



"Providing Safe and Affordable Housing Opportunities"

PUEBLO OF ACOMA HOUSING AUTHORITY

2010 ANNUAL REPORT

Submitted to
The Pueblo of Acoma Tribal Council

May 5, 2011

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Pueblo of Acoma, New Mexico 87034
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Operating Polices for the Pueblo of Acoma Housing Authority

1. **PERSONNEL POLICY**
ADOPTED: 01/08/2008
AMENDED: 10/13/2009
2. **FINANCIAL MANAGEMENT POLICY**
ADOPTED: 04/27//2004
3. **PROCUREMENT POLICY**
ADOPTED: 02/20/2002
AMENDED: 08/11/2009
4. **CAPITALIZATION POLICY**
ADOPTED: 11/10/2010
5. **PROCEEDS OF SALE POLICY**
ADOPTED: 06/08/2001
6. **TRAVEL POLICY**
ADOPTED: 07/21/2010
7. **RENTAL ADMISSIONS, OCCUPANCY, COLLECTIONS, GRIEVANCE & TERMINATION POLICY**
ADOPTED: 09/18/2001
AMENDED: 07/21/2010
8. **HOMEOWNERSHIP COLLECTIONS & EVICTIONS POLICIES & PROCEDURES**
ADOPTED: 10/30/2003
9. **HOMEOWNERSHIP ADMISSIONS & OCCUPANCY POLICY**
ADOPTED: 01/03/2004
AMENDED: 02/12/2009
10. **MAINTENANCE POLICY**
ADOPTED: 09/26/2003
11. **REHABILITATION & EMERGENCY HOME REPAIR POLICY**
ADOPTED: 07/22/2003
12. **MOBILE HOME PARK POLICY**
ADOPTED: 07/31/2007
AMENDED: 04/13/2010
13. **CONFLICT OF INTEREST & PROCEDURES**
ADOPTED: 10/28/2003
14. **VEHICLE POLICY**
ADOPTED: 07/31/2001

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Administration

Fiscal Year 2011 and 2012 Appropriations

- On Friday, April 8, Congress passed House H.R.1363—a 7th continuing resolution (CR)—to extend fiscal year (FY) 2011 funding to April 15, 2011. The President signed Public Law 112-8 on April 9, making HR.1363 law. Public Law 112-8 makes FY2011 funding available through Friday, April 15, 2011, keeping the federal government operating this week while negotiations continue toward completion of a final CR that will fund government operations and programs through September 30, 2011.
- Appropriations language released by the House Appropriations Committee includes \$650 million for the Indian Housing Block Grant (IHBG) program; \$50 million less than the \$700 million appropriated for FY2010, but \$70 million more than the President's FY2011 Budget Request of \$580 million and \$150 million more than H.R. 1 that was introduced in the House of Representatives in February. To be funded at the \$650 level, the full House and Senate must approve the final CR, and the President must sign the CR into law.
- While the FY2011 appropriations have just been released, Tribes have been pushing for support of the 2012 President's Budget Request (PBR) to Congress that includes \$700 million for the IHBG and \$65 million for the ICDBG. Unfortunately, the PBR does not include an appropriations request for NAIHC's Training and Technical Assistance (T/TA). We have met with New Mexico's Congressmen and Senators to support the PBR. They are aware of NAIHC's request to include T/TA in the appropriations bill. This week, the House THUD subcommittee will hold an appropriations hearing on HUD's Office of Public and Indian Housing. NAIHC will attend the hearing and provide information to Tribal Housing Authorities.
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Bureau of Indian Affairs' Housing Improvement Program (BIA-HIP)

- Advocate for appropriations in the amount of \$50 million per year for the BIA-HIP.
- Secure a change in the definition of income under the BIA-HIP to exclude amounts received by a veteran, or his or her family, for service-related disability, indemnity, or dependency.
- The Southwest Region was allocated \$356,000 for FY 2010 to serve 25 tribes.
- The points cut off for consideration was 71 pts

Indian Preference at HUD-Office of Native American Programs (HUD-ONAP)

- Promote extension of the Wheeler-Howard Act's Indian preference provisions, or enactment of a separate federal policy that mandates Indian preference equal to the

Wheeler-Howard Act's Indian preference, to employment, vacancies, and promotions within HUD-ONAP.

