



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

"Providing Safe and Affordable Housing Opportunities"

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Board of Commissioners Meeting

November 13, 2013
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 - Sept 18, 2013
- 6. Opening Remarks** – Floyd Tortalita, Executive Director
- 7. New Business**
 - a. Legal Services Contract
 - Sh'eh Wheef Law Offices
- 8. Department Reports**
 - Finance Dept – *Owen Ondelacy, Finance Manager*
 - Housing Services Dept – *Jennette Steward, Housing Services Mgr*
 - Development Dept – *Lawrence Ramirez, Development Manager*
 - Executive Directors Report – *Floyd Tortalita, Executive Director*
- 9. Announcements & Schedule Next BOC Meeting**
 - Year End PAHA Board Of Commissioners Meeting
 - December 19, 2013 – 5:00 pm – Indian Pueblo Cultural Center
- 10. Adjourn**



"Providing Safe and Affordable Housing Opportunities"

**Board of Commissioners Regular Meeting
September 18, 2013 - 5:30 p.m.
PAHA Conference Room**

1. Call to order: Chairwoman, Robin Cruz @5:50 pm.
2. Invocation: Tribal Councilman, Ernest Vallo, Sr..
3. Roll Call: **Present:** BOC: Chair, Robin Cruz; Commissioners, April Estevan, Damian Garcia, Patrick Ortiz; Tribal Councilman, Ernest Vallo; Executive Director, Floyd Tortalita; Develop/Maint. Francisco Carr; Finance Manager, Owen Ondelacy; Housing Services Manager, Jennette Steward; Recording Secretary, Veralyn Farias.
Guests: Richard Hilton, Econometrica, Inc., and Carol Hafford, NORC (Nat'l Opinion Research Center)
Absent: Tribal Secretary, Philip Riley; PAHA Commissioner, Bernard Lewis.
4. Approval of Agenda:
Executive Director announced item c. *Contract for Legal Services* is still under review and will not be ready until next Board meeting. PAHA is covered for legal services for another year. Commissioner, Damian Garcia motioned to approve the Agenda excluding item c., seconded by Commissioner, Patrick Ortiz.
5. Approval of Meeting Minutes for:
August 14, 2013 Meeting Minutes: Question: Ref. to #5, of said Minutes, Commissioner, April Estevan asked if Tribal Secretary was contacted regarding his presence at this evening's Board meeting. Chair, R. Cruz stated Mr. Riley called prior to the beginning of the meeting indicating he would be late.
With no further comments/questions, Commissioner, Damian Garcia motioned to approve the **8/14/13 Minutes**, seconded by Commissioner, Patrick Ortiz.
August 29, 2013 Phone conference. With no comments/questions, Commissioner, Damian Garcia motioned to approve "Special" BOC telephone conference meeting Minutes, seconded by Commissioner, April Estevan.
6. Purpose of Meeting – Floyd Tortalita, Executive Director
Housing Needs Survey. Mr. Tortalita gave a brief explanation on the purpose of the housing needs survey and introduced guests, Mr. Richard Hilton, Econometrica and Carol Hafford of NORC (Nat'l Opinion Research Center) performing the study.
7. New Business:
 - a) Housing Needs Survey – Richard Hilton, Econometrica & Carol Hafford, NORC
The analysis is part of a congressional mandate to look into the housing needs in Indian Country, and also to find out whether NAHASDA has been an effective program. Acoma was selected to participate in the nation-wide study of 40 reservations. The guests performing the interviews at Acoma are Mr. Richard Hilton owner of Econometrics and Ms. Carol Hafford of NORC (Nat'l Opinion Research Center) a non-profit organization based out of Washington. Mr. Hilton stated he and Ms. Hafford were hired as subcontractors by Urban Institute in Washington, D.C. which is being funded by the Dept. of HUD to perform this study that includes Alaska Native villages and Native Hawaiians. The study will give HUD an idea as to what the current quality of housing is in Indian Country. They held interviews of local leaders, dept. heads and will wrap up their interviews including PAHA staff by tomorrow. The full assessment of door to door on-site visits and interviews have been completed. The study will reveal the number of people who cannot find housing at Acoma and who must live off the reservation, i.e., Grants or Albuquerque. The study asks how NAHASDA can improve its' operation to better serve the communities' needs. Mr. Hilton stated financing might be a way however understands that is limited. He also stated in any federal program, "one shoe does not fit all". There are traditions and institutions to consider when developing program requirements. The general consensus of those interviewed so far agree new housing is needed. Many families are living in multi-generational homes, younger families want affordable housing as well. Mr. Hilton stated, all responses from these interviews conducted at Acoma will be held confidential. PAHA can work to develop new mechanisms to achieve the needs expressed. One alternative is through the Mortgage Financing commonly known as 184 although which currently is a controversial issue at Acoma. Board & Managers voiced their concerns: More funding is needed, the current amount allotted is enough to build only 2 to 3 homes. Take note of the traditional way households are comprised. Expansions will require a building to reflect that way of life. Board is aware implementation of the 184 will definitely be beneficial. If not, look into other options. Infrastructure, (sewer) current cells are near capacity. Perhaps installing water/sewage lines in areas where homes can later be built. Extension of natural gas lines, because people can't afford the price of propane and utilize

