

RECEIVED
TRIBAL COUNCIL
Little River Band of Ottawa Indians
2019 AUG 16 AM 9:24



*Housing Commission Meeting
Aki maadiziwin Conference Room
2953 Shaw Be Quo-Ung
Manistee, Michigan 49660*

August 15, 2019

Agenda

1. Prayer
2. Call to order/Roll Call:
3. Approval of Agenda:
4. Approval of Minutes:
 - A. July 11, 2019
 - B. July 18, 2019
 - C. August 1, 2019
5. Housing Department Update:
6. Unified Legal Update:
7. General Business: Old/New
 - A.
 - B.
8. Hearing/Close Session: None
9. Public Comment:
10. Next Meeting Date: September 5, 2019
11. Adjournment:



Little River Band of Ottawa Indians
Compensation Payment Request
Housing Commission Meeting

Meeting Held on: August 15, 2019

-
- | | | | |
|-------------------------|-----------------------------|----------|---|
| 1. Judy Hardenburgh | <u>Judy Hardenburgh</u> | Attended | Yes ☒ No ☐ |
| 2. Julia Chapman | <u>Julia Chapman</u> | Attended | Yes ☒ No ☐ |
| 3. Marcella Leusby | <u>Marcella Leusby</u> | Attended | Yes ☒ No ☐ |
| 4. Teresa Callis | <u>Teresa Callis</u> | Attended | Yes ☒ No ☐ |
| 5. Margaret Kowalkowski | <u>Margaret Kowalkowski</u> | Attended | Yes ☒ No ☐ |

Liaisons:

Sandy Lewis _____ Attended Yes ☐ No ☒

Ron Wittenberg _____ Attended Yes ☐ No ☒

Tom Guenthardt _____ Attended Yes ☐ No ☒

Shannon Crampton _____ Attended Yes No

Meeting start time: 10 am
Meeting end time: 11:35 am

The Compensation is for Housing Commission is \$125.00 for attendance.

Certification

By the officer's signatures below, this commission certifies that the meeting identified above took place and the members listed were present and that the stipend be paid to the members present.

Judy Hardenburgh
Chairperson Signature

8-15-19
Date

Marcella Leusby
Commissioner Signature

8/15/19
Date

Little River Band of Ottawa Indians



Housing Commission Meeting Aki Maadiziwin Conference Room

MEETING MINUTES

August 1, 2019

1-3. Opening Prayer, Roll Call and Stipend

Commissioner Judy Hardenburgh called meeting to order at 10:00 AM.

Roll Call:

Judy Hardenburgh- Here	Marcella Leusby- Here	Margaret Kowalkowski- Here
Julia Chapman- Here	Teresa Callis- Here	

Quorum: 5-0-0-0-0

Others Present: Ron Wittenburg, Tom Guenthardt, Elise Cueller McGovern, Lyle Dorr,

4. Approval of Agenda- Motion to approve the Agenda for August 1, 2019

Commissioner Julia Chapman made a motion to approve the agenda, Commissioner Teresa Callis seconded the motion.

Motion carries.

Judy Hardenburgh- yes	Marcella Leusby-yes	Margaret Kowalkowski- yes
Teresa Callis- yes	Julia Chapman- yes	

Quorum: 5-0-0-0-0

5. Approval on Minutes- July 11, 2019, July 18, 2019, August 1, 2019

Motion to approve minutes: Commissioner Judy Hardenburgh made motion to approve minutes,

Commissioner Teresa Callis seconded. Motion carries.

Judy Hardenburgh- Yes	Marcella Leusby- yes	Margaret Kowalkowski- Yes
Teresa Callis- Yes	Julia Chapman- Yes	

Quorum: 5-0-0-0-0

6. Closed Session: None

7. Business: Grants Director Lyle Dorr talked to us about a new IHBG (Indian Housing Block Grant) grant that Housing and Grants are working on. It is HUD funded and the money, around 2.5 million, will go into building more houses at Aki. There are 10 lots left to build houses on. They hope to put 7-3 bedroom and 3 or 4-4 bedroom houses in those lots.

