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TRIBAL COUNCIL

2021 MAY -7 PM 12:18

**Little River Band of Ottawa Indians**

**Housing Commission**

**Aki Maadiziwin Conference Room**

**April 15, 2021**

VE.

**1-2. Opening Prayer, Roll Call**

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

<b>Margaret Kowalkowski- here</b>	<b>Julia Chapman-here</b>	
<b>Teresa Callis-here</b>	<b>Marcella Leusby-absent</b>	

**Quorum: 3-0-1-0**

**Others Present: Rebecca Liebring**

**3. Approval of Agenda:**

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

<b>Margaret Kowalkowski-yes</b>	<b>Julia Chapman-yes</b>	
<b>Teresa Callis-yes</b>	<b>Marcella Leusby-absent</b>	

**Quorum: 3-0-1-0**

**4. Approval of Minutes:**

**Commissioner Margaret Kowalkowski approves minutes. Commissioner Teresa Callis seconds, motion carries.**

<b>Margaret Kowalkowski-</b>	<b>Julia Chapman-</b>	
<b>Teresa Callis-</b>	<b>Marcella Leusby-</b>	

**Quorum:3-0-1-0**

**5. Housing Department Updates: Tara Bailey was on vacation. Pepera has reported that funds have been allocated to build four HUD houses in Human Resources will update them.**

**6. Unified Legal Update: The tenant who is one year delinquent on rent will have to prove that it is related to the covid pandemic in order to receive any assistance. Tribal council has approved chapter 2, 4, 6, 7 on April 12, 2021 in the final work session and is now in 30 day public comment.**

**7. Closed session: none.**

**8. General Business:** A discussion was held concerning elders need not have a second approval for moving to another dwelling but will still be approved by HUD. It is going to the council for approval on May 5, 2021.

**9. Open Sessions:** Marcella Luesby submitted a letter that she was stepping down from the secretarial position as of April 15, 2021. he will remain on the Housing Commission. Rebecca Liebring mentioned that we had one commission seat to be filled.

**10. Policies and Procedures:** none

**11. Public Comment:** none

**12. Next Meeting Date:** May 6, 2021

**13. Closing:** Commissioner Teresa Callis moves to close meeting. Commission Margaret Kowalkowski seconds. All approves

Meeting closes at 11:36 am.

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

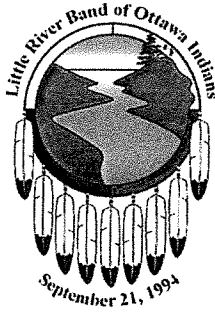
Quorum: 3-0-1-0

Housing Secretary,



Margaret Kowalkowski

Acting 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**

### **Report to the Housing Commission**

**For April 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: 1

Leases renewed: 3

New leases: 1

Annual Inspections: 0 (Annual inspections on hold still due to COVID-19)

Move-out Inspections: 1

Move outs: 0

Transfers: 1

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

Applications received this month: 1

Total Number of Awards made during the Year: 5

Total Amount of Awards for the Year: \$25,000

The Housing Department has assisted with \$1,535,000 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. 1 application has been received to date.**

**D. The RFP for the 5 new homes in Aki from the ICDBG grant has been completed and a contractor has been selected on 3/31/21. The contract for the new homes is now complete and approved by TC and the homes will be ordered in May and expected to be installed beginning in September.**

**E. Chapters 2/4/6/7 are currently out for public comment and the 30-day comment period will end on 3/10. Once complete, can then go back to TC for final approval. UPDATE: will be on TC agenda week of 5/5/21.**

**F. Housing Department posted and did interviews for the position of Housing Services and the candidate will begin on 5/3/21. The vacant maintenance position has been posted and interviews will take place in the first part of May.**

**G. Housing worked with Consumers Energy to come in and do energy audits to the homes on April 13 and 14<sup>th</sup>; which allowed residents to get free LED lightbulbs and night lights. This allowed housing to see if anything further could be completed in each of the 18 residents who took part in the energy audits to see if there was any other area within the home to save energy costs for the resident.**

