

**Little River Band of Ottawa Indians**

**Housing Commission**

**Aki Maadiziwin Conference Room**

**June 1, 2023**

**1. Opening Prayer:**

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

**2. Roll Call:**

**Secretary, Margaret Kowalkowski took Roll Call.**

<b>Margaret Kowalkowski-yes</b>	<b>Teresa Callis-yes</b>	<b>Robert Deboer-absent</b>
<b>Marcella Leusby-yes</b>		

**Quorum: 4-0-0-1**

**3. Approval of Agenda: Commissioner Marcella Leusby approves agenda.**

**Commissioner Teresa Callis seconds. Motion carries.**

<b>Margaret Kowalkowski-yes</b>	<b>Teresa Callis-yes</b>	<b>Robert Deboer-absent</b>
<b>Marcella Leusby-yes</b>		

**Quorum: 4-0-0-1**

**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>Robert Deboer-absent</b>
<b>Marcella Leusby-yes</b>		

**Quorum: 4-0-0-1**

**5. Housing Department Update: Director Tara Bailey will submit the May housing department report to the housing commission at our July meeting.**

**6. Legal Update: As of present meeting there is litigation Between the executive attorney representing Little River Band of Ottawa Indians and a tribal member.**

Little River Band of Ottawa Indians



Housing Commission Meeting  
Aki maadiziwin Conference Room

**July 6, 2023**  
**Agenda**

1. Prayer
2. Roll Call
3. Approval of Agenda
  - a. July 6, 2023
  - b.
4. Approval of Minutes
  - a. *June 1, 2023*
  - b.
5. Department Update
6. Unified Legal Update
7. Closed Session
  - a.
8. Open Session
9. General Business
10. Policies and Procedures
11. Public Comment
12. Next Meeting Date  
*August 3, 2023*
13. 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 May 2023

#### 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: 10

Leases renewed: 10

New leases: 0

Annual Inspections: 10

Move-out Inspections: 1

Move outs: 0

Transfers: 1

- B. Down Payment and Closing Cost assistance grant (HI 100).

Applications received this month: 1

Total Number of Awards made during the Year: 2

Total Amount of Awards for the Year: \$7127

- C. The Homeowners Assistance Fund received one (1) new application this month. The program has provided \$78,721.24 in assistance since it began in 2022 and \$4219.24 in assistance in the month of May.
- D. May 16-18, 2023, Michelle Pepera and the Housing Director went to Richmond, VA for training on Strategic Planning. This training was done by our local ONAP HUD office and was informative as to how to get started with strategic planning, who needs to be involved and what it should all include.

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

A. Notice of Delinquency issued: 10

B. Termination Notice(s) issued: 3

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 6 units to complete for a move in at this time.

C. Units inspected this month are in safe and decent conditions; except for two units that are requiring follow up inspections due to the condition of their unit.

#### IV. Number of Units and Vacancies.

LRBOI Housing Department has 86 rental units in total of which 80 were rented giving us an occupancy rating of 94%.

A. Aki has 60 income based rental units of which 56 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 33 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 9 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. Look at the updates needed for the elders complex including providing activities for elders
- D. Start the RFP process in getting blueprints for the maintenance garage expansion
- E. Preparing for a community event in the AKI playground/pavilion this summer with other departments attending and offering events/handouts for the residents and children of the community. The date is set for July 19, 2023, 3-6 p.m., you and your staff are invited to attended.

**End of Report**  
**Tara Bailey, Housing Director**  
June 9, 2023