



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

"Providing Safe and Affordable Housing Opportunities"

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Board of Commissioners Meeting

June 25, 2014
5:30 p.m.

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 Meeting Minutes**
 - a. Board Meeting - April 9, 2014
 - b. Board Meeting – May 21, 2014
6. **Opening Remarks** – *Floyd Tortalita, Executive Director*
7. **New Business**
 - a. 2013 PAHA Financial Audit – *O. Ondelacy, Finance Manager*
 - b. PAHA Signatory Authority – *F. Tortalita, Executive Director*
 - c. Tenant Rental Lease Transfer – *J. Steward, Housing Services Mgr*
 - d. 2014 PAHA Rehab Project – Phase II – *L. Ramirez, Development Manager*
8. **Old Business**
 - a. Self-Monitoring Policy – *F. Tortalita, Executive Director*
 - b. Investment Policy – *F. Tortalita, Executive Director*
10. **Department Reports**
 - Finance Dept – *O. Ondelacy, Finance Manager*
 - Housing Services Dept – *J. Steward, Housing Services Mgr*
 - Development Dept – *L. Ramirez, Development Manager*
 - Executive Directors Report – *F. Tortalita, Executive Director*
11. **Announcements & Schedule Next BOC Meeting**
 - August BOC meeting
 - August 13, 2014 – 5:30 pm – PAHA-Pueblo of Acoma, NM
12. **Adjourn**



Minutes of April 9, 2014
PAHA Board of Commissioners Regular Meeting
PAHA Conference Room – 5:30 p.m.

"Providing Safe and Affordable Housing Opportunities."

1. **Call to Order:** By Chairwoman, Robin Cruz at 5:50 p.m..
2. **Invocation:** Commissioner, Patrick Ortiz. Commissioner also asked to keep staff member, Gwen Garcia and family in prayer, her father is quite ill.
3. Roll Call: **Present:** Chair, Robin Cruz; Commissioners April Estevan, Patrick Ortiz, PAHA Staff: Executive Director, Floyd Tortalita; Finance Mgr. Owen Ondelacy; Housing Services Mgr. Jennette Steward; Dev. Mgr. Lawrence Ramirez; & Rec. Sec'y, Veralyn Farias.
Absent: Commissioner Damian Garcia, Vice Chair, Bernard Lewis, Tribal Ex-Officio's Ernest Vallo, Sr., (Council Rep.) and Gilbert Louis, Jr. (Tribal Secretary).
➤ Commissioner, Garcia arrived @ 6:00 pm.
4. Approval of April 9, 2014 (Revised) Agenda:
A **revised** agenda was presented adding the 2014 PAHA Rehab Project – Phase 1 as item (a) Self-Monitoring Policy as item b) & Investment Policy as item c). With no other changes Commissioner, April Estevan motioned to accept the revised Agenda seconded by Commissioner, Patrick Ortiz.
5. Approval of Meeting Minutes of March 12, 2014:
With no changes/corrections to the Minutes, Commissioner Patrick Ortiz motioned to **approve** the Minutes, seconded by Commissioner, April Estevan.
6. Opening Remarks: Floyd Tortalita, Executive Director
Tonight's agenda contains three (3) items. PAHA is also working to prepare for next week's audit.
7. New Business:
 - a) **2014 PAHA Rehab Project Phase 1/Resolution** - Lawrence Ramirez, Dev. Manager
Mr. Ramirez presented the documents and purpose of selecting a contractor for the 2014 Rehab., Project Phase 1. OCS the lowest bidder, was unable to provide certain required documents, i.e., financial capacity, experience & references which in essence placed the company in an unresponsive category. PAHA selected the 2nd highest bid, Delgado Exterior Coatings @\$164,098.72. In conclusion, Commissioner P. Ortiz motioned to approve Delgado Exterior Coatings seconded by Commissioner, A. Estevan. Resolution No., PAHA 04092014-01 passed with a vote of **4 for -0- against**.
 - b) Self-Monitoring Policy – Floyd Tortalita, Executive Director **(ITEM TABLED)**
Suggested revisions expressed by the Board will be sent to PAHA's attorney for review and modifications. Commissioner, D. Garcia motioned to table this item, seconded by Commissioner, P. Ortiz.
 - c) Investment Policy – Floyd Tortalita, Executive Director **(ITEM TABLED)**
Suggested revisions expressed by the Board will be sent to PAHA's attorney for review and modifications. Commissioner, D. Garcia motioned to table this item, seconded by Commissioner, A. Estevan.
8. Department Reports
Finance – Owen Ondelacy, Manager Budget Report- **Q.** Is PAHA leasing equipment? **A.** printers for PAHA & Dev. Offices; **Q.** Uniforms? **A.** for maintenance personnel. **Q.** Meeting supplies? **A.** charges for the Christmas Dinner. Responses were addressed to the satisfaction of the Board. PAHA's budgets remain on track.

Housing Services – Jennette Steward, Manager

Q. Can a tenant convert to the Homeownership Program? **A.** Yes. **Q.** Are all payments made to date transferred to the Homeownership Program? **A.** Only 2 yrs. of payments may be applied. Tenant must be in good standing at least 5 yrs, w/accounts & tenant agreement. Payment may increase, however, the homeownership program has a cap on house payments. Payments are based on size of the unit. **Dogs.** PAHA and the Police Dept. have yet to meet to address this problem. PAHA cannot enforce a tribal matter. Letters have been sent to tenants/clients on the issue.