Public and Indian Housing Drug Elimination Program

- Encourage New Mexico Congressional Delegates to sponsor and introduce reauthorization and promote passage of the Public and Indian Housing Drug Elimination Program (PIHDEP).

IHS Funds for Sanitation Facilities

- Promote lifting the restriction in appropriations language that limits the use of IHS sanitation facilities funds for providing sewer or wastewater services to new or rehabilitated HUD housing.

Helping Expedite and Advance Responsible Tribal Homeownership (HEARTH) Act

- Encourage New Mexico Senators to sponsor and introduce the compromise version of HEARTH.
- Promote swift passage of HEARTH.
- On January 6, Congressman Martin Heinrich (D-NM) introduced HR205, the Helping Expedite and Advance Responsible Tribal Homeownership Act (HEARTH), with 7 co-sponsors (3 Democrats, 4 Republicans). NAIHC met with both Congressman Don Young and Ranking Member Dan Boren, of the House subcommittee on American Indian/Alaska Native affairs - both leaders have pledged their support for the bill. On March 30, Senator Jon Barrasso (R-WY) introduced the senate companion bill (S703), with 5 co-sponsors (4 Democrats, 1 Republican). The Senate bill awaits mark-up in the Senate Committee of Indian Affairs and move on to the full Senate for consideration. We will keep moving the bill forward with goal of a quick passage.

Housing and Community Development Resources

- Promote tribal access to capital, including banking products, to spur business and promote economic development in Indian Country.
- Build, expand, and enhance the housing development and leveraging capacity of tribes, as distinguished from simply improving housing management skills, according to federal guidelines.
- Promote development of a tool, whether statutory or regulatory, that would empower tribes to reduce or eliminate barriers across two or more federal agencies. Include provisions within the Farm Bill that will increase infrastructure development opportunities through the U.S. Department of Agriculture (USDA) for tribes and tribal housing programs.
- Seek revisions to current rules and regulations that limit tribal access to USDA Rural Development programs and funding.

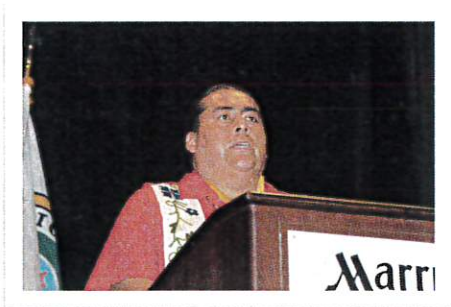
2008 Monitoring Review , FY08 Audit and FY09 Audit

- Received notice from HUD SWONAP all findings have been addressed and are closed.
 - 2008 HUD Monitoring Review – 22 findings
 - 2008 Annual Audit – 15 findings
 - 2009 Annual Audit- 8 findings

Residential Lease Process

- Met with Caciques – September 28, 2010
 - Agreed to present to Tribal Council
- Met with Tribal Administration – November 15, 2010
- Meeting Scheduled with Tribal Council – December 16, 2010
 - Meeting was postponed until a later date.

National American Indian Housing Council & Southwest Indian Tribal Housing Alliance



- Appointed to represent Region VIII (NM, AZ & W. TX) on the NAIHC Board of Directors
- Elected by NAIHC Board of Directors to serve as Vice-Chairman of NAIHC

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Finance Department

2010 Projects – Completed

- Balance Sheet accounts were reviewed and cleaned up for a more accurate and true picture of the financial standing of PAHA.
- Provided the Board of Commissioners with financial reports at every meeting as to how the funds were being expended. An annual budget for the 2010 operating year was approved. A budget has been approved for 2011.
- Drew down funds from LOCCS for grants that were reconciled and in good standing. Total amount drawn down was \$1,395,564.64.
- Annual Indian Housing Plan (IHP) and Annual Performance Report (APR) were submitted in a timely manner to HUD.
- Audit for 2009 was completed and submitted to the Federal Audit Clearinghouse (FAC) on September 23, 2010. Audit was due September 30, 2010.
- Audit findings from the 2008 HUD monitoring review were closed out by December 31, 2010.
- Format has been established to more accurately report expenditures for the quarterly (SF-425) and year end reports (APR).

