

Little Traverse Bay Bands of Odawa Indians  
Housing Commission  
Regular Meeting  
August 3<sup>rd</sup>, 2015  
5:00 p.m.  
Conference Room 312, LTBB Government Complex

**Closed Session:** None

**Call to Order:** 5:10 p.m.

**Roll call:** Chairman – Vacant; Vice Chairperson Arlene Naganashe – Absent;  
Secretary Patrick Wemigwase – Present; Commissioner Larry Stead – Present;  
Commissioner Judith Pierzynowski – Present

**Staff present:** Executive Housing Director John Givens

**Guests present:** None

**Opening Prayer:** None

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Motion made by Pat Wemigwase and supported by Judy Pierzynowski to accept the agenda as written for the meeting of August 3<sup>rd</sup>, 2015.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant  
Motion Carried

Motion made by Judy Pierzynowski and supported by Larry Stead to accept the minutes of the July 6<sup>th</sup>, 2015 meeting as amended.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant  
Motion Carried

**Housing Director Report:**

**Pet Policy Revisions:** Review of updates to existing pet policy. The updates are in red. Also, there will be added to this policy something about exotic pets not being able to own them in any of the rental units.

**Housing Pet Policy**

**Purpose of this Policy:** The LTBB Housing Department is designed to increase affordable housing opportunities for enrolled members of the Little Traverse Bay Bands of Odawa Indians. The LTBB Housing Department manages several rental units and this policy is designed to provide guidelines as to how we manage those properties in regards to household pets.

**In General:**

1. Residents that occupy LTBB rental units are prohibited from housing any animal in their rental unit without the written permission of the LTBB Housing Department.

2. Residents of LTBB Rental Properties will be allowed one domesticated pet per household. Service animals do not count as a tenants pet and those tenants requiring service animals will be one additional pet along with their service animal.
3. Before any pet can be housed by a resident of a LTBB Rental Property, that tenant must pay a \$300, non-refundable pet fee. There will also be an additional \$20 per month fee charged to the tenants account for housing of a pet.
4. Pets housed at LTBB Rental Properties can be no larger than 15 inches in height (measured at the top of the front shoulder).
5. Staffordshire Terriers (a.k.a. Pit Bulls), Rottweilers, Doberman Pincers, Wolfdogs, and other traditionally aggressive breeds are not permitted in any LTBB Rental Unit or its surrounding area. The final decision as to if a specific breed of dog is aggressive or not, belongs to the LTBB Housing Director.
6. Residents are allowed a service animal but the need of the animal must be documented by their physician, and copies of this documentation kept on file with the LTBB Housing Department. The service animal must have been formally trained to perform the assistance that is needed by the tenant. If a service animal is needed, it will be exempt from the size and breed restrictions of this policy.
7. Residents that occupy LTBB Rental Units are **ALWAYS** responsible for cleaning up after their pet. Any pet droppings that occur in common areas are to be cleaned up immediately by the pet owner. Any pet droppings that occur on property leased to a tenant must be cleaned up daily.
8. Residents must register all pets at the LTBB Housing Department Office and show proof of **current** rabies vaccinations and any other shots required by law.
9. All **pets** must be kept on a leash while outside of the home.
10. Violations of this policy by LTBB Rental Tenants may be grounds for termination of their lease and eviction from the property. The LTBB Housing Department may also choose to asses a fine of \$300 to the offending tenant. This fine will be assessed to the tenants account is expected to paid in full within 30 days of the fine. Non-payment of fines will be subject to all applicable late fees normally associated with a tenant account and will be grounds for evicition.

**NOTE:** The Little Traverse Bay Bands of Odawa Indians Housing Department is bound by Federal Law and Little Traverse Bay Bands of Odawa Indians Tribal Law, Statues, Policies and Procedures. The Housing Department staff is not authorized to make any exceptions to Federal Law, Little Traverse Bay Bands of Odawa Indians Tribal Law, Statues, Policies or Internal Procedures.

**Foreclosure Prevention Program:** The Housing Department continues to operate our Foreclosure Prevention Program. This grant program is funded by our **NAHASDA** block grant and must adhere to all of the federal regulations that

govern **NAHASDA** block grant funds. We want to remind tribal citizens that they should contact the housing office when they start to experience difficulty in keeping their mortgage payments current. We can assist people with counseling and budgeting information, and hopefully keep them in their home.

**Waiting Lists:** We require that all applications we receive, that are a request to be housed in one of the LTBB Rental units, be complete before being placed on the rental waiting lists. To be considered complete an applicant must submit 3<sup>rd</sup> party verification. If an applicant fails to comply with this, their application will not be placed on the waiting list and they would need to re-apply.

	Last 30 Days	Total	Last 30 Days	Total
Family Size	ELDERS	ELDERS	NON-ELDER	NON-ELDER
1	1	15	0	11
2	0	3	1	15
3	0	0	0	4
4+	0	0	1	9
<b>TOTAL</b>	<b>1</b>	<b>18</b>	<b>2</b>	<b>39</b>

Motion made by Judy Pierzynowski and supported by Larry Stead to accept the verbal and written report of the Housing Director.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant

Motion Carried

**Elders Coordinator Report: None**

Motion made by Judy Pierzynowski and supported by Larry Stead to accept the 2<sup>nd</sup> Quarter Report.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant

Motion Carried

**FYI:**