wood burning stoves for cooking and heating. Roads improvement. Eliminate co-mingling of IHS dollars, although this would take an act of Congress. A large portion in this study involves traditional homes, so question is, how much of the resources housing receives can be devoted to upgrade these types of home? Need funding to refurbish vacant homes so families can move back to Acoma. Find local contractors to do the work, to keep money within local community. Make housing available for people working at Acoma, i.e. teachers, police etc.. Have apartment type housing available. Can NAHASDA focus on non-HUD assisted housing? Needs of elderly, someone to come forth on their behalf, i.e. IHS or other referral agencies, but then comes eligibility requirements. Eliminate total household, and base eligibility on Head of Household's income. Expand business development so jobs are available for those individuals moving back. Test older homes for radon. Look at future rate of growth while keeping the traditional ways of life. Provide land/space lots to accommodate ancestral burial grounds. In conclusion, Mr. Hilton and Ms. Hafford will compile the information in a report to be presented to Congress. They expressed their appreciation for everyone's cooperation on this study.

b). 2014 PAHA Indian Housing Plan (IHP) – Owen Ondelacy, Finance Manager

Mr. Ondelacy presented PAHA's IHP in summary form. Section 3 lists Program Descriptions (Program Year Activities) numbered 1 – 6. Refer to report:

Questions after presentation:

Q. Chair. R. Cruz, asked if estimate on PAHA bldg. was performed. Answer: yes by Mr. Ramirez @\$250K, \$50K was added in the event more work was required. Any unused funds from this project will go towards other projects. Item 2. Chairwoman asked if this amount (\$8,200.00) is what the dept. is running on or is this an addition. Owen replied, this is funding for 2014, any funds left will be rolled into the \$8,200K. Commissioner, A. Estevan asked if the \$8,200K has been the amount the dept. has been operating on. Owen replied it's close and only a budget figure that is used but never overspent. Mr. Vallo asked for explanation of #3, Traditional homes. (Owen) initially there was \$271K, with the additional amount \$750K, and figuring on \$50K cap per home this will give PAHA 21 homes to rehab., including FEMA trailers. If trailers are omitted, money will go towards rehab of traditional homes. Commissioners P. Ortiz asked how a home is estimated for rehab. work? (Floyd), It's based on income eligibility and policies regarding selection and points rec'd. The structure is not considered instead PAHA prioritizes the needs of the home i.e., ADA accessibility, electrical and plumbing concerns. Chairwoman, R. Cruz asked, when the application cut-off date of the 21 homes is. (Floyd), after all necessary paperwork is processed, a date will be set. Note, if an individual qualified at the time of his/her application based on income and is now working, they still qualify. Chair, stated the estimated funds available for 2014 is \$41,386,107, however, recalls at one point to be \$5M. Owen stated the \$5M is a tentative amount. Commissioner, A. Estevan asked if the PAHA bldg. is it safe to occupy for the staff/clients? Floyd replied yes, but has to be addressed soon. Contractor will be hired for the project. With no other questions, Commissioner, April Estevan, motioned to approve the 2014 IHP, seconded by Patrick Ortiz. With all in favor, motion carried. IHP will be sent to Governor Shitiva for his signature then off to HUD, hopefully before the October 18, 2013 deadline.

8. Department Reports:

a) Finance – Owen Ondelacy, Finance Manager

Expenditure Report: Meeting supplies is the only budget revision to be made. Reason for the revision, the Christmas Dinner @El Pinto's with PAHA Staff and Board was paid in January, after the 2012 budget was closed out. Chairwoman asked what the line item "leased equipment" referred to. (Owen), the storage unit where old files, maps & furniture are kept. Commissioner, A. Estevan, recommends scanning files for easy access and also will alleviate the need for space and purchasing of filing cabinets. As for other items such as furniture etc., have a garage sale. Chair, asked Mr. Vallo if there was any follow-up from Tribal Adm. on the check remitted, by PAHA (in protest). Mr. Vallo replied, no.

b) Housing Services – Jennette Steward, Housing Services Manager

Q. Commissioner, A. Estevan have L/R tenants been advised they can opt for the LP program? Response, (J. Steward) stated they are, however there's eligibility criteria they must meet, such as, no non-compliance issues, i.e., delinquencies and or breach of lease within a 5 yr. period. If tenant feels the information is incorrect, they may appeal. A. Estevan commended Housing Services for job well done..

c) Development- Francisco Carr for Lawrence Ramirez, Development

Resolution No. PAHA-0829-2013-01, was officially signed by the Board this evening. Resolution approves contract between PAHA and Joe Padilla Construction, Inc. for Phase II Skyline Fence Project. This was previously approved via telephone conference on 8/29/13.

