



**Little River Band of Ottawa Indians  
Housing Commission  
Aki Maadiziwin Conference Room  
July 10, 2024**

**1. Opening Prayer:**

Chairperson, Teresa Callis called for silent Prayer and meeting to order at 10:00a.m.

**2. Roll Call:**

Secretary, Dustin Curtis took Roll Call.

Margaret Kowalkowski-yes	Teresa Callis-yes	Dustin Curtis-yes
Marcella Leusby-yes		

**Quorum: 4-0-0-0**

**3. Approval of Agenda: Commissioner Teresa Callas approves agenda. Commissioner Marcella Leusby seconds. Motion carries.**

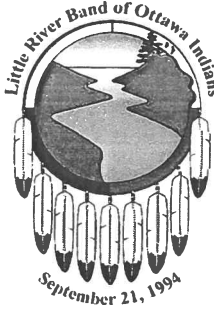
Margaret Kowalkowski-yes	Teresa Callis-yes	Dustin Curtis-yes
Marcella Leusby-yes		

**Quorum: 4-0-0-0**

**4. Approval of Minutes: Commissioner Marcella Leusby approves minutes. Commissioner Margaret Kowalkowski seconds. Motion carries.**

Margaret Kowalkowski-yes	Teresa Callis-yes	Dustin Curtis-yes
Marcella Leusby-yes		

**Quorum:4-0-0-0**



## 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 July 2024

#### 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: 0

Annual Inspections: 5

Move-out Inspections: 1

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: 5

Total Amount of Awards for the Year: \$22300

C. The Homeowners Assistance Fund received three (1) new application this month, 1 denial. The program has provided \$203,962 in assistance since it began in 2022 and a remaining balance of \$5991

D. The Housing Department Director attended the NAIHC Annual Convention in Hollywood, FL June 23-28<sup>th</sup>. As members of NAIHC this is the annual convention and business meeting (which we are voting members of). The convention always provides information/training on various housing topics and is a trade show for vendors pertaining to housing.

E. June 3-5<sup>th</sup> was Spring Clean up for the Aki community and this year we provided 2.5 dumpsters for the clean up.

F. Krystal Davis, Housing Specialist has provided 6 elders with a ride to Meijer and Walmart for the month of July. She provides this service 1 time a week.

G. July 17<sup>th</sup> was the Safety picnic for all AKI residents. 32 residents and their families attended the picnic this year. The housing department provided, hot dogs, chips, water, soda, popsicles, watermelon, and cake for all to enjoy. Prizes were provided for bingo games and new this year was a cornhole tournament that went over very well. AKI residents all received a Fire Blanket and provided instruction on how to use (all residents not participating will still receive a blanket as housing staff will distribute to remaining residents). The department had give away prizes of 2 electric self-propelled lawnmowers and 3 set of weedwhacker/blower sets. The local fire department was in attendance and provided a demonstration on how to use a fire extinguisher, other LRBOI departments in attendance was Education, Natural Resources and Behavioral Health.

H. August 1<sup>st</sup> at 1pm is the Housing Commission Annual Meeting to be held at the AKI Community Center.

**II. Rental Payment Information for the Month.**

- A. Notice of Delinquency issued: 11
- B. Termination Notice(s) issued: 8
- C. Notice(s) to Vacate or Renew: 0
- D. Court Filing(s): 0

**III. Condition of Properties.**

- A. Maintenance currently has 6 units to complete for a move in.

**IV. Number of Units and Vacancies.**

LRBOI Housing Department has 85 (we have 86 but 1 unit is the fire unit so cant count for a move in) rental units in total of which 78 were rented giving us an occupancy rating of 92%.

- A. Aki has 59 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 9 units are rented.
  - 2. Aki has 2 low income elder ADA designated rental units and 2 are rented.
  - 3. Aki has 32 low-income family rental units and 29 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 8 units are rented.
- B. Aki has 26 Fair Market rentals and 24 are rented.

