

V.E

Little River Band of Ottawa Indians

Housing Commission

Aki Maadiziwin Conference Room

February 7, 2025

1. Opening Prayer:

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

2. Roll Call: Secretary Dustin Curtis took Roll Call.

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

Quorum: 3-0-0-0

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

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

Quorum: 3-0-0-0

4. Approval of Minutes: Commissioner Marcella Leusby approves minutes. Commissioner Dustin Curtis seconds. Motion carries.

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

Quorum:3-0-0-0

5. Housing Department Update: Director Tara Bailey submitted January Housing Department report.

6. Open Session: Session started at 10:15 a.m. Housing Commission and Director Baily discussed possible changes in chapter one 3-1 C. The need for housing. Housing Commission Reviewed and discussed ATV- offroad vehicle ordinance.

Open Session ended at 11:15 a.m.

7. Closed Session: Reconvened at 11:20 a.m.

Closed Session ended at 11:55a.m.

8. Policies and Procedures: Housing Commission Reviewed ATV offroad vehicle ordinance.

9. General Business: none.

10. Next Meeting Date: March 6, 2025.

11. Adjournment: Commissioner: Teresa Callis moved to adjourn.

Commissioner: Marcella Leusby seconds. Motion carries.

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

Quorum: 3-0-0-0

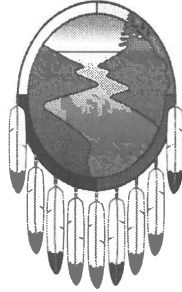
12. Meeting closed at 12:00 p.m.

Housing Commission Secretary,



Dustin Curtis

Little River Band of Ottawa Indians



Housing Commission Meeting
Aki Maadiziwin Conference Room

March 6, 2025
Agenda

- 1. Prayer**
- 2. Roll Call**
- 3. Approval of Agenda**
March 6, 2025
- 4. Approval of Minutes**
a. February 7, 2025
- 5. Housing Department update**
- 6. Open session**
- 7. Closed session**
- 8. Policies and procedures**
Review a resolution to move a resident outside of regulations due to a House fire that occurred Wednesday February 26, 2025.

Review Chapter 1 (3-1) The need for Housing.
- 9. General Business**
- 10. Public comment**
- 11. Next Meeting Date: April 3, 2025**
- 12. Adjournment**



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 February 2025

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: 6

New leases: 0

Annual Inspections: 4

Move-out Inspections: 0

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: 3

Total Amount of Awards for the Year: 9733

C. The Homeowners Assistance Fund received 1 new application this month, 0 denial. The program has been in assistance since 2022 and a remaining balance of \$9470.52.

D. Krystal Davis, Housing Specialist has provided 4 different elders with a ride to Meijer and Walmart for the month of December in 3 separate trips. She provides this service 1 time a week.

E. The housing plans for the home that was lost due to fire are now at the architect getting updated to today's housing codes so that the home rebuild can go out for bid. UPDATE: It came to the Directors attention that the PO for services was never sent to the architect so he didn't start until we had the PO sent the end of February, so they will be completed in March.

F. The Housing Director has worked on a grant through MSHDA for pre-development in the amount of \$75,000. The intention is to use for a consultant to come in and help develop a homeownership program as this will be needed to move forward in the future for a homeownership program for tribal membership. UPDATE: This was approved by TC on February 26th.

G. Housing Director met with Tribal Council in a work session to move one or two of the properties previously moved from the housing department to Little River Holdings and now they wish to move back under the management of the housing department due to increased rents for the tribal members residing in the units and also due to the condition of the units. UPDATE: The Housing Director had an inspector go into the Ford St. unit and do an inspection to see what the condition of the unit is and what it could potentially cost the department to maintain. The inspection was done on 2/20 and is attached. No major items of concerns in the inspection.

