations. For PAHA it will be cost-effective and is an allowable cost through HUD. PAHA will not be responsible for maintenance once trailer is set up. There will be a warranty period of one (1) year. Families were contacted and have agreed to the idea. These families own land where trailers will be set up. PAHA will not be responsible for hook-ups. Set-up is targeted for June of this year. Set-up may cost additional money, if performed by professionals. The idea of other families buying these trailers from PAHA was discussed. For people interested in purchasing a trailer from PAHA, Board member Don Shields made the following motion as follows: FEMA Trailer Costs in Exchange for a More Feasible Cost, seconded by Sec'y/Treas. Robert Jock.

IX. Department Updates:

Housing Services – (report included in Board packet)

Maintenance Report – (report included in Board packet)

Development: (verbal) Floyd states construction in this dept. has seized, with the exception of work that's been in progress since late last year. Floyd assured the Board by the next BOC meeting some progress on the Development side should be made. Floyd did state, Karston homes have been completed and are ready for final inspection.

FINANCE: Gwen Garcia, Accounting Technician gave a brief report on what she and Calene Pedro, Accounts Payable are working on to reconcile expenses since the Finance Manager resigned. The "draw downs" for the Grant years: 2004, 4 & 5, all match. They ran into a problem in assessing the spreadsheets for the years 2006, 07 & 08. However, Ms. Garcia is hopeful this will be resolved in a month's timeframe. Job vacancies will be advertised to fill the positions of Development and Housing Services Mgr. APR is due in 30 days, will not be ready. Floyd is requesting for an extension of April 30, 09. Monitoring Report was discussed and is also not ready, 7 of 14 are closed. Floyd to request an extension. Audit for 2009 will be performed sometime soon. Auditing firm has been selected.

X. Schedule next BOC meeting:

Special Meeting: March 26, 09 w/ Cacique leadership; Regular: April 9, 2009, 5:30 pm.

Announcements: NAIHC Convention and Trade Show in New Orleans, May 2009.

XI. Adjournment: Motion made by Board member Don Shields to adjourn at 8:33 p.m., seconded by Board member Gary Louis

Respectfully submitted,


Veralyn S. Farias, Recording Secretary