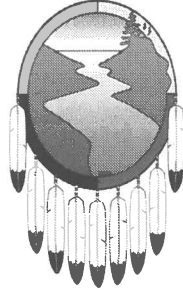
**V. Significant Problems and Accomplishments.**

**VI. Plans for the Future.**

- A. Purchase a new snowplow truck for maintenance
- B. Start the RFP process for new roofs for the 12 original homes in AKI
- C. Build a duplex unit with 2 – 2 bedroom units

**End of Report**  
**Tara Bailey, Housing Director**  
August 1, 2024

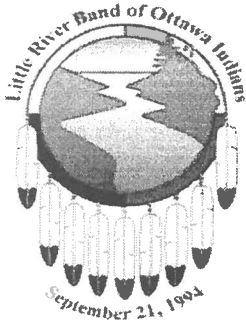
Little River Band of Ottawa Indians



Housing Commission Meeting  
Aki Maadiziwin Conference Room

**August 1, 2024**  
**Agenda**

- 1. Prayer**
- 2. Roll Call**
- 3. Approval of Agenda**  
*August 1, 2024*
- 4. Approval of Minutes**  
*a. July 10, 2024*
- 5. Housing Department Update**
- 6. Open session**
  - a. Approval in change in housing regulations via a resolution Chapter 4 Section 3. (3-2)*
  - b.*
- 7. Closed session**
  - a. Approval for Housing placement outside of regulations.*
  - b.*
- 8. Policies and procedures**
- 9. General Business**
- 10. Next Meeting Date: *September 5, 2024***
- 11. Adjournment**



**Little River Band of Ottawa Indians**

**Housing Commission**

**Aki Maadiziwin Conference Room**

**August 1, 2024**

**1. Opening Prayer:**

**Chairperson, Teresa Callis called for silent Prayer and meeting to order at 10:00a.m.**

**2. Roll Call:**

**Secretary, Dustin Curtis took Roll Call.**

<b>Margaret Kowalkowski- yes</b>	<b>Teresa Callis-yes</b>	<b>Dustin Curtis-yes</b>
<b>Marcella Leusby-no</b>		

**Quorum: 4-0-0-0**

**3. Approval of Agenda: Chairperson Teresa Callas approves agenda.**

**Commissioner Margaret Kowalkowski r seconds. Motion carries.**

<b>Margaret Kowalkowski-yes</b>	<b>Teresa Callis-yes</b>	<b>Dustin Curtis-yes</b>
<b>Marcella Leusby-no</b>		

**Quorum: 4-0-0-0**

**4. Approval of Minutes: Chairperson Teresa Callis approves minutes.**

**Commissioner Margaret Kowalkowski seconds. Motion carries.**

<b>Margaret Kowalkowski-yes</b>	<b>Teresa Callis-yes</b>	<b>Dustin Curtis-yes</b>
<b>Marcella Leusby-no</b>		

**Quorum:4-0-0-0**

**5. Housing Department Update: Director Tara Bailey submitted July Housing Department report.**

**6. Open Session: Session started at 10:35 a.m. Housing Department Director Tara Bailey spoke on behalf of a tribal member that is experiencing a housing crisis. She went on to explain that the member has been accepted into Tribal Housing and has found a place amongst the elders during the elder lunches at the community center. Director Bailey then requested the Housing Commission to vote to accept this tribal member into the Elder Housing complex. There is a vacant apartment available in at this time that would suite this members housing needs.**

**Open Session ended at 11:15 a.m.**

**7. Closed Session We voted to accept this tribal member into the Elder Housing complex.**

**Closed Session ended at 11:55a.m.**

**8. Policies and Procedures: none.**

**9. General Business: Annual Housing commission and residents meeting with a prize raffle took place at 1 pm in Aki Maadiziwin Conference room. Tribal flags were chosen by the Housing Commission as prizes to be raffled to every resident who filled out and returned the survey to enter the raffle that was mailed out in July. Every resident who had an issue/question was given an opportunity to address any issue with the Housing Commission and Director Tara Bailey at this meeting. The Housing Commission had the opportunity to communicate directly with attending residents concerning the relaunching of the neighborhood watch program and the focus and objectives of the program.**

