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"Providing Safe and Affordable Housing Opportunities"

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## **Board of Commissioners Meeting**

November 14, 2012  
5:30 p.m.

### **AGENDA**

1. **Call to Order** – Don Shields, Board Chairman
2. **Invocation**
3. **Roll Call** – Don Shields, Board Chairman
4. **Approval of Agenda**
5. **Approval of Minutes BOC meeting** – September 12, 2012
6. **Opening Remarks** – Floyd Tortalita, Executive Director
7. **New Business**
  - a.) Homeowner Hearing – Norma Askew (Executive Session)
  - b.) 2012 PAHA Budget Revision – Owen Ondelacy, Finance Manager
8. **Department Reports -**
  - a.) Finance – Owen Ondelacy, Finance Manager
  - b.) Housing Services – Jennette Steward, Housing Services Manager
  - c.) Development – Lawrence Ramirez, Development Manager
  - d.) Executive Director's Update – Floyd Tortalita, Executive Director
9. **Announcements & Schedule Next BOC Meeting**

PAHA Year End Board Meeting – Dec 6, 2012 - 5:30 pm – Albuquerque, NM

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10. **Adjournment**

**PAHA Board of Commissioners Regular Meeting Minutes**  
**September 12, 2012 – 5:30 p.m.**  
**PAHA Conference Room**

1. Meeting called to order: @5:42 p.m. by Chairman, Don Shields, Jr.

2. Invocation: Mr. Ernest Vallo, Tribal Councilman Rep.

A request from Mr. Vallo to call an Executive Session after roll call was unanimously agreed upon by the membership .

3. Roll Call: Board members present: Chairman, Don Shields, Jr.; Members: Bernard Lewis and April Estevan; Ex-Officio: Ernest Vallo, Sr. PAHA staff present: Executive Director, Floyd Tortalita; Dev/Maintenance Mgr., Lawrence Ramirez; Finance Manager, Owen Ondelacy; Housing Services Mgr. Jennette Steward & Recording Secretary, Veralyn Farias.

Board Member, Tim Chavez and Vice Chair, Robin Cruz arrived after roll call. Absent: Tribal Secretary, Daniel Lucario.

- Executive session convened.
- Regular Board meeting reconvened.

4. Approval of Agenda:

Vice-Chair, Robin Cruz motioned to approve the 9/12/12 Agenda, seconded by Member Bernard Lewis.

5. Approval of August 8, 2012 Minutes:

Member Tim Chavez motioned to approve the 8/8/12 Minutes, seconded by Vice-Chair, Robin Cruz.

6. Opening Remarks – Floyd Tortalita - Items to be presented this evening:

➤Contract between PAHA & Crescent Homes (1<sup>st</sup> Phase) requiring resolution.

➤Indian Housing Plan (IHP) – Owen Ondelacy

➤**LOCCS** Funding: Mr. Tortalita informed the Board PAHA is listed 13<sup>th</sup> nationally, as an Indian housing authority who has unexpended funds of \$4.5M in LOCCS. PAHA would like to invest these funds and is seeking direction from the Board. With a no findings audit report the past two years, PAHA is now eligible to drawdown funds to either expend or invest. Mr. Tortalita added Congress monitors the LOCCS grants and if PAHA chooses not to expend their funding Congress may question why PAHA is requesting additional funding when it has four (4) years of unexpended dollars.

7. New Business:

a) 2013 IHP (Indian Housing Plan) – Mr. Ondelacy presented the IHP and mentioned total funds available for 2013 is \$4,518,976M. PAHA intends to utilize this funding on the eight (8) projects listed in the hand-outs disseminated at the beginning of the presentation. An explanation was provided following each item. Paragraph one (1) reads: SECTION 2: Housing Needs. Under Planned Program Benefits, it was noted that PAHA was going to roll the construction activities for 10 new homes into the 2013 IHP. The reason for this action was due to the conflict between the Pueblo of Acoma and Continental Divide Electric Co-op right of way issue. \*PAHA was to have constructed the homes in 2012. If the issue is not resolved in 2013, PAHA may re-direct the funds to rehabilitation services. Mr. Ondelacy mentioned PAHA is thinking of investing these funds. Q. (Vice-Chair), asked what type of investment is PAHA considering? (Owen), Government Backed securities which are insured thru FDIC, also any amount over \$250K must be collateralized. Mr. Tortalita pointed out interest rates on these securities are *not* high, however, the decision to invest will be a favorable one particularly when Congress notes that PAHA has zeroed out their LOCCS dollars. Section 3: Program Descriptions: This describes the projects and or work to be performed. (refer to list).

