

RECEIVED
TRIBAL COUNCIL

2020 OCT 22 PM 3: **Little River Band of Ottawa Indians**



*Housing Commission Meeting
Aki maadiziwin Conference Room
2953 Shaw Be Quo-Ung
Manistee, Michigan 49660*

August 20, 2020
Agenda

1. Prayer
2. Call to order/Roll Call:
3. Approval of Agenda:
4. Approval of Minutes: None
 - A.
 - B.
5. Housing Department Update:
6. Unified Legal Update: None
7. General Business: Old/New
 - A. Chapters
 - B. Letter to Aki Residents
8. Hearing/Close Session:
9. Public Comment:
10. Next Meeting Date: September 3, 2020
11. Adjournment:



Little River Band of Ottawa Indians
 Compensation Payment Request
Housing Commission Meeting

Meeting Held on: August 20, 2020

Members Present at Meeting:

- 1. Empty seat Attended Yes No
- 2. Julia Chapman Julia Chapman Attended Yes No
- 3. Marcella Leusby Marcella Leusby Attended Yes No
- 4. Theresa Callis Theresa Callis Attended Yes No
- 5. Margaret Kowalkowski Margaret Kowalkowski Attended Yes No

Sandy Lewis _____ Attended Yes No

Ron Wittenberg _____ Attended Yes No

Shannon Crampton _____ Attended Yes No

Meeting start time: 10:05 am

Meeting end time: 1:00 pm

The Compensation is for Housing Commission is \$125.00 for attendance.

Certification

By the officer's signatures below, this commission certifies that the meeting identified above took place and the members listed were present and that the stipend be paid to the members present.

Marcella Leusby - acting
 Chairperson Signature

8-20-20
 Date

Margaret Kowalkowski
 Commissioner Signature

8/20/2020
 Date



**Housing Commission Meeting
Aki Maadiziwin Conference Room**

August 2, 2020

MEETING MINUTES

The Little River Band Housing Commission meetings was held at Aki Conference Room on. Following are the minutes of that meeting.

1-3. Opening Prayer, Roll Call and Stipend

Special meeting was held on.

Commissioner Marcella Leusby called meeting to order at 10:05 am.

Roll Call

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

Quorum: All here

Others Present: Tara and Michelle Also elders Margaret, Stephanie and Terri

Council members: None

4. Approval of Agenda

Motion to approve the Agenda for: August 20, 2020

Motion carried: Commissioner Teresa Callis moved to accept agenda.

Supported by: Commissioner Margaret Kowalkski

Julia Chapman-yes	Marcella Leusby-yes	
Margaret Kowalkski-yes	Teresa Callis-yes	

Motion carried: All

5. Approval on Minutes

Motion to approve minutes: None

Julia Chapman-	Marcella Leusby-	
Margaret Kowalkski-	Teresa Callis-	

Motion carried: None

6. Policies and Procedures: None

7. Department update: Tara informed the commission that housing received a new grant for almost 5 million and they would be starting 5 new houses in the fall. These will be fair market houses.

Tara said the company that built the apartments started fixing things at the apartments but had to stop because of the coronavirus pandemic. They are to come back to finish out apartments when they get the ok.

There is still 4 elders apartments empty, housing wanted to know if Commission would lower the age to 55. Commission agreed to allow it. Housing is also working on fixing the waiting list for tribal houses.

There is a problem with one of the housing rentals. Person renting has been in a halfway house since March awaiting sentencing. But, because a resolution was made to stop evictions during the pandemic Housing

cant sent eviction letter to person. In the meantime Aki residents have complained that that house is being used by a member of said family for a party house and it is being wrecked. Commission needs to write a letter to the Ogema asking to lift this resolution so this problem can be taken care of.

Teresa Callis informed us that she don't know how much longer she can stay on Commission. If a new job comes up she will have problem attending day meeting.

Judy Hardenburgh resigned just before the pandemic. Her position is now open, Commission needs to appoint new Chairperson to replace Judy.

8. Old Business: None

9. New Business: Elders wanted to talk of problems at the new apartments. Margaret wanted to let housing know there was still a problem with ants at the apartments.

Terri: Got locked in her bathroom for 3 hours, door wouldn't open. Bathroom has a pull cord but it doesn't work. Tribal police had to come take the door off to get her out. She has some cracks in the bathroom and kitchen floors. Her bathroom has standing water in the shower.

Stephanie wanted to get form to fill out for a house.

Elders wanted to let us know that the main doors going outside don't lock at night.

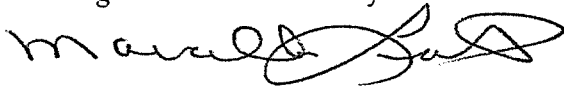
10. Closed Session: None

11. Adjourned: Meeting was adjourned at 1 pm. Commissioner Teresa Callis made a motion to close, Commissioner Margaret Kowalkski seconded. All agreed. Next meeting is September 3, 2020.

Sincerely,

Commissioner Marcella Leusby

Housing Commission Secretary



Little River Band of Ottawa Indians



Housing Commission Meeting
Aki Maadiziwin Conference Room

August 20, 2020

MEETING MINUTES

The Little River Band Housing Commission meetings was held at Aki Conference Room on August 20, 2020. Following are the minutes of that meeting.

