

COQUILLE INDIAN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES

Date: June 15, 2017  
Time: 3:30 p.m.  
Place: Coquille Indian Housing Authority Office  
2678 Mexeye Loop, Coquille Tribal Lands, Coos Bay, OR 97420

Notice: The meeting was scheduled at the regular meeting held April 27, 2017 and confirmed by electronic notice on June 12, 2017.

Chair Brend called the meeting to order at 3:35 p.m.

CALL TO ORDER

Chair Brend offered the opening prayer.

OPENING PRAYER

Vice Chair More called the roll. Present were Chair Brend, and Commissioners Chase, Parrish, and Rocha. Secretary/Treasurer Hunter and Commissioner Garrett were absent, excused. A quorum was established.

ROLL CALL

QUORUM

CIHA staff members present were Executive Director Anne Cook, Deputy Director Lyman Meade, Administrative Services Coordinator Debbie Dennis, Accounting Services Coordinator Marcy Chytka, Maintenance Coordinator Scott Felton, Housing Programs Coordinator Dale Herring, Housing Programs Specialist Tracey Mueller, and Projects/Maintenance Technician Scott Platter.

Also in attendance were Tribal Property and Project Manager Todd Tripp and newly hired Tribal Land Use Planner Matthew Jensen.

None.

PUBLIC COMMENT

Minutes of the April 27, 2017 regular meeting were provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

MINUTES

Vice Chair More moved to approve the minutes of the March 30, 2017 regular meeting, seconded by Commissioner Parrish. The motion carried unanimously.

Executive Director Cook requested that a Private Residential Leasing Program Lottery Drawing be inserted as item 13B.

AMENDMENTS  
TO AGENDA

Vice Chair More moved to approve the agenda, seconded by Commissioner Chase. The motion carried unanimously.

Accounting, Maintenance, and Resident Services reports for April and May 2017 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

DEPARTMENT  
REPORTS

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The department reports were reviewed and discussed briefly.

Vice Chair More moved to accept the Department Reports, seconded by Commissioner Rocha. The motion carried unanimously.

Materials from the Kilkich Residents Association meetings held May 8, 2017 and June 12, 2017, and Tribal Police Department reports for April and May 2017 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

AFFILIATE  
REPORTS

A representative from the Kilkich Residents Association was unavailable to attend the meeting.

Killich Residents  
Association

Executive Director Cook reviewed the written Tribal Police Department reports and newly developed civilian report form.

Tribal Police  
Department

Vice Chair More moved to accept the Affiliate Reports, seconded by Commissioner Parrish. The motion carried unanimously.

The order of the day was waived to accommodate presenter scheduling.

SPECIAL ORDER

None.

OLD BUSINESS

NEW BUSINESS

Stakeholder Interview Questions dated March 22, 2017; Tribal Member, Tribal Spouse, and Kilkich Resident Questionnaire; Empire Reservation Map; and, Exhibit A Statement of Work and Delivery Schedule for TGM Grant Agreement No. 31821 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

Coquille Indian Tribe  
Comprehensive  
Land Use Plan –  
CIHA Board Interview

Executive Director Cook introduced Tribal Property and Project Manager Todd Tripp and Land Use Planner Matthew Jensen.

Tribal Property and Project Manager Tripp thanked the Board for participating in the major stakeholder interview which was part of the data gathering process for the TGM Grant the Tribe recently received from ODOT. The focus of the interview was development of the Tribe's North and South Empire Reservation properties with an emphasis on identifying areas where additional housing might be located.

Anais Martinez, a representative of Kittelson & Associates, Inc., the consulting firm helping to facilitate the process, joined the meeting via teleconference to conduct the interview. Questions included current strengths of Tribal properties from a land use and transportation perspective, what the Tribe's most important assets are, what the Tribe's

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most important needs are and how those needs should be addressed, and what future improvements are needed.

The Board noted existing housing quality, the numerous Tribal facilities located within the Kilkich community, law enforcement presence, and access to water, culturally significant plants and animals, and land outside the tsunami inundation zone as strengths. Needs include infrastructure, larger lots, different types of housing, a gas station with convenience store, and additional public transportation options. New housing could be located on the north parcel, near the Tarheel reservoir, and off of Libby Lane. The Kilkich cranberry bogs might be repurposed for housing, recreation, a Tribal administration or cultural facility, or a fish hatchery. Challenges include utility capacity, infrastructure and other development costs, tsunami inundation zone, and crime in the surrounding area.