2010 Projects – Pending

- Need to close out open grants going back to FY 2003, after funds have been expended. Development funds for new construction and rehab are being addressed in 2011 to attain this goal.

2011 Projects – Proposed

- Continue LOCCS draw downs until all grants are current.
- Update or revise the Financial Management Policy.
- Address 2009 audit findings. Eight were identified, but may be less after HUD closed out the 2008 HUD monitoring review findings. Some were carryovers from the HUD review.

PUEBLO OF ACOMA HOUSING AUTHORITY

ANNUAL REPORT FOR 2010

Housing Services

2010 Projects-Completed

- 2010 Annual Inspection -100% Complete by December 31, 2010.
- Amended Current Rental Admissions and Occupancy Policy to include “Conversion”
- Conversion of 3 Rental Units into Lease Purchase Homes
- Approval of the Mobile Home Park Policy/Rental Agreement
- Reconciled all of PAHA’s tenant account ledgers. Brought homebuyers and renters back into compliance with their Lease Agreements
- Resident Education Trainings
 - Financial Literacy
 - Resident Compliance
 - Maintenance Compliance
 - Pre-occupancy Orientation
 - Homebuyer Education
- Completed 3 Title Transfers from previously Conveyed Homes
 - Bernard Lewis to daughter Stacy Lewis
 - Olivia DeLorme to grandson Eric DeLorme
 - Evangeline Poncho to daughter Monica Pasquale
- Closed out all 2008/2009 Audit Finding in Housing Services Department
- All Housing Services Staff certified in the National American Indian Housing Council’s Occupancy Management Specialist Track.

2010 Projects – Pending

- Re-establish Resident Organization - “Neighborhood Watch”
- Conveyance of 3 homes, pending lot Surveys
 - Jimmie & Jesse Louis
 - Christine & Adrian Ramirez
 - Marvis Aragon, Jr.

2010 Projects – Proposed

- Provide Speed Bumps and Playground Equipment for existing Sub-Division II
- Posting of Street Names – Coordinate with Planning and Engineering
- Pre-Occupancy Counseling for 10 New Homes (7 Rental/3 Homeownership)
- Continue Resident Education Trainings
- All Housing Services Staff will be certified in Pathways Home, Homeownership Education Trainers.

OTHER

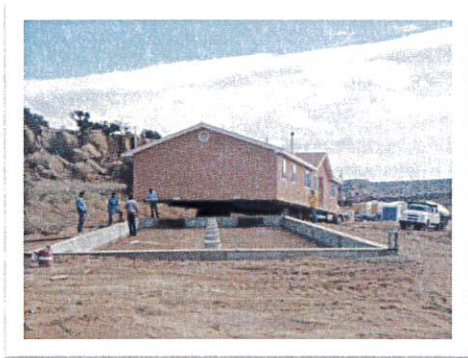
- Tenant Accounts Receivable (TAR)
 - December 2008 - \$53,366.01
 - December 2009 - \$30,633.90
 - December 2010 - \$20,678.13
- New Applications Received in 2010 - 34
- Total Applicants on PAHA Waiting List – 75
- Total Units still under PAHA Management – 94 Units
 - 24 Mutual Help
 - 29 Lease Purchase
 - 41 Rental Units
- Total Evictions 2010 – 1 Court Ordered for violations of lease agreement
- Total Move-outs – 1 with a 30 day Notice
- 2010 New Move-ins – 2
 - Darlene Shutiva
 - Lenette Poncho

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Development Department

2010 Projects Completed

Greg Ortiz Relocation Project



- Indian Housing Block Grant – 06IH3500020 – Rehab
- Contractor: Castiano Construction – Bloomfield, NM
- Project Period: September 21, 2009 to December 31, 2009
- Projected Construction Cost: \$ 89,889.00
- Contract Amount: \$ 89,889.00
- Actual Construction Cost: \$ 89,889.00