**H. LRBOI Housing has an additional sum available of \$201,721 through an updated IHBG IHP that will need to be completed letting HUD know how we plan on using the additional CARES Act Funding. It is our intention to use for the additional house that we could not get done through the ICDBG due to the increase cost of construction.**

- I. On April 24<sup>th</sup> the Natural Resource Department along with volunteers planted almost 500 trees within the AKI community.
- II. **Rental Payment Information for the Month.**
- A. Notice of Delinquency issued: 0
  - B. Termination Notice(s) issued: 0
  - C. Notice(s) to Vacate or Renew: 0
  - D. Court Filing(s): 0
  - E. We currently have \$32,331 in arrearages from 16 residents. Housing will be sending out updated account balance letters along with a copy of the new Emergency rental assistance program that may be available for them for rental assistance and also the new executive order regarding the need to provide documentation on housing instability due to the pandemic.
- 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. Maintenance has begun finishing the drywall at the elders complex to get the laundry area completed.
- IV. **Number of Units and Vacancies.**
- LRBOI Housing Department has 81 rental units in total of which 76 were rented giving us an occupancy rating of 94%.
- A. Aki has 55 income based rental units of which 51 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 7 units are rented.
  - B. Aki has 26 Fair Market rentals and 25 are rented.
- V. **Significant Problems and Accomplishments.**
- VI. **Plans for the Future.**
- Will start working with Housing Commission on Chapters 1/5/8 of Housing Regulations to update as needed.
- VII. **Other Information.**
- The Housing Department was able to get an updated Executive Order done through the Office of the Ogema regarding the stay on evictions. Requires residents to submit a form requesting they need leniency in regard to rental payments due to hardship resulting from the COVID-19 pandemic. But allows Housing to terminate leases for any other reason besides non-payment of rent.

**End of Report**  
**Tara Bailey, Housing Director**  
May 5, 2021

## Spring Clean Up Notice

### Curb Side Service

Please set your items to the road by June 7, 2021, and the Maintenance Tech's will come around and pick up your items, once they pick up at your home they will not be coming back, so make sure everything is out the first time. Items that are not allowed are tires, and waste, liquid flammables and Freon appliances.

Please refrain from putting your own items in the dumpster's

any questions please call the Housing office @ 231-398-6875.

### Michigan's Marijuana Law Update

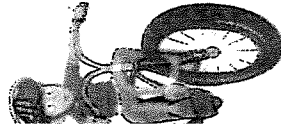
With recent marijuana law changes Housing tenants have been asking what does that mean for LRBOI Housing Tenants?

Marijuana is still illegal under federal law and LRBOI is a drug-free community, that includes medicinal or recreational.

### Just a Friendly Reminder

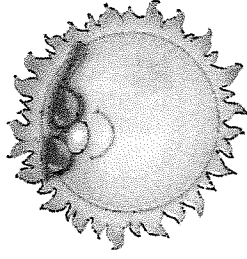
The sidewalks are intended for walking and riding your bike. PLEASE do not park your vehicles on the sidewalks.

We thank you & your neighbors  
Thank you! :)



Please remember  
there is No Smoking  
in LRBOI rental units

The Pavilion will be  
opening for the  
Summer Season on  
May 7, 2021



and with warmer weather come's outdoor fun

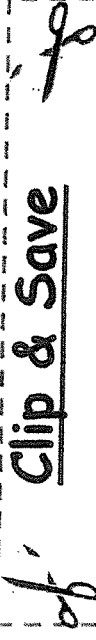
With that in mind we would like to ask every one to be respectful of your neighbor's right to the peaceful enjoyment of their residences and yards. When your children are using the playground please be sure they are being monitored so as to avoid misbehaving. We have had some instances of this which only adds to the importance of the parent's responsibility for their children. **Reminder:** CDC guidelines should still be observed

## **Aki maadiziwin CONSTRUCTION NOTICE**



We will begin the construction of more housing at Aki maadiziwin. This construction project is for the construction of 4 Income based single family homes. **With the start of construction comes safety concerns.** The higher traffic volume and the construction site with sand piles and open excavations are a natural draw for everyone and especially our children. The contractor will put up barricades which is a warning tape around the open excavations to warn of danger. However, we need you to help us keep our community and the job sites safe by talking to your children and letting them know of the dangers. Please ask the children not to go past the warning tape and to stay off the sand piles. The Public Safety Department will keep an eye on the construction sites while they are patrolling however, they cannot be there all the time and that's where we all can help keep each other safe. If you see something that concerns you please contact the Housing Department or Public Safety if it's after hours.

