

Little River Band of Ottawa Indians

Housing Commission

Aki Maadiziwin Conference Room

July 1, 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	
Teresa Callis-here	Marcella Leusby-here	

Quorum: 4-0-0-0

Others Present: None

3. Approval of Agenda:

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

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

Quorum: 4-0-0-0

4. Approval of Minutes:

Commissioner: Marcella Leusby approves minutes with corrections. Commissioner: Teresa Callis seconds, motion carries.

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

Quorum:4-0-0-0

5. Department Update: The vacant position is still not filled and was reposted. We are not using the new software for rent payments as of now. In the future will be able to pay online with this new software. As of now eight apartments are filled and two new tenants will be signing their leases to fill all of the apartments. All halogen lights are going to be replaced and are under warranty. Four houses are under construction now. The golf cart and minibike issues were addressed by the commission and the police should be notified on their rules.

6. Unified Legal Update: a) In Chapter 1, Elise handled the change for the Elders apartment age to 55 years. Also members must have updated tribal id card. In chapter 3 Elders do not need reason to transfer to a different house. These two changes are included in the resolution #21-0701-. Marcella Leusby made approval motion and Teresa Callis seconded it. Three approved and one denied. b) Regarding Chapter 3 council denied approval for three reasons: 1. The vehicle limit of four cars. 2. Use of profanity during discussion of issues. 3. Council asked for the removal of abandoned vehicles and junk to be changed to 30 days instead of 14 days.

7. Closed Sessions: none

8. General Business: We discussed the Annual Tenants Meeting Drawing to include two weed whackers and flowers.

9. Open Session: none

10. Policies and Procedures: none

11. Public Comment: none

12. Next Meeting Date: July 15, 2021

13. Adjournment: Commissioner Marcella Leusby moves to close. Commission Teresa Callis seconds. All approved.

Meeting closes at 12:00 pm.

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

Quorum: 4-0-0-0

Housing Secretary,

Margaret Kowalkowski

Acting Secretary

Little River Band of Ottawa Indians

Housing Commission

Aki Maadiziwin Conference Room

JULY, 15, 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	
Teresa Callis-here	Marcella Leusby-here	

Quorum: 4-0-0-0

Others Present: None

3. Approval of Agenda:

Commissioner: Marcella Leusby approves agenda. Commissioner: Teresa Callis seconds. Motion carries.

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

Quorum: 4-0-0-0

4. Approval of Minutes:

Commissioner: Margaret Kowalkowski approves minutes with corrections. Commissioner: Julia Chapman seconds, motion carries.

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

Quorum:4-0-0-0

5. Department Update:

6. Unified Legal Update: Elise (lawyer) added Resolution #210701-00. She went over Chapter 1 and 3 which are the two chapters that the council is in dispute. They want us to approve a live-in tenant, a caregiver and a grandchild for tenants in the Elder Apartments. Council wants our commission to attend their work session meeting, July 29, 2021 at 1:30pm.

7. Closed Sessions: none

8. General Business: The new commissioner Robert DeBore will be sworn in on August 29, 2021.

9. Open Session: Annul meeting was held with drawings. Marcella Leusby made a motion that tenants need not be present to win drawings and Teresa Callis seconded it. All approved. This meeting was intended for an update and changes in the policies and procedures. Unfortunately the tenants thought this was a time to discuss their disagreement with the new changes. The

Housing Commission intended this to be a question and answer time to get positive feedback from the tenants. The Housing Commission does not enforce the rules and regulations. They recommend changes and council has to approve. It is our understanding that the Housing Department enforces any changes.

10. Policies and Procedures: none

11. Public Comment: Numerous comments were made by a few council members and tenants during the Annual Meeting.

12. Next Meeting Date: August 5, 2021

13. Adjournment: Commissioner Teresa Callis moves to close. Commission Julia Chapman seconds. All approved.

Meeting closes at 12:00 pm. Annual Meeting closed at 2:15 pm

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

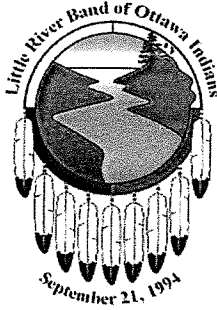
Quorum: 4-0-0-0

Housing Secretary,

Margaret Kowal

Margaret Kowalkowski

Acting Secretary



Little River Band of Ottawa Indians
Housing Department
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HOUSING DEPARTMENT
Report to Housing Commission
For July 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: 5

Leases renewed: 4

New leases: 2

Annual Inspections: 0 (Annual inspections on hold still due to COVID-1- These will resume in Sept)

Move-out Inspections: 0

Move outs: 1

Transfers: 0

B. Down Payment and Closing Cost assistance grant (HI 100).

Applications received this month: 3

Total Number of Awards made during the Year: 7

Total Amount of Awards for the Year: \$35,000

The Housing Department has assisted with \$1,965,500 in home loans for tribal members through the Down Payment and Closing Cost assistance Grant for FY 2021!

C. The Emergency Rental Assistance Program for LRBOI tribal membership is now open and the Housing Department is accepting applications. Only 2 applications have been received in July and both were approved. A total of \$26,390 has been processed in assisting tribal members with rental/utility assistance.

D. The vacant maintenance position has not been filled; the position has been reposted.

E. Met with Tribal Council on July 20th and 29th to go over Housing regulations changes. More work needs to be done with Housing Commission on Chapters 1 and 3 to get to TC.

II. Rental Payment Information for the Month.

A. Notice of Delinquency issued: 10

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 units to complete for a move in at this time.

C. Have requested a quote from Anthony's Landscaping to have additional mulch put in at that playground as it is down about 6 inches. UPDATE: Received quote, should be receiving new mulch in August.

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 8 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 10 units are rented.
- B. Aki has 26 Fair Market rentals and 25 are rented.

V. Significant Problems and Accomplishments.

- A. The security camera that is on the pole going up to the AKI community was apparently struck by lightning and needs to be fixed. A purchase order has been completed and work just needs to be scheduled at this time. UPDATE: Camera fixed and back online on 7/7
- B. Housing had a report that one of the lights in the community was “sparking” during a rain storm, this light has been shut down but it seems to have affected about 20 lights at this time. UPDATE: This has been addressed and all lights should be in operation at this time.
- C. C&I Electric has begun the process of changing out the defective lights by the manufacturer and installing the new lights that have a new 10 year warranty.

VI. Plans for the Future.

- A. Working on RFP for maintenance garage addition to building
- B. Working on RFP for the replacement of 12 elders’ homes roofs that need to be redone due to age.

VII. Other Information.

On July 15th, the Housing Commission held their annual meeting for residents of AKI. Before the meeting a survey was sent out getting input regarding housing from everyone. An incentive of a new lawn mower was given, there was approximately 20 surveys returned. The Housing Department provided the three new lawn mowers and the winners were: Piper Denman, Stephanie Dysard, Sandra Anderson. The Housing Commission also provided potted plants and a lawn trimmer and blower to survey winners; therefore, 9 additional residents were able to receive a prize.

End of Report
Tara Bailey, Housing Director
August 3, 2021