



Community Housing Infrastructure Department (CHID) Council Delegate Vince R. James Status Report: : Work Order #3, #4, #5, & #6

Prepared For: Council Delegate – Vince R. James

Date: September 18, 2026

Subject: Status Update on Manufactured Home Deliveries and Completion for Cornfields, Ganado, Jeddito, Kinlichee, and Steamboat Chapters

I. Executive Summary

This report provides a comprehensive status update on manufactured home deliveries, infrastructure completion, and utility assessments for Council Delegate Vince R. James, covering projects in the Cornfields, Ganado, Jeddito, Kinlichee, and Steamboat Chapters.

Key Project Developments

- **Work Order #3 (WO3):** All nine units have been delivered and set, completed the walk-through process, received keys, and reached the final invoicing stage.
- **Work Order #4 (WO4):** The homes previously slated for delivery under this work order have been officially removed from the project scope.
- **Work Order #5 (WO5):** This order currently involves seven homes. Five homes have reached "Home Set" completion and have completed key turnover. One site has completed field assessment, and one site remains to have field assessment conducted.
- **Work Order #6 (WO6):** Executed on April 22, 2026, and this work order currently involves two homes. Production and site installations have commenced. Field assessments for all homes have been conducted for chapters under Delegate James.

Administrative & Infrastructure Developments:

- **Oversight Transition:** Legislation has been passed to transition project oversight from the Division of Community Development (DCD) to the Fiscal Recovery Fund (FRF). While DCD remains the active manager pending written direction, this transition has introduced uncertainties regarding contractor payments and project timelines.
- **Utility Assessments:** Field data collection and design drafting (PFLs) are progressing for all active sites to facilitate water, wastewater, and electric connections.

II. Project Scope Change

The eight homes previously intended for delivery under Work Order #4 have been removed from the scope.

III. Constituent Home Delivery and Completion Status

Oversight Transition Update

A recent development has occurred regarding the oversight of ARPA projects and funding. The Navajo Nation has passed legislation to transition the overall oversight of these projects from the Division of Community Development (DCD) to the Fiscal Recovery Fund (FRF) program.

At this time, no formal direction has been given to DCD or CHID to hand over project management. Until such direction is received in writing, the DCD will continue to move forward with project execution. However, this transition has affected contractor assurance regarding payment and points of contact, as there is uncertainty regarding whether the new oversight body (FRF) will issue different directions. These factors have collectively impacted project timelines and the overall structure of the program.

Work Order #3 Status

- **Francina A. Franscisco (Cornfields Chapter)**
 - **Timeline:** Home delivered and set on October 16, 2025.
 - **Walk-Through/Punchlist:** November 21, 2025.
 - **Skirting/painting:** Work completed between November 5, 2025, and November 19, 2025.
 - **Steps & Gutters:** Steps completed December 23, 2025; Gutters completed November 20, 2025.
 - **Key Turnover:** January 15, 2026.
 - **MCO:** Turned over on December 17, 2025.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5255).
- **Geraldine Shay (Ganado Chapter)**
 - **Timeline:** Home delivered and set on October 16, 2025.
 - **Walk-Through/Punchlist:** November 13, 2025.
 - **Skirting/painting:** Work completed between November 7, 2025, and November 19, 2025.
 - **Steps & Gutters:** Steps completed December 23, 2025; Gutters completed November 20, 2025.
 - **Key Turnover:** February 13, 2026.
 - **MCO:** Turned over on December 17, 2025.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5258).
- **Leslie and Annacita R. Silvers (Ganado Chapter)**
 - **Timeline:** Home delivered and set on October 15, 2025.
 - **Walk-Through/Punchlist:** November 12, 2025.
 - **Skirting/painting:** Work completed between November 5, 2025, and November 19, 2025.
 - **Steps & Gutters:** Steps completed December 22, 2025; Gutters completed November 20, 2025.
 - **Key Turnover:** February 13, 2026.
 - **MCO:** Turned over on December 17, 2025.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5181).

