



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

May 9, 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** – April 11, 2017
6. **Opening Remarks** – Floyd Tortalita, Executive Director
7. **New Business-**
 - a.) **Resolution** – 2017 Indian Community Development Block Grant – *Floyd Tortalita, Executive Director*
8. **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*
9. **Announcements & Schedule Next BOC Meeting**

May BOC Meeting – June 13, 2017 - 5:30 pm – PAHA Conference Room

10. **Adjournment**



Minutes of April 11, 2017
PAHA Board of Commissioners Regular Meeting
PAHA Conference Room- 5:30pm

1. **Call to Order:** 5:56 p.m.

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

3. **Roll Call:** **PRESENT:** Chairwoman, Robin Cruz; Vice-Chair, Patrick Ortiz; Commissioner's, April Estevan and Ezilda Paytiam; PAHA Staff: Executive Director, Floyd Tortalita; Development Manager, Francisco Carr; Housing Services Manager, Jennette Steward; Finance Manager, Owen Ondelacy and Recording Secretary, Krystal Vallo; **EX-OFFICIO's:** Tribal Councilman, Ernest Vallo, Sr. and Tribal Interpreter, Elliott Sanchez, Jr.; **ABSENT:** Commissioner, Damian Garcia

4. **Approval of April 11, 2017 Agenda:**

Commissioner, A. Estevan motioned to approve 4/11/17 agenda with amendment under Department Reports (Jennette has another obligation, therefore a & b are switching) seconded by Vice-Chair, P. Ortiz. Motion carried.

5. **Approval of March 14, 2017 Meeting Minutes:**

Vice-Chair, P. Ortiz motioned to approve 3/14/17 Minutes, seconded by Commissioner, A. Estevan. Motion carried.

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

Mr. Tortalita informed the Board that there are no action items to go before the board, however there is a lot of information to provide within department reports on existing projects and upcoming proposed activities.

7. **Department Reports- (For more information refer to April 2017 Board Packet.)**

Housing Services Department Report – Jennette Steward

On-going activities for the month of March 2017: Housing Services continues to make themselves available to meet with prospective applicants, tenants, community members and tribal programs. There was a total of 8 Notice of Delinquencies issued, 4 participants entered into a plan of action, 1 participant entered into a new payback agreement, 2 Notices of Intent to Terminate issued and 4 Notices of Termination-Notice to Vacate were issued in the month of March. However, all participants are now in compliance. Housing Services completed 5 inspections and 5 recertification's. On March 13th Ms. Histia's began employment with PAHA, and so began her orientation and training. There is a total of 88 applicants on the Waiting List (78 LR, 5 LP & 5 Over-Income). Six new applications received in February (4 added and 2 pending – fingerprints needed) and 6 updates sent out for March Anniversary (4 updates and 2 removed – no response). Jennette attended the NAHASDA LIHTC Compliance Professional Certification training on March 20-24, 2017 in Orange, CA (trip report provided). Jennette & Rose attended the NM Action Conference with the American Lung Association on March 29th in Albuquerque, NM. Upcoming scheduled training and meetings in April are the 17th Annual Travois Indian Country Affordable Housing and Economic Development Conference and Supportive Housing Conference. **Patrick:** With the passing of Alberta Tenorio, what will happen with the house? **Jennette:** Currently it is a rental unit and unfortunately, because Mr. Tenorio is not a Pueblo of Acoma tribal member he will not be able to remain in the unit. We will work with him and give him the time he needs. The son has already come to our office asking questions and said he would relay all that we had told him to Mr. Tenorio. There were no further inquires on Mrs. Steward's report.

Finance Department Report – Owen Ondelacy

For the month of March Mr. Ondelacy prepared and finalized the Semi-Annual Labor Standards Enforcement Report, HUD Form 4710. Report was submitted to the Las Vegas HUD Office on March 3rd. Public Notices were posted at various locations informing the public that the 2016 APR was available for comment. The 2016 APR was presented to the Board by the Executive Director. There were some questions by the Board about dates. Since the report was prepared in 2015 and it was going to be for 2016 that's why there was 2015 referenced in the 2016 APR. A copy of the APR and Self-Monitoring Report was sent to tribe requesting their comment. There were not comments received from the public and tribe, therefore the APR was finalized and submitted to the Albuquerque HUD office on March 22nd. Mr. Ondelacy did contact Craig Le Compte to schedule the 2016 audit, however Mr. Le Compte was unable to

give Mr. Ondelacy a date and time. Mr. Ondelacy did inform Mr. Le Compte that he would like to have the audit completed before the June 2017 BOC meeting. Mr. Ondelacy submitted the SF-425, Federal Financial Report on March 10th to HUD. Mr. Ondelacy met with Gwen Garcia, Accounting Tech. to start having her collect and file payments for the LIHTC project. PAHA and Travois reconciled pay outs for the LIHTC project. Zia Governor, Brent Schildt and Lt. Governor, Jerome Lucero made a visit to PAHA on March 24th to get information about Low Income Housing Tax Credits (LIHTC). Zia is considering LIHTC funding and may attempt a LIHTC project. Upcoming tasks for Mr. Ondelacy are scheduling the 2016 audit, and submission of the quarterly reports for 2017 IHBG and 2015 ICDBG. Both due April 30th. Expenditure Report: Under PAHA LIHTC 1 (non-program income) PAHA expended \$1,265,812.71, and PAHA will be getting \$317,000 back and in the future more. There were no inquires on Mr. Ondelacy's report.

