



# Pueblo of Acoma Housing Authority

P.O. Box 620, Pueblo of Acoma, NM 87034 – Phone: (505) 552-6118 – Fax: (505) 552-0542

*The Pueblo of Acoma Housing Authority mission is to provide decent, safe and affordable housing opportunities and services for low-income and non-low-income Pueblo of Acoma families, residing on and off the reservation, while preserving and enhancing traditions and natural resources thereby promoting the general welfare of all Pueblo of Acoma people.*

## SIGN-IN SHEET

PUEBLO OF ACOMA HOUSING AUTHORITY  
BOARD OF COMMISSIONERS SPECIAL MEETING  
PUBLIC SAFETY FACILITY  
May 28, 2003

### BOARD OF COMMISSIONERS

Duane Mousseau, Chairman

Duane Mousseau

Michael Torivio, Vice Chairman

Michael Torivio

Geraldine Vallo, Commisisoner

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Myron Garcia, Commissioner

Myron Garcia

Freida Vallo, Commissioner

Freida Vallo

Michael Lewis, Ex-Officio (Tribal Council)

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Ted Ortiz, Ex-Officio (Tribal Administration)

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### PAHA STAFF

Vacant, Executive Director

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Owen Ondelacy, Assistant Director

Owen Ondelacy

Floyd Tortalita, Development Specialist

Floyd Tortalita

Chandler Sanchez, Mortgage Assistant Specialist

Chandler Sanchez

Patricia J. Alonzo, Accountant

Patricia J. Alonzo

Rose Histia, Homeownership Supervisor

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Jennette Steward, Homeownership Specialist

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<sup>R. Silva.</sup>  
Connie Martinez, Homeownership Specialist

Connie Silva

Gwen Garcia, Administrative Assistant

Gwen Garcia

Tina M. Poncho, Secretary/Receptionist

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Lawrence Ramirez, Maintenance Supervisor

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Curtis Paytiamo, Maintenance Worker

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Marion Salvador, Maintenance Clerk

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MEETING ADJOURNED AT

8:40 pm

## AGENDA

Pueblo of Acoma Housing Authority Board of Commission Special Meeting  
Public Safety Facility  
Acomita, New Mexico  
May 28, 2003  
6:30 P.M.

- I. Call to Order
- II. Invocation
- III. Roll Call
- IV. Approve Agenda
- V. Approve Minutes – May 13, 2003
- VI. Announcements — None
- VII. Reports — None
- VIII. Old Business
  1. Amendment to the Collections and Evictions Policy (Tabled)
  2. Approve Renovation and Emergency Home Repair Policies and Procedures (Tabled)
  3. Resolution to Amend Proceeds of Sale Policy (Tabled)
  4. Approve 2003 Travel & Training Plan (Tabled)
- IX. New Business
  1. Election of Secretary for the Board of Commission
- X. Schedule Next Board of Commission Meeting
  1. Next Regular Board Meeting scheduled for June 10, 2003, 6:30 p.m. Tribal Council Chambers
- XI. Adjourn

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minutes adjourn the mtg. made by  
Commissioner Garcia, seconded by  
Vice Chairman,  
8:52 PM

PUEBLO OF ACOMA HOUSING AUTHORITY  
Board of Commission Special Meeting Minutes of May 28, 2003  
Public Safety Facility

ITEM I. CALL TO ORDER

*Meeting was called to order at 6:45 p.m.*

ITEM II. INVOCATION

*Invocation was given by Vice Chairman Michael Torivio*

ITEM III. ROLL CALL

*Roll call was made with the following present:*

*Duane Mousseau, Chairman  
Michael Torivio, Vice Chairman  
Myron Garcia, Commissioner  
Freida Vallo, Commissioner*

Staff:

*Owen Ondelacy, Assistant Director  
Floyd Tortalita, Development Specialist  
Chandler Sanchez, Mortgage Assistance  
Patricia Alonzo, Accountant  
Connie R. Silva, Homeownership Specialist  
Gwen Garcia, Administrative Assistant*