H. The Housing Director has been requested by MSHDA to sit on their Michigan Statewide Housing Partnership committee as representative from a tribal community so that our voices can be heard regarding the housing needs in our region but also at the state level. The Ogema has approved, and she will be submitting an official application in March. This committee

- I. On March 18-19, 2025; the LRBOI Housing Department will be hosting the next quarterly Great Lakes Indian Housing Association (GLIHA) meeting at Little River Casino and Resort. It is expected to have approximately 50 attendees. UPDATE: An agenda for this meeting has been submitted to TC and they have requested 9 seats be reserved for them to attend.
- J. February 26th we unfortunately had another house fire. The tribal elder living in the home was NOT home at the time of the fire but the home will more than likely be a total loss. At this time, the house is sealed up until the investigators can complete their work. The home was one of our newest homes that was completed in 2023. No other information at this time.

II. Rental Payment Information for the Month.

- A. Notice of Delinquency issued: 6
- B. Termination Notice(s) issued: 5
- C. Notice(s) to Vacate or Renew: 5
- D. Court Filing(s): 1
 - 1. Housing Director attended an Eviction hearing on February 21st for non-payment of rent. Before the hearing, the director asked the resident if they would be willing to sign a voluntary payroll deduction for their arrearages and their monthly rent. The resident agreed. The agreement was put on record and the resident came into office on Wednesday the 26th to pay the arrearages in full and signed a payroll deduction so that there would be no further issues regarding non-payment of rent from the tenant. Case should be officially closed during the March hearing.

III. Condition of Properties.

- A. Maintenance currently has 2 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 82 were rented giving us an occupancy rating of 96%.

- A. Aki has 59 income based rental units of which 57 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 30 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.

VI. Plans for the Future.

- A. Do a RFP for the rebuild of the lost home in AKI.
- B. Submit grant application to MSHDA for pre-development grant in the amount of \$75,000.
- C. Complete and put out for bid RFP for Housing Needs Assessment.

End of Report
Tara Bailey, Housing Director
March 6, 2024

STRUCTURAL SYSTEMS



S= Satisfactory
M=Marginal
P=Poor

VISIBLE CONDITIONS

	S	M	P
foundation	x		
floors	x		
walls	x		
columns	x		
joists	x		
rafters/trusses	x		

COMMENTS:

This is a two story two unit residential house located on the North side of the City of Manistee.

This is a duplex rental house with an upper and lower unit. The basement is cement block with a concrete floor. The floor joists are 2" x 6" rough sawn lumber that is a little under sized for the span. These are supported by Rough sawn timber beams held up by cement block pillare.

The basement was dry and in good condition.

There are stains on the South wall where it appears there was some water penetration at one time.

	Yes	No
crawlspace entered?		N/A
attic entered?		x

Walls		Floors		Roof		sheathing	
poured concrete		concrete	x	rafters	x	boards	x
concrete block	x	earth		trusses		plywood	
brick		boards		O.C.		OSB	
stone		plywood		other		other	
wood		OSB					
other		other					
Joists		beams		columns			
2" x 6"	x	wood built up		steel			
timbers		steel		wood			
trusses		timber	x	blocks	x		
other		concrete		other			

INTERIOR



S= Satisfactory
M=Marginal
P=Poor

VISIBLE CONDITIONS

S M P

KITCHEN/ DINNING

walls/ ceiling	x		
floor	x		
cabinets	x		
counters	x		
sink	x		
plumbing	x		
electrical	x		
door/ window	x		
heat source	x		

BATHROOM(S)

walls/ ceiling	x		
floor	x		
vanity/ basin	x		
tub/ shower	x		
toilet	x		
plumbing	x		
electrical	x		
door/ window	x		
heat source	x		
walls/ ceiling	x		
floor	x		
electrical	x		
door/ window	x		
heat source	x		

FAMILY ROOM

walls/ ceiling	x		
floor	x		
electrical	x		
heat source	x		

BEDROOM(S)

walls/ ceiling	x		
floor	x		
electrical	x		
door/ window	x		
heat source	x		

COMMENTS:

The ceilings are covered with lathe and plaster, drywall and some suspended ceiling panels. They are in good condition.

The walls are covered with lathe and plaster and some drywall, All are in good condition.