**10. Next Meeting Date: September 5, 2024.**

**11. Adjournment: Commissioner: Marcella Leusby moved to adjourn. Commissioner: Teresa Callis seconds. Motion carries.**

<b>Margaret Kowalkowski- yes</b>	<b>Teresa Callis- yes</b>	<b>Dustin Curtis-yes</b>
<b>Marcella Leusby- no</b>		

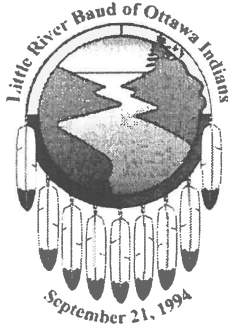
**Quorum: 4-0-0-0**

**12. Meeting closed at 12:00 p.m.**

**Housing Commission Secretary,**

A handwritten signature in black ink, appearing to read "Dustin Curtis". The signature is written in a cursive style with a large initial "D" and "C".

**Dustin Curtis**



**Little River Band of Ottawa Indians**  
**Housing Commission**  
2608 Government Center Dr.  
Manistee, MI 49660  
(231) 723-8288

**Resolution # 24-0816-01**

***Resolution Approving Changes to Chapter 4 of the Housing Regulations***

WHEREAS, the status of the *Gaá Čhing Ziibi Daáwaa Aníshinaábek* (Little River Band of Ottawa Indians) as a sovereign and Treaty-making power is confirmed in numerous treaties, from agreements with the initial colonial powers on this land, to various treaties with the United States; and

WHEREAS, the Little River Band of Ottawa Indians (Tribe) is descended from, and is the political successor to, the Grand River Ottawa Bands, signatories of the 1836 Treaty of Washington (7 Stat. 491) with the United States, as reaffirmed by federal law in P.L. 103-324, enacted in 1994; and

WHEREAS, the Tribe adopted a new Constitution, pursuant to a vote of the membership on May 27, 1998, which Constitution became effective upon its approval by the Assistant Secretary-Indian Affairs on July 10, 1998; and

WHEREAS, the Tribe adopted amendments to the Constitution on April 26, 2004, which became effective upon approval by the Assistant Secretary-Indian Affairs on May 13, 2004; and

WHEREAS, the Tribe adopted amendments to the Constitution on July 11, 2016 which became effective upon approval by the Assistant Secretary-Indian Affairs on August 24, 2016; and

WHEREAS, the legislative powers of the Little River Band are vested in the Tribal Council at Article IV, Section 7 of the Constitution; and

WHEREAS, the Tribal Council is authorized under Article IV, Section 7(a) of the Constitution to enact ordinances and adopt resolutions to provide for the public health, peace, morals, education and general welfare of the Little River Band and its members and to govern the conduct of members of the Little River Band and other persons within its jurisdiction; and

WHEREAS, the Tribal Council is authorized under Article IV, Section 7(f) to create by ordinance regulatory commissions or subordinate organizations and to delegate to such organizations the power to manage the affairs of the Little River Band; and

WHEREAS, the Tribal Council did by Ordinance #04-700-01 create the Housing Commission to oversee and regulate the Tribe's housing with the delegated power in Section 6.01(a) of



that ordinance to develop and adopt regulations governing Tribal housing on Tribal trust or fee lands; and

WHEREAS, the Housing Commission identified the need for a cap on the monthly fees for rental of tribal homes; and

WHEREAS, the Housing Commission determined that Section 3-2 of the regulations is amended so that the monthly rental cap is \$775.00 for all income-based rental units.

NOW THEREFORE IT IS RESOLVED that the Housing Commission approves the redlined changes adopting an amendment to Section 3-2 of the housing regulations to set a maximum rent of \$775.00 for all income-based tribal rental properties; and

IT IS FINALLY RESOLVED that the Housing Commission shall forward this resolution to Tribal Council for adoption.

