

Little River Band of Ottawa Indians



Housing Commission Meeting
Aki maadiziwin Conference Room

April 7, 2022
Agenda

1. Prayer
2. Roll Call
3. Approval of Agenda
April 7, 2022
4. Approval of Minutes
 - a. *March 3, 2022*
 - b.
5. Housing Department Update:
6. Unified Legal Update
7. General Business: Old/New
 - a.
 - b.
8. Public Comment:
9. Hearing/Closed Session
10. Policies and Procedures
11. Public Comment
12. Next Meeting Date-
May 5, 2022
13. Adjournment

Little River Band of Ottawa Indians

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Housing Commission

2022 APR -8 AM 8:53

Aki Maadiziwin Conference Room

March 3, 2022

1. Opening Prayer

2. Roll Call

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

Secretary: Margaret Kowalkowski took Roll Call .

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

Quorum: 5-0-0-0

3. Approval of Agenda: April 7, 2022

Commissioner: Marcella Leusby approves the agenda. Commissioner: Julia Chapman seconds. Motion carries.

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

Quorum: 5-0-0-0

4. Approval of Minutes: March 3, 2022

Commissioner: Marcella Leusby approves minutes. Commissioner: Julia Chapman seconds, Motion carries.

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

Quorum: 2-0-3-0

5. Housing Department Update: Tara handed out January and February reports. We reviewed them with her.

6. Unified Legal Update: none. Elise McGowen- Cueller (Commission Lawyer) was on another Tribal Case or Project as she is still working in the Legal Department alone.

7. General Business: Old/New.

8. Public Comment: none

9. Hearing/Closed Session: none

10. Next Meeting Date: May 5, 2022

11. Policies and Procedures: Tara Handed out the new revised Chapters 3 & 6. Tribal Council revised and implemented these at their scheduled February 9, 2022 meeting.

12. Adjournment: Commissioner Marcella Leusby moves to close. Commissioner Margaret Kowalkowski seconds. All approved.

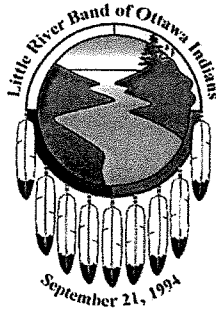
Meeting closes at 12:24pm

Housing Secretary,

Margaret Kowalkowski

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

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HOUSING DEPARTMENT Report to the Housing Commission For March 2022

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: 9
 - Leases renewed: 7
 - New leases: 0
 - Annual Inspections: 5
 - Move-out Inspections: 0
 - Move outs: 1
 - Transfers: 0
- B. Down Payment and Closing Cost assistance grant (HI 100).
 - Applications received this month: 1
 - Total Number of Awards made during the Year: 3
 - Total Amount of Awards for the Year: \$12364
- C. The vacant maintenance position has not been filled; the position has been reposted.
- D. The vacant Housing Specialist position has been filled by Krystal Davis. Krystal has over 14 years' experience working with LRBOI tribal citizens and will make a positive addition to the Housing team.
- E. All required reports to HUD for Annual Performance Reports were completed and sent out to HUD by 3/31/22.

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): 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. Housing maintenance along with the Director have begun the process of doing annual inspections on all units that are up for renewal. It has been two years since this was done.
- D. We are scheduled in the month of April to receive 3 additional move outs, this will be keeping maintenance staff busy.

IV. Number of Units and Vacancies.

LRBOI Housing Department has 81 rental units in total of which 78 were rented giving us an occupancy rating of 96%.

A. Aki has 55 income based rental units of which 55 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 24 are rented.**

V. Significant Problems and Accomplishments.

VI. Plans for the Future.

- A. The Housing Director will begin looking for a used vehicle in the month of April for office staff; since the proceeds from the insurance claim on the Toyota truck have finally been received.
- B. A tentative date of June 6-9th will be set up for Spring Clean up in the AKI community.

VII. Other Information.

- A. The Housing Director has set up some trainings to be completed via Zoom with Cheryl Causley from NAIHC to assist in training with the new staff member, self-monitoring to ensure we are in compliance with NAHASDA (a regulation that is to be done on a yearly basis), NAHASDA basics and some Housing policies overview. Most of these will be taking place in the month of April.

End of Report
Tara Bailey, Housing Director
April 6, 2022