

Little River Band of Ottawa Indians

Housing Commission

Aki Maadiziwin Conference Room

December 16, 2021

1-2. Opening Prayer, Roll Call

Chairperson Teresa Callis calls meeting to order at 10:00 am with a silent prayer.

Teresa Callis takes Roll Call.

Margaret Kowalkowski- absent	Marcella Leusby- absent	Julia Chapman-here
Teresa Callis-here	Robert Deboer- absent	

Quorum: 2-0-3-0

3. Approval of Agenda: December 16, 2021

Commissioner: Teresa Callis approves agenda. Commissioner: Julia Chapman seconds. Motion carries.

Margaret Kowalkowski-absent	Marcella Leusby- absent	Julia Chapman-yes
Teresa Callis-yes	Robert Deboer- absent	

Quorum: 2-0-3-0

4. Approval of Minutes: December 2, 2021

Commissioner: Julia Chapman approves minutes. Commissioner: Teresa Callis seconds, Motion carries.

Quorum: 2-0-3-0

5. Housing Department Update: none. Tara was attending her Employee Christmas Breakfast.

6. Unified Legal Update: none. Elise McGowen- Cueller (Commission Lawyer) was detained in another meeting.

7. General Business: Old/New. Tara informed us that we need to review the Housing Regulations and make any changes deemed necessary.

Ron Wittenberg came into our meeting to inform us that will will have only one meeting on the 1st of each month in 2022' Tribal Council made this change.

8. Public Comment: none

9. Hearing/Closed Session: none

10. Next Meeting Date: January 6, 2022/rescheduled January 10, 2022

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December 2, 2021

1-2. Opening Prayer, Roll Call

Roll Call: Chairperson Teresa Callis calls meeting to order at 10:00 am.

Margaret Kowalkowski- here	Julia Chapman-here	Robert Deboer-Conference Call
Teresa Callis-here	Marcella Leusby-here	

Quorum: 5-0-0-0

3. Approval of Agenda: *December 2, 2021*

Commissioner: Marcella Leusby approves Agenda. Commissioner: Julia Chapman seconds. Motion carries.

Margaret Kowalkowski-yes	Julia Chapman-yes	Robert Deboer-yes
Teresa Callis-yes	Marcella Leusby-yes	

Quorum: 5-0-0-0

4. Approval of Minutes: *December 2, 2021*

Commissioner: Marcella Leusby approves minutes. Commissioner: Margaret Kowalkowski seconds. Motion carries.

5. Department Update: Tara Bailey(Director) gave us the November Housing Report. We reviewed the report with Tara.

6. Unified Legal Update: Elise McGowen- Cueller (Commission Lawyer) was detained in another meeting. Elise did offer legal advice via her cell phone while still in the other meeting.

7. Closed Sessions: Our Commission held our annual Chairman and Secretary election.

Margaret Kowalkowski nominated Teresa Callis for Chairman. Julia Chapman second. The vote was majority. Teresa Callis is our Chairperson for 2022.

Marcella Leusby nominated Margaret Kowalkowski for Secretary. Teresa Callis second. The vote was majority. Margaret Kowalkowski is our Secretary for 2022.

We now will return to Open Session.

8. General Business: We discussed Chapter 3 and 6. Both chapters are on a 30 day review that ends on December 17th.

9. Open Session : none

10. Policies and Procedures: none

11. Public Comment: none

12. Next Meeting Date: December 16, 2021

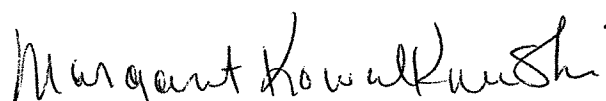
13. Adjournment: Commissioner Teresa Callis moves to close. Commissioner Marcella Leusby seconds. Motion carried.

