



Coquille Indian Housing Authority

FY 2019 Completed Projects List

September 30, 2019

| Rank/ Class | Activity | Funding | | Department | Assignment | Notes |
|----------------|----------------------------------|------------------|-------------|---------------------|-----------------------|---|
| | | Source | Year | | | |
| 1 | 2018 APR | IHBG | '19 | Admin Accounting | AC, DD, MC | FY18 APR due 12/29/18. Public notice published on Tribal website, in The World, and at theworldlink.com 11/28/18. Available online and at CIT, CIHA, and local libraries during comment period. Comments due by noon, 12/13/18. None received. Presented to TC 12/13/18. Approved by Board 12/13/18. Submitted to HUD 12/27/18. HUD acknowledged receipt by auto reply 12/27/18. Available to General Council at WG outreach booth 1/12/19. HUD approved 2/7/19. |
| 2 | 2018 Financial Audit | IHBG | '19 | Admin Accounting | AC, MC, DD, DH, TM | FAC submission due within 30 days of report, no later than 7/1/19. Received request for audit materials and began uploading 1/2/19. Fieldwork conducted 1/16-18/19. Isler began FAC submission 3/20/19. Board approved 3/21/19. FAC accepted 3/22/19. Posted on CIHA webpage 3/22/19. To Dun & Bradstreet 3/26/19. To CIT 3/26/19. HUD review completed 4/30/19. |
| 3 | 2018 Self-Monitoring | IHBG | '18- '19 | All | All | Due 9/30/18. Onsite review planned for August postponed to October. Staff review conducted 10/4-16/18. Consultant review conducted 10/16-19/18. To Board 10/25/18. To TC 10/26/18. |
| 4 | 2019 BOC/TC/Staff Training Event | IHBG Non-IHBG | '19 | Admin | AC, LM, DD | Rescheduled to 8/22/19 to accommodate availability of selected activities. Breakfast, lunch, and snacks provided. Bus departed TMCH at 9:30 a.m., returned at 4:30 p.m. Activities included field trip to New River Nature Center in Bandon, private viewing at Coos Art Museum, and private screening of The Watchman's Canoe at the Egyptian. |
| 5 | 2019 IHBG Formula Funding | IHBG | '18- '19 | Admin | AC | Final FY18 allocation was \$1,074,776. FY19 preliminary estimate of \$1,073,810 received 6/4/18. O-link meeting held 6/22/18. O-link MOA presented to TC 7/12/18, approved by resolution 7/14/18, and submitted to o-link 7/18/18. FRF submitted to HUD 7/30/18. HUD acknowledged receipt 7/31/18; formal response received 8/28/18. CR through 12/7/18 enacted 9/28/18. CR through 12/21/18 enacted 12/7/18. HUD ONAP shut down 12/22/18. FY19 omnibus appropriations bill enacted 2/15/19. Final allocations published 4/16/19. Final allocation notice of \$1,087,565 received 4/19/19. Prepared updated o-link reconciliation 4/17/19. Received funding agreement 5/1/19; returned 5/3/19. Funds released |