These houses will have crawl spaces, 1.5 car garage and a porch put on. Because of this being a HUD grant these houses can't be sold. The houses will be rentals and if the grant is given they hope to have those houses up in the next year or two.

Right now they are looking at modular homes. With the cost of stick housing going up it would be more economical to go this route. They will be tied down, unfurnished except for the basic appliances- washing machine, dryer and refrigerators. There will be no dishwasher or microwave.

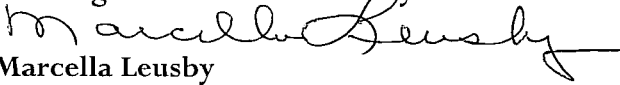
Elise talked of Chapter 7, one of the stipulations was that if a tenant planted a plant it could go with them if and when they move out. Chapter 8 is done and ready to hand out, Chapter 6 is up for comment. Changes made to that Chapter are that cats do not have to be declawed any more. Also no gerbils will be allowed. Chapter 2 is ready, dogs have to be kept under control by an adult at all times.

Questions were asked about swimming pools at Aki. Because of potential drownings and wrecking property Housing and the Commission voted no to swimming pools. It was decided that wading pools would be allowed.

More talk on the sale of the ten houses and 3 duplex's. Commission will be having a meeting with council to go over the terms of the sale.

8. Next Meeting: August 15, 2019

Housing Commission Secretary

A handwritten signature in black ink, appearing to read "Marcella Leusby", written over the printed name.

Marcella Leusby

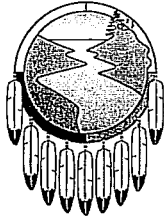
Little River Band of Ottawa Indians



*Housing Commission Meeting
Aki maadiziwin Conference Room
2953 Shaw Be Quo-Ung
Manistee, Michigan 49660*

September 5, 2019
Agenda

1. Prayer
2. Call to order/Roll Call:
3. Approval of Agenda:
4. Approval of Minutes:
A
5. Housing Department Update:
6. Unified Legal Update:
7. General Business: Old/New
A.
B.
8. Hearing/Close Session: None
9. Public Comment:
10. Next Meeting Date: September 19, 2019
11. Adjournment:



Little River Band of Ottawa Indians
Compensation Payment Request
Housing Commission Meeting

Meeting Held on: September 5, 2019

-
- | | | | | | |
|-------------------------|-----------------------------|----------|---|-----------------------------|------------|
| 1. Judy Hardenburgh | <u>Judy Hardenburgh</u> | Attended | Yes ☒ | No ☐ | |
| 2. Julia Chapman | <u>Julia Chapman</u> | Attended | Yes ☒ | No ☐ | |
| 3. Marcella Leusby | <u>Marcella Leusby</u> | Attended | Yes ☒ | No ☐ | no stipend |
| 4. Teresa Callis | <u>Teresa Callis</u> | Attended | Yes ☒ | No ☐ | |
| 5. Margaret Kowalkowski | <u>Margaret Kowalkowski</u> | Attended | Yes ☐ | No ☐ | |

Liaisons:

Sandy Lewis _____ Attended Yes ☐ No ☒

Ron Wittenberg _____ Attended Yes ☐ No ☒

Tom Guenthardt _____ Attended Yes ☐ No ☒

Meeting start time: 10:10 am

Meeting end time: 11:45 am

The Compensation is for Housing Commission is \$125.00 for attendance.

Certification

By the officer's signatures below, this commission certifies that the meeting identified above took place and the members listed were present and that the stipend be paid to the members present.

Judy Hardenburgh
Chairperson Signature

9-5-19
Date

Marcella Leusby
Commissioner Signature

9-5-19
Date

Little River Band of Ottawa Indians



Housing Commission Meeting Aki Maadiziwin Conference Room

MEETING MINUTES

August 15, 2019

1-3. Opening Prayer, Roll Call and Stipend

Commissioner Judy Hardenburgh called meeting to order at 10:05 AM.

