



## *Utah Paiute Tribal Housing Authority*

*565 North 100 East • Cedar City, Utah 84721 • (435) 586-1122*

### Utah Paiute Tribal Housing Authority Board Meeting March 18, 2016

Meeting called to order by Chairperson Betty Cuch at 10:13 a.m.

#### **Roll Call:**

Betty Cuch –Board member, Chairwomen- Cedar Band  
Travis Duran- Board member, Vice-Chair- Shivwits Band  
Toni Pikyavit –Board member, Secretary- Koosharem Band  
Halena Blandford-Board member, Kanosh Band  
Vacant Seat- Board member, Indian Peaks Band

#### **Other Present:**

Angela Broadhead, Fee Accountant  
James Emery, Executive Director  
Rose Black, Office Manager  
Jack Sawyer, Project Coordinator  
Jim Jensen, Housing Lawyer  
Representing Indian Peaks Band is Chairwoman, Jeanine Borchardt

#### **Agenda:**

Motion to Approve March 18, 2016 Agenda made by Toni Pikyavit Seconded by Travis Duran  
Motion was made by Travis Duran and seconded by Halena Blandford, all in favor, motion carries.

Jeanine Borchardt-yes; Travis Duran-yes; Halena Blandford-yes; Toni Pikyavit-yes; Betty Cuch-yes

#### **Minutes:**

Motion to approve February 19, 2016 minutes made by Travis Duran Seconded by Betty Cuch, all in favor, motion carries.

Jeanine Borchardt-yes; Travis Duran-yes; Halena Blandford-yes; Toni Pikyavit-yes; Betty Cuch-yes

**Fee Accountant-Angela Broadhead:**

Review the budget for March, several budget items has exceeded their amounts travel \$14,000 over and legal fee \$3,000 over, two homes were over and the amount came out of the non-program budget, ROSS grant has a budget for three months. Budget was discussed for IHP, Program and Non-program. Reviewing the budget in the IHP for the down payment assistance for \$100,000 or \$50,000 and donation from the non-program budget.

Discussion on donation amount of \$100.00 maximum, a request of \$500.00 or more will need a budget.

Motion to approve any donation from the non-program budget of \$100.00 max., and if excess the amount a written request with budget to the board was motioned by Travis Duran, seconded by Toni Pikyavit, all in favor, motion carries.

Jeanine Borchardt-yes; Travis Duran-yes; Halena Blandford-yes; Toni Pikyavit-yes; Betty Cuch-yes

**DEP:**

Travis Duran presented a proposal for a boxing tournament in June 25, 2016 looking for donations, we would like a budget for the event.

**Closed Session:**

Motion to approve stipend for the Indian Peaks Board of Commissioner Representative Band Chairperson Jeanine Borchardt until regular board meeting on April 15, 2015. A letter stating that no one is residing in the trailers and a quarterly inspection of the trailers to be a requirement. Motioned by Toni Pikyavit, seconded by Travis Duran, all in favor, motion carries.

Jeanine Borchardt-abstain; Travis Duran-yes; Halena Blandford-yes; Toni Pikyavit-yes; Betty Cuch-yes

**Executive Director Report, James Emery:**

Rose: (See Attached Report)

Keith: (See Attached Report)

Motion to approve any violation of the Pet Policy you will not be able to have a Pet. A letter to all tenants, they have 30 days to remove the pets after 30 days they will have 3-day-notice to vacate unit.

Motion was made by Toni Pikyavit seconded by Jeanine Borchardt, all in favor, motion carries.

Jeanine Borchardt-yes; Travis Duran-yes; Halena Blandford-absent; Toni Pikyavit-yes; Betty Cuch-yes

ROSS Coordinator: Next meeting for the quarterly meeting with the committee, for the back to school for Shivwits Community Building contact Norine Castro and the Tribal Building contact the office.

Motion to approve Keddington & Christenson proposal for Consulting Service made by Travis Duran seconded by Toni Pikyavit, all in favor, motion carries.