Absent:

*Tina Poncho, Secretary/Receptionist  
Lawrence Ramirez, Maintenance Supervisor  
Curtis Paytiamo, Maintenance Worker  
Marion Salvador, Maintenance Clerk*

ITEM IV: APPROVE AGENDA

*A recommendation was made to leave the agenda items as is, except under Item VIII-Old Business #3: Resolution to Amend Proceeds of Sale Policy will remain tabled and let it be noted in Item X-Schedule Next Regular Board Meeting June 17, 2003, 6:30 p.m., Tribal Council Chambers.*

*A motion to approve the agenda with the following corrections was made by Commissioner Myron Garcia, seconded by Vice Chairman Michael Torivio. Motion carries.*

ITEM V. APPROVE MINUTES

*A motion was made by Commissioner Myron Garcia to table the May 13, 2003 meeting minutes, seconded by Commissioner Freida Vallo. Motion carries.*

ITEM VI. ANNOUNCEMENTS – None

ITEM VII. REPORTS – None

ITEM VIII. OLD BUSINESS

1. AMENDMENT TO THE COLLECTIONS AND EVICTIONS POLICY (TABLED)

*The main reason I had the homeownership staff review the policies was to be put in line with our rental policies, like the Notice of Delinquency, and the procedures that we follow when we go through the notice of delinquency, to cure a delinquency. We want the Mutual Help policies and the Low Rent Policies to be the same. The old Mutual Help policies differ in the time frame for notices and procedures.*

*Another area that was left out was the MEPA usage. Emergency was not included. Information was typed in under Section 4, Item H on page 18. We had this retyped in debt service according to Denise Chee we should take this out. This was under the Old 1937 Act, does not apply. So we took that out and inserted the Emergency Repair request through the MEPA.*

*On page 17, Item H. Emergency Repair Request Utilizing MEPA. MEPA is the Monthly Equity Payment of Account. This is a totally new section. A recourse for allowing homebuyers to utilize their MEPA to make major repairs to their homes. It's detrimental if it causes the home to become unsanitary, unsafe, and is not in a livable condition, with this section of the policy, they will be able to utilize up the \$2,500 of their MEPA. In order to utilize their MEPA they will have to do a payback agreement. If they use between \$1,000 to \$1,500 they will have to sign into a payback agreement for 24-months or less; if they use anywhere from \$1,500 to \$2,500 it will be a 36-month payback agreement. What it will be just, is a loan against their equity that they've accrued. If they have no MEPA, then they will still sign a payback agreement. This will be mandatory prior to anything that is paid out.*

*Once the repairs are done, the housing authority will not issue a check to the homebuyer, but to the contractor who is doing the repairs. The maintenance department will do the inspecting of repairs. They will also be the ones responsible to do the assessment of the home.*

*The due process for collection will follow the same as the rental payments are due on the 1<sup>st</sup> no later than the 5<sup>th</sup>. A \$25.00 late fee is being charged, if payment is not received by the 5<sup>th</sup>, the homebuyer will not be allowed no more than 2 partial payments within a 12 month period. With this policy it will address both the lease purchase and the mutual help. The only difference between lease purchase and mutual help is lease purchase does not accumulate any MEPA.*

*Page 5 – Suspension of Payments.*

*Participants appointed to positions at Acoma, we reduce the payment down to \$79 which the administrative fee. We do a temporary suspension, but once they're employed again, we process an annual recertification form for them. We work with them on a payback agreement NTE the 36-month plus their required monthly payment.*

*On page 32, No. 8. Unless a hearing is continued, change continued to rescheduled, "Unless a hearing is rescheduled at the discretion of the Executive Director, the Executive Director may hold a hearing with out the homebuyer".*

*It should be word for word with both policies, so there is no misunderstanding on either side.*