Roll Call:

Judy Hardenburgh- Here	Marcella Leusby- Here	Margaret Kowalkowski- Here
Julia Chapman- Here	Teresa Callis- Here	

Quorum: 5-0-0-0-0

Others Present: Elise Cueller McGovern and Michelle Pepera

4. Approval of Agenda- Motion to approve the Agenda for August 15, 2019

Commissioner Julia Chapman made a motion to approve the agenda, Commissioner Teresa Callis seconded the motion. Motion carries.

Judy Hardenburgh- yes	Marcella Leusby-yes	Margaret Kowalkowski- yes
Teresa Callis- yes	Julia Chapman- yes	

Quorum: 5-0-0-0-0

5. Approval on Minutes- August 1, 2019

Motion to approve minutes: Commissioner Judy Hardenburgh made motion to approve minutes, Commissioner Teresa Callis seconded. Motion carries.

Judy Hardenburgh- yes	Marcella Leusby- yes	Margaret Kowalkowski- yes
Teresa Callis- yes	Julia Chapman- yes	

Quorum: 5-0-0-0-0

6. Closed Session: None

7. Business: Michelle gave July's report. At our meeting with Council on August first they took over the sale of the 10 fair market houses. Michelle informed us that there was someone interested in one of the fair market houses.

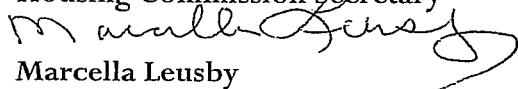
With the new Grant coming there is a plan for 10 Modular houses to go up in the 10 empty lots at Aki. These homes will have a garage and porch put on them. The modular were decided on because they are made just as good as stick homes and are more efficient to put up.

We talked about Chapter 5 and Chapter 3. We need to read these chapters so we can go over it at the next meeting. Chapter 7 Section 7-3 needs some changing also.

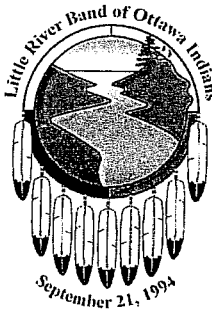
8. Meeting Adjourned: 11:45 am

9. Next Meeting: September 5, 2019

Housing Commission Secretary

A handwritten signature in cursive script, appearing to read 'Marcella Leusby', written over the printed name.

Marcella Leusby



Little River Band of Ottawa Indians
Housing Department
Mailing Address: 2608 Government Center Drive
Physical Address: 2953 Shaw Be Quo ung
Manistee, Michigan 49660
231-723-8288

HOUSING DEPARTMENT
For August 2019

I. Housing Activities.

- A. The department received the Occupancy Permit for the Elder Apartment Complex on August 6, 2019, and signed a lease with the first tenant on August 16, 2019.
- B. Met with Wieland & Summit on the fire suppression for the Elder Apartment Complex on August 12, 2019
- C. The Housing Maintenance tech's started work on replacing the back designated elder housing decks.
- D. The department and other employees at the Aki maadiziwin Community Center met with Brandy Martin, Incident Commander for Tribal Emergency Response Team (TERT), to discuss the Emergency Action Plan (EAP), related to emergency management for our building.
- E. The department met twice this month with Elise McGowan-Cuellan, Staff Attorney's and Bill Willis, Members Services Lead.
- F. During the month, the Department performed the following activities.
 - Lease renewals due during the month: 3
 - Leases renewed: 3
 - New leases: 5
 - Annual Inspections: 3
 - Move-out Inspections: 1
 - Move outs: 1
 - Transfers: 1
- G. Down Payment and Closing Cost assistance grant (HI 100). This program was approved for the Calendar Year of 2019 in the amount of \$75,000, a budget modification was done and we added an additional \$20,000.00 to the program.
 - Applications received this month: 1
 - Number of Awards made during the month: 0
 - Amount of Awards made for the Month: \$00.00
 - Total Number of Awards made during the Year: 17
 - Total Amount of Awards for the Year: \$76,834.00

II. Rental Payment Information for the Month.

- A. Notice of Delinquency issued: 5
- B. Termination Notice(s) issued: 2
- C. Notice(s) to Vacate or Renew: 0
- D. Court Filing(s): 1

III. Condition of Properties.

- A. Please see the attached daily log kept by the Housing Maintenance Technicians. This log is not intended to be an in depth description of the work performed each day, but instead a snap shot of their daily activities.

