



## *Utah Paiute Tribal Housing Authority*

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

Utah Paiute Tribal Housing Authority  
Board of Commissioner Meeting  
January 19, 2018

Meeting called to order by Betty Cuch, Chairperson at 10:15a.m.

### **Roll Call:**

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

### **Other Present:**

James Emery, Executive Director  
Rose Black, Office Manager  
Angela Broadhead, Fee Accountant (excused absent)  
Jim Jensen, Housing Attorney (not present)

### **Agenda:**

Motion by Halena Blandford, seconded by Travis Duran all in favor motion carries  
Indian Peaks-vacant, Kanosh-Yes, Koosharem-yes, Cedar-Yes, Shivwits-Yes

### **Fee Accountant:**

Reviewed the budget for the month, audit there was no finding, RFP to comply the tax credit, auditor, attorney and engineer civil. Travois closing in June and to start rehab for the 17 units with a budget per units at \$50,000. ICDBG with two homes completed.

### **Close Session:**

Motion to close regular board meeting at 10:36a.m. by Travis Duran, seconded by Halena Blandford, all in favor, motion carries  
Indian Peaks-vacant, Kanosh-Yes, Koosharem-yes, Cedar-Yes, Shivwits-Yes

Motion to close, close session at 11:15a.m. by Travis Duran, seconded by Toni Kanosh, all in favor, motion carries  
Indian Peaks-vacant, Kanosh-Yes, Koosharem-yes, Cedar-Yes, Shivwits-Yes

**Minutes:**

Approve December 15, 2018 minutes motioned by Travis Duran, seconded Betty Cuch all in favor, motion carries.

Indian Peaks- vacant, Shivwits-Yes, Kanosh-Yes, Koosharem-Yes, Cedar-Yes

**Tenant services- Keith Garcia** (See attached)

**Rental Assistance- Rose Black** (See attached)

**Maintenance Report** – see attachment

**Executive Director Report- James Emery**

Salary amounts GSA standards we are in the right range of pay for employees

Meeting with Travois about a separate checking account for the tax credit funding.

Motion to open a checking account at Mountain America Credit Union for the tax credit funding motion by Travis Duran seconded by Halena Blandford all in favor, motion carries.

Indian Peak- Vacant, Shivwits-Yes, Kanosh-Yes, Koosharem-Yes, Cedar- Yes

PTO- will be discussed more at the next board meeting.

Resolution 2018-01 Approval of Utah Paiute Tribal Housing Authority (UPTHA)  
LIHTC LP #1 Checking Account

Alternative ways to make rent payment, will need to be look into for the tenants.

Job description: ROSS Coordinator and Executive Administrative Assistant

2018 Safety Poster Contest is due on January 31, 2018.

Travel for Board and Staff:

January 21-24, 2018 for Las Vegas, NV for Indian Law

February 7 & 8, 2018 for Oklahoma City, OK for Admissions & Occupancy

February 27 & 28, 2018 for Denver, CO for Environmental Review Training

February 6 & 7, 2018 for Sacramento, CA on Board of Commissioners Training

March 5-7, 2018 for DC

March 20-22, 2018 for Denver, CO on Low Income Tax Credit Training

April 3-5, 2018 for Salt Lake City, UT for Acquisition Basics

April 9-11, 2018 for Marina Del Rey, CA for Travios Conference

April 9-11, 2018 for Denver, CO on UNAHA

May 15 & 16, 2018 for Reno, NV for Tribal Housing Maintenance

May 15 & 16, 2018 for Supervisor Training

May 30 – June 1, 2018 for San Diego, CA for Amerind/NAIHC

Procurement Officer Report:

Unit #80 to be completed in January and unit #87 in February and the two for rehab are units #84 and #154

**Unfinished Business:**

CAVCO homes update, received a payment on January 26, 2018 and was a letter sent to the homebuyers concerning their balance and to have a meeting with them.

Shivwits Land Lease agreement has to be rewritten for the five units.

**Old Business:**

Budget for the DPP programs were all reviewed and will need to have all the proposal for the rehab of the DPP Band buildings and trailers in by March 2018 for any type of work to begin. Camp out for the DPP on June 21 to 24 to Boulder Colorado. Travis will give us a list of what to bring. The trip will be discussed more at next meeting.

**Commissioners and DPP Reports:**

Cedar DPP Report: Band meeting was held on January 16, 2018 and next meeting on February 6, 2018 went over what was discussed at the board meeting and there was no question.

Jeremy Garcia had is bustle introduction. Star quilt project

Co-ed youth basketball tournament on January 26 & 27, 2018 and March 9 & 10, 2018

Shivwits DPP Report: Band meeting was held on January 4, 2018 and next meeting on February 8, 2018. Program is doing well, culture night Wednesday with PITU, they want their trailer stucco ASAP.

Kanosh DPP Report: Band meeting was held on January 14, 2018 and next meeting on February 11, 2018, reported on the board meeting and a team for the Peewee and Jr youth tournament.

They would like the playground moved closer to the road and the toilets are broken in the men's bathroom at the band building and repair the trailer with stucco.

Koosharem DPP Report: Band meeting was held on January 13, 2018 and next meeting on February 10, 2018. Reported on everything.

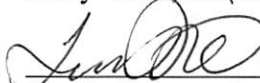
Indian Peaks DPP Report: vacant

Next meeting February 16, 2018 at 10:00a.m.

Adjournment at 3:36PM

  
Betty Cuch, Board Chairwoman

02-16-2018  
Date

  
Travis Duran, Vice-Chair

02-16-2018  
Date