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Little River Band of Ottawa Indians



Housing Commission Meeting
Aki maadiziwin Conference Room

June 2, 2022 Agenda

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

Little River Band of Ottawa Indians

Housing Commission

Aki Maadiziwin Conference Room

May 5, 2022

1-3. Opening Prayer, Roll Call and Stipend

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

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

Quorum: 4-0-1-0

4. Approval of Agenda:

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

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

Quorum: 4-0-1-0

5. Approval of Minutes:

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

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

Quorum: 4-0-1-0

6. Department Update: Tara passed out the April Housing Report. At present two of the new Modular homes have been delivered. On June 6-9 the spring AKI clean up will be on the schedule.

7. Unified Legal Update: none, Elise is in negotiations.

8. General Business: Teresa requisitioned for the prizes at our Annual Meeting.

9. Closed Session: none

10. Adjournment: Commissioner Marcella Leusby moves to close meeting. Commissioner Teresa Callis seconds. All approved.

11.Next Meeting date: June 2, 2022

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

Margaret Kowalkowski



Little River Band of Ottawa Indians
Housing Department
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HOUSING DEPARTMENT
Report to Housing Commission
For May 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: 4
 - Leases renewed: 5
 - New leases: 0
 - Annual Inspections: 4
 - Move-out Inspections: 0
 - Move outs: 0
 - Transfers: 1
- B. Down Payment and Closing Cost assistance grant (HI 100).
 - Applications received this month: 0
 - Total Number of Awards made during the Year: 6
 - Total Amount of Awards for the Year: \$24862
- C. The vacant maintenance position has not been filled; the position has been reposted.
- D. Housing Director and Housing Specialist attended NAIHC Annual Convention and Conference on May 15-20th. This annual convention provides updates on housing issues in Indian Country and training opportunities on new grants or opportunities for housing.
- E. The Emergency Rental Assistance program has received two new applications in the month of May and has assisted with \$18,063 in assistance in May.
- F. The Housing Specialist and rest of Housing Staff will be attending a training on May 31 and June 1 on Admissions and Occupancy Training. In June, a self-monitoring training will take place to assist to ensure we are in compliance with our Indian Housing Block Grant.
- G. Two of the new homes in the new 5 home project have been delivered. We have been notified that the other three are on hold from the factory due to no furnaces being available to install. We are working on a plan to get them here by the end of June. We will be requesting another extension from HUD for the grant due to this new issue causing another delay.

II. Rental Payment Information for the Month.

- A. Notice of Delinquency issued: 8
- B. Termination Notice(s) issued: 4
- 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 5 units to complete for a move in at this time.
- C. Annual inspections of units have commenced and so far the units have been in good condition.

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 50 were rented during the month as follows:
 - 1. Aki has 9 low income elder designated rental units and 6 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 5 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 26 are rented.

V. Significant Problems and Accomplishments.

VI. Plans for the Future.

- A. The date of June 6-9th has been set up for Spring Clean up in the AKI community.

VII. Other Information.

- A. On May 23rd, a photographer from Travois was on property to take pictures of the elders complex to use for their marketing pieces. They also spoke with an elder living in the complex and was able to take inside shots of their unit.

End of Report
Tara Bailey, Housing Director
June 2, 2022