## Clip & Save



Please regularly check the calendar for any updates to the Tribal Government Center Schedule

⇒ **PLANT A TREE - EARTH DAY**

April 24, 2021, 9 am-12 pm

Sponsored by Natural Resource Department

More information within this flyer

⇒ **Memorial Day May 31, 2021**

Government Office's Closed

⇒ **Independence Day July 4, 2021**

Government Office's Closed on July 5, 2021

⇒ **Labor Day - September 6, 2021**

Government Office's Closed

⇒ **Reaffirmation Day - September 21, 2021**

Government Office's Closed

⇒ **Fall Membership Meeting**

October 9, 2021 - Location TBD

⇒ **Veterans Day - November 11, 2021**

Government Office's Closed

⇒ **Thanksgiving - November 25, 2021**

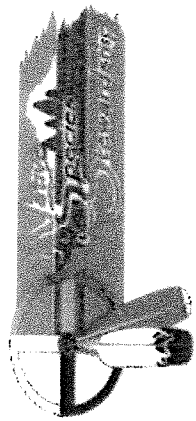
November 25 & 26 Government Office's will be closed in observance of Thanksgiving Day

⇒ **December 24, 2021 Offices Closing at noon**

**December 25, 2021 Government Office's Closed**

If you'd like your exterior of your home treated for spiders, ants, wasps, hornets and bees, please stop by the Housing Department to sign a Release form by May 14, 2021, the Material Safety Data Sheet will also be available for your review. The spray's will take place in June, July and August 2021,

**NO LATE SUBMISSION  
CAN BE ACCEPTED, SORRY!**

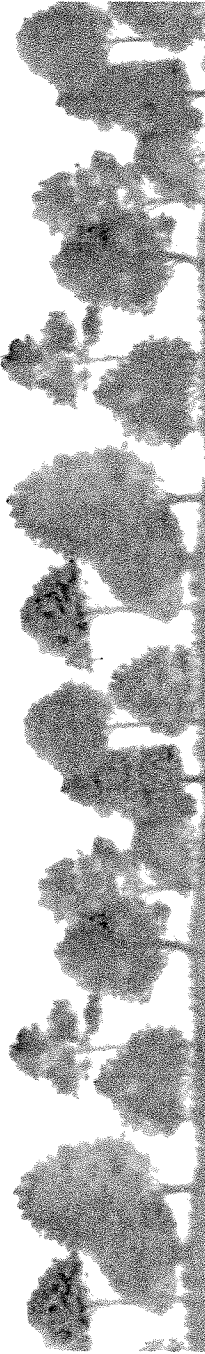


# PLANT A TREE! April 24, 2021

9 a.m. — 12 p.m.

Aki Maadiziwin Community Center parking lot  
Everyone is invited

The Natural Resources Department will be hosting a tree planting workshop in celebration of Earth Day. Native trees will be provided and may include cedar, maple, oak, birch, and pine. Leftover trees not planted at Aki may be taken home.



Little River Band of Ottawa Indians

## Emergency Rental Assistance Program (ERAP)

Has the COVID -19 pandemic significantly impacted your ability to pay your rent or utilities? If so, we may be able to help!

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Little River Band Housing Department

Email: [lrboihousing@lrboi-nsn.gov](mailto:lrboihousing@lrboi-nsn.gov) or call 231-398-6875 for more information

The application and ERAP Policy is on the

LRBOI website: [lrboi-nsn.gov](http://lrboi-nsn.gov)



Little River Band of Ottawa Indians  
Housing Department  
2608 Government Center Drive  
Manistee, Michigan 49660

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