IV. Number of Units and Vacancies.

LRBOI Housing Department has 79 rental units in total of which 72 were rented giving us an occupancy rating of 93%.

- A. Aki has 55 income based rental units of which 48 were rented during the month as follows:
1. Aki has 9 low income elder designated rental units and 9 units are rented.
 2. Aki has 2 low income elder ADA designated rental units and 2 are rented.
 3. Aki has 28 low-income family rental units and 27 are rented.
 4. Aki has 6 low income family ADA rental units and 6 are rented.
 5. Aki has 10 low income elder designated apartment rental units and 4 units are rented.
- B. Aki has 24 Fair Market rentals and 24 are rented.

V. Significant Problems and Accomplishments.

- A. N/A

VI. Plans for the Future.

- A. Construction of the 2019 2-Fair market homes
B. Replacement of the 12 Elder's back decking

C. Other Information

- A. None

End of Report
Michelle L. Pepera
Administrative Assistant
September 5, 2019

Attachments: August 2019 daily maintenance log

Cc: File

Housing 2019
Daily Worksheet

Date 8-5 No Take. Mowed Fields. weed whacked. Mowed Ditches.
Adjusted Garage Door Sensor @ 2665 TC. got quote for 2626 Medicine
Cabinet & Exterior Lock. Changed Toilet Seats @ 2641 OC. lowered
flag. Install Electronic Control Board on Extra Shop Fridge for disperse

Date 8-6 No Take, No Jim - Cleaned drain @ 2644^{OC} Checked Pavilion
Installed 2 handles on A Shop Fridge going to 2694 TC. Cleaned upholstery
on 4 chairs for Elder Complex. Cleaned Tractor Battery terminals & checked
fuses. Mowed by Junior Complex, water. trees

Date 8-7 Reset Breaker @ 2641^{OC} Brought over Dehumidifier, changed
2 Door Sweeps, 1 for Garage Entry & 1 for Entry way to Garage. Caulked
Around Master B. room Window All at 2654 OC. cut fields, cut Ditches
Changed Bulb and Fuse on Tractor, No Take

Date 8-9 Got gas for Red truck & Toro. No Take. Mowed Fields
2605 OC Mowed Elliptical for Elder Cleaned wood shop No
Take. 2655 TC checked & did AM on Hvac.

Date 8-10 - Changed out fridge and worked on Garage Door @ 2694
Checked Pavilion. ~~At~~ 2646 brought Dehumidifier checked
locks - Put in Screens. Picked up Grey Truck from Linke's

Thank you for filling out this Daily Worksheet

Housing 2019 Daily Worksheet

Date 8-12 cleaned shop bathroom, took care of shop trash, checked emails and calendar for scheduled work, mileage for grey truck reinstalled tool box in grey truck, Daily logs Started cleaning out ditches, weed whacked

Date 8-13 reinstalled fascia and soffit on shop bld, cleaned up shop area, Safety meeting about ladder work and ground work duties of both discussed, weed whacked

Date 8-14 Unlocked 2626 OC for tenant to begin trash removal, completed repairs on move in sheet for 2727 OC, got Third quote for tractor Replaced toilet Flapper @ 2627 OC, watered new landscape plants cut grass Elders Row, swapped out washer repaired Blinds and removed shrubbery @ 2698 OC

Date 8-15 Repaired one washer front load, Tested another Front load washer, stripped for parts, picked up trash cans from CUV center, continued removing @ invasive trees, called and left messages for Mosses about garage Door opener

Date 8-16 mowed Elders, ditches, HC units, weed whacked mowed Fields mowed Fields

