

# 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 REGULAR MEETING  
PUBLIC SAFETY FACILITY CONFERENCE ROOM  
August 12, 2003

### BOARD OF COMMISSIONERS

Duane Mousseau, Chairman

*Duane Mousseau*

Michael Torivio, Vice Chairman

*Michael Torivio*

Freida Vallo, Secretary

*Freida Vallo*

Geraldine M. Vallo, Commissioner

*Geraldine M. Vallo*

Myron Garcia, Commissioner

*Myron Garcia*

Michael Lewis, Ex-Officio (Tribal Council)

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Ted Ortiz, Ex-Officio (Tribal Administration)

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### PAHA STAFF

Executive Director, Vacant

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Owen Ondelacy, Assistant Director

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Floyd Tortalita, Development Specialist

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Patricia J. Alonzo, Accountant

*Patricia J. Alonzo*

Chandler Sanchez, Mortgage Specialist

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Rose Histia, Homeownership Supervisor

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Jennette Steward, Homeownership Specialist

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Connie R. Silva, Homeownership Specialist

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Gwen Garcia, Administrative Assistant

*Gwen Garcia*

Tina M. Poncho, Secretary/Receptionist

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Lawrence Ramirez, Maintenance Supervisor

*Lawrence Ramirez*

Curtis Paytiamo, Maintenance Worker

*Curtis Paytiamo*

Marion Salvador, Maintenance Clerk

*Marion Salvador*

MEETING ADJOURNED AT

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## AGENDA

Pueblo of Acoma Housing Authority Board of Commission Regular Meeting  
Public Safety Facility Conference Room  
Acomita, New Mexico  
August 12, 2003  
6:30 p.m.

- I. Call to Order
- II. Invocation
- III. Roll Call
- IV. Approve Agenda
- V. Approve Minutes of July 22, 2003
- VI. Announcements
  1. Board of Commissioners Training, September 3-4, 2003, Hyatt Regency, Albuquerque, NM
- VII. Reports
  1. Financial Report, Mr. Kenneth Purwin, Central Accounting Department
  2. Mortgage Update, Chandler Sanchez, Mortgage Specialist
- VIII. Old Business
  1. Maintenance Policies and Procedures, Lawrence Ramirez, Maintenance Supervisor (Tabled)
- IX. New Business - None
- X. Schedule Next Board of Commission Meeting
  1. Next regular board meeting scheduled for September 9, 2003. 6:30 p.m. TBD
- XI. Adjourn

**PUEBLO OF ACOMA HOUSING AUTHORITY**  
**Board of Commission Regular Meeting**  
**Public Safety Facility Conference Room**  
**August 12, 2003**

**ITEM I. CALL TO ORDER**

Meeting was called to order at 6:45 p.m. by Chairman D. Mousseau

**ITEM II. INVOCATION**

Invocation was given by Vice-Chairman M. Torivio

**ITEM III. ROLL CALL**

Roll call was made with the following individuals present:

**Board of Commissioners:**

Duane Mousseau, Chairman  
Michael Torivio, Vice-Chairman  
Freida H. Vallo, Secretary  
Myron Garcia, Commissioner

**Housing Staff:**

Chandler Sanchez, Sr., Mortgage Specialist  
Patricia Alonzo, Accountant  
Gwen Garcia, Administrative Assistant  
Tina Poncho, Secretary/Receptionist

**Maintenance Staff:**

Lawrence Ramirez, Maintenance Supervisor  
Curtis Paytiamo, Maintenance Worker  
Marion Salvador, Maintenance Clerk

**ITEM IV. APPROVAL OF AGENDA**

Secretary F. Vallo informed the Board that the minutes for July 22, 2003 meeting are incomplete and in its place are the minutes for the June 17<sup>th</sup> meeting. A request was made by L. Ramirez, Maintenance Supervisor to have the Maintenance Policies and Procedures tabled, and under ITEM VII. REPORTS, No. 1. Financial Report, Mr. Kenneth Purwin, Central Accounting Department is unavailable. A motion was made by Commissioner M. Garcia to approve the agenda with the above listed changes, seconded by Vice-Chairman M. Torivio, motion carries.