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| 6 | 2019 IHBG Formula Funding (cont.) | | | | | 5/21/19. First draw entered 5/22/19; received 5/24/19. \$42,938.62 make whole payment from Grand Ronde received 5/23/19. \$30,753.38 make whole payment from Karuk received 6/3/19. |
| 7 | 2020 IHP | IHBG | '19 | Admin Accounting | AC, MC | Due 7/18/19. Added rehab and construction of Sec. 504-compliant units and first-time homebuyer assistance. To Board 6/6/19. Presented to TC and approved by resolution 6/14/19. Submitted to HUD 6/24/19. HUD acknowledged receipt 6/25/19; approved 8/7/19. |
| 8 | Commissioner Appointments | IHBG | | Admin Board | AC, BOC | Advertisement published on website and portal 4/1/19 and in April K'wen 'inish-ha. Closing date 4/24/19. 4 applications received. To Board 4/25/19. To TC 5/9/19. |
| 9 | • Position 1 | | '19 | | | Toni Ann Brend appointed 4/11/16; term expires 4/11/19. TC reappointed 5/9/19. Oath of office 6/6/19. |
| 10 | • Position 3 | | '19 | | | Shawn Chase appointed 4/7/16; term expires 4/11/19. TC reappointed 5/9/19. Oath of office 6/6/19. |
| 11 | Elders House | IHBG | '18- | Admin Maintenance Projects | AC, LM, DD,SF, SP, KM | Offered 2606 and 2608 to TC for temporary elders and social services facilities 7/12/18. Toured with CITHC and CIT admin staff 9/25/18. Cost estimate for modifications and utility costs to CITHC and CIT admin staff 10/15/18. Reviewed cost estimate and floor plan, and toured 2606 with Elders Committee 10/23/18. Elders Committee made recommendation to move forward to TC. Began graveling parking area 11/9/18; completed 12/4/18. Reviewed floor plan with TC 12/13/18. Began interior demo 2/6/19; completed 2/15/19. Began first phase of electrical work 2/15/19; completed 2/22/19. Installed back door 3/1/19. Measured for underlayment and flooring 3/5/19. Began installing drywall 3/5/19; completed 4/19/19. Began modifications to deck and installation of ramps 4/18/19; completed 5/29/19. Began flooring repairs 4/22/19; completed 4/26/19. Surplus hotel furniture picked up 5/1/19. Began texture and painting 5/6/19; completed 5/30/19. Began installing flooring 5/8/19; completed 5/9/19. Began installing cabinets and appliances 5/13/19; completed 5/30/19. Draft lease starting 6/1/19 with TC resolution to Tribal Attorney 5/16/19. TC approved 5/23/19; signed original received 5/28/19. Keys to Elders Committee and CIT staff 5/31/19. Punch list items completed 9/20/19. Future facility improvements transitioned to CIT. |
| | | Non-IHBG | '19 | | | |
| 12 | Environmental Review | IHBG | '18-'19 | Admin | AC, MC | FY18-22. Began worksheets 9/27/17. Began documentation 3/15/18; completed 10/22/18. Completed expense calculation 3/28/18. To Tribal Chair for signature 10/24/18; signed 10/26/18. |

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| 13 | • Exempt Activities | | | | | |
| 14 | • Categorically Excluded Activities | | | | | |
| 15 | • 24 CFR 58.35(a) Categorically Excluded Activities Subject to 58.5 Converting to Exempt | | | | | |
| 16 | • Accessibility Modifications | | | | | 2606 and individual requests. |
| 17 | • HomeGO Modifications | | | | | Average 2 HomeGO conversions per year. |
| 18 | • Landscaping Activities | | | | | Front yard makeover, PMOSF, and common areas. |
| 19 | • Modernization and Rehabilitation Activities | | | | | More extensive prep for reoccupancy and some repairs. |
| 20 | • Sustainability Enhancements | | | | | Resource conservation activities. |
| 21 | Environmental Review | IHBG | '19 | Admin Accounting Projects | AC | As needed. |
| 22 | • 24 CFR 58.35(a) Categorically Excluded Activities Subject to 58.5 Converting to Exempt | | | | | |
| 23 | • Individual Action - Section 184 Construction Loan | | | | | Request received 2/20/19. Began worksheets and documentation 2/22/19; completed 3/18/19. THPO clearance received 3/21/19. Tribal Chair approved and returned original 3/22/19. To bank 3/22/19. |
| 24 | Landscaping | | | | | |
| 25 | • 2018 Front Yard Makeover | IHBG | '18- '19 | Admin Maintenance Projects | SP, TM, DD, LM | Front yard makeover funds for one unit allocated in FY18 IHP. Announcements in May and June 2018 Sea-Ha Runner. Entry period 5/1/18 through 1:00 p.m., 6/14/18. Drawing conducted at 6/14/18 Board meeting. Unit 2607 selected. Began design work with resident 7/13/18; completed 10/11/18. Completed procurement of materials 10/3/18. Installation completed 11/15/18. |
| 26 | Miluk Speed Limit | IHBG | '19 | Maintenance | LM, DD, SF | Board reduced speed limit to 15 mph in the residential area of Miluk Drive 9/27/18. New signage ordered 11/26/18; received 12/10/18. Began installation 12/18/18; completed 1/24/19. CITPD working on "your speed is" signage. |
| 27 | Northwest Indian Housing Association Quarterly Meeting - April 2019 | IHBG Non-IHBG | '19 | Admin | AC, LM, DD, BOC, TC | NWIHA meeting and training 4/2-4/19 at The Mill. CIHA gift bags prepped 4/1/19 for distribution 4/2/19. Tribal welcome and invocation 8:30 a.m., 4/2/19. Bus left The Mill at 11:45 a.m., 4/2/19, for tour of Kilkich followed by lunch and feather dance demonstration at plankhouse. CIHA and Tribal gift cards awarded at banquet 5:30 p.m., 4/2/19. CIHA welcome and invocation 8:30 |