Jeanine Borchardt-yes; Travis Duran-yes; Halena Blandford-absent; Toni Pikyavit-yes; Betty Cuch-yes

Motion to approve James Jensen proposal for Legal Services made by Toni Pikyavit seconded Travis Duran, all in favor, motion carries.

Jeanine Borchardt-yes; Travis Duran-yes; Halena Blandford-absent; Toni Pikyavit-yes; Betty Cuch-yes

UPTHA Annual report for April 22, 2016.

Receptionist position for interviews on March 28, 2016.

**Project Coordinator- Jack Sawyer**

Utah Housing (Planning to attended, with Executive Director, Utah Housing Coalition Summit (Utah Governor's Native American Summit, August 9-10), Orem, Utah .

Housing Matters, October 18-19, Red Lion Hotel, Salt Lake City

2013 ICDBG for be finish this year

2 Trucks purchase was approved

Motion to approve three light poles for Shivwits at \$3,500.00 estimate made by Travis Duran, seconded Jeanine Borchardt, all in favor, motion carries.

Jeanine Borchardt-yes; Travis Duran-yes; Halena Blandford-absent; Toni Pikyavit-yes; Betty Cuch-yes

Motion to approve to \$50,000.00 for down payment assistance to be amended to the IHP was made by Travis Duran seconded by Jeanine Borchardt, all in favor, motion carries.

Jeanine Borchardt-yes; Travis Duran-yes; Halena Blandford-absent; Toni Pikyavit-yes; Betty Cuch-yes

Toni Pikyavit requested information to purchase vans for her DEP program from the 501C3, Jack will check into it.

Unfinished business:

Motion on to approve Procurement Policy made by Travis Duran seconded by Toni Pikyavit, all in favor, motion carries.

Indian Peaks-Yes; Shivwits-Yes; Kanosh-Absent; Koosharem-Yes; Cedar-Yes.

Motion 2016 budget for youth gathering made by Travis Duran, seconded by Toni Pikyavit, all in favor, motion carries.

Indian Peaks- Yes; Shivwits- Yes; Kanosh- Absent; Koosharem- Yes; Cedar- Yes

Motion to approve Koosharem Band Budget for 2016 with revised budget to included back to school for \$1,000.00 made by Jeanine Borchardt seconded by Travis Duran, all in favor, motion carries

Indian Peaks- Yes; Shivwits- Yes; Kanosh- Absent; Koosharem- Yes; Cedar- Yes

Motion to approve Indian Peak Band Budget for 2016 with revised budget to included back to school for \$1,000.00 made by Toni Pikyavit seconded by Travis Duran, all in favor, motion carries

Indian Peaks- Yes; Shivwits- Yes; Kanosh- Absent; Koosharem- Yes; Cedar- Yes

Shivwits DEP: Band meeting on March 3, 2016 with a written report, next band meeting April 7, 2016, and the DEP program is going good.

Koosharem DEP: Band meeting on March 12, 2016, working on the Program Budget, and next band meeting is April 16, 2016.

Cedar DEP: Band meeting on March 9, 2016 with a written report, next band meeting April 13, 2016 and looking to hire one tutor, planning a spaghetti dinner fundraiser on April 21, 2016.

Indian Peaks DEP: Band meeting on March 10, 2016, worked on DEP budget, next band meeting on April 7, 2016.

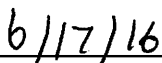
Kanosh DEP: Absent

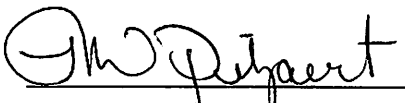
Toni Pikyavit will be absent for next board meeting.

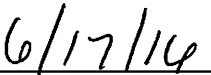
Next Board meeting April 15, 2016.

Adjourned meeting at 4:32p.m.

  
Betty Cuch, Board Chair

  
Date





**Toni Pikyavit, Board Secretary**

**Date**