Development Department Report – Francisco Carr

Development office continues to accept applications and as of 3/31/17 there are 50 applicants on the rehabilitation waiting list (under 80% AMI), 6 on the modernization waiting list (three applicants will be taken care of in 2017) and 12 on the rehabilitation waiting list (over 80% AMI). Five (5) recertification letters were sent out and have not been returned, but still within time frame to submit. 2015 Acomita Sewer Main Extension Project: Project continues to move forward. On March 9th, a meeting was held in regard to the SCADA System. Once project is completed it will be turned over to the POA Utility Authority. 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 3/31/17 there are 16 open work orders (10 annual, 3 routine/other and 3 development projects). The three development projects under work orders is new and its due to some of the elders who have requested accessibility requirements to their house, such as ramps. Instead it will be a small-scale project, which PAHA will hire a contractor to fix. Maintenance completed 3 courtesy calls to non-PAHA homes. Trainings/Meetings: Development Manager and Project Manager held an On-Site Inspection/Pay Certification meeting on March 21st with Pavilion Construction, Travois, Tetra Tech and GTG Consultants. Development Manager met with Acoma Tribal Administration, POA Utility Authority, POA Realty Office and POA legal counsel on March 20th & 22nd regarding the NM Gas Right of Way, and extension of natural gas main and service lines to LIHTC project. What came out of those meetings is that tribe is going to issue a temporary access permit and service line agreement for NM Gas, but at the same time still work on changing the current service line agreement to a right-away. **Ernest:** What of the utilities? It will be natural gas? **Response:** Yes, it will be natural gas, but has not been installed yet. NM GAs will come out on the April 29th and then CDEC. We are also looking to have Century Link come out as well too. **Patrick:** How do you go about inspections for the LIHTC project? **Response:** We do periodic visits, but inspections are scheduled. There were no further inquires on Mr. Carr's report.

Executive Director Report – Floyd Tortalita

FY 2017 Indian Community Development Block Grant (ICDBG) Program Notice of Funding Availability: The Notice of Funding Availability (NOFA) was released on March 8th for the FY2017 ICDBG program. The Southwest Office of Native American Programs (SWONAP) will have three workshops in the month of April at various locations. The purpose of the workshops is to help applicants better understand the ICDBG NOFA and the application process. The application deadline is May 18th. PAHA did not apply in 2016, because we have an active grant (new construction of 4 homes). However, PAHA will submit for the 2017 ICDBG. PAHA is submitting for rehabilitation. Mr. Tortalita will need to go before Tribal Council to get permission to apply for the 2017 ICDBG. Then present a resolution before the Board at May Board meeting and submit application by May 15th. Senate Committee on Indian Affairs: On April 10th the Senate Indian Affairs Committee (SIAC) Minority staff visited PAHA, the Pueblo and ACL Service Unit. Majority of the attendees from the SIAC Minority staff was their first time visiting the Pueblo of Acoma. Tribal Homeownership Coalition: PAHA will host the Tribal Homeownership Coalition meeting on April 27th from 2pm to 4pm. Ed Rosenthal is on the agenda and will be talking about the transformation of LIHTC unit into homeownership units. PAHA is also on the agenda. Furthermore, PAHA's LIHTC project sparked a lot of interest from a lot of entities. PAHA did do a presentation, along with Travois at Travois 17th Annual Indian Country Affordable Housing and Economic Development Conference in Austin, TX. PAHA did receive positive feedback from presentation. Mr. Tortalita handed out two documents to the Board. One was created by Travois and the other by PAHA. Documents give brief information about PAHA's LIHTC project. PAHA proposed future projects consist of

applying for LIHTC to build at the old McCarty's Day School area and applying for New Market Tax Credits to rehabilitate the old EDA building, which will become the building for all education departments. Lastly, will be applying for HUD 202 to build elderly housing. Mr. Tortalita received a call from 1st Lt. Governor last week when Mr. Tortalita was in Austin, TX and it was to inform him that a meeting was held with the Antelope Clan and they anticipate it being passed in June 2017. There has been no action taken on the Board Appointments, but Mr. Tortalita will meet with Tribal Interpreter and 1st Lt. Governor. **Ernest:** If everything goes well will we be eligible to apply again? **Response:** Yes, we are starting to plan and will submit for 2018. **April:** Will it be better to do the renovation for the office space, than the McCarty's area? **Response:** We want to apply for 2018, so we have to wait to make sure we have those dollars first, so we can put in an application for 2019. We want to leverage those ICDBG dollars with those tax credit dollars. There were no further inquires on Mr. Tortalita's report.

8. Announcements & Schedule May 2017 Meeting:

Next scheduled BOC meeting will be held on Tuesday, May 9, 2017 at 5:30 p.m. – PAHA Conference Room.

9. Adjournment:

Meeting adjourned @ 7:59 p.m., motion made by Commissioner, E. Paytiamo, seconded by Commissioner, A. Estevan. Motion carried.

Respectfully submitted



Krystal Vallo,
Transcribing Secretary