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"Providing Safe and Affordable Housing Opportunities"

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Board of Commissioners Meeting

June 22, 2016

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** – May 17, 2016
6. **Opening Remarks** – Floyd Tortalita, Executive Director
7. **New Business**
 - a.) 2015 Home Rehab Project – Phase II-1(2) - *Francisco Carr, Development Manager*
 - b.) 2015 Home Rehab Project – Phase II-2 (2)- *Francisco Carr, Development Manager*
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**

July BOC Meeting – July 20, 2016 - 5:30 pm – PAHA Conference Room
10. **Adjournment**



Minutes of May 17, 2016
PAHA Board of Commissioners Regular Meeting
PAHA Conference Room- 5:30pm

1. Call to Order: 5:55 p.m.

2. Invocation: Vice-Chair, Patrick Ortiz

3. Roll Call: PRESENT: Chairwoman, Robin Cruz; Vice-Chair, Patrick Ortiz; Commissioner's Ezilda Paytiamo & April Estevan; PAHA Staff: Executive Director, Floyd Tortalita; Development Manager, Francisco Carr; Housing Services Manager, Jennette Steward; Finance Manager, Owen Ondelacy, and Recording Secretary, Krystal Vallo; ABSENT: 1st Lt. Governor, Raymond Concho, Jr.; Tribal Councilman, Ernest Vallo, Sr., & Commissioner, Damian Garcia.

4. Approval of May 17, 2016 Agenda:

Commissioner, A. Estevan motioned to approve 5/17/16 Agenda, seconded by Vice-Chair, P. Ortiz. Motion carried.

5. Approval of April 14, 2016 Meeting Minutes:

Vice-Chair, P. Ortiz motioned to approve 4/14/16 Minutes, seconded by Commissioner, E. Paytiamo. Motion carried.

6. Opening Remarks: Floyd Tortalita, Executive Director

Mr. Tortalita informed the Board that there are no action items on the agenda but plenty of information to share in the Department Reports. However, formal action will be needed in regards to the Residential Land Leasehold.

7. Department Reports- (For more information refer to May 2016 Board Packet.)

Finance Department – Owen Ondelacy

On 4/1/16 Mr. Ondelacy submitted the Semi-Annual Labor Standards Enforcement Report to the Las Vegas HUD Office. Report was due April 4th. Mr. Ondelacy also attended one day training in Albuquerque on the ICDBG grant implementation & administration a requirement for recipients of the 2015 ICDBG. Areas of importance covered were environmental requirements; financial management of reports required LOCCS/proration of ICDBG & matching funds; micro purchase has to be specifically identified in policies as ICDBG up to \$3,000; audit requirements; property management and radon testing on rehabilitation of homes. The Environmental Review Records (ERR) for the 2015 ICDBG & 2016 IHBG were submitted to tribe for Governor's signature. PAHA received the Provided by Client (PBC) list from the auditor, which consisted of approximately 70 items that the auditor would need. Not all items on list were sent to auditor but needed to be available during fieldwork. List was completed April 26th. Floyd, Gwen & Owen updated passwords for eLOCCS as required every 60 or 90 days. Fieldwork for the 2015 audit will commence 5/16/16. Audit is anticipated to be presented to the Board and submitted to the Federal Clearinghouse (FAC) in June 2016. **Robin:** How does the radon testing pertain to new construction? **Response:** Radon testing is mainly for the rehabilitation of homes but we will get more clarification on how it pertains to new construction. Expenditure report: Fees under Planning & Administration are over due to tax credit project and adjustments will be made when allocation is received. There were no further inquiries on Mr. Ondelacy's report.

