



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 BOARD OF COMMISSION ANNUAL MEETING
COUNTY LINE RESTAURANT
Albuquerque, New Mexico
December 13, 2001

BOARD OF COMMISSIONERS

Timothy J. Chavez, Chairman

Jason Johnson, Vice Chairman

Duane Mousseau, Secretary

Gerrie Ortiz, Commissioner

Cheryl McGinn, Commissioner

Charles Riley, Ex-Officio (Tribal Council)

Harold Felipe, Ex-Officio (Tribal Administration)

[Handwritten signatures of Board of Commissioners]

PAHA STAFF

Raymond J. Concho, Jr., Executive Director

Owen Ondelacy, Assistant Director

Floyd Tortalita, Development Specialist

Patricia J. Alonzo, Accountant

Rose Histia, Homeownership Specialist

Jennette Steward, Homeownership Specialist

Gwen Garcia, Administrative Assistant

Tina M. Poncho, Secretary/Receptionist

Mark Thompson, Project Manager

[Handwritten signatures of PAHA Staff]

MEETING ADJOURNED AT

Pueblo of Acoma Housing Authority
Board of Commissioners
~~Regular~~ ^{Annual} Meeting Minutes for December 13, 2001

Item I Call to Order

The meeting was called to Order at 5:10 p.m. by Tim Chavez, Jr., Chairperson. The meeting was conducted at the County Line Restaurant, Albuquerque, NM.

Item II Invocation

Item III Roll Call

Roll call was conducted by Commissioner G. Ortiz with the following present:

Board of Commissioners:

Tim Chavez, Jr., Chairperson

Jason Johnson, Vice-Chairperson

Duane Mousseau, Secretary

Geraldine L. Ortiz, Commissioner

A Quorum of 4 Commissioners existed.

PAHA Staff:

Raymond Concho, Jr., Executive Director

Owen Ondelacy, Assistant Director

Gwen Garcia, Administrative Assistant

Pat Alonzo, Accountant

Jennette Steward, Homeownership Specialist

Rose Histia, Homeownership Specialist

Floyd Tortalitta, Development Specialist

Mark Thompson, Project Manager

Item IV Approve Agenda

Item #1 in Reports was tabled pending further investigation. Item #2 in New Business was tabled pending further information from Tribal Procurement Office. A Motion to Approve was made by Commissioner Ortiz to accept and approve the agenda; it was seconded and the Motion carried.

Item V Approve Minutes for November 14, 2001

Approval of minutes was made pending two suggestions:

#1. A letter be send to D. Lewis requesting her presence or disregard any further information.

#2. Is there someone else available to do the report for D.F. Garcia?

A Motion to Approve the minutes was made by Vice-Chairperson Johnson; it was seconded and the Motion carried.

Item VI Announcements

1. Annual Tribal Employee Christmas Dinner. Cost is \$10/single or \$12/couple. Board of Commissioners were encouraged to attend.
2. Introduction to Indian Housing Management, Commissioner Ortiz and Mcguinn, and Rose Hestia, Homeownership Specialist will be attend this training.
3. NAIHC/CIHD Annual Legislative Conference, items on agenda: directives, legal issues, Congressional visits, appropriations. Three Board of Commissioners and Governor to attend.
4. Annual Retreat - items of discussion: beginning of 5-year plan, NAHASDA annual allocations, NAIHC facilitate strategic planning.
5. SWIHA Quarterly Meeting, items for discussion: Indian Housing Plan, Annual performance report and survey assessment.

Item VII Reports

1. Table under further notice.
2. Homeownership Report - Rose Hestia, Jennette Steward
 - * Letters have been sent to all new 61 homeowners.
 - * Exterior & Interior colors selections have been made.
 - * There has been 100% participation from all new occupants.
 - * 10/18 Low rental participants training at 100%.
 - * 11/6 Training on Occupance, Polices & Procedures, MHOA, 100% attendance.
 - * Annual inspection - 132 of 144 completed
 - Recertification - 129 of 144 completed.
 - * Future home maintenance training for occupants will be scheduled.
3. Modernization Program
 - * Order & receiving supplies has improved.
 - * Traditional Housing has had some delays.
 - * Low rent units - plans to mark off sites so we know the boundaries of responsibility.
4. 61-Housing Unit Report
 - * Project is ahead of schedule.
 - * PNM will be trenching in about 2 weeks. Secondard trenching of electrical lines will begin next week. There some set back regarding the cost of additional PVC line and who was responsible for payment.
 - * One accident - C. Antonio fell from the roof of the house and broke his hip. He is currently on workman's comp. which is being take care of by Evans Southwest Contractor.
5. Executive Director's Report
 - * Open House for new units has been changed to 3/29/2002.
 - * Modernization Program - procurement for erosion control project will begin. Mechanical rehab, furnaces, water heaters and duct work repair will be replaced.

- * Traditional Home Building - Project is on-going and will be extended to June 2002. MOA with Cornerstone, Acoma and Housing Authority is being amended.
 - * Community-wide Housing inventory - proposal have been received, reviewed, scored and ranked.
 - * Office space is needed for Housing.
- A Motion to Approve the Executive Director's Report was made by Secretary, Mousseau; it was seconded and the Motion carried.