### CERTIFICATE OF ADOPTION

I do hereby certify that the foregoing resolution was duly presented and adopted by the Housing Commission with 3 FOR, \_\_\_ AGAINST, \_\_\_ ABSTAINING \_\_\_ and 1 ABSENT at a regular session of the Little River Band of Ottawa Indians Housing Commission held on \_\_\_\_\_, at the Aki Maadiziwin Community Center in Manistee, Michigan, with a quorum being present for such vote.

  
Teresa Callis, Chairperson

8/16/24

Distribution: Tribal Council  
Housing Department  
Unified Legal Department



## 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 August 2024

#### 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: 3

Move-out Inspections: 1

Move outs: 0

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: 6

Total Amount of Awards for the Year: \$31,637

- C. The Homeowners Assistance Fund received no new application this month, 0 denial. The program has provided \$209,967 in assistance since it began in 2022 and a remaining balance of \$5991

- D. The Housing Department Director attended Tribal Adjudication training in Auburn, WA; August 5-9<sup>th</sup> on behalf of her role as an Executive Lead. Unfortunately, the trainer got sick on the last day so the test and final day of training was provided via Zoom on August 23<sup>rd</sup>. Results of the test have not been provided as of yet.

- E. August 7-8<sup>th</sup> in Traverse City was the 2<sup>nd</sup> session for the Tribal Nations Housing Development Assistance training. Due to the Housing Director already going to the Adjudication training the same week, Housing Commissioner, Teresa Callis was the only one who attended this second session of the 3 sessions. The third session is in Mt. Pleasant October 2-3 and they are talking about having a make up day on the 1<sup>st</sup> as a lot of individuals from the 1<sup>st</sup> session could not make the 2<sup>nd</sup> session due to prior commitments.

- F. Krystal Davis, Housing Specialist has provided 7 elders with a ride to Meijer and Walmart for the month of August. She provides this service 1 time a week.

- G. August 26 -29<sup>th</sup>, The Housing Director in her capacity as an Executive Lead attended the Region 5 HHS Tribal Consultation in Minneapolis, MN. This provided opportunity to meet individuals in Indian Health Service, Title VI programs, Behavioral Health, Attorney Generals office and had a one on one with them to ask questions regarding the various programs.

- H. On August 22, the Housing Director met with TC in a work session to go over the change in Housing Policy, Chapter 4 and the need to cap income-based rents. The resolution was passed on August 16<sup>th</sup> by the Housing Commission. Was to be put on the August 28<sup>th</sup> agenda but due to an issue with the resolution, it was not completed.
- I. August 1<sup>st</sup> at 1pm is the Housing Commission Annual Meeting to be held at the AKI Community Center. UPDATE: The meeting was attended by 7 residents and prizes of a new LRBOI was given out to individuals who provided a survey sheet beforehand and were present at the meeting.

**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. Maintenance currently has 6 units to complete for a move in.

**IV. Number of Units and Vacancies.**

LRBOI Housing Department has 85 (we have 86 but 1 unit is the fire unit so cant count for a move in) rental units in total of which 78 were rented giving us an occupancy rating of 92%.

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- B. Aki has 26 Fair Market rentals and 24 are rented.

**V. Significant Problems and Accomplishments.**

**VI. Plans for the Future.**

- A. Purchase a new snowplow truck for maintenance
- B. Start the RFP process for new roofs for the 12 original homes in AKI
- C. Build a duplex unit with 2 - 2 bedroom units

