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Little River Band of Ottawa Indians



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

November 5, 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.
 - B.
8. Hearing/Close Session:
9. Public Comment:
10. Next Meeting Date:
11. Adjournment:



Little River Band of Ottawa Indians
Stipend Payment Request
Housing Commission

Meeting Held on: November 5, 2020

Members Present at Meeting:

1. Julia Chapman *Julia Chapman* Attended? Yes ☒ No ☐
3. Teresa Callis *Teresa Callis* Attended? Yes ☒ No ☐
4. Marcella Leusby _____ Attended? Yes ☐ No ☒
5. Margaret Kowalkowski *Margaret Kowalkowski* Attended? Yes ☒ No ☐

Sandra Lewis (no stipend) _____ Attended? Yes ☐ No ☒

Shannon Crampton (no stipend) _____ Attended? Yes ☐ No ☒

Ron Wittenberg (no stipend) _____ Attended? Yes ☐ No ☒

Meeting start time: 10:00

Meeting end time: 12:00

The stipend for this Commission is \$125.00 for attendance in person.

Is paid from budget/line # 1000-100-5206-528

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 should be paid to the members present.

Teresa Callis
Chairperson Signature

11/5/2020
Date

Julia Chapman
Commissioner Signature

11-5-2020
Date

work on By-Laws

Morella absent

Housing Comm.

Teresa, Margaret, Julia - present

Prayer

Roll call: Julia, Margaret, Teresa, Morella, absent in quarantine

No approval of Agenda = work session last mtg.

Dept. update

Legal - Elise

18 yrs old - on H. Comm.

2.01

Allyson will

3.01 C - Administrative Procedures Act. Ordinance #0470

go to website look under Administration

Tara can in @ 10:30 - for H. dept. update gave us her report for Oct. 2020

~~Shower~~ doors issue have been taken care of.

Tara said she will not be available next mtg 11-19-20

Elise

Chapter 3 - next mtg 11-19-2020

1,3,4.



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 November 2020

- I. Housing Activities.**
- A. During the month, the Department performed the following activities.
 - Lease renewals due during the month: 3
 - Leases renewed: 3
 - New leases: 3
 - Annual Inspections: 0 (Annual inspections on hold still due to COVID-19)
 - Move-out Inspections: 4
 - Move outs: 3
 - 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: 14
 - Total Amount of Awards for the Year: \$69,411
 - The Housing Department has assisted with \$3,042,756 in home loans for tribal members through the Down Payment and Closing Cost assistance Grant since 1/1/20.
 - C. The two new market rental homes are now occupied.
 - D. Started preliminary planning for a ICDBG project for additional homes in the lower circle area. Met w/Pat McKay from GTEC. The plan is to apply for grant in December
 - E. Put together PPE supplies kit for all Aki residents and the bags were distributed on Nov 19-20 to each door. Had enough to also give out 10 bags to tribal elders who do not reside in Aki but come for meals.
 - F. Housing Director attended Leadership Training on 3 Thursdays during the month.
 - G. Housing received their own electrostatic disinfectant spray machine and used to clean 2 units during the month and the elder's complex community area and hallways.
- 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. Maintenance currently has 4 units to complete for a move in at this time, this allows maintenance staff to work independently from each other.
 - D. All plow equipment has been checked and is ready for winter and received our supply of salt.

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 52 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 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 9 units are rented.
- B. Aki has 26 Fair Market rentals and 24 are rented.

V. Significant Problems and Accomplishments.

- A. An issue has risen with the Little Valley Homes contracts in that they cannot get bonded for the project which is a requirement of HUD. They then issued a letter stating they wish to extend the project timeline, have all funds in escrow and for us to cover part of the cost of the bond. This has been turned over to legal and a request has gone to HUD. The request to HUD is to extend the project timeline, and since the grant was written as a sole source, if we can now go to bid for the homes. Still waiting on a reply from HUD.

VI. Plans for the Future.

- A. Starting preliminary plans for a new project for low income housing in the bottom circle area as the upper portion only has about 5 lots left to build on.

VII. Other Information

- A. The elder's complex common areas have been cleaned and closed down until further notice due to COVID concerns.
- B. The housing department has funds available still to get supplies for additional bags of PPE supplies to distribute to tribal members, this will be done before closing for Christmas break. There are enough funds for approximately another 60 bags.
- C. Starting in December, in an attempt to reduce the amount of contact between housing staff and residents, all lease renewals will be sent out via mail and send back to housing via mail or our drop box. Also, maintenance will only be completing emergency work orders until further notice.