Mr. Tripp thanked the Board for participating and noted that public meetings would be held as part of the planning process, also. Information could be found on the Tribe's website under Land Use Planning on the Our Lands tab. Mr. Tripp and Mr. Jensen would be available at the Tribal Restoration Celebration in Medford to answer any questions.

The meeting was recessed at 5:05 and reconvened at 5:15.

RECESS

NEW BUSINESS  
(CONTINUED)

The entry form for the 2017 Renter Front Yard Makeover Drawing was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

FY 2017 Front Yard  
Makeover Contest

Vice Chair More drew from the five qualifying entries received by the contest deadline. The winning entry was submitted by the resident of 2618 Mexeye Loop.

A map of Miluk Drive Lot Assignments and PRL Program FAQs were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

Private Residential  
Leasing Lottery Draw

One application for the Private Residential Leasing Program had been received and screened for eligibility since the last Board meeting. Available lot numbers were placed in the drawing cylinder.

Lot 665 Miluk Drive was drawn by Vice Chair More.

A flyer announcing basketry classes at the Coos History Museum in August 2017 and a photo of the tall ship Lady Washington were provided

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in the meeting materials made available to the Commissioners online.  
(Copies attached to these minutes.)

Chair Brend shared that openings were available for the basketry classes at the Coos History Museum in August and discussed other upcoming museum events.

Vice Chair More commented on the success of the recent Festival of Sail event that brought the tall ships to the area, contrary to reporting in the local newspaper.

A Master Projects List dated June 15, 2017; PMOSF EDRLF Loan Proposal dated May 24, 2017; PMOSF CIT Resolution CY17065 Approval of CIHA EDRLF Loan dated June 8, 2017; PMOSF Preliminary EDRLF Amortization Schedule dated June 7, 2017; PMOSF Bond Amortization Schedule dated June 1, 2017; PMOSF Budget Report dated May 31, 2017; PMOSF Preliminary Schedule dated May 4, 2017; PMOSF photos from May 9 to June 14, 2017; “Coos County and the Housing Crisis” article by Annette Shelton-Tiderman dated April 11, 2017; 2016 USDA Tribal Resource Guide; an email from ODOT dated June 2, 2017 regarding the August 21, 2017 Solar Eclipse; and, memoranda from CIHA Attorney Ed Clay Goodman dated May 1, 17, 23, and 30, and June 1, 2017 regarding federal funding, legislative issues, and recent NAIHC activities were presented at the meeting. (Copies attached to these minutes.)

EXECUTIVE  
DIRECTOR’S  
REPORT

Executive Director Cook reviewed and responded to questions regarding the status of current work priorities, other active items, projects completed since the last report, and recent issues.

Vice Chair More moved to accept the Executive Director’s report, seconded by Commissioner Chase. The motion carried unanimously.

NEW BUSINESS  
(CONTINUED)

A draft FY 2018 Indian Housing Plan (IHP), presentation notes, and FY 2018 IHP and non-program budget supplements were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

FY 2018 Indian  
Housing Plan

Executive Director Cook presented and responded to questions regarding the draft FY 2018 Indian Housing Plan. The budget was based on an estimate prepared by CIHA from the President’s FY 2018 budget proposal published May 23, 2017 and the conveyance of one Mutual Help unit in FY 2017. The budget would be adjusted when the final funding amount for the period was received.

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Vice Chair More moved to approve the FY 2018 Indian Housing Plan and to forward the plan to the Tribal Council with recommendation for adoption and subsequent submission to HUD, seconded by Commissioner Chase. The motion carried unanimously.

None.

COMMITTEE  
REPORTS

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held July 27, 2017 at 3:30 p.m.

NEXT MEETING

Commissioner Parrish moved to adjourn, seconded by Commissioner Rocha. The motion carried unanimously and the meeting was adjourned at 6:25 p.m.

ADJOURNMENT

Prepared by:

Approved by:

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Debbie Dennis  
Administrative Services Coordinator

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Signature

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Date

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Title