



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

“Providing Safe and Affordable Housing Opportunities”

Phone: (505) 552-5174  
Fax: (505) 552-9093

## **Board of Commissioners Meeting**

July 17, 2013  
3:30 p.m.

### **AGENDA**

- 1. Call to Order** – Robin Cruz, BOC Chair
- 2. Roll Call** - Robin Cruz, BOC Chair
- 3. Approval of Agenda**
- 4. Approval of Meeting Minutes**
  - a. Board Meeting - June 12, 2013
  - b. Special Board Meeting - July 3, 2013
- 5. Purpose of Meeting** – Floyd Tortalita, Executive Director
- 6. New Business**
  - a. Meeting with the Pueblo of Acoma Tribal Administration
    - Pueblo of Acoma Tribal Council Resolution No. TC-OCT27-11VIIb
- 7. Announcements & Schedule Next BOC Meeting**
  - Monthly BOC Meeting – May 8, 2013 – 5:30 pm – PAHA Board Room
- 8. Adjournment**



"Providing Safe and Affordable Housing Opportunities"

Board of Commissioners  
Regular Meeting  
June 12, 2013

1. Call to order: By Vice-Chair, Robin Cruz at 5:43 p.m...
2. Invocation: Board Member, B. Lewis
3. Roll Call: **Present:** BOC: Vice-Chair, Robin Cruz, Members: Bernard Lewis, April Estevan, Damian Garcia, Ex-Officio, Ernest Vallo, Sr...  
PAHA: Executive Director, Floyd Tortalita; Finance Manager, Owen Ondelacy; Development Manager, Lawrence Ramirez; Housing Services Mgr., Jennette Steward, & Recording Secretary, Veralyn Farias  
**Absent:** Board Member, Patrick Ortiz and Tribal Secretary, Philip Riley
4. Approval of Agenda:  
Prior to approving the Agenda, Vice-Chair announced, under New Business, Item a) changed to b) and b) changed to a). Member, B. Lewis motioned to approve the agenda with the changes, seconded by Member, Damian Garcia.
5. Approval of April 10, 2013 Board Minutes  
Member, Damian Garcia, motioned to approve the Minutes with a correction to read, Minutes of **4/10/13** not 3/13/13 as presented, seconded by Member, April Estevan.

Approval of May 15, 2013 – Special Board Meeting between PAHA and Pueblo of Acoma Officials  
Member, Damian Garcia, motioned to approve the 5/15/13 Minutes, seconded by Member, Bernard Lewis.

6. Opening Remarks – Executive Director, Floyd Tortalita
  - Update on Tribal Council directive, ref: Certificate of Deposit & Accts Payable items issue.
  - Presentation of PAHA's 2012 Financial Audit by Axiom CPA's
  - PAHA's Financial status report
  - BOC Officer's Elections
  - Executive Director's Report
7. New Business
  - a) PAHA 2012 Audit – Axiom Certified Public Accountants  
In a power point presentation Chris Garner and Jim Cox Axiom CPA'S presented the results of PAHA's Financial Statements and Federal Program/Single Audit for year ending December 31, 2012. PAHA expended over \$500K of federal funding and a Federal Program or Single Audit was also performed. After explaining the presentation the auditors were happy to announce PAHA received an "**Unqualified Opinion or Clear Opinion**". There were only six (6) adjustments found which are noted on page 11. Mr. Garner stated these adjustments were **not** material to the financial statements. The focus was on PAHA's internal controls, (payrolls, cash receipts, disbursements, etc..). Samples were also conducted in these areas. The auditors expressed their appreciation to Mr. Ondelacy and PAHA staff for their cooperation during the audit. Mr. Ondelacy announced acceptance of the audit required a vote by the Board. Member, Bernard Lewis motioned to accept PAHA's 2012 audit, seconded by Member, April Estevan, with all in favor, motion carried. The audit will also be forwarded to the Federal Audit Clearing House.
  - b) Status update of the directive from P.O.A. Tribal Council to address: 1) CD #7120019065 and 2) A/P Items. The Central Accounting Dept, (Tribal Accountant, Marvis Vallo; Tribal Consultant, Jack Rogers and Tribal Sec'y, Philip Riley) and PAHA Reps. (Vice-Chair, R. Cruz; Executive Director, F. Tortalita & Finance Mgr.,

O. Ondelacy) met today @ 3:00 p.m. in an effort to reach a compromise or resolve regarding the C.D. and A/P issue. Unfortunately, no resolution was reached. There were numerous questions each entity had with no concrete answers or evidence to support those inquiries. The Central Accounting dept. prepared their findings which were handed out at the earlier meeting. PAHA felt they were vague and deemed inconclusive. The findings (documents) were later reviewed with the Board. Mr. Ondelacy also prepared a report of his findings which he presented this evening to the Board. He mentioned this was not complete and will continue to work on it. At the end of today's meeting PAHA extended an invite to Mr. Marvis Vallo to attend this evening's meeting with PAHA's Board. Mr. Vallo declined stating it was *not essential or relevant* that he attend. A lengthy discussion ensued regarding this subject and other comments made by the Tribe regarding PAHA. It was at this time Board Member, Damian Garcia made a request through Ex-Officio, Ernest Vallo, Sr., to convey a message to Tribal Sec'y that his attendance at future PAHA Board meetings was crucial.

c) BOC Officers Election (Chairperson & Vice-Chair)

In a motion, Board member, Damian Garcia suggested to elect two Board members with seniority to these positions. With no objections from the membership Vice-Chair Robin Cruz was appointed Chairperson and Board member Bernard Lewis, Vice-Chair, seconded by Board member, April Estevan. With all in favor, motion carried.