End of Report
Tara Bailey, Housing Director
December 2, 2020

Cc: File

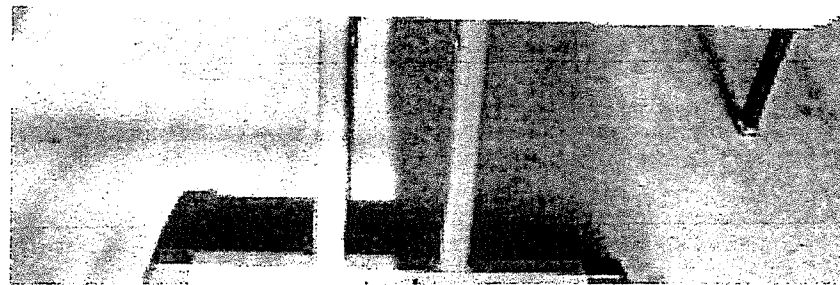


Photo of PPE supplies sent out to residents.

Little River Band of Ottawa Indians



Housing Commission Meeting
Aki maadiziwin Conference Room
November 19, 2020
Work Session
Agenda

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

work on By-Laws

Marcella absent

Housing Comm.

Teresa, Margaret, Julius - present

Prayer

Roll call: Julia, Margaret, Teresa, Marcella, absent in quarantine

"No" approval of Agenda = work session last mtg.

Dept. update

Legt. - Elise

18 yrs old - on H. Comm.

2.01

Ally's Will

3.01 C - Administrative Procedures Act. Ordinance # 047a

go to website look under Administration

Tara can in @ 10:30 - for H. dept. update gave us her report for Oct. 20 20

~~Admission~~ ^{Shower} doors issue have been taken care of.

Tara said she will not be available next mtg 11-19-20

Elise

Chapter 3 - next mtg 11-19-2020

1, 3, 4.



Little River Band of Ottawa Indians
Stipend Payment Request
Housing Commission

Meeting Held on: November 19, 2020

Members Present at Meeting:

1. Julia Chapman Julia Chapman Attended? Yes ☒ No ☐
3. Teresa Callis Teresa Callis Attended? Yes ☒ No ☐
4. Marcella Leusby Marcella Leusby Attended? Yes ☒ No ☐
5. Margaret Kowalkowski Margaret Kowalkowski Attended? Yes ☒ No ☐

Sandra Lewis (no stipend) _____ Attended? Yes ☐ No ☒

Shannon Crampton (no stipend) _____ Attended? Yes ☐ No ☒

Ron Wittenberg (no stipend) _____ Attended? Yes ☐ No ☒

Meeting start time: 10:05 am

Meeting end time: _____

The stipend for this Commission is \$125.00 for attendance in person.

Is paid from budget/line # 1000-100-5206-528

Certification

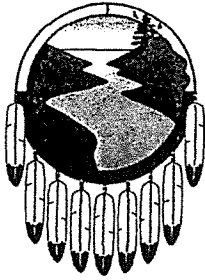
By the officer's signatures below, this commission certifies that the meeting identified above took place and the members listed were present and that the stipend should be paid to the members present.

Teresa Callis
Chairperson Signature

11/19/2020
Date

Marcella Leusby
Commissioner Signature

11/19/2020
Date



**Little River Band of Ottawa Indians
Binojeeuk Commission
2608 Government Center Dr.
Manistee, MI 49660**

Resolution 20-1119-__

Resolution Approving Changes to the Housing Commission Bylaws

WHEREAS, the status of the *Gaá Čhíng Ziibi Daáwaa Anishinaábek* (Little River Band of Ottawa Indians) as a sovereign and a 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 provide for the public health, peace, morals, education and general welfare of the Little River Band and its members; and

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

WHEREAS, the Tribal Council did by Ordinance #04-700-01 created the Housing Commission Ordinance to govern the Housing Commission; and

WHEREAS, the Tribal Council did by Ordinance #04-150-01 created the Commission Ordinance to govern commissions including creation and authorization Commission By-Laws in Section 6.02; and

NOW THEREFORE IT IS RESOLVED, the Housing Commission adopts the attached amendments to the Housing Commission By-Laws.

IT IS FURTHER RESOLVED, that the Housing Commission shall forward these By-Laws to the Tribal Council with a recommendation for Adoption.

CERTIFICATE OF ADOPTION

I do hereby certify that the foregoing resolution was duly presented and adopted by the Housing Commission with 2 FOR, 0 AGAINST, 0 ABSTAINING, and 0 ABSENT, at a Regular Session of the Little River Band of Ottawa Indians Housing Commission held on November 19, 2020, at the Aki Community Center in Manistee, Michigan, with a quorum being present for such vote.

Teresa Callis, Chairperson

Distribution: Tribal Council
Housing Commission
ULD