



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

"Providing Safe and Affordable Housing Opportunities"

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Board of Commissioners Meeting

November 12, 2014
5:30 p.m. – Sky City Casino

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 - October 8, 2014
6. **Opening Remarks** – *Floyd Tortalita, Executive Director*
7. **New Business**
 - 2014 PAHA Rehabilitation Project – Phase IV – *L. Ramirez, Development Manager*
8. **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*
9. **Announcements & Schedule Next BOC Meeting**
 - November BOC meeting
 - December , 2014 – 5:30 pm – Albuquerque, NM
10. **Adjourn**



"Providing Safe and Affordable Housing Opportunities"

Minutes of October 8, 2014
PAHA Board of Commissioners Regular Meeting
PAHA Conference Room – 5:30 p.m.

1. Call to Order:
Chairwoman, Robin Cruz @ 5:44 p.m
2. Invocation:
Tribal Councilman, Ernest Vallo, Sr..
3. Roll Call: Present: Chairwoman, Robin Cruz, Commissioners, April Estevan, Damian Garcia, Patrick Ortiz and Tribal Secretary, Gilbert Louis, Jr., Tribal Councilman, Ernest Vallo, Sr., Executive Director, Floyd Tortalita, Francisco Carr for Lawrence Ramirez, Housing Services Mgr., Jennette Steward, Finance Manager, Owen Ondelacy & Recording Sec'y, Krystal Vallo. **Absent:** Vice-Chair, Bernard Lewis.
4. Approval of October 8, 2014 Agenda
Commissioner, Damian Garcia motioned to approve the 10/08/14 Agenda, seconded by Commissioner, Patrick Ortiz. With all in favor, motion carried.
5. Approval of September 10, 2014 Meeting Minutes
Commissioner, Damian Garcia motioned to approve the 09/10/14 Minutes as presented, seconded by Commissioner, April Estevan. With all in favor, motion carried.
6. Opening Remarks: Floyd Tortalita, Executive Director
Development Office will be presenting information and resolution for rehab. of PAHA's Admin. Bldg.
7. New Business – PAHA Renovation Project – Francisco Carr, Project Manager
Bids were due to PAHA by 10/03/14. Three (3) bids were submitted, one (1) contractor did not submit the required documents and was disqualified. PAHA's estimated in-house budget was \$318,604.26 and was in compliance with the Procurement Policy. Based on previous satisfactory work experience with NAHC, Native American Housing Consultants, PAHA is recommending to the Board to move forward with NAHC's bid of \$224,447.50. A resolution is also being presented to signify the approval of the contract. The rehab., work entails a full renovation to the 10-yr. old building, including, correcting of settlement and drainage problems in and around the building, re-stucco, re-paint, replacement of carpet, flooring and windows. Mr. Carr stated ADA accessible items, ramps & decks will be included. Renovation is expected to take 30 – 40 days. Daily operations will not be affected. With no further discussion or inquiries, Commissioner A. Estevan motioned to approve Resolution PAHA-1008-2014-01, seconded by Commissioner, P. Ortiz. For the record, no objections were voiced.
8. Department Reports:
Finance – Owen Ondelacy
No questions following Mr. Ondelacy's narrative report. Budget Reports: **Operating:** Two (2) line items: Repairs & Maintenance & Communications were over in their budgeted amounts. Explanation: Repairs & Maintenance were due to additional work performed on rental units. Communications: purchase of the new phone system to replace the inoperable phone lines. With this purchase PAHA now has their own phone system and no longer relies on the tribes communication lines. Mr. Ondelacy will make adjustments to these line items using funds from the Professional Fees line item. **Planning & Admin.:** Professional Fees were over the budgeted line item due to audit and attorney fees. Mr. Ondelacy states he will make an adjustment using funds in the Travel Expense line item. Total Operating, Housing Services, Planning & Admin., should be on track by the end of the year. Budgets still remain well below the 75.0% amount. The line item under Operating for Insurance @\$35K will be expended by the end of the year.

8. Department Reports – Con'd

Housing Services – Jennette Steward, Housing Services Mgr.

Additional information: Three (3) move-ins for the month of September:

9/5/14 - Unit 14 Timathia Louis; **9/10/14** - Unit 7 Elardo Garcia; **9/3/14** – Mr. & Mrs. Tenorio. One (1) unit remains vacant, H.S. plans to have this unit occupied by Nov. 1, 2014. This is a MH unit, however, it will be reported to HUD as a rental until such time it can be re-classified as a MH unit.

An update on the Zuni Housing Fair attended by Ms. Steward was presented.

Development – Francisco Carr, Project Mgr. for Lawrence Ramirez, Dev. Project Mgr.

Following the presentation, Tribal Sec'y stated tribal members take their complaints to Tribal Admin., regarding repair issues not being addressed by PAHA or to request discounts at Sky City Hotel while their homes are being renovated by PAHA. Chair suggested, informing the community, (clients and community members) on policies, procedures when acquiring services from PAHA. WORK ORDERS: the reported 15 work orders for September were from routine annual inspections. Board continues to request pictures of completed projects and also to share through social media or public bulletin boards.

Executive Director – Floyd Tortalita, Executive Director

NAHASDA Re-authorization – letters to Congressional delegates to support this bill introduced by Congressman Steve Pearce have been sent. Mr. Tortalita plans to testify on behalf of this bill. NAIHC and the nine regions it serves is hopeful this bill will get attention before the end of the year. It is hopeful it will be presented by November.

2015 IHP has been accepted by (ONAP) the Southwest Office of Native American Programs for \$1M. Monies will be used towards the 2015 IHP Wastewater Sewer Main Extension and Rehab of the PAHA Admin. Offices.

\$825K 2015 ICDBG (Indian Community Development Block Grant) – PAHA was not selected. PAHA feels their application was complete, however HUD stated otherwise. There are no procedures for an appeal or grievance hearing. PAHA is objecting this decision.

PAHA's Strategic Plan continues to move forward. Mr. Aragon will provide PAHA with a Scope of Work.

Updates: Residential Leasehold – is on-going. Future meetings with Cacique are being scheduled. CDEC issue remains unresolved. PAHA's new phone number: (505) 552-7528. Cost of the new phone system was: \$6,480.00, includes internet.

9. Announcements & Schedule November 2014 BOC Meeting

November 12, 2014 @5:30 pm..

10. Adjournment

Commissioner A. Estevan motioned to adjourn, seconded by Commissioner, D. Garcia. With all in favor meeting adjourned @7:47 p.m.

Respectfully submitted,



Veralyn Farias
Transcribing Secretary