8. Department Reports:

a) Finance – Owen Ondelacy

Chair, R. Cruz – Inquired of the six (6) Audit adjustments mentioned by the Auditors. Mr. Ondelacy replied these were small accounts which had been carried over year to year and were not material. Member, A. Estevan asked for an explanation, Mr. Ondelacy replied they were bad debts that had remained on the books in the amount of \$8,900. Also, the Preservation Office account was corrected from a liability account to income account in the amount of \$7,000. Chair, thanked PAHA for a good audit and stated this signifies everyone working together to achieve this goal. Mr. Tortalita added in the Summary of Auditor's Results, PAHA now qualifies as a "**Low-Risk Auditee**" which speaks volumes for PAHA.

b) Housing Services – Jennette Steward

The (3) Notices of Intent to terminate are back in compliance new payback agreements or plan of action signed. Occupancy is @ 100%, no vacancies or evictions pending. Dept., preparing for Homeownership Week. 5<sup>th</sup> Annual Volleyball Tournament will include a \$75.00 fee. Funds will be used towards helping organizations with fundraising projects within the community.

c) Development – Lawrence Ramirez

A request to include dollar amounts for projects completed ie., rehab. etc.. was requested. The topic of some homes receiving more work than others was questioned. For example, the Seymour house in McCarty's. Mr. Ramirez explained, in this case, the homeowner contributed a portion of her own money, i.e., Sweat Equity to acquire complete rehab. services, (inside & out). An explanation on the assessment process was given. PAHA focuses on the needs of a home rather than the "wants, especially in the area where a disabled person may require certain services. There are occasions when a family must completely move out of their home in order to acquire complete rehab. services. The length of days a family may be out of their home is 25 days. A question was asked on whether the potential client receives a letter from PAHA explaining the Scope of Work, to be performed on his home. Response, Yes. Documents are signed signifying acceptance of the Scope of Work.

Due to the unresolved issue with CDEC, the Lucero home remains unoccupied and remains on the Development report until such time a resolution is reached by POA and CDEC.

d) Executive Director – Floyd Tortalita – refer to report in packet.

On 5/20/13, PAHA received notification of their allocation for 2013 in the amount of \$1,026,888, approximately \$60K less than last year. Reason is the Sequester which signifies a 6% reduction. PAHA had anticipated on \$1,085M. PAHA has not yet received their contract documentation, should have access to funds by the June timeframe. PAHA received their *estimated* allocation for 2014 in the amount of \$1,085M, this amount has not been confirmed. NAHASDA was awarded \$563M and from this amount funds are distributed to all Indian Housing Authorities.

NAHASDA Reauthorization – This takes place every five (5) years. Mr. Tortalita attended the pre-meeting in Chicago with NAIHC, see a full detailed report on page two (2). Congressman Steve Pearce is sponsoring this bill on behalf of NAHASDA. Another group involved is Nat'l Congress of American Indians (NCAI) who will meet in Reno, NV, June 24, 2013 along with NAIHC and other Tribal Leaders to discuss this issue. Mr. Tortalita will be attending this Roundtable discussion.

HUD's Indian Housing Needs Study- Pueblo of Acoma is one of 40 tribes that have been selected as a sample sight. Site visits will be conducted in Acoma. The study includes interviews or self inventories. An independent company has been selected to perform the study. Ms. Gerri Vallo and two other individuals will be conducting the study in Acoma. Homes are selected randomly. Full details are on page 4.

Other issues– HUD continues to put pressure on IHA's with unspent dollars. PAHA is one of those IHA's who have had funding sitting in their account for approximately 10 years. PAHA sees no resolution to the CDEC issue, therefore, PAHA has decided to stop plans for new construction and expend those dollars on other community projects such as the CDEC issue or Skyline waste water Interceptor. The Interceptor Project will cost 1.29M which the Tribe does not have. If Tribe can come up with some funding, PAHA is willing to assist the tribe with a portion of the funding. This will also benefit future PAHA projects. PAHA will make a formal request to the Board to reallocated these funds and utilize them for other projects here at Acoma. There is a deadline to expend dollars, and therefore PAHA must expend those dollars soon.

With HUD accepting PAHA's APR, and with the 2012 Audit finalized & accepted, PAHA is ready to submit the Annual Report to Tribal Council by next week.

Reminder: PAHA's delegated group to address the Residential Lease issue is still awaiting a formal meeting to be scheduled by the tribe. The group was selected last year at the request of the tribe. Members representing PAHA include, Executive Director, F. Tortalita, Chair, R. Cruz, former Board member Tim Chavez and PAHA's Attorney, Denise Zuni.

Announcements:

The July Board meeting is scheduled until the third Wednesday in July, 5:30 p.m., PAHA Conference Room, due to the religious ceremonies at Acoma.

Adjournment:

With no other business at hand, Vice-Chair, Bernard Lewis motioned to adjourn, seconded by Member, April Estevan. Meeting adjourned at 8:51 p.m..

Respectfully submitted,



Veralyn Farias,  
Recording Secretary