Thank you for filling out this Daily Worksheet

Housing 2019
Daily Worksheet

Date 8-19 Receipts, mowed fields, weed whacked
Annual Inspection @ 2726 OC

Date 8-20 mowed fields, ditches, weed whacked, move out, rekey
and started on 2596 IC

Date 8-21 Shampooed carpet @ 2596 IC, continued @ 2596 IC
rekeyed 2646 IC tightened drain kitchen sink, adjusted
water heater to be a little bit hotter

Date 8-22 Continued @ 2596 IC ~~task~~

Date 8-23 took out shop trash, checked Pavilion
Swapped out washer @ 2591 OC, check punch list for new Complex
Finished 2596 IC

Thank you for filling out this Daily Worksheet

Housing 2019 Daily Worksheet

Date 8-26 Cleaned up shop area, sorted papers from new Apts appliances, submitted BIA Lawn worksheet, cleaned out gray truck, rekeyed 2626 OC, Picked dumpster down and added stuff from shop and 2581 OC water damaged items Looked @ Garage Door opener @ 2694 IC need to order replacement opener
2724 ER - Changed furnace filter, cleaned fan, changed bulb, 2571 - changed Shower Faucet Cartridge. Margaret & Scott RM 110 cleaned out basket filter on washer, RM 109 - Swept Apts

Date 8-27 receipts updated maps and sub sheets
Replaced faucet valve parts in bathroom sink @ 2690 OC
Repaired Mail box @ 2708 OC, started deck removal project @ 2726 OC

Date 8-28 Deck Tear off and clean up prep for redecking @ 2726 OC.

Date 8-29 Deck reconstruction of Decking @ 2726 OC
Receipts, Park orders, 110 new washer stand, 106 showed how to use washer dryer, 2615 IC Change lock, 2679. 2665 garage door, ordered parts

Date 8-30 Mileage updated Calendars, Continued on Deck project, checked smoke alarms @ 2581 informed tenant they need to buy new batteries and we will replace check on cook top, Broken needs to be replaced @ 2591 OC
Worked on Task to Repair Elder Complex Washer/Dryer Combo.