Housing Services Department – Jennette Steward

H.S. staff continues to enforce policies to current tenants and homebuyers. 5- NOD's and 1- Notice of Intent to Terminate were issued for the month of April 2016. Two tenants entered into a Plan of Action. 7- Inspections and 7- Recertification's were completed for April. TAR has been reduced by \$965.30. The H.S. staff continues to meet with prospective applicants, community members, tribal officials, and other interested parties pertaining to housing. Two new housing applications were received but are pending due to completion of background check. On 4/14/16 Mrs. Steward completed the final eligibility for the four applicants selected to participate in the 2015 ICDBG project for the construction of 4 new homes. Letters have been sent to the families informing them they are selected to receive a new home. Orientation of the Lease Purchase Program was scheduled for 5/25/16 but due to upcoming Homeownership event it has been rescheduled for June 8th at 5:30 pm. On 4/27/16 the San Juan Center for Independence (SJCI) meet with community members to relay information about the services they provide. Seventeen

community members attended meeting. SJCI is a resource available to community members of all ages with a disability and has no income limits. SJCI would also like to work with PAHA on cost sharing to rehab a home on our waiting list for a family with a disability. H.S. staff has sent information requested from auditors and is currently working with the Public Safety Department in preparation for upcoming Annual Homeownership event scheduled for June 3-4, 2016. FEMA trailer rehabilitation project was completed on 4/29/16 and the turning over the keys will take place 5/4/16 and 5/6/16. Two Low Rent units will become vacant 5/6/16 and next eligible applicants have been notified. Program briefing has been scheduled for June 7th with the two families. As of April 2016 PAHA has a total of 64 applicants on the new housing waiting list. Nina and Jennette attended the 16th Annual Travois Indian country Affordable Housing & Economic Development Conference in Nashville, TN and trip reports were attached. **Patrick:** Who are the next two eligible individuals? **Response:** A Martinez family and Poncho family, but eligibility it still being finalized. **April:** How did we hear or find out about the San Juan Center for Independence? **Response:** They contacted PAHA because they service ten pueblos in the state of New Mexico and Acoma is one. However, they did not have a client from Acoma, which is why they contacted PAHA. There were no further inquiries on Mrs. Steward's report.

Development Department – Francisco Carr

Development staff continues to accept rehabilitation applications. As of 4/30/16 there are 50 applicants on the rehab waiting list (below 80%), 6 applicants on the modernization waiting list, and 8 applicants on the rehab waiting list (over 80%). Fourteen (14) recertification notices were sent out and 4 have been returned. 2015 Rehabilitation (14 Homes): Phase I-1 and Phase I-2 projects were awarded to Star Hill Enterprises on 4/14/16. Construction for both phases began 5/11/16. Phase II-1 and Phase II-2 have been put out for advertisement for a third time due to no responsive bids received on April 7th. Bid packets were available for pick-up on May 16th. Walk-thru of homes was on May 17th with six general contractors and two sub-contractors. Bids are due May 31st. Delivery and Rehabilitation of two (2) FEMA trailers: Project was awarded to Jackhammer Construction, LLC. Work began 3/7/16 and was completed 4/29/16. There were a total of 4 change orders and homeowners received keys on 5/4/16 and 5/6/16. 2015 Acomita Sewer Main Extension Project: PAHA and IHS submitted Environmental reports to the State Historic Preservation Office (SHPO). PAHA did receive the Environmental reports back from the SHPO and have gotten clearance. A project update meeting was held on 4/19/16 and next update meeting is scheduled for 5/24/16. Floyd & Chico will meet with Leticia at the Albuquerque HUD Office on May 20th to ensure PAHA is complete with environmental reports and ensure that PAHA is in compliance with project. Pending Projects are the 2015 Modernization of 3 homes, 2016 IHBG Rehabilitation of 10 homes, and 2016 ICDBG New Home Construction of 4 homes. The Maintenance Department completed 7 work orders and 7 courtesy calls to non-PAHA homes. Nine open work orders as of 4/31/16. Mr. Carr attended the 16th Annual Travois Conference in Nashville, TN April 4th – 7th, 2016 and trip report was attached. Interviews were conducted for the maintenance position on April 18th. Three applicants were interviewed and Bernard Lewis was awarded the position. Mr. Lewis will start May 23rd. Before and after pictures of the Mobile Home project was distributed to the Board. There were no inquiries on Mr. Carr's report.