The floor coverings are hard wood and some laminate vinyl. These too are in very good condition.

Yes No

Are there signs of leaks or abnormal condensation?

	x
	x

Do, steps, stairs, balconies, and railings require repair?

Are house/garage/ "party" separation surfaces complete?

Dryer

gas

electrc

Yes No

Proper laundry hook ups?

x	
---	--

limitations:

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COMMENTS:

VISIBLE CONDITIONS

S M P

Yes No

--

Distribution
ductwork
same as heat
separate
other

MAKE	APPROX. AGE
1960	1960
1961	1961
1962	1962
1963	1963
1964	1964
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2109	2109



S= Satisfactory
M=Marginal
P=Poor

VISIBLE CONDITIONS

	S	M	P
burner	x		
flue pipe	x		
chimney connect	x		
fuel supply	x		
thermostat	x		
distribution	x		
blower/ pump	x		
filter	x		
T/P/R valve			
high limit safety			

COMMENTS:

The furnace is located in the basement. It is a forced air type of heating unit and supplies heat to the lower unit.

The thermostat that is located in the hallway and functioned properly when tested.

The upper unit relies on electric base board units located in all habitable spaces. Each unit has its own temperature control.

There are registers in each of the habitable rooms in the lower unit for heat distribution. There are return air vents in the floor to contribute to better air circulation.

The furnace is a Bryant Brand unit that is relatively new. This is a Hi-efficiency unit and does NOT require to be connected to a chimney.

There is some Asbestos wrap on some of the heat run duct work.

Type of heat	Type of fuel	Distribution
forced air	natural gas	ductwork
gravity air	l.p. gas	copper pipes
hot water	oil	steam pipes
steam	electric	other
other	other	

MAKE	BRYANT
APPROX. AGE	Relatively new
CAPACITY	

ELECTRIC SYSTEM



S= Satisfactory

M=Marginal

P=Poor

VISIBLE CONDITIONS

	S	M	P
overhead entry	x		
main conductor	x		
main panel	x		
main disconnect	x		
grounding	x		
bushings/ knock outs	x		
branch circuits			
exterior electrical	x		
exposed wiring			
garage electrical	x		

COMMENTS:

The main electrical panel for lower unit is located in the Basement. It is a 200 AMP service with breakers. There are several empty spaces if needed.

The GFIC outlets in the bathrooms and kitchen are wired correctly and work as intended.

The electrical pane for the upper unit is located in the hall outside the main door.

There are smoke alarms installed inside and outside of each of the sleeping areas in both upper and lower units.

There should be at least one Carbon Monoxide Detector installed in each unit. NONE were observed.

All outlets within 6' of a water source are required to be GFIC protected. These are normally outlets near the sinks and bathroom fixtures. These are all in place and functioning properly.

Yes No

aluminum wiring?		x
copper wiring?	x	
knob & tube wiring?		x
sub-panels?	x	
functional smoke alarms?	x	

Main panel location:
Basement / Upstairs Hallway

Grounding
Waterline

Service entrance	
overhead	x
underground	
conductor size	
AMPS	

Main panel	
rating (AMPS)	200

Main overcurrent device	
rating (AMPS)	
fuse	
breaker	x
other	

Grounding	
waterpipe	x
rod	

ROOF SYSTEM



S= Satisfactory
M=Marginal
P=Poor

VISIBLE CONDITIONS

	S	M	P
#1 roof covering			
#2 roof covering			
#3 roof covering			
valleys			
gutters			
downspouts			
extensions/splashblocks			
flashing			
skylights			
#1 chimney			
#2 chimney			
plumbing vents			
ventilation			

COMMENTS:

The roof was covered with at least 8" of snow and could NOT be properly evaluated.

There were NO signs of roof leaks in the upper unit.