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| 28 | Northwest Indian Housing Association Quarterly Meeting - April 2019 (cont.) | | | | | a.m., 4/3/19. Tribal recognition of new HUD Regional Director and HUD NWONAP Director 11:15 a.m., 4/3/19. Board and TC lunch with HUD 11:30 a.m., 4/3/19. |
| 29 | Northwest Indian Housing Association Quarterly Meeting - September 2019 | IHBG | '19 | Admin | AC | Attended NWIHA meeting at Yakama 9/10-12/19. Appointed to executive committee 9/11/19. |
| 30 | Policies and Programs | | | | | |
| 31 | • IHS Sanitation Facilities Program | IHBG | '19 | Admin | LM, AC | Program administration transferred from CIT to CIHA 7/23/19. |
| 32 | • Procurement | IHBG | '19 | Admin | AC | HUD ONAP Program Guidance 2019-3 issued 8/29/19 increased IHBG micro purchase and simplified acquisition thresholds. Board adopted policy update 9/26/19. |
| 33 | Resident Storage Lot Improvements | Non-IHBG | '14-'19 | Admin Maintenance Projects | LM, SP, DH | Included in Warehouse Replacement Project design due to grading concerns. Proposed reconfiguration to increase storage capacity shown in schematic design. Board approved 10/30/14. Work scheduled in conjunction with Warehouse Replacement Project. Stuntzner marked boundaries of new bins and expanded resident storage lot 6/16/15. Completed relocation of stored items 3/19/18. Began reconfiguration of fencing 3/19/18; completed 6/1/18. Power connected 5/9/18. Interior layout updated 6/12/18. Concrete approach poured 6/16/18. Grading completed 6/20/18. Work on gate controllers completed 8/9/18. Began procurement of line markers 8/13/18; completed 11/27/18. Began installation of bumpers 1/28/19; completed 1/31/19. Began installation of line markers 1/29/19; completed 1/31/19. Due to safety concerns, space width increased from 9' to 10', reducing number of new spaces from 3 to 2. Completed space numbering 2/22/19. |
| 34 | Tribal Events | | | | | |
| 35 | • 2019 Winter Gathering | IHBG Non-IHBG | '19 | Admin Resident Services | DD, DH, TM | Conducted outreach during WG activities 1/12/19. |
| 36 | • 2019 Tribal Restoration Celebration | | | | DD, DH, TM | Began promo procurement 4/17/19; placed orders 5/8/19 and 5/14/19. Partial shipment received 5/28/19. Conducted outreach and dedicated time capsule 6/28/19. Backordered items received 6/28/19. JW honored at pow wow 6/29/19. |
| 37 | VA Native American Direct Loan Program | IHBG | '17-'19 | Admin | DH, AC, BK/CIT, EG/HSDW | VA home loan program on trust lands. Sample lease agreement and MOU received 3/8/17. Requires TC adoption of foreclosure ordinance and resolution to enter into MOU. EG/HSDW coordinated TC action with BK/CIT. BK/CIT presented to TC 3/8/18. CITC Chs. 420 and 425 published for review 3/9/18. |

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| 38 | VA Native American Direct Loan Program (cont.) | | | | | Comments due 5/7/18. Adopted 5/10/18 and draft MOU forwarded to VA. Process stalled at VA soon thereafter. Renewed VA activity following conference call with Tribal and CIHA attorneys 3/12/19. Approved MOU in place per Tribal Attorney June 2019. |
| 39 | | Vide Conferencing | IHBG | '19 | Admin | DD, IT/CIT |

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