Chairwoman, Cruz stated as in previous requests made to the dept., she would like to see pictures of work performed, (before and after) on the homes completed. She indicated this would be helpful when community members approach her or any of the Board members with comments or complaints. She stated, if anyone in the community has a complaint and wishes to speak with her they must call the office to get her phone number and she can call them back, otherwise she will not address the situation. Q. Work orders what kind? For repair work normally generated after annual inspections have been performed by the housing dept.. **TRIP REPORTS** - Chair advised there is no excuse for trip reports to be late. Board appreciates the feedback shared with them, and if follow up is required with another department, that too should be followed thru. Another

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suggestion by Commissioner, D. Garcia is to share with the rest of the staff on what was gained through their training. Other suggestions were if reports are not submitted to the Board on time the individual may have the option to give his/her report in person. Commissioner, A. Estevan, stated reports are important for documentation purposes also, answers how does training relate to PAHA and will it be effective for their department.

d) Executive Director – Floyd Tortalita (refer to attached report)

NAHASDA Reauthorization – Every five (5) yrs. NAHASDA takes a look at how housing authorities are operating. As constituents of District 2 Congressman Steve Pearce is carrying the bill on behalf of Acoma, Zuni, Laguna & Isleta. Acoma is heavily involved with this national issue. A discussion draft will be released next week. After it is introduced to the House, and comments are written they will be looking at choosing a Bill.

NAHASDA Negotiated Rulemaking – Again, every five (5) yrs. NAHASDA reviews all the regulations and takes a view at how housing authorities are operating and seeks to find what can be added. A committee was established to work on this issue. Although PAHA does not attend, Attorney, Denise Zuni is representing Acoma, Zuni & Isleta at these sessions. The costs are divided among the 3 housing authorities. HUD will continue to work with these representatives to develop a final rule.

Annual Report – submitted to Tribal Administration July 23, 2013.

PAHA has requested to be placed on the Tribal Council's Agenda, no confirmation date set, only tentatively 9/27/13. Mr. Tortalita is requesting all Board members to be present.

Legal Services - After only receiving two (2) proposals the first time PAHA re-advertised and received the same two proposals Sh'eh Wheef Law and Luebben Johnson & Barnhouse, LLP. PAHA will again review the proposals and make their selection soon. Chair, asked if Luebben Johnson was involved with Indian housing issues. Response, no. The firm does employ a number of Native Americans. The selection process is not solely based on the amount of the proposal but also the type of services to be provided and knowledge of Indian housing. Selection will be based on highest points received.

Residential Leasehold – Since Tribal Council's directive of 5/10/12 to form a work group to include PAHA, Tribal Adm., Tribal Council and Cacique to work on this issue nothing has transpired. PAHA selected their group: Exec. Director, Mr. Tortalita; Chair, R. Cruz; PAHA Atty. Ms. Zuni and Mr. Tim Chavez. Mr. Chavez is no longer a member of the Board however, will sit on the group due to his knowledge of the issue. Governor directed his administration to schedule a meeting at the earliest. Tribe's legal council is reviewing the document. Mr. Tortalita is hopeful this issue will be resolved before the end of the year.

Elizabeth Bernal of Rural Communities Assistance Corp. informed PAHA of a Tribal Housing Excellence Academy, a 3-yr initiative. RCAC will select 8 – 10 programs/entities in housing for this program. More details will be given at a meeting on 9/26/13. Mr. Tortalita stated this could mean more dollars for PAHA.

ICDBG – Tribe applied this year however, were unsuccessful in obtaining funding. PAHA will make request to the tribe to apply next year.

Announcements:

Chairwoman, R. Cruz asked Mr. Vallo to convey to Tribal Sec'y of his absence this evening and after calling PAHA to say he would be present.

Chairwoman, Cruz requested Board members to please read the Minutes prior to the meeting.

Next scheduled BOC Meeting – October 9, 2013, 5:30 p.m., PAHA Conference Room

Adjournment:

With no further discussion, meeting adjourned at 9:42 p.m..

Respectfully submitted,



Verályn Farias
Recording Sec'y