Thank you for filling out this Daily Worksheet



**Little River Band of Ottawa Indians
Housing Commission Report to Tribal Council**

September 5, 2019

1. Housing Commission Members

Chairperson: Judy Hardenburgh

Secretary: Marcella Leusby

Commissioner: Julia Chapman

Commissioner: Theresa Callis

Commissioner: Margaret Kowalkski

2. Activities for the month of

Getting of the Resolutions updated and changes made

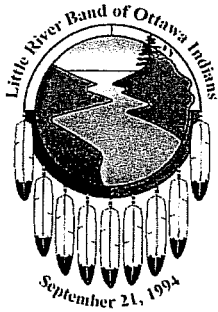
3. Special Concerns of the Commission

4. Attachments

Respectfully,

Marcella Leusby

Marcella Leusby
Housing Commission Secretary



Little River Band of Ottawa Indians

Housing Department

Mailing Address: 2608 Government Center Drive

Physical Address: 2953 Shaw Be Quo ung

Manistee, Michigan 49660

231-723-8288

HOUSING DEPARTMENT

For July 2019

I. Housing Activities.

- A. The department did a final punch list of the Elder Apartment Complex with the contractor. The architect did his final punch list on the morning of the Grand Opening Ceremony July 11, 2019. Paving of the parking area and sidewalks have been completed, masonry around the building, plumbing, electrical and landscaping are all completed. (see attached photo's)
- B. The department mailed out postcards to all the tenants at Aki maadiziwin and did an all LRBOI email inviting everyone to the Grand Opening of the Elders Apartment Complex on July 11, 2019. (see attachments)
- C. The Entryway/Directional sign has been installed and the landscaping completed. (see attached photo)
- D. This month I met with Colleen Smith from Custer Inc., and Amy VanderMeer from Interphase Interiors on furnishing for the Elder Apartment Complex.
- E. The department met twice this month with Elise McGowan-Cuellan, Staff Attorney's and Bill Willis, Members Services Lead.
- F. During the month the Department performed the following activities.
 - Lease renewals due during the month: 3
 - Leases renewed: 3
 - New leases: 1
 - Annual Inspections: 3
 - Move-out Inspections: 1
 - Move outs: 1
 - Transfers: 0
- G. Down Payment and Closing Cost assistance grant (HI 100). This program was approved for the Calendar Year of 2019 in the amount of \$75,000, a budget modification was done and we added an additional \$20,000.00 to the program.
 - Applications received this month: 2
 - Number of Awards made during the month: 4
 - Amount of Awards made for the Month: \$20,000.00
 - Total Number of Awards made during the Year: 17
 - Total Amount of Awards for the Year: \$76,834.00

II. Rental Payment Information for the Month.

- A. Notice of Delinquency issued: 7
- B. Termination Notice(s) issued: 3
- C. Notice(s) to Vacate or Renew: 0
- D. Court Filing(s): 0

III. Condition of Properties.

- A. Please see the attached daily log kept by the Housing Maintenance Technicians. This log is not intended to be an in depth description of the work performed each day, but instead a snap shot of their daily activities.

IV. Number of Units and Vacancies.

LRBOI Housing Department has 69 rental units in total of which 68 were rented giving us an occupancy rating of 99%.

- A. Aki has 45 income based rental units of which 44 were rented during the month as follows:
 - 1. Aki has 9 low income elder designated rental units and 9 units are rented.
 - 2. Aki has 2 low income elder ADA designated rental units and 2 are rented.
 - 3. Aki has 28 low-income family rental units and 27 are rented.
 - 4. Aki has 6 low income family ADA rental units and 6 are rented.
- B. Aki has 24 Fair Market rentals and 24 are rented.

V. Significant Problems and Accomplishments.

- A. Directional signage & landscaping installed at the entryway

VI. Plans for the Future.

- A. Construction of the 2019 2-Fair market homes
- B. Replacement of the 12 Elder's back decking

C. Other Information

- A. None

End of Report
Michelle L. Pepera
Administrative Assistant
August 7, 2019

Attachments: July 2019 daily maintenance log
July Construction photos of the Elder's Complex
Postcard and email of the Grand Opening Ceremony/Elders Complex July 11, 2019
Grand Opening photos
Directional signage & landscaping

Cc: File

Housing 2019
Daily Worksheet

Date 7-1 Mileage EDM Paperwork, weed whacked around Aki CC, mowed, checked pavilion bathrooms, took cleaning materials and supplies to 2727 OC, card board run Continued @ 2727 OC

Date 7-2 Mowed Fields, repaired slider screen @ 2723 OC
cleaned up flower tree limb, weed whacking, continued @ 2727 OC

Date 7-3 Mowed Elders, HC, 52nd up, Walk thru @ elder complex, checked pavilion restroom, put mulch down in playground area, Receipts, unlocked 2727 OC for Stanley
weed whacked, mowed board new tenant @ 21046 IC
updated maps, Shop Trash removed

Date 7-4 Holiday

Date 7-5 Holiday

Thank you for filling out this Daily Worksheet

Housing 2019
Daily Worksheet

7-8

Date Install shower curtain for tenant @ 216410C

Looked at AC unit @ 21685 IC, continued @ 27270C
Charged battery in garage remote @ 21683 IC, mowed and
weed whacked

7-9

Date Mowed, continued @ 27270C

7-10

Date Mowed, continued @ 27270C, moved table & chairs
for open house

7-11

Date NO Sake Mowed fields & serviced zero turn. Weed whacked
elders, Cont. at 27270C. Helped with open house at elders
complex

7-12

Date NO Sake Removed ladder rack & tool box off Grey GMC
to prep for Linkes. Checked Pavilion mowed fields
moved tables & chairs from elders complex to Aki.

