

**Summit Lake Paiute Tribe
Special Council Meeting
Sunday, June 17, 2018
Primary Administrative Office, Sparks, Nevada**

CALL TO ORDER: Chairwoman Randi DeSoto called the Special Council Meeting of Sunday, June 17, 2018 to order at 8:14 am.

ROLL CALL: The roll was called: Chairwoman Randi DeSoto, present; Vice-Chairwoman Nedra Crane, present; Secretary/Treasurer Eugene Mace, present; and Council Member Philip Frank, present.

STAFF: Financial Director Linda Quinn

The purpose of the meeting is to review and discuss HUD Indian Housing policies.

Tenant Based Rental Assistance:

Low income is based on 80% of the Federal Median. A proof of income will be required. Seniors can use print out from Social Security as verification of income. These are the Tribe's rules so the exceptions can be made if deemed necessary. The following was discussed.

Housing Quality Standards:

Acceptable criteria:

- Sanitary facilities
- Area for food prep and refuse disposal
- Space and security
- Thermal environment

Must meet performance requirements at beginning and end of occupancy

- Sanitary conditions: must have a working bathroom
- Food prep: suitable space and working equipment to prepare food and dispose of waste in a sanitary manor
- Dwelling Unit: Living spaces: kitchen, living room, bedroom(s); Windows and doors with locks
- Maintain a healthy thermal environment: safe heating and cooling systems
- Sufficient electrical sources
- Fire safety
- Structurally sound
- Free from dangerous air pollution
- Water supply must be sanitary and contaminate free.
- Lead paint safety: Covered or no lead paint
- Fire exits and smoke detectors
- Site location should be environmentally safe
- Check each County's requirements
- Add: Handicapped accessibility as required

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Maintenance is the responsibility of the building owner.

In review, this policy is ready to go. A check list for inspections will need to be made into a form. Inspections are the job for the Housing Manager.

Rehabilitation Program Policy:

This policy is to put in handicapped accessibility, widen doors, put bars in the bathrooms for home owners. The Tribe has a \$15,000 limit per home owned by a Tribal Member. The following was discussed.

- This is for low income families.
- No need for commissioners
- Must meet eligibility standards
- No non-natives will be eligible
- The Housing Director or designated employee and the Council will review and approve each rehabilitation
- It is a grant paid directly to the vender/licensed contractor.
- A copy of the letter of approval from the Council must be provided to the Finance Department.

They reviewed the application form.

This policy is ready with revisions.

Down Payment and Closing Costs Assistance:

The policy is to provide the Tribal Members an affordable a loan of up to a maximum of \$25,000 and a minimum of \$1000 for down payment and closing costs assistance. The following was discussed.

Low income families

The borrowers must meet the credit requirements of a first mortgage lender

The Tribe will help applicants with the process of obtaining a mortgage.

The applicants must successfully complete the homeowner's counseling curriculum as approved by the Tribe's Housing Director.

Ms. Quinn brought out the amended housing plan on which the policies are based.

Chairwoman DeSoto called for a break at 10:21 am.

The discussion of the Down Payment and Closing Costs policy continued after break. The discussion included housing requirements, insurance requirements and repayment of the loan. The house must be the primary residence of the borrower. Also discussed was the process if the home owner were to sell or transfer the homeownership.

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They also reviewed the accompanying forms.

The policy is ready as revised.

It was a productive meeting.

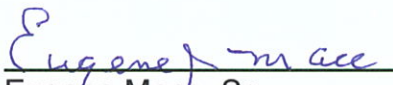
The next meeting will be June 30, 2018 at 9:00 am.

MOTION: Vice-Chairwoman Nedra Crane moved to adjourn. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 3 FOR, 0 AGAINST, 0 ABSTAINED. The meeting was adjourned at 11.14 PM.

CERTIFICATION

I, **Eugene Mace, Sr.**, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the June 17, 2018 Council Meeting were approved by the Council during a duly held meeting July 21, 2018 at which there was a quorum present, and the Council voted: **3 - FOR 0 - AGAINST 0 -ABSTAINING**, Chairwoman Randi DeSoto did not vote because there was not a tie vote.

8/7/2018
Date


Eugene Mace, Sr.
Secretary/Treasurer
Summit Lake Tribal Council