Commissioner Marcella Leusby called meeting to order at 10:05 am.

Roll Call

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

Quorum: All present

Others Present: Tara, Michelle. Elders Terri Nauta, Margaret, and Stephanie

Council members: 0

4. Approval of Agenda

Motion to approve the Agenda for: August 20, 2020

Motion carried: Commissioner Teresa Callis moved to accept agenda.

Supported by: Commissioner Margaret Kowalkowski

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

Motion carried: All approved

5. Approval on Minutes

Motion to approve minutes: August 2, 2020

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

Motion carried: All approved

6. Policies and Procedures: None

7. Department update: Tara informed the commission that Housing received a new grant for 5 new Fair Market houses to be built at Aki. Tara told us that the company that built the elders apartments came back to fix the things that weren't done but then the Covid pandemic started so they had to stop. They said they would be back when things get back to normal

Housing Department wanted to know if the Commission would lower the age limit to 55 years old for the Elders apartments. They are having trouble filling the apartments. Commission ok'd the suggestion.

There has been some problems with the housing at Aki but because of the pandemic and Ogema signing resolution everything is on hold. Housing is working on fixing the waiting list for Aki housing.

Teresa Callis informed the Commission that she doesn't know how long she will be able to remain on the commission. If she finds another job it might not go with the commission hours. Judy Hardenburgh resigned just before the pandemic. We need to vote in a new chairperson.

8. Old Business: None

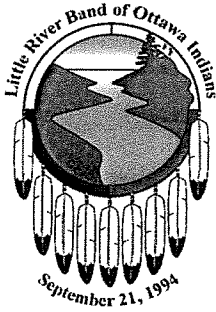
9. New Business: Elders gave a list of things not working at the apartments. They are still having problems with ants. Terri was locked in her bathroom for 3 hours before the tribal police came and got her out. The emergency pull cord the elders have in the apartments re not hooked up. One of the bathrooms have trouble with standing water in the shower. There are cracks in some of the apartment kitchen and bathroom floors. The door going to the outside isn't being locked at night.

10. Closed Session: None

11. Adjourned: 1:05 pm

Housing Commission Secretary


Marcella Leusby



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 Housing Commission
For August 2020

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. All housing staff worked 40 hours a week starting August 3rd.
- B. During the month, the Department performed the following activities.
 - Lease renewals due during the month: 6
 - Leases renewed: 4
 - New leases: 0
 - Annual Inspections: 0 (Annual inspections on hold still due to COVID-19)
 - Move-out Inspections: 0
 - Move outs: 0
 - Transfers: 0
- C. Down Payment and Closing Cost assistance grant (HI 100).
 - Applications received this month: 2
 - Total Number of Awards made during the Year: 9
 - Total Amount of Awards for the Year: \$44,411
- D. Final inspection for the new homes to take place early September as they have submitted for final payment but the punch list was not completed.

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

III. Condition of Properties.

- A. Nothing major has occurred this month regarding our units.
- B. All work orders completed and up to date, nothing outstanding at this time.
- C. All the decking for the elders units have been completed at this time.

IV. Number of Units and Vacancies.

LRBOI Housing Department has 81 rental units in total of which 72 were rented giving us an occupancy rating of 89%.

- A. Aki has 55 income based rental units of which 48 were rented during the month as follows:
 - 1. Aki has 9 low income elder designated rental units and 7 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 6 units are rented.

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

V. Significant Problems and Accomplishments.

- A. The two new units on Ching-gwa-she are now complete and have been turned over to the housing department, although we are still waiting on the items from the final punch list to be completed. We are already putting notice out to the next tribal member on waiting list to get them occupied as soon as the punch list items are complete. **UPDATE:** As of 8/31 the punch list has not been completed.
- B. Working with the Housing Commission to then take to TC for a update on the eligibility age for elders at the elders complex so that we can get it fully rented.

VI. Plans for the Future.

- A. An amended 2019 IHP was submitted to HUD for an additional \$91,600 to be used towards COVID-19 to protect, prepare and respond to the pandemic within housing. **UPDATE:** grant award has received TC approval into the working budget; therefore, we will begin the process of using the funds as they are intended for.
- B. An ICDBG grant was submitted for an additional \$900,000 to be used towards building an additional 5 homes all income based. 4-2 Bedroom units and 1 - 3 bedroom units to be completed by July 2021. **UPDATE:** This grant award has received TC approval into the working budget; therefore, we will begin the process of getting a contract complete for the new homes
- C. Need to meet with TC to go over ideas for new home placement and types going into new fiscal year as there is another opportunity for a grant to be submitted by 12/10/20 up to \$5 million dollars for housing.

VII. Other Information

- A. Having concerns with a resident who currently is not residing in their unit due to criminal reasons and are getting complaints from residents; have spoken with Ogema and a plan has been established to take care of this situation.
- B. I have contacted the contractor for the elders complex to get an update on needed repairs that was started before COVID, to date have not gotten any timelines from contractor.

End of Report
Tara Bailey, Housing Director
September 3, 2020

Cc: File