> \*#5 & 6 - New Construction-Rental and Homeownership units: Chairman Shields strongly supports the building of ten (10) new homes as mentioned in the IHP and asked what the time-span would be for PAHA to come up with plans/designs for these homes. (L. Ramirez) replied, 6–8 months possibly a year or two (2) due to the Right of Way issue. Chairman replied, Mr. Vallo informed him the tribe was in negotiations with a new supplier and may not take as long.

> #1 - 2013-1 1937 Act Modernization – Walls & Foundation Stabilization on three homes in Project 7, this was later corrected to Sky Line 2, with *walls only* in need of repair. Chairman asked who inspected and estimated the work on these homes. Mr. Ramirez replied he had. Chairman expressed concern on the amount of \$15K/home estimates and suggested PAHA get a licensed individual to perform the estimates. Mr. Ramirez replied obtaining a professional will be costly.

With no further discussion Vice-Chair, Robin Cruz motioned to accept the IHP, seconded by Member Bernard Lewis. With all in favor, motion carried.

Chairman then asked what became of previous plans to renovate and fence off the mobile home park area. Executive Director, replied, no funds were currently available to address that project unless PAHA uses the \$2.M allocation.



Executive Director requested a consensus from the Board ref. to IHP #'s \*5 & 6, (Construction of Rental and Homeownership units). If the entire membership directs PAHA to move forward with new construction, PAHA will honor their request. However, agrees with his managerial team to delay construction until the right of way issue is resolved. Member, T. Chavez asked if a site for new homes had been selected and can Environmental Reviews be completed in the meantime? Response: The E.R's can be performed and are valid for five (5) years. No answer on the proposed site. After some discussion, Board Member, Bernard Lewis made a motion to hold off on any new construction, until a settlement is reached between (CDEC & Tribe), seconded by Vice-Chair Robin Cruz. If a settlement isn't reached promptly, PAHA will use the funding towards rehab. projects. This is PAHA's Plan B., and no formal approval from HUD is required. Board members also gave their approval to invest LOCCS funding. Note: PAHA has two (2) years to expend those funds.

b) Phase 1 – Construction Contract Approval – Phase 1 Rehabilitation Project

Dev. Mgr. L. Ramirez explained how PAHA plans to utilize the IHBG and 2012 ICDBG funding for this project. There are a total of 16 homes receiving rehab work. This project is based on four (4) phases. The Invitation for Bid was published in the Albuquerque Journal, 07/22/12. Four (4) contractors responded however, two (2) were disqualified for non-submittal of required information. Crescent Custom Homes, Inc. was awarded the bid, however, only after PAHA asked Crescent to reduce their previous bid of \$188,522.42 to an amount budgeted for this project of \$148K. Crescent returned their bid @ \$151,665.66K and PAHA accepted. With no further discussion, Member Tim Chavez motioned to approve the Contract for Phase 1 Rehab. Project @ \$151,665.66, seconded by Member Bernard Lewis. Resolution No. PAHA 0912-2-12-01 was also presented and signed by all Board members signifying their approval.

c) Donation Request from Sky City Community School Cross Country team

Vice-Chair motioned to approve the SCCS team's \$500.00 donation request, however no second was voiced and therefore motion dies. A letter denying the request will be prepared and sent.

8. Department Reports

Finance: There were no questions from the Board.

Housing Services: There were no questions from the Board.

Maintenance Report: Mr. Ramirez presented his report:

>FEMA Mobile Home Replacement Units and Lucero Home Project remain unoccupied due to the Tribe & CDEC issue.

Executive Director – Floyd Tortalita:

Residential Leasehold – Tribal Admin., requested a four member group from PAHA be assigned to the Work Group committee. They are: Attorney, Denise Zuni, Board Members Robin Cruz, Tim Chavez and Exec. Director Floyd Tortalita. No meeting has been scheduled.

>NAHASDA Reauthorization – NAHASDA is scheduled for reauthorization in September 2013. NAIHC is working to complete a "unified position to be presented on Capitol Hill, January 2013 at the onset of the 113th Congress. (refer to the development timeline listing found under E.D.'s report.

New Mexico Mortgage Finance Authority - MFA recently awarded PAHA 2012 Tribal Partner of the Year in partnership with MFA's "House by House" Projects. MFA is considering Acoma as a regional site to assist other housing authorities with their housing projects. RCAC and HUD are also referring organizations to call Acoma for assistance or direction.

9. Announcements & Schedule next Board Meeting –

Next meeting scheduled for October 10, 2012, 5:30 p.m. PAHA Conference Room.

10. Adjournment:

Member, Bernard Lewis motioned to adjourn, seconded by Member Tim Chavez. With all in favor, meeting adjourned at 8:10 p.m..

Respectfully submitted,



Veralyn S. Farias  
Recording Secretary