**End of Report**  
**Tara Bailey, Housing Director**  
September 4, 2024

# COMMISSION MEETING

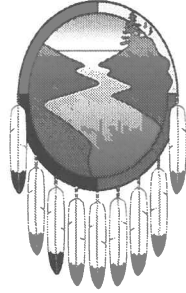
**PRIZE  
GIVEAWAY!**

AUGUST 1, 1:00PM  
COMMUNITY CENTER  
FOLLOWING LUNCH

MUST BE AN AKI RESIDENT AND PRESENT  
TO CLAIM PRIZES



Little River Band of Ottawa Indians

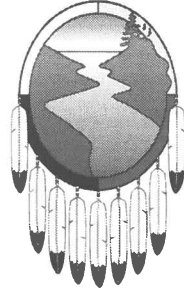


Housing Commission Meeting  
Aki Maadiziwin Conference Room

**August 15, 2024**  
**Agenda**

- 1. Prayer**
- 2. Roll Call**
- 3. Approval of Agenda**  
*August 16, 2024*
- 4. Approval of Minutes**  
*a. August 1, 2024*
- 5. Housing Department Update**
- 6. Open session**  
*b.*
- 7. Closed session**  
*a. Approval in change in housing regulations via a resolution  
Chapter 4 Section 3. (3-2)*  
*b.*
- 8. Policies and procedures**
- 9. General Business**
- 10. Next Meeting Date: *September 5, 2024***
- 11. Adjournment**

Little River Band of Ottawa Indians



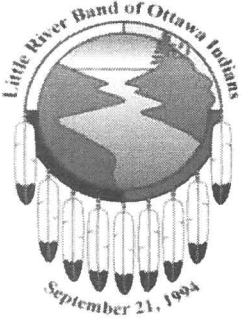
Housing Commission Meeting  
Aki Maadiziwin Conference Room

16

**August 15, 2024**

**Agenda**

1. Prayer
2. Roll Call
3. Approval of Agenda  
*August 15, 2024*  
16
4. Approval of Minutes  
*a. August 1, 2024*
5. Housing Department Update
6. Open session  
*b.*
7. Closed session  
*a. Approval in change in housing regulations via a resolution  
Chapter 4 Section 3. (3-2)*  
*b.*
8. Policies and procedures
9. General Business
10. Next Meeting Date: *September 5, 2024*
11. Adjournment



**Little River Band of Ottawa Indians**

**Housing Commission**

**Aki Maadziwin Conference Room**

**August 16, 2024**

**1. Opening Prayer:**

**Chairperson, Teresa Callis called for silent Prayer and meeting to order at 1:00p.m.**

**2. Roll Call:**

**Secretary, Dustin Curtis took Roll Call.**

<b>Margaret Kowalkowski- yes</b>	<b>Teresa Callis-yes</b>	<b>Dustin Curtis-yes</b>
<b>Marcella Leusby-yes</b>		

**Quorum: 4-0-0-0**

**3. Approval of Agenda: Commissioner Teresa Callas approves agenda.**

**Commissioner Marcella Leusby seconds. Motion carries.**

<b>Margaret Kowalkowski-yes</b>	<b>Teresa Callis-yes</b>	<b>Dustin Curtis-yes</b>
<b>Marcella Leusby-yes</b>		

**Quorum: 4-0-0-0**

**4. Approval of Minutes: Commissioner Marcella Leusby approves minutes.**

**Commissioner Margaret Kowalkowski seconds. Motion carries.**

<b>Margaret Kowalkowski-yes</b>	<b>Teresa Callis-yes</b>	<b>Dustin Curtis-yes</b>
<b>Marcella Leusby-yes</b>		

**Quorum:4-0-0-0**

**5. Housing Department Update: none.**

**6. Open Session: The Housing Commission discussed the proposed resolution 24-0816-01. This proposed resolution will cap income-based rent to the amount of 775.00 per month per household in the Aki housing community. The Housing Commission had some questions regarding this resolution. The first question the Housing Commission had was how many families will this resolution affect? The second question was how will this be managed with current lease holders? Housing Director Tara Baily did take time to review this proposed resolution and answer the questions the Housing Commission had at the time of this meeting.**

**Open Session ended at 1:45 p.m.**

**7. Closed Session: The Housing commission reconvened in closed session and voted on this proposed resolution. We passed this resolution with a 3-1 vote.**

**Closed Session ended at 2:30p.m.**

**8. Policies and Procedures: The Housing omission passed resolution 24-0816-01.**

**9. General Business: none**

**10. Next Meeting Date: September 5, 2024.**

**11. Adjournment: Commissioner: Marcella Leusby moved to adjourn. Commissioner: Teresa Callis seconds. Motion carries.**