	Yes	No
signs of leaks?		x

Inspection method	Visable covering	Flashing	Chimneys
on roof	asphalt	metal	clay liner
ladder	wood	tarred/ not visable	metal
ground	slate	asphalt valleys	masonry
binoculars	tile	other	wood frame/metal
other	tar/aggregate		
	other		
Skylights	Plumbing vents	Attic vents	
plastic	#	soffit	
glass	plastic	roof	
other	copper	ridge	
	cast Iron	gable	
	galvanized	fan	
	other	other	



S= Satisfactory
M=Marginal
P=Poor

VISIBLE CONDITIONS

	S	M	P
wall cadding	x		
trim/facia/soffit	x		
entry doors		x	
prime windows	x		
patio doors			
driveway/ walks			
steps/ railings	x		
porch/ balcony	x		
deck/ patio	x		
retaining walls			
exterior faucets			

The exterior of the house is covered with double 4 vinyl siding. It appears to be in good condition as does the soffit and fascia.

The windows are updated vinyl clad with double pane glass.

The entry doors are old wooden style and NOT energy efficient.

COMMENTS:

wood deterioration at:

None

good poor

Vegetation

Fencing

Grading

x	

Wall cladding	entry doors	prime windows	patio doors
wood	wood	wood	wood
metal	metal	metal	metal
vinyl	fiberglass	vinyl:	vinyl:
fiberboard	other	glass: single/double?	glass: single/double?
masonry		other	other
EIFS			
ASBESTOS			

garage doors
wood
metal
fiberglass
fiberboard
other

PLUMBING SYSTEMS



S= Satisfactory
M=Marginal
P=Poor

VISIBLE CONDITIONS

	S	M	P
supply pipes	x		
waste pipes	x		
pressure	x		
drainage	x		
vents	x		
sump pump/ discharge			
fuel supply/ pipe			
chimney connect			
casing			
temp control	x		

COMMENTS:

The gas Hot Water Tanks are located in the basement. They are newer units. The pressure relief valves are in place.

Shut off valves have been installed under all of the sinks as well as the toilets.

This is to isolate these sources of water in case maintenance is required.

No leaks were observed at the time of the inspection.

	Yes	No
relief valve?	x	
Main Water Valve:	x	
cross connetion?		x
Main Gas Valve:	x	
leaks?		x
gas leaks?		x

limitations:

None

ITEMS TO CONSIDER:

The following items should be considered when time and finances allow:

1. The Exterior doors are old and wooden and very inefficient.
2. Make sure to install at least one Carbon Monoxide Detector in each unit.
3. When the snow is gone investigate the source of the water stains on the South wall of the basement.
4. There is some asbestos wrap on some of the duct system in the basement.
5. The bedroom set up in the basement is ILLEGAL. There is NOT a second legal means of egress from this area.

Visable supply pipes	Visable waste pipes	Water heater
copper	copper	gas
galvanized	galvanized	electric
plastic	plastic	oil
lead	lead	other
other	cast iron	
	other	
MAKE	Lochinvar	
APPROX AGE	Newer	
CAPACITY	30 Gal.	
GALLONS		

INVOICE

"We look over your home like it was our own."

DATE:	2/20/25
INVOICE #	2025/14
Customer ID	LRBOI

Mark W. Niesen
2168 Hill Rd.
Manistee, MI. 49660
Phone: 231-299-7453

BILL TO

LRBOI
Michelle Pepera

ADDRESS OF HOME INSPECTED

148 Ford St.
Manistee, MI.

DESCRIPTION	TAXED	AMOUNT
Residential inspection Fee		\$400,00
Subtotal		\$400.00

OTHER COMMENTS

1. Total payment due in 14 days
2. Please include the invoice number on your check
3. THANK YOU for your payment

PAID	\$0.00
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Other	\$0.00
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TOTAL Due	\$400.00
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Make all checks payable to
Mark Niesen

If you have any questions about this invoice, please contact
Mark Niesen, Phone: 231-299-7453, email: markniesen14@gmail.com

Thank You For Your Business!