- **Sharlene Ann Holiday (Cornfields Chapter)**
 - **Timeline:** Home delivered and set on October 15, 2025.
 - **Walk-Through/Punchlist:** December 1, 2025.
 - **Skirting/painting:** Work completed between November 4, 2025, and November 19, 2025.
 - **Steps & Gutters:** Steps completed December 22, 2025; Gutters completed November 20, 2025.
 - **Key Turnover:** January 15, 2026.
 - **MCO:** Turned over on December 17, 2025.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5188).
- **Lora Jean Hildreth (Steamboat Chapter)**
 - **Timeline:** Home delivered and set on October 17, 2025.
 - **Walk-Through/Punchlist:** November 20, 2025.
 - **Skirting/painting:** Work completed between November 6, 2025, and November 18, 2025.
 - **Steps & Gutters:** Steps completed December 23, 2025; Gutters completed November 20, 2025.
 - **Key Turnover:** January 16, 2026.
 - **MCO:** Turned over on December 17, 2025.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5190).
- **Calvin Lee Curley (Ganado Chapter)**
 - **Timeline:** Home delivered and set on October 17, 2025.
 - **Walk-Through/Punchlist:** November 14, 2025.
 - **Skirting/painting:** Work completed between November 11, 2025, and November 18, 2025.
 - **Steps & Gutters:** Steps completed December 23, 2025; Gutters completed November 20, 2025.
 - **Key Turnover:** February 13, 2026.
 - **MCO:** Turned over on December 17, 2025.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5193).
- **Edison L. Hill (Cornfields Chapter)**
 - **Timeline:** Home delivered and set on January 20, 2026.
 - **Walk-Through/Punchlist:** February 23, 2026.
 - **Skirting/painting:** Work completed between February 11, 2026, and February 24, 2026.
 - **Steps & Gutters:** Gutters completed March 5, 2026; Steps TBD.
 - **Key Turnover:** March 2, 2026.
 - **MCO:** To be turned over upon key turnover.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5200).
- **Tsosie Begay (Steamboat Chapter)**
 - **Timeline:** Home delivered and set on November 7, 2025.
 - **Walk-Through/Punchlist:** January 2, 2026.

- **Skirting/painting:** Work completed between November 11, 2025, and November 19, 2025.
 - **Steps & Gutters:** Steps completed December 23, 2025; Gutters completed November 20, 2025.
 - **Key Turnover:** January 6, 2026.
 - **MCO:** To be turned over upon key turnover.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5207).
- **Billy Bruce Tahy (Steamboat Chapter)**
 - **Timeline:** Home delivered and set on November 7, 2025.
 - **Walk-Through/Punchlist:** January 2, 2026.
 - **Skirting/painting:** Work completed between November 10, 2025, and November 18, 2025.
 - **Steps & Gutters:** Steps completed December 23, 2025; Gutters completed December 29, 2025.
 - **Key Turnover:** January 16, 2026.
 - **MCO:** To be turned over upon key turnover.
 - **Final 10% Invoice:** Submitted on October 16, 2025 (Invoice #5216).

Work Order #5 Status

All Work Order #5 sites remain subject to physical site accessibility. In the event that accessibility issues are encountered during assessment, delivery, or installation, an alternate site will be substituted to ensure project continuity. The following reflects progress for Work Order #5 deliveries and completions.

Additionally, please note that chapters are actively substituting names, and this listing is subject to modification. Furthermore, more recipients may be added to this work order depending on remaining expenditure amounts.

- **Kayla Begay (Cornfields Chapter):**
 - **Timeline:** Home set completed on January 20, 2026. (Offline: December 20, 2025; Pad Ready: January 6, 2026).
 - **Walk-Through/Punchlist:** April 15, 2026.
 - **Skirting/painting:** Work completed on January 28, 2026.
 - **Steps & Gutters:** Steps: Complete; Gutters: January 28, 2026.
 - **Key Turnover:** May 18, 2026.
 - **MCO:** January 7, 2026.
 - **Final 10% invoice:** TBD.
- **Lerose Curley (Ganado Chapter):**
 - **Timeline:** Home set completed on January 21, 2026. (Offline: January 12, 2026; Pad Ready: January 13, 2026).
 - **Walk-Through/Punchlist:** April 13, 2026.
 - **Skirting/painting:** Work completed on February 4, 2026.
 - **Steps & Gutters:** Steps: NA; Gutters: February 4, 2026.