Margaret Kowalkowski- yes	Julia Chapman-yes	Robert Deboer-yes
Teresa Callis-yes	Marcella Leusby-yes	

Quorum: 5-0-0-0

Meeting closes at 12:00pm

Housing Secretary,



Margaret Kowalkowski

Secretary

Housing Commission

Commissioners

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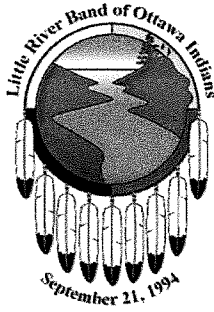
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HOUSING DEPT

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Little River Band of Ottawa Indians Housing Commission

Regular Housing Commission Meetings have been established for
the first Thursday of the month at 10:00 a.m.
unless otherwise indicated
Meeting dates are listed below
All meetings shall be held at the Aki maadiziwin Conference Room

Housing Commission Meeting Dates for 2022

Regular Meetings

January 6, 2022	July 7, 2022
February 3, 2022	August 4, 2022
March 3, 2022	September 1, 2022
April 7, 2022	October 6, 2022
May 5, 2022	November 3, 2022
June 2, 2022	December 1, 2022

Housing Commission Annual Informational Meeting for
all Little River Band of Ottawa Indians Membership
regarding Housing, will be held on
April 7, 2022, at 2:00 p.m. at the
Aki Community Center



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 Report to the Housing Commission For December 2021

Department Overview

Goals: To promote affordable housing opportunities for all Little River Band Tribal Members.

Objectives: To provide our goals in a fair and equitable way to all members.

I. Housing Activities.

- A. During the month, the Department performed the following activities.
 - Lease renewals due during the month: 8
 - Leases renewed: 8
 - New leases: 1
 - Annual Inspections: 0 (Annual inspections on hold still due to COVID)
 - Move-out Inspections: 0
 - Move outs: 0
 - Transfers: 0
- B. Down Payment and Closing Cost assistance grant (HI 100).
 - Applications received this month: 0
 - Total Number of Awards made during the Year: 17
 - Total Amount of Awards for the Year: \$80,138
 - The Housing Department has assisted with \$3,874,407.00 in home loans for tribal members through the Down Payment and Closing Cost assistance Grant for FY 2021!
- C. The vacant maintenance position has not been filled; the position has been reposted.
- D. Housing Director received resignation from Housing Specialist. The position will be vacant as of 1/4/22.
- E. On 12/15/21, housing received an email asking to update two items on the Homeowners Assistance Plan through the Treasury Department. These items were updated so we are hopeful that this means the plan will be approved soon, funds received, and Housing can start to implement the program to assist homeowners with mortgage assistance.
- F. On December 7, maintenance personnel attended a training in Grand Rapids on Air Conditioning and Refrigeration. On his way home, he went into the ditch with company vehicle, resulting in damage to vehicle but thankfully, he was okay.
- G. The Housing Director attended the NAIHC Legal Symposium in Las Vegas December 6-9th. This conference provided training and updates on a national level of what is occurring in Indian Housing.

II. Rental Payment Information for the Month.

- A. Notice of Delinquency issued: 9
- B. Termination Notice(s) issued: 0
- C. Notice(s) to Vacate or Renew: 0
- D. Court Filing(s): 0

III. Condition of Properties.

- A. Nothing major has occurred this month regarding our units.
- B. Maintenance currently has 2 unit to complete for a move in at this time.

IV. Number of Units and Vacancies.

LRBOI Housing Department has 81 rental units in total of which 79 were rented giving us an occupancy rating of 98%.

- A. Aki has 55 income based rental units of which 54 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 28 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 9 units are rented.
- B. Aki has 26 Fair Market rentals and 25 are rented.

V. Significant Problems and Accomplishments.

- A. A total of \$71,400 has been spent out of the Emergency Rental Assistance program leaving a balance of \$310,839 still available in the program.

VI. Plans for the Future.

VII. Other Information.

End of Report
Tara Bailey, Housing Director
January 5, 2022