Great Lakes Indian Housing Association

Quarterly Meeting Little River Casino Hotel Manistee, Michigan Draft Agenda

March 18, 2025 (Note: All sessions are on Eastern Standard Time)

- 8:30-8:45 a.m. Welcome, Jeff Ackley, Jr., Chairperson, GLIHA
Welcome, Larry Romanelli, Tribal Ogema
Opening Prayer, Gary DiPiazza
- 8:45-9:30 Neil Whitegull, Administrator, HUD Eastern Woodlands ONAP, *Program Updates*
- 9:30-10:00 Rudy Soto, Executive Director, National American Indian Housing Council (*Invited*)
- 10:00 -10:15 Break
- 10:15-11:00 Brittany Turner, Associate Director of Tribal Programs, Elevate Energy
- 11:00 -Noon Zoe LeBeau, Supportive Housing Consultant, BeauxSimone Consulting,
Trauma Informed Care and Design
- noon-1:15 p.m. Lunch-Updates
- Jeremiah Powless, Program Officer, Native American Housing Programs,
Enterprise Community Partners
Jennifer Lemanski, Commercial Risk Manager & Indian Country Specialist, Acrisure
Charles Stewart, Assistant Vice-President, Tribal First *Indian Country Insurance Updates*
- 1:15-2:30 Tour of the Little River Band Food and Nutrition Center.
- 2:30-2:45 Break
- 2:45-3:30 *Great Lakes Housing Services - Program Overview*
Ashley McLeod, Executive Director, Jeff Campbell, VP of Consulting Services.
Liz Smith, Consultant and Nicki Basch, Consultant
- 3:30- 4:30 *Tribal Nations Housing Development Assistance Project Update*
- Zoe Lebeau, Supportive Housing Consultant, BeauxSimone Consulting
Anna Shires, VP Community Investment Outreach Partner, FHLB Bank Indianapolis
Karen Gagnon, Office of Housing Strategies Manager, Tribal Liaison, MSHDA.
Nicki Basch, Great Lakes Housing Services,
Charmagne Dolphin, Sea Dolphin Consulting, LLC
- 4:30 p.m. Adjourn Day One



Great Lakes Indian Housing Association

March 19, 2024

- 8:30-8:45 a.m. Welcome, Jeff Ackley, Jr. Chairperson, GLIHA
Opening Prayer
- 8:45-9:30 *Housing Updates*
- Anna Shires, VP Community Investment Outreach Partner, FHLB Bank Indianapolis
Karen Gagnon, Office of Housing Strategies Manager, Tribal Liaison, MSHDA.
- 9:30-10:15 Terry VanWatermulen, Director of Sales and Marketing, Dynamic Homes
- 10:15-10:30 Break
- 10:30-11:15 Veronica Beaumont, Operations Manager, Sault Tribe Housing, *Tribal Prevailing Wages*
- 11:15-Noon Austin Dingledine, GSP, Risk Control Consultant, Amerind,
Emergency Response Planning Within Tribal Nations
- Noon-1:00 p.m. Lunch - Updates
- Kevin Klingbeil, Managing Director, Big Water Consulting
James Gutierrez, Senior Account Manager, Kanzo Software (HDS Doorways)
Hailey Hernandez, Public Health Consultant, *Health and Housing Updates*
- 1:00 – 2:30 Charmagne Dolphin, Sea Dolphin Consulting, LLC, *Homeownership Counseling Pathways*
- 2:30 p.m. Program Meeting Adjourned
- 2:30 p.m. GLIHA Business Meeting
- Roll Call
 - Introductions and Establish Quorum
 - Adoption of Agenda
 - Approval of Minutes from Previous Meeting
 - Chairperson's/Administrator's Update
 - Treasurer's Report
 - Amerind Report
 - NAIHC Report
 - Next GLIHA Meetings (Date, Location, Training Offered)

NOTE: A special thanks to the Michigan State Housing Development Authority (MSHDA) for their continued support of Indian housing. In addition to Karen Gagnon, MSHDA staff in attendance at the GLIHA meeting will be:
Lisa Kemmis, Chief Housing Solutions Officer
Tara Gilman, Housing Education Specialist, Homeownership Division, MSHDA
Nancy Baker, Business Development Account Manager, MSHDA