



Utah Paiute Tribal Housing Authority

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

Utah Paiute Tribal Housing Authority
Board Meeting
September 16, 2016

Meeting called to order by Chairperson, Betty Cuch at 10:09 a.m.

Roll Call:

Betty Cuch –Board member, Chairperson- Cedar Band
Travis Duran- Board member, Vice-Chair- Shivwits Band
Toni Pikyavit –Board member, Secretary- Koosharem Band
Halena Blandford-Board member, Kanosh Band – excuse absent
Indian Peaks Commissioner – vacant (Jeanine Borchardt)

Others Present:

James Emery, Executive Director
Jack Sawyers, Project Coordinator
Rose Black, Office Manager/Occupancy Specialist
James Jensen, Housing Attorney
Angela Broadhead, Fee Accountant
Tanayah Tom
Charlotte Lomeli

Agenda:

Motion to amend Agenda for September 16, 2016 with the correct date to June 17, 2016 minutes, motioned by Toni Pikyavit, seconded by Travis Duran, all in favor, motion passed.
Indian Peaks-yes; Shivwits-yes; Kanosh-absent; Koosharem-yes; Cedar-yes

Minutes:

Motion to approve July 15, 2016 minutes with corrections, motioned by Travis Duran seconded by Toni Pikyavit, all in favor, motion passed.
Indian Peaks-yes; Shivwits-yes; Kanosh-absent; Koosharem-late; Cedar-yes

Motion to table August 19, 2016 minutes, motioned by Travis Duran seconded by Toni Pikyavit, all in favor, motion passed.
Indian Peaks-yes; Shivwits-yes; Kanosh-absent; Koosharem-late; Cedar-yes

Motion to amend the minutes for record to the June 17, 2016 minutes, to change a part in the minutes where Jeanine Borchardt stated: “personally, I don’t want the stipend just because I read through the policies and we are considered employees”, all other minutes for the June 17, 2016 meeting is complete and accurate, motioned by Travis Duran and seconded by Toni Pikyavit, all in favor, motion passed with one abstain.

Indian Peaks-yes/abstain; Shivwits-yes; Kanosh-absent; Koosharem-yes; Cedar-yes

Closed Session: 10:15 a.m.

Lawsuit with Indian Peaks

Reopen Closed Session: 10:40

Jeanine Borchardt was called back in to the meeting

Closed Session: 10:40 a.m.

Update on Unit 173-06

Reopen Regular meeting: 10:59 a.m.

Fee Accountant- Angela Broadhead

Budget for 2017 is estimated at \$1,811,308 with a carry-over of \$300,000 from 2016. She went over the Budget and made some adjustments.

Motion to approve budget for 2017 was made by Travis Duran and seconded by Toni Pikyavit, all in favor, motion passed.

Indian Peaks-yes; Shivwits-yes; Kanosh-absent; Koosharem-yes; Cedar-yes

Executive Directors Report: James Emery

Rental Assistance Program- Rose Black

26 Tribal members on the program

6 Tribal members on the waiting list (4 of them have certificates)

25 waiting list

24 Certificates available

1 move in(s):

1 move out(s): None

RAP Payment for the month \$31,080.00

Other: A landlord at SUU Eccles student housing was not willing to sign the “Owner Obligations” document. He had a concern under TERMINATIONS: 4. The owner may not terminate tenancy for non-payment of the UPTHA assistance. The Board reviewed the sentence and decided to leave the wording “as is” since this has been the first time a landlord had an issue with it.

Tenant Services- Keith Garcia

August Report: Annual inspections in west Cedar area.

Total of 9 homes were scheduled for inspection.

Homes passed in excellent condition: 7

Homes passed in Good condition: 2

Total of homes passed for inspection: 9

Next inspection date: September 13, 2016

Location of Inspections: Cedar Village area.
Move in(s): UNIT 182-04 – St George
UNIT 62-08 -- Joseph
Move out(s): UNIT 167-04 – Cedar City
Meth Testing: UNIT 202-05 – Negative – Cedar City
UNIT 62-08 – Negative -- Joseph

ROSS Coordinator- Rebecca Gatrell

August Report

Drug Prevention Program – started a new process for the former Drug Elimination Program

Reported on balance rent due, attorney list and collections.

Performed tenant assessments/budget review with potential tenants.

Planning a Trunk-or-treat with Multi Agencies in Iron County.