**ITEM V. APPROVE MINUTES**

1. Minutes for June 17, 2003, previously approved, revisions have been made, no further comments, minutes accepted.

**ITEM VI. ANNOUNCEMENTS**

1. Board of Commissioners Training, September 3-4, 2003, Hyatt Regency, Albuquerque, NM  
Commissioner M. Garcia is registered to attend.

**ITEM VII. REPORTS**

1. FINANCIAL REPORTS, MR. KENNETH PURWIN, CENTRAL ACCOUNTING DEPARTMENT

Not available, no report.

2. MORTGAGE UPDATE, CHANDLER SANCHEZ, SR., MORTGAGE SPECIALIST

An updated report was made by Mr. C. Sanchez, consultation has been made with Denise Chee, PAHA Attorney to go over some of the revisions that have been made, to ensure that all is in place before going before Tribal Council. Mr. C. Sanchez along with R. Histia and F. Tortalita met with the Tribal Administration Staff to address any concerns or questions they may have or any concerns that the past

Administration may have had and an update was also done on the Mortgage Code which gave them a better understanding of the code. He has also met with the Caciques and the entire Mortgage Code was explained in Acoma to the Caciques; concerns and issues were addressed. Mr. C. Sanchez stated that the Caciques have given their blessing and were glad that the code was explained to them in Acoma for a better understanding. One concern they had was not to do scattered homes, but instead to identify possible sites for homes in the future, especially areas where water and utilities are readily available.

Next step is for presentation to the Tribal Council for approval of the revised Mortgage Code in Resolution form. Tribal Council's concern is that the Caciques do understand the code.

Businesses, lending companies and banks have been contacted as far as possibly offering their services to assist with individuals who may qualify for mortgages. A possible match or contribution may be received from other various foundations, such as Fannie Mae, First Mortgage Company and Bank of America

Mr. Sanchez would like to educate the community on the Mortgage Code and is setting a tentative start up date for the end of December 2003. He would like to coordinate or meet with all individuals/programs involved, such as the Land Office, and the Public Works Department. He would also like to start out with 8-10 homes in the range value of \$70-80,000, for pre-approved individuals.

#### **ITEM VIII. OLD BUSINESS**

##### **1. MAINTENANCE POLICIES AND PROCEDURES, LAWRENCE RAMIREZ, MAINTENANCE SUPERVISOR**

Item to remain tabled at the request of the Maintenance Supervisor, L. Ramirez.

#### **ITEM IX. NEW BUSINESS**

1. Chairman Mousseau announced new hire of Executive Director as Lawrence Sanchez, Jr. Selection of hire was based on qualifications, individual is a tribal member, probationary period of 120 days, his starting date will be August 18, 2003. Owen Ondelacy, Assistant Director who is on leave will be returning on September 9, 2003 and his main focus will be on setting up the Accounting Department for the Housing Program. No comments.
2. Pat Alonzo, PAHA Accountant, presented the Tenants Account Receivable Report Summary, Ms. Alonzo stated that there is a decrease in the TAR balance of some participants. There are some participants that are behind in their payments, but have done an agreement with Housing to make payments.

#### **ITEM X. SCHEDULE NEXT BOARD OF COMMISSION MEETING**

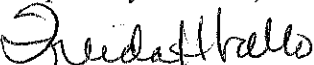
1. Next regular board meeting scheduled for September 9, 2003, 6:30 p.m., location to be determined.

NOTE: Chairman Mousseau informed PAHA Staff and Maintenance Department that if a Special Meeting is needed especially for a Board action or decision, please do not hesitate to inform the Board.

#### **ITEM XI. ADJOURN**

A motion was made by Vice-Chairman M. Torivio, seconded by Chairman M. Garcia, meeting adjourned at 7:50 p.m.

Respectfully submitted,

  
Freida H. Vallo  
BOC Secretary