Executive Director Report – Floyd Tortalita

Mr. Tortalita gave updates on NAHASDA Reauthorization, President's FY 2016 Budget Request, Indian Housing Program Accounts, and Congressional Budget and Appropriations Update. NAHASDA Reauthorization continues to be top priority for NAIHC. The two NAHASDA reauthorization bills introduced last year H.R. 360 and S. 710 continue to be considered by Congress. Senator Lee (R-UT) continues to make objections to the reauthorization of the Native Hawaiian Housing Block Grant Program. However, efforts to navigate Senator Lee's objection and pass a bill have been ongoing. The President's FY 2016 Budget Request was released on 2/9/16 and calls for \$1.15 trillion in the discretionary spending budget that Congress legislates each year. Indian Housing Program Accounts includes \$700 million for IHBG, \$2 million for Title VI Loan Guarantee, \$5.5 million for the Section 184 Loan, \$80 million for ICDBG, and the budget request proposes to transfer \$3.5 million from the IHBG account to the Office of Policy Development and Research (PD&R) to be pooled with other funds for Training and Technical Assistance (T&TA) to Indian tribes. During the NAIHC Legislative Conference, the legislative committee urged the Board of Directors to adopt a resolution requesting T&TA remain within HUD's Office of Native American Programs and the Board voted to pass the resolution. Congressional Budget and Appropriations Update FY 2017 funding was approved by the Senate Appropriators for Transportation, Housing and Urban Development (THUD). The Senate proposes \$39.2 billion for the U.S. Department of Housing and Urban Development, \$648.5 million for IHBG, \$5.5 million for

Training and Technical Assistance, \$2 million for Title VI Loan Program, \$60 million for ICDBG, \$6.5 million for the 184 Loan Program, and \$5 million for the Native Hawaiian Homeownership Block Grant. Update on the Residential Land Leasehold is it is still in the Tribe's hands. Governor had meeting with Conroy Chino last week and presented options and the antelope clan were not in agreement of the options. They requested to have everybody sit down and go over document again. That has been done before and it is unclear how many more sit downs need to happen in order for this document to be passed. This document has been prolonged enough and action needs to be taken. The antelope clan's revisions to the Residential Land Leasehold will reduce the amount of people eligible to get a loan. Mr. Tortalita has been asked to attend Tribal Council meeting on May 23rd. A time has not been set but when information is given information will be passed along to the Board. It is also unclear as to what will be presented at the Tribal Council meeting. **Patrick:** The sale of alcohol was presented to the general public and once the general public approved it, it passed and the same can be done with the Residential Land Leasehold. **Floyd:** Am I right, traditional law supersedes written law? **Patrick:** When it comes to traditional law take it to Acoma and not at Tribal Courts. 2nd Lt. Governor will be the traditional judge and he will decide what happens. That has happened before with people selling traditional salt and the individuals were all found guilty. **Floyd:** Next issue is on the LIHTC project. If you remember at the last meeting I had reported we received a letter of denial. In the letter of denial it did state that there is an appeal process. We did go through the appeal process and submitted all documents needed. Travois paid the appeal fee and it was held on May 12th. In attendance for appeal were Owen Ondelacy, Robin Cruz, and Adam Rose with Travois. Outcome of appeal was that PAHA will be reconsidered for allocation of a tax credit project. **Robin:** Appeal was pretty intense and we were only given ten minutes to speak on our behalf, which included rebuttal. Time was closely monitored. We were allowed to listen to message Adam Rose left, which was no more than five seconds. Message stated this is Adam Rose with Travois. I am calling in regards to low income tax credits. Please give me a call back. The gentleman Adam contacted was also on the review committee, so we were able to ask him some questions. We waited for about 30 to 40 minutes to await the outcome of the appeal. As we sat and waited to hear the outcome we deliberated amongst each other. Then when they called us back in they informed us that our appeal was approved. **Floyd:** The LIHTC project is an \$8.1 million dollar project (\$6.9 mil-MFA & \$1.2 mil-PAHA). On a separate note I have stepped down from the Board of NAIHC. There were no issues, just felt it was time for someone else to take the position. There were no further inquiries on Mr. Tortalita's report.

8. Announcements & Schedule June 2016 Meeting:

Due to conflict with other Board members schedules and upcoming traditional ceremony the next two months meeting will be on June 22nd and July 20th at 5:30 p.m.- PAHA Conference Room.

9. Adjournment:

Meeting adjourned @ 8:45 p.m., motioned made by Commissioner, E. Paytiamo, seconded by Commissioner, A. Estevan. Motion carried.

10. Executive Session Convened

a) Executive Director's Evaluation

Respectfully submitted



Krystal Vallo,
Transcribing Secretary