PAHA Roof Replacement Project



- Indian Housing Block Grant – 05IH3500020 – Rehab
- Contractor: Delgado Construction – Albuquerque, NM
- Project Period: March 15, 2010 to May 15, 2010
- Projected Construction Cost: \$ 70,000.00
- Contract Amount: \$ 63,942.70
- Actual Construction Cost: \$ 63,942.70

The following Pueblo of Acoma families received assistance through the **PAHA Roof Replacement** project:

- Louise Amos – Pitched Roof
- James Edwards - Flat Roof
- Evangeline Poncho – Flat Roof
- Patty Poncho – Flat Roof
- Lorencita Ray-Thompson - Flat Roof
- Howard Vallo – Flat Roof
- Mary Victorino – Pitched Roof
- Lucinda Victorino – Flat Roof
- Carmel Vallo – Flat Roof
- James Aragon, Sr. – Pitched

ARRA - Rehabilitation Assistance to Existing Homeowners

A Housing Rehabilitation Program to serve low and moderate income Pueblo of Acoma tribal members and their families, with priority given to elderly homeowners and people with disabilities. Up to ten homes occupied by low-income families will be addressed utilizing these funds.

There are several outcomes that will result from this project:

- Up to 10 housing units will be rehabilitated standard to include ADA accessibility, enabling the elderly and disabled families who live in them to safely stay in their homes. This output will be measured by the number of units rehabilitated to standard – and within budget and on schedule - and the outcome based on the reduction in the number of substandard housing units
- Low-income families are also particularly affected by the increase in home energy costs, with limited disposable income to cover these increases. PAHA will include weatherization (insulation where feasible, caulking and sealing) and replacing defective appliances, windows or doors. This will help to reduce energy usage for these families.
- Employment opportunities were created by providing construction jobs for Tribal members.

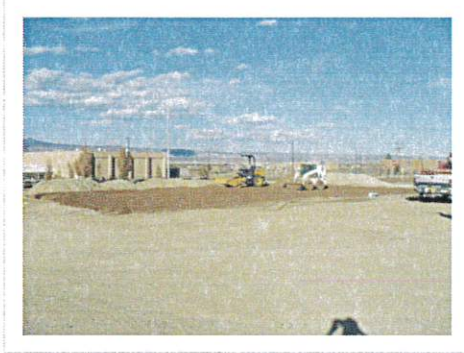


- Indian Housing Block Grant – 08SH3500020 – Rehabilitation
- Contractor: Crescent Custom Homes Inc. – Albuquerque, New Mexico
- Project Period: September 21, 2009 to August 28, 2009
- Projected Construction Cost: \$ 400,000.00
- Contract Amount: \$ 394,685.32
- Actual Construction Cost: \$ 394,685.32

- The following 16 Pueblo of Acoma families received assistance through the **Rehabilitation Assistance to Existing Homeowners** project:

- James Sanchez
- Florence Aragon
- Ada Concho
- Marie Juanico
- Francis Pino
- Ruth Vallo
- Ezilda Paytiamio
- Gertrude Romeo
- Mae Routzen
- Lupita Vallo
- Velma Vallo
- Betty Augustine
- Pasqual Concho
- Evelyn Martinez
- Margie Vallo
- Richard Garcia

PAHA Maintenance Facility



- Indian Housing Block Grant – 06IH3500020 – Model Activities
- Contractor: Delgado Construction – Albuquerque, New Mexico
- Project Period: November 3, 2009 to March 3, 2010
- Projected Construction Cost: \$ 352,00.00
- Contract Amount: \$ 352,00.00
- Actual Construction Cost: \$ 352,00.00

2011 Active Projects

New Mexico MFA Rehabilitation Project

- New Mexico MFA Grant
- Contractor: Crescent Custom Homes – Albuquerque, New Mexico
- Contract Amount: \$ 91,653.10
- Actual Construction Cost: \$ 91,653.10
- Status: Completed

