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2022 MAY -6 AM 7:15 Little River Band of Ottawa Indians



Housing Commission Meeting
Aki maadiziwin Conference Room

May 5, 2022
Agenda

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

Little River Band of Ottawa Indians

Housing Commission

Aki Maadiziwin Conference Room

April 7, 2022

1. Opening Prayer: Chairperson, Teresa Callis calls meeting to order at 10:00 am with a silent prayer.

2. Roll Call: Secretary: Margaret Kowalkowski took Roll Call. One visitor in attendance.

Tara Bailey: (Housing Director) Introduced the new Housing Specialist: Krystal Davis.

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

Quorum: 5-0-0-0

3. Approval of Agenda: May 5, 2022

Commissioner: Marcella Leusby approves the agenda. Commissioner: Julia Chapman seconds. Motion carries.

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

Quorum: 5-0-0-0

4. Approval of Minutes: April 7, 2022

Commissioner: Margaret Kowalkowski approves minutes. Commissioner: Teresa Callis seconds. Motion carries.

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

Quorum: 5-0-0-0

5. Housing Department Update: Tara Bailey gave us the March Housing Report. We went over it with her.

6. Unified Legal Update: none. Elise McGowen- Cueller (Commission Lawyer) was detained in another meeting, she is available by cell phone if needed.

7. General Business: Old/New. We discussed our Annual AKI Resident Meeting. Date we decided on at our March meeting: July 7, 2022.

8. Public Comment: none

9. Hearing/Closed Session: none

10. Open Session: none

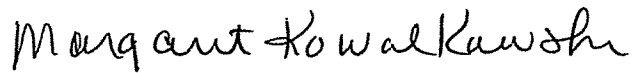
11. Policies and Procedures: none

12. Next Meeting Date: June 2, 2022

13. Adjournment: Commissioner Marcella Leusby moves to close. Commissioner Margaret Kowalkowski seconds. All approved.

Meeting closes at 12:00 p.m.

Housing Secretary,

A handwritten signature in black ink that reads "Margaret Kowalkowski". The script is cursive and fluid, with the first name "Margaret" and last name "Kowalkowski" clearly legible.

Margaret Kowalkowski



Little River Band of Ottawa Indians
Housing Department

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HOUSING DEPARTMENT
Report to Housing Commission
For April 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: 3
 - Leases renewed: 5
 - New leases: 2
 - Annual Inspections: 3
 - Move-out Inspections: 2
 - Move outs: 4
 - 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: 6
 - Total Amount of Awards for the Year: \$24862
- C. The vacant maintenance position has not been filled; the position has been reposted.
- D. NAHASDA Essentials training took place on 4/20/22 for new staff member and Housing Director (for review).
- E. Staff attended the Annual membership meeting on Saturday, April 2nd. Handed out applications for housing and the Emergency Rental Assistance programs.
- F. Attended zoom meeting/training with Cheryl Causley from NAIHC to go over Conflict of Interest policy that is required per NAHASDA and HUD. Will present to Housing Commission in May.
- G. All required reports to HUD for APR had been submitted by 3/30/22 now have been making any corrections requested by HUD as they review the reports.

II. Rental Payment Information for the Month.

- A. Notice of Delinquency issued: 5
- B. Termination Notice(s) issued: 2
- 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 4 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 with the exception of one property. The tenant has been notified of needed improvements.

IV. Number of Units and Vacancies.

LRBOI Housing Department has 81 rental units in total of which 77 were rented giving us an occupancy rating of 95%.

A. Aki has 55 income based rental units of which 51 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 28 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.

- A. Two of the 5 houses have been delivered and are set to be put together the first part of May. No word yet from the manufacturer of when the other 3 will be completed. The project itself is slated to be completed by July 1, 2022.**

VI. Plans for the Future.

- A. The date of June 6-9th has been set up for Spring Clean up in the AKI community.**
- B. May 15-20th, the Housing Director and Housing Specialist will be going to the NAIHC Annual Convention in Seattle, WA. This convention provides many training opportunities and provides updates on what is occurring nationally in Indian Housing and as members of NAIHC it is their annual membership meeting of which we have vote.**

VII. Other Information.

- A. The housing quarterly newsletter went out to all residents the first week of May.**
- B. Housing Department is currently accepting pest control requests for the summer months, requests can be made directly with the housing department.**

End of Report
Tara Bailey, Housing Director
May 5, 2022