Preparation for a Homebuyer Pathways Class.

Prepared the 4th Quarter Newsletter.

Board suggested Rebecca to attend a meeting at the next Koosharem Band meeting.

Executive Director – James Emery

Reported on travel plans: September 19-22, 2016 will be attending Resident Services training in Phoenix, Arizona.

Reminder: There will be a quarterly Board of Commissioners and Tribal Council meeting on Monday, September 19th, at 10:00 a.m.

Closing out files and records for FY 15/16.

Received a letter from HUD: UPTHA year-end September 30, 2015 Audit with no findings.

Charlene Stewart's position: The Board would like a job description and review the Operating Budget to see if there is funds to hire a full-time employee at the next meeting in October. This needs to be addressed to the Fee Accountant.

Project Coordinator: Jack Sawyers

Reported on Salish/Kootenai Housing in Polson, Montana. Our homes are better but we need to work on the pet policy. Jack would like to adopt some of their policies.

Reported on travel plans: September 20-23, 2016, will be attending Negotiated Rule Making in Oklahoma City, Oklahoma.

The maintenance truck that was wrecked: to fix the truck a bid from Bradshaw Chevrolet at \$13,500 but we took the payout from the insurance company of \$13,500 and would like to sell the truck for \$10,000. The board would like an appraisal on the truck for next board meeting in October.

Tax Credit: Resolution – 2016-05. Motion was made to proceed with the approval of support for award of Low Income Housing Tax Credits (LIHTC) to the UPTHA for the development of the UPTHA LIHTC homes #1 Project. Betty placed a telephone call to Halena Blandford at

2:54pm to include her vote, motioned by Travis Duran and seconded by Toni Pikyavit, all in favor, motion passed.

Indian Peaks-yes; Shivwits-yes; Kanosh-yes (via phone); Koosharem-yes; Cedar-yes

Unfinished Business

Written travel reports to Salish/Kootenai Housing Authority on September 7-8, 2016 were submitted by: Jack Sawyer, James Emery, Keith Garcia and Shawn Westwood.

New Business

Resolution# 2016-05 is not a resolution so this was omitted.

Inspection for move-outs within 10 days so the tenants know about what they need to pay for repairs.

ROSS meeting with the bands.

Commissioner's Report:

A letter from the Indian Peaks Band was delivered by Anthonia Tom during the August 18, 2016 Board meeting. To answer the letter, Betty stated that the Drug Prevention Program funds are not carried over.

During the meeting at 2:30 p.m., a letter from Indian Peaks Band dated September 16, 2016 was hand delivered to the Board by Tanayah Tom and Charlotte Lomeli. Betty briefly went over the letter and indicated that a letter be sent to Tyler Goddard, Tribal Council and Tanayah Tom to discuss and address the DPP program at the next meeting. The meeting will be held during the regular board on Friday, October 21, 2016. No special meeting is needed.

Cedar DPP Report, Betty Cuch: Band meeting was held on September 7, 2016 and the next meeting is on October 5, 2016. I was absent but had a written report for them to read. Cedar Band would like to schedule a meeting with housing. Some issues were brought up at the council meeting by Band Members. The DPP opened on August 29, 2016. The annual spook alley will be opened to the public on October 21-22, 2016. The Paiute language program is also in place. She also reported on her trip to Salish/Kootenai Housing Authority and handed in the report.

Shivwits DPP Report, Travis Duran: Band meeting was held on September 8, 2016. The next meeting will be on October 6, 2016.

Indian Peak DPP Report, Jeanine Borchardt: Band meeting was held on September 14, 2016. The Native Youth Group Council will be traveling to Washington DC. The next meeting will be on October 5, 2016.

Koosharem DPP Report, Toni Pikyavit: Band meeting was on September 11, 2016. The next meeting will be on October 25, 2016.

Kanosh DPP Report, Halena Blandford: Absent.

Next Housing meeting is on October 21, 2016 at 10:00a.m.

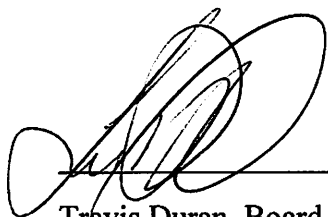
Meeting adjourned at 4:18 p.m.



Betty Cuch, Board Chair

10/21/16

Date



Travis Duran, Board Vice-Chair

10/21/16

Date