Weatherization/Home Rehabilitation Project

- Indian Housing Block Grant – 06IH3500020 – Homeownership Rehabilitation
– 08IH3500020 – Homeownership Rehabilitation
– 10IH3500020 – Homeownership Rehabilitation
- Budget Amount: \$ 495,828.42
- Status: Performing Home Assessments and Developing Scope of Work
Environmental Review Records are complete

Skyline II Fence/Street Light Project

- Indian Housing Block Grant - 09IH3500020 – Crime Prevention
- Budget Amount: \$ 300,000.00
- Status: Performing Assessments and Developing Scope of Work
Working on Environmental Review Records

2011/2012 Proposed Projects

7 Unit Rental – New Construction

- Indian Housing Block Grant – 03IH3500020 – Rental Construction
 - 04IH3500020 – Rental Construction
 - 05IH3500020 – Rental Construction
 - 08IH3500020 – Rental Construction
- Budget Amount: \$ 1,435,997.97
- Status: Preparing A/E Package

3 Unit Homeownership – New Construction

- Indian Housing Block Grant – 07IH3500020 – Homeownership Construction
 - 08IH3500020 – Homeownership Construction
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- Budget Amount: \$ 703,899.88
- Status: Preparing A/E Package

Modernization/Rehabilitation Program

- 40 tribal members on the Home Rehabilitation waiting list
- 2 tribal members on the Modernization waiting list.

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MODERNIZATION/DEVELOPMENT/MODEL ACTIVITIES
CUMULATIVE EXPENDITURES/FUNDS AVAILABLE

BUDGET LINE ITEM	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	Indian Housing Block Grant	TOTAL
	2003	2004	2005	2006	2007	2008	2008	2008	2009	2010	2011	

MODERNIZATION												
Moderniz. Budget	\$ -	\$ -	\$ -	\$ 75,000.00	\$ 172,453.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,453.00
Moderniz. Expended	\$ -	\$ -	\$ -	\$ 72,475.20	\$ 137,806.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,281.67
Balance	\$ -	\$ -	\$ -	\$ 2,524.80	\$ 34,646.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,171.33

DEVELOPMENT												
Rental-New Budget	\$ 417,875.00	\$ 271,054.00	\$ 550,029.04	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,438,958.04
Rental-New Expended	\$ 2,960.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,960.07
Balance	\$ 414,914.93	\$ 271,054.00	\$ 550,029.04	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,435,997.97
H/M-New Budget	\$ -	\$ -	\$ -	\$ -	\$ 503,899.88	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 703,899.88
H/M-New Expended	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ -	\$ -	\$ -	\$ -	\$ 503,899.88	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 703,899.88
H/M-Rehab Budget	\$ 136,659.00	\$ -	\$ 69,206.92	\$ 196,066.00	\$ -	\$ 150,000.00	\$ 376,127.64	\$ -	\$ -	\$ 336,249.00	\$ -	\$ 1,264,308.56
H/M-Rehab Expended	\$ 136,658.95	\$ -	\$ 68,968.94	\$ 77,475.00	\$ -	\$ 109,249.61	\$ 376,127.64	\$ -	\$ -	\$ -	\$ -	\$ 768,480.14
Balance	\$ 0.05	\$ -	\$ 237.98	\$ 118,591.00	\$ -	\$ 40,750.39	\$ -	\$ -	\$ -	\$ 336,249.00	\$ -	\$ 495,828.42

CRIME PREVENTION												
Crime Prev. Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00
Crime Prev. Expended	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00

MODEL ACTIVITIES												
Model Actv. Budget	\$ -	\$ -	\$ 60,109.20	\$ 370,464.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 430,573.20
Model Actv. Expended	\$ -	\$ -	\$ 60,109.20	\$ 370,464.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 430,573.20
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

BALANCE Per Grant Year	\$ 414,914.98	\$ 271,054.00	\$ 550,267.02	\$ 121,115.80	\$ 538,546.41	\$ 440,750.39	\$ -	\$ -	\$ 300,000.00	\$ 336,249.00	\$ -	\$ 2,972,897.60
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