Thank you for filling out this Daily Worksheet

Housing 2019
Daily Worksheet

Date 7-15 NO Jake Installed Ladder Rack on Red
Extended Cab Cont. @ 2727 OC Dropped Grey GMC
off at Linkes to get some body work done mowed fields

Date 7-16 Started Fence project @ new sign
Continued @ 2727 OC

Date 7-17 Receipts Completed Fence project at new sign
updated sub sheet, Continued @ 2727 OC
Cleaned shop and wood shop areas, cleaned saws
mowed

Date 7-18 Safety meeting we discussed ladder safety
assisted Michelle on new houses project
Continued @ 2727 OC

Date 7-19 Got quote From Gator's Group's For tractor and
attachments, repaired Kitchen Faucet @ 2641 OC
Continued @ 2727 OC, replaced condensation pump @ 2615 OC
removed trash from shop
7-20-19 Basement window leaks @ 2627 OC, 2615 OC, 2641 OC
2635 OC, 2581 OC, 2644 OC, cleared culverts

Thank you for filling out this Daily Worksheet

Housing 2019
Daily Worksheet

Date 7-22 Started Filling in trenches dug for water to run away from houses and installing downspout extensions to keep rain water away from houses, Continued @ 27270C, Dropped off dehumidifier @ 2581 and 2640 OC repaired screen @ 2640 OC

Date 7-23 Continued @ 27270C, Receipts, Picked up dehumidifier from 26540C and took to 2581 OC, Got quote from Carter for Deck project, met with Bill W + Steve W on Flooded houses met with Glen from Hagulands for Floor issues @ Elder complex

Date 7-24 Continued @ 27270C, continued installing downspout extensions on the new units that had water issues last rain Got quote for Decking project

Date 7-25 Fire safety, talked about open flame, welding and fire extinguisher use, Fire watch duties when assisting in any open flame situation, meeting with Bill W about Flooded basements, continued on 27270C, Repaired Sink Drain in Kitchen @ 26270C, Typed up statements regarding 2581 OC basement leak situation

Date 7-26 NO sim Cleaned shop bathroom, cleaned shop area Removed Carpet and Parking, Nail Strips from bedroom and partial hallway @ 2581 OC, called Hagulands to get measure and quote for tile replacement / install, Receipts, w/ orders completed, took trailer over to 2581 OC for items damaged due to Flooding, Move out Inspection @ 2626 OC

Thank you for filling out this Daily Worksheet

Housing 2019
Daily Worksheet

Date 7-29 NO Sim Cleanup shop area, checked pavilion
checked AC unit @ 26270C Took backup fridge to 2694TC
Looked @ garage door opener also

Date 7-30 Continued @ 27270C, mowed fields, researched
trash cans for Elder complex, checked on delivery of Decking
powerwashed siding mower, got plow ready to paint, checked
on grey truck, Reserched supplies needed for elder complex
Completed 27270C and handed in receipt & # to Gfr

Date 7-31 Picked up dehumidifiers weed whacked, mowed
mileage, Safety meeting about Flammables and chemicals
and protective wear, gloves, glasses, ear protection, Painted
Plow, Replaced toilet seats, drip pans in stove, plugged in
microwave @ 26410C, set ~~live~~ live trap @ 27260C

Aug.
Fri. Date 8-2 Filled Fire Pit at 27270C, Mowed, Weed whacked,
Unlocked 2690 Dishwasher control/mode, Adjusted 2723 El garage
door sensors Yoiled. PM HVAC on 27270C, Cleaned Pavilion
No Jim, No Jake

hvis Date 8-3 ~~2019~~, Painted Plow ReSet Live Trap for Raccoon at 27260C
Mowed Elder, Weed whacked, Mowed Fields ordered Freezer
Handle Cleaned fridge to be delivered to 2694TC

Thank you for filling out this Daily Worksheet

Emailed to all LRBOI and the same information to all Aki maadiziwin tenants but on a postcard

Join the
LRBOI Housing Commission
for the
Grand Opening Ceremony
of the
Elder Apartment
Complex
July 11, 2019 at 1:00p.m.