Item VIII Old Business - None

Item IX New Business

1. Election of officer to be held on December 19, 2001.
2. Tabled pending further information from the Tribal Procurement Office.

Item X Schedule Next Board of Commission Meeting

December 19, 2001 at 6:30 p.m.

Item XI Adjourn

Motion to adjourn was made by Commissioner G. Ortiz; it was seconded and the motion carried. Meeting adjourned at 6:30 p.m.

AGENDA

**Pueblo of Acoma Housing Authority Board of Commission Annual Meeting
County Line Restaurant
Albuquerque, New Mexico
December 13, 2001
5:00 P.M.**

- I. Call to Order
- II. Invocation
- III. Roll Call
- IV. Approve Agenda
- V. Approve Minutes for November 14, 2001
- VI. Announcements
 1. Annual Tribal Employee Christmas Dinner & Dance, December 21, 2001, 6:00 p.m. to 12 Midnight, Sky City Casino
 2. Introduction to Indian Housing Management, January 14-17, 2002, San Antonio, TX
 3. NAIHC/CIHD Annual Legislative Conference, February 12-13, 2002, Washington, D.C.
 4. PAHA Annual Retreat, January 24-25, 2002 (TBD)
 5. Southwest Indian Housing Association ^{Annual} Quarterly Meeting, January 14-17, 2002 at Las Vegas, Nevada
- VII. Reports
 1. Financial Report, Central Accounting Department
 2. Homeownership Program Report, Rose Histia and Jennette Steward
 3. Modernization Program Report, Native American Housing Consultants and Floyd Tortalita, Development Specialist
 4. 61-Unit Housing Development Report, Mark Thompson, Project Manager
 5. Organization Report, Raymond J. Concho, Jr.
- VIII. Old Business – None
- IX. New Business
 1. Election of Officers
 2. Procurement Policies
- X. Schedule Next Board of Commission Meeting – special meeting 12/19/01
- XI. Adjourn — motion made by vice chairman
seconded by commissioner Ortiz
6:30 PM

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- X. Schedule Next Board of Commission Meeting
- XI. Adjourn

Annual notes
12/13/01
SLM

I called to order:
5:10 pm

II Invocation:

III Roll call

- BOC
Tim Chavez
- JASM Johnson
- Genie Ortiz
- Staff: ~~duarte~~ maisseau
- guest: ~~guerin~~ Raymond Ancho
- Open Adelacy
- Mark Thompson, guest
- Floyd Tottalita, guest
- Rose Histic, guest
- Jeanette Steward, guest
- Patricia Alonzo, guest

QUESTS: GOV/NO2 Chair
NATHEIST & Governor

IV

Approve Agenda - Motion to accept agenda by Commissioner Ortiz seconded by Vice Chairman

V

Approve Minutes - * Follow up w/ daisy's daughter to see if daughter is still interested in a house?

VI

Announcements

- 1. Employee dinner
- 2. Intro to IHMAAT - 2 BOC / 1 staff
- 3. NAHC / CHD - 3 BOC / Governor
- 4. PATA Annual Retreat
- 5. SWITTA

* Singling out PATA reference to donations, motions to accept made by vice chairman, seconded by Commissioner Ortiz, motion carried.

VII

RPTS

VIII

1. Financial Rpt - Tabled
2. HOS - Rose Histic / Jeanette (annual inspection) gave a brief update on activities/projects (61-1159) ^{certificates} updating waiting list - eligible/additional information requested; working w/ SS/TADan to place former families in place. Action families into this wait, scheduling mtg w/ hands-on things w/ all home verif. Open House - March 29, 2002, scheduling pre-occupancy things. Robert Cotner (selected participant) returned home back to HOS. Purchased trailer man assigned area go to waiting list seek other applicant qualified to move in. (1)

3. Modernization RPT — ^{oversees the} Traditional / Mechanical programs
Erosion control — start construction in April
~~behind~~ schedule w/ traditional project
working cooperatively w/ Procurement.

at site target 2 — has this been addressed?
Application to NATTC in Reservation-wide Inventory
• Utilize these individuals in maintenance program
• Hire these individuals on a contract basis after program ends.
• Rental units give first priority!

4. 61 — TSG development RPT — M. Thompson
2 months ahead of schedule
— PNM gas in site, digging trenches, (2 weeks)
✓ utility work is left in finalizing
✓ Charles Anthony — ^{off road} ~~work~~ (workers camp)
✓ Skylene Lagoma — evaporators ready to be shipped

✓ develops Sanchez Ranch — feasibility study / assess the water
in future hwy development,
(200 — 300 homes)
TRUB, Tribal support
• budget expenditure vpts

(mtg w/ Tribal Administration next Tuesday
December 18, 2001)

5. Organize RPT — Raymond Carcho, Jr.
✓ APR — work on after December, 2001
✓ FY 2001 — expansion of (TRIA Office)
maintenance bldg
✓ mtg w/ Caciques reference expansion
after December, 2001

motion to accept & wearings (pt, Mousseaw, secured
by Chairman Johnson (2)

III - NFB - NFB - NME - meeting of officers - w/ full quarter
evaluation of Executive Director
contract w/ NATTC for Reservation-wide TSG Inventory
(Thursday Wednesday, December 19, 2001)