- **Key Turnover:** May 18, 2026.
- **MCO:** January 7, 2026.
- **Final 10% invoice:** TBD.
- **Cecilia A. Nez (Cornfields Chapter):**
 - **Timeline:** Home set completed on January 21, 2026. (Offline: January 12, 2026; Pad Ready: January 7, 2026).
 - **Walk-Through/Punchlist:** April 16, 2026.
 - **Skirting/painting:** Work completed on January 28, 2026.
 - **Steps & Gutters:** Steps: Complete; Gutters: January 28, 2026.
 - **Key Turnover:** May 18, 2026.
 - **MCO:** January 7, 2026.
 - **Final 10% invoice:** TBD.
- **Gloria Clark (Kinlichee Chapter):**
 - **Timeline:** Home set completed on February 2, 2026. (Offline: January 13, 2026; Pad Ready: January 12, 2026).
 - **Walk-Through/Punchlist:** April 20, 2026.
 - **Skirting/painting:** Work completed on February 11, 2026.
 - **Steps & Gutters:** Steps: February 11, 2026; Gutters: February 11, 2026.
 - **Key Turnover:** May 19, 2026.
 - **MCO:** January 7, 2026.
 - **Final 10% invoice:** TBD.
- **Courtney Begay (Kinlichee Chapter):**
 - **Timeline:** Home set completed on February 2, 2026. (Offline: January 14, 2026; Pad Ready: January 22, 2026).
 - **Walk-Through/Punchlist:** April 20, 2026.
 - **Skirting/painting:** Work completed on February 6, 2026.
 - **Steps & Gutters:** Steps: Complete; Gutters: February 6, 2026.
 - **Key Turnover:** May 18, 2026.
 - **MCO:** January 7, 2026.
 - **Final 10% invoice:** TBD.
- **Kimberly Cepi (Jeddito Chapter):**
 - **Timeline:** Home set TBD. (Offline: March 25, 2026; Pad Ready: TBD).
 - **Walk-Through/Punchlist:** TBD.
 - **Skirting/painting:** TBD.
 - **Steps & Gutters:** TBD.
 - **Key Turnover:** TBD.
 - **MCO:** TBD.
 - **Final 10% invoice:** TBD.
- **Rose Attakai (Jeddito Chapter):**
 - **Timeline:** Home set TBD. (Offline: March 25, 2026; Pad Ready: TBD).
 - **Walk-Through/Punchlist:** TBD.

- **Skirting/painting:** TBD.
- **Steps & Gutters:** TBD.
- **Key Turnover:** TBD.
- **MCO:** TBD.
- **Final 10% invoice:** TBD.

Key Turnover Requirement

The Key Turnover process is the formal step that transfers the home and its documentation to the recipient. This process requires the manufacturer to provide the Manufacturer's Certificate of Origin (MCO) to the recipient.

The manufacturer is contracted to release the MCO and proceed with turnover only upon the successful payment of the 90% payment by the Office of the Controller. Once 90% payment is complete, the MCO can be released to the recipients upon the scheduled key turnover.

Pending Supplemental Items

Work Order #3 was executed on May 5, 2026, to address ADA Accessibility Ramps and Wood Stoves for WO #1 and WO #3.

IV. Utility Assessment (Water, Wastewater, and Electric)

A contracted team has been brought on to start and complete the utility assessments for all work orders to assess water, wastewater, and electric services. This comprehensive process is currently underway, and the following steps are being executed:

Field Data Collection and Design Drafting

The field team is collecting detailed site data to develop the Project Facility Layout (PFL) designs:

- **Electric Assessment:** For electric service, the team is collecting photos of existing power infrastructure, documenting the locations of existing service poles, and measuring distances from the new manufactured home. This data is used to verify or revise the utility estimates that were provided by the Project Manager based on NTUA GIS data.
- **Water/Wastewater Assessment:** For water and wastewater, the team is documenting the homesite corners and boundaries, and collecting locations of existing facilities such as water meters, leach fields, and septic tanks. They are also collecting data on existing water lines and proposing tap locations for new extensions to the home. Based on the new home's location, the team is proposing new septic systems.
- **Design Drafting:** Once the field data is collected, it is processed in the team's office, and a design is drafted in the form of a Project Facility Layout (PFL).

NTUA Quality Control and Construction Transition

Once PFLs are complete, they are submitted to the Navajo Tribal Utility Authority (NTUA). The subsequent steps are determined by the complexity (distance) of the utility extension:

- **For projects under 200 feet (Priority 1):**
 - If the project is under 200 feet, the PFL bypasses the NTUA QA/QC review and goes straight to the NTUA water/wastewater construction department.
 - NTUA has agreed to absorb and take over these projects once the PFL is complete and will implement them into their construction schedule.
- **For projects over 200 feet (Priority 2, 3, 4, Cistern/Solar):**
 - NTUA's third-party Quality Assurance/Quality Control (QA/QC) team is reviewing all water and wastewater designs that are over 200 feet.
 - If the design is incorrect, the QA/QC team provides "red lines," and the contractor must make corrections and re-submit for approval.
 - After approval, these projects are currently waiting for funding to start construction.