<b>Margaret Kowalkowski- yes</b>	<b>Teresa Callis- yes</b>	<b>Dustin Curtis-yes</b>
<b>Marcella Leusby-yes</b>		

**Quorum: 4-0-0-0**

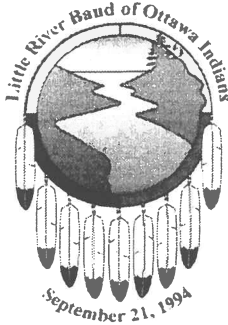
**12. Meeting closed at 2:30 p.m.**

**Housing Commission Secretary,**



**Dustin Curtis**





**Little River Band of Ottawa Indians  
Housing Commission  
2608 Government Center Dr.  
Manistee, MI 49660  
(231) 723-8288**

**Resolution # 21-0701-**

***Resolution Approving Changes to Chapter 4 of the Housing Regulations***

WHEREAS, the status of the *Gaá Čhíng Ziibi Daáwaa Aníshinaábek* (Little River Band of Ottawa Indians) as a sovereign and Treaty-making power is confirmed in numerous treaties, from agreements with the initial colonial powers on this land, to various treaties with the United States; and

WHEREAS, the Little River Band of Ottawa Indians (Tribe) is descended from, and is the political successor to, the Grand River Ottawa Bands, signatories of the 1836 Treaty of Washington (7 Stat. 491) with the United States, as reaffirmed by federal law in P.L. 103-324, enacted in 1994; and

WHEREAS, the Tribe adopted a new Constitution, pursuant to a vote of the membership on May 27, 1998, which Constitution became effective upon its approval by the Assistant Secretary-Indian Affairs on July 10, 1998; and

WHEREAS, the Tribe adopted amendments to the Constitution on April 26, 2004, which became effective upon approval by the Assistant Secretary-Indian Affairs on May 13, 2004; and

WHEREAS, the Tribe adopted amendments to the Constitution on July 11, 2016 which became effective upon approval by the Assistant Secretary-Indian Affairs on August 24, 2016; and

WHEREAS, the legislative powers of the Little River Band are vested in the Tribal Council at Article IV, Section 7 of the Constitution; and

WHEREAS, the Tribal Council is authorized under Article IV, Section 7(a) of the Constitution to enact ordinances and adopt resolutions to provide for the public health, peace, morals, education and general welfare of the Little River Band and its members and to govern the conduct of members of the Little River Band and other persons within its jurisdiction; and

WHEREAS, the Tribal Council is authorized under Article IV, Section 7(f) to create by ordinance regulatory commissions or subordinate organizations and to delegate to such organizations the power to manage the affairs of the Little River Band; and

WHEREAS, the Tribal Council did by Ordinance #04-700-01 create the Housing Commission to oversee and regulate the Tribe's housing with the delegated power in Section 6.01(a) of

that ordinance to develop and adopt regulations governing Tribal housing on Tribal trust or fee lands; and

WHEREAS, the Housing Commission identified the need for a cap on the monthly fees for rental of tribal homes; and

WHEREAS, the Housing Commission determined that Section 3-2 of the regulations is amended so that the monthly rental cap is \$775.00 for all income-based rental units.

NOW THEREFORE IT IS RESOLVED that the Housing Commission approves the redlined changes adopting an amendment to Section 3-2 of the housing regulations to set a maximum rent of \$775.00 for all income-based tribal rental properties; and

IT IS FINALLY RESOLVED that the Housing Commission shall forward this resolution to Tribal Council for adoption.

**CERTIFICATE OF ADOPTION**

I do hereby certify that the foregoing resolution was duly presented and adopted by the Housing Commission with 3 FOR, 0 AGAINST, 1 ABSTAINING 0 and 0 ABSENT at a regular session of the Little River Band of Ottawa Indians Housing Commission held on - August 16, 24, at the Aki Maadiziwin Community Center in Manistee, Michigan, with a quorum being present for such vote.

  
\_\_\_\_\_  
Teresa Callis, Chairperson

Distribution: Tribal Council  
Housing Department  
Unified Legal Department