Development/Maintenance – Lawrence Ramirez, Manager

Q. What entails refurbishing of units? They include additions to roofs (if needed), bathrooms & kitchen area (stove, countertops, cabinets, etc.) Flat roofs are also given a 2% slope. PAHA's goal is to keep traditional homes looking as such. Warranties on workmanship is 1 yr., manufactured items normally carry a 5 – 10 yr. warranty. Homeowners have been very receptive to the work performed on their homes. This is PAHA's first ICDBG funded project. As a whole, the Tribe has not had an ICDBG project in over 20 yrs. Tribal Adm., was invited to the walk thru of the latest project and were very impressed with the outcome of the home.

Executive Director – Floyd Tortalita

(Update) NAHASDA Re-Authorization – The document was officially introduced as HR 4329 on 3/27/14 by NM Congressman Steve Pearce. Comments addressed to Congressman Pearce were prepared in a letter by PAHA, and signed by Governor Vallo. The Bill will now go to the committee for review. A final vote is expected to occur within the year. **(Update) NAHASDA Negotiated Rulemaking** – Review is conducted every five (5) years to identify any issues with NAHASDA. Two meetings have been conducted with a third meeting scheduled in Washington, D.C., April 23 – 25. No resolutions have been reached to date. Due to a number of legal issues presented, PAHA's legal counsel, Ms. Zuni, will attend this session. She has also attended other sessions and has provided a report to PAHA upon her return.

GAO (Gen. Accountability Office) – The GAO contains two reports – (GAO report & the Congressional Mandate). A detailed report on the study of Indian Housing performed by HUD can be found at www.gao.gov/assets/670/662063.

Meetings – Meetings and presentations to Tribal Administration and Council March 12th & 13th were well received. The CDEC and Residential Leasehold were topics of discussion. A resolution on the **CDEC** is expected within the next 30 days. **Residential Lease.** Council is in favor and has directed PAHA to move forward on the subject. A meeting has been scheduled with Cacique, Tribal Admin., & PAHA on April 24, 2014 9:00 am @ Tribal Administration. PAHA made their **Annual Report** to the community on 3/25/14. A few members expressed some dissatisfaction on either how services were delivered or not receiving services. PAHA addressed their concerns/complaints explaining it must follow HUD'S regulations when selections for services are made. In general, the meeting went well. In March 2014, Mr. Tortalita attended the SWTHA meeting in El Paso, TX. At that time he was again selected to represent Region 8 on the Board of Directors. The membership also suggested he make a run for the NAIHC Chairmanship this coming June. Chair asked, if elected, would it hinder his obligations at PAHA. Answer, no.

10. Announcements & Schedule of next BOC Meeting

Next BOC meeting scheduled for May 14, 2014, 5:30 pm., PAHA Conference Room

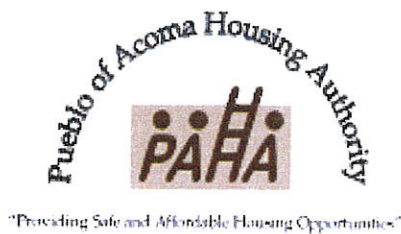
11. Adjournment:

Commissioner, D. Garcia motioned to adjourn meeting, seconded by Commissioner, P. Ortiz, meeting adjourned at 8:42 p.m..

Respectfully submitted,



Veralyn S. Farias
Recording Secretary



Minutes of May 21, 2014
PAHA Board of Commissioners Regular Meeting
PAHA Conference Room – 5:30 p.m.

1. **Call to Order:** By Chairwoman, Robin Cruz at 6:25 p.m.
2. **Invocation:** P.O.A. Tribal Secretary, Mr. Gilbert Louis, Jr.
3. Roll Call: **Present:** Chair, Robin Cruz; Commissioner April Estevan, PAHA Staff: Executive Director, Floyd Tortalita; Finance Mgr. Owen Ondelacy; Housing Services Mgr. Jennette Steward; Dev. Mgr. Lawrence Ramirez; & Rec. Sec'y, Veralyn Farias.
Absent: Vice-Chair, Bernard Lewis; Commissioners Damian Garcia and Patrick Ortiz.
 - **A quorum was not established; therefore no official business was conducted. Chair announced items 4 thru 9 will not be addressed this evening. #10 - Monthly dept. reports were presented.**
10. Department Reports
 - Finance – Owen Ondelacy – Report presented.
 - Housing Services – Jennette Steward - Report presented.
 - Development/Maintenance – Lawrence Ramirez - Report presented.
 - Executive Director – Floyd Tortalita – Reported presented
 - CDEC Update - Tribal Secretary, Mr. Gilbert Louis, Jr., announced the Pueblo of Acoma and Continental Divide Electric Co., issue are close to reaching a settlement.
11. Announcements & Schedule of next BOC Meeting
Due to travel of PAHA Managers and Director, June 1st thru June 6th, the June Board Meeting is rescheduled to June 25, 2014, meeting will commence at the same time, same location.
12. Adjournment:
Chair adjourned meeting at 7:56 pm.

Respectfully submitted,

Veralyn S. Farias
Recording Secretary