Recent Regulatory Developments

The Resources Development Committee (RDC) has recently questioned the inclusions of utility assessments. Consequently, a verbal directive has been issued to discontinue all utility coordination with the NTUA. While the Division of Community Development (DCD) is currently awaiting an official written directive to formalize this change, the department continues to move forward with existing processes until that written notice is received.

Water/Wastewater PFL Status: PFLs have been completed for all assessed sites. The status of individual sites is listed below based on the field data provided by the contractor:

The following lists the status of water and wastewater PFLs, including field work and completion dates:

Work Order #3

- **Francina A. Francisco (Cornfields)**
 - **Field Work Completed On:** October 31, 2025
 - **PFL Completed:** November 19, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD
- **Sharlene Ann Holiday (Cornfields)**
 - **Field Work Completed On:** October 31, 2025
 - **PFL Completed:** November 19, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD
- **Edison L. Hill (Cornfields)**
 - **Field Work Completed On:** October 31, 2025
 - **PFL Completed:** November 19, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD

- **Leslie and Annacita R. Silvers (Ganado)**
 - **Field Work Completed On:** October 31, 2025
 - **PFL Completed:** November 20, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD
- **Calvin Lee Curley (Ganado)**
 - **Field Work Completed On:** October 30, 2025
 - **PFL Completed:** November 19, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD
- **Geraldine Shay (Ganado)**
 - **Field Work Completed On:** October 30, 2025
 - **PFL Completed:** November 20, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD
- **Lora Jean Hildreth (Steamboat)**
 - **Field Work Completed On:** October 31, 2025
 - **PFL Completed:** November 20, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD
- **Billy Bruce Tahy (Steamboat)**
 - **Field Work Completed On:** October 30, 2025
 - **PFL Completed:** November 20, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD
- **Tsosie Begay (Steamboat)**
 - **Field Work Completed On:** October 30, 2025
 - **PFL Completed:** November 20, 2025
 - **PFL Submitted to NTUA on:** December 31, 2025
 - **PFL Approved on:** TBD

Work Order #5

- **Kayla Begay (Cornfields Chapter):**
 - **Field Work Completed On:** TBD
 - **PFL Completed:** TBD
 - **PFL Submitted to NTUA on:** TBD
 - **PFL Approved on:** TBD
- **Lerose Curley (Ganado Chapter):**
 - **Field Work Completed On:** TBD
 - **PFL Completed:** TBD
 - **PFL Submitted to NTUA on:** TBD

- **PFL Approved on: TBD**
- **Cecilia A. Nez (Cornfields Chapter):**
 - **Field Work Completed On: TBD**
 - **PFL Completed: TBD**
 - **PFL Submitted to NTUA on: TBD**
 - **PFL Approved on: TBD**
- **Gloria Clark (Kinlichee Chapter):**
 - **Field Work Completed On: TBD**
 - **PFL Completed: TBD**
 - **PFL Submitted to NTUA on: TBD**
 - **PFL Approved on: TBD**
- **Courtney Begay (Kinlichee Chapter):**
 - **Field Work Completed On: TBD**
 - **PFL Completed: TBD**
 - **PFL Submitted to NTUA on: TBD**
 - **PFL Approved on: TBD**
- **Kimberly Cepi (Jeddito Chapter):**
 - **Field Work Completed On: TBD**
 - **PFL Completed: TBD**
 - **PFL Submitted to NTUA on: TBD**
 - **PFL Approved on: TBD**
- **Rose Attakai (Jeddito Chapter):**
 - **Field Work Completed On: TBD**
 - **PFL Completed: TBD**
 - **PFL Submitted to NTUA on: TBD**
 - **PFL Approved on: TBD**

Electric Construction Status

For electric service, NTUA has already begun work on site-ready homes:

- NTUA has started connecting all homes that have existing electric utility on site, and construction has been completed for several recipients.
- For homes where utilities are not on site, NTUA has started working on the Service Line Agreements (SLAs) and Right-of-Ways (ROWs) required for new extensions.

V. Utilities Construction Update

This section summarizes the utility status for Work Order #3 and Work Order #5 in the delegate's region. The current construction status is coordinated through the NTUA Fort Defiance District Office. Since these homes are new deliveries or pending delivery, NTUA does

not start planning, design, or construction until the home is on site and an application has been received.

Work Order #3

- **Billy/Imogene Bruce Tahy (Priority One/Cistern)**
 - **Project Status:** 16 Pending Meter Loop.
 - **Updates:** Project moving toward next phase of implementation.
- **Calvin Lee Curley (Priority Two)**
 - **Project Status:** 19 SEI Approved.
 - **Updates:** Meter loop install assigned.
- **Edison L. Hill (Priority Two/Priority Four)**
 - **Project Status:** NTUA Construction Completed.
 - **Updates:** Utility construction is finalized at this site.
- **Francina A. Franscisco (Priority One)**
 - **Project Status:** NTUA Construction Completed.
 - **Updates:** Utility construction is finalized at this site.
- **Geraldine Shay (Priority One)**
 - **Project Status:** 16 Pending Meter Loop.
 - **Updates:** Project moving toward next phase of implementation.
- **Leslie and Annacita R. Slivers (Priority One/Priority Two)**
 - **Project Status:** NTUA Construction Completed.
 - **Updates:** Utility construction is finalized at this site.
- **Lora Jean Hildreth (Priority One)**
 - **Project Status:** NTUA Construction Completed.
 - **Updates:** Utility construction is finalized at this site.
- **Sharlene Ann Holiday (Earle) (Priority Two/Priority Three)**
 - **Project Status:** 13 NN GLD
 - **Updates:** Pending SLA Approval.
- **Tsosit Begay (Priority One)**
 - **Project Status:** 02 Pending Survey & Design @ District.
 - **Updates:** Project is currently with the district office for survey and engineering design work.

Work Order #5

- **Cecilia A. Nez (Priority One)**
 - **Project Status:** 08 NTUA Arch/NTUA Biologist

- **Updates:** Pending cultural report review & TES list request.
- **Courtney Begay (Priority One)**
 - **Project Status:** 06d Consultant.
 - **Updates:** Pending cultural survey (BRCF).
- **Gloria Clark (Priority One)**
 - **Project Status:** NTUA Construction Completed.
 - **Updates:** Utility construction is finalized at this site.
- **Kayla Begay (Priority One)**
 - **Project Status:** NTUA Construction Completed.
 - **Updates:** Utility construction is finalized at this site.
- **Lerose Curley (Priority TBD)**
 - **Project Status:** No Application received.
 - **Updates:** NTUA requires an application to be processed; planning commences only after the application is received.
- **Kimberly Cepi (Priority TBD)**
 - **Project Status:** No Application received.
 - **Updates:** NTUA requires an application to be processed; planning commences only after the application is received.
- **Rose Attakai (Priority TBD)**
 - **Project Status:** No Application received.
 - **Updates:** NTUA requires an application to be processed; planning commences only after the application is received.

Utility Priority Definitions (Based on NTUA GIS Distance Analysis)

Utility sites are classified based on the combination of their electric and water priority classifications. If the electric and water priorities are the same, they are listed as a single priority (e.g., Priority One). If the priorities differ, both are listed (e.g., Priority One/Priority Two).

- **Priority 1: Less than 200 feet.** This category is considered within or around the homesite boundary. Minimal administrative paperwork is anticipated.
- **Priority 2: 201 feet to 1,500 feet.** Sites in this range typically fall under a Service Line Agreement (SLA), which involves less administrative work compared to longer distances. Environmental and archaeological clearances are generally sufficient from record at this distance.
- **Priority 3: 1,501 feet to 5,280 feet (1 mile).** Extending services beyond 1,500 feet necessitates obtaining an approved right-of-way through the Navajo Nation. This requires a survey plat and comprehensive environmental clearances.

- **Priority 4: 5,281 feet (1 mile) to 15,840 feet (3 miles).** This category represents sites that may be feasible for service in the future with different funding sources but are considered too far for this project due to cost and time limitations.
- **Solar/Cistern: Greater than 15,841 feet (3 miles).** Sites in this category are considered potentially infeasible for standard utility extensions due to high costs, with solar and cistern systems considered alternatives.

VI. Work Order #6

This section provides an update on the execution of Work Order #6 (WO6) for manufactured housing.

WO6 was executed on April 22, 2026, and will include 2 manufactured homes for Delegate James' region. This work order utilizes the same vendor currently assigned to Work Order #3 and Work Order #5.

The vendor has begun production, field assessments, deliveries and installations. Two field assessments have been conducted for chapters under Delegate James.

All WO6 sites remain subject to physical site accessibility. If accessibility issues are encountered during assessment, delivery, or installation, an alternate site will be substituted to ensure project continuity.

Additionally, please note that chapters are actively substituting names, and this listing is subject to modification. Furthermore, more recipients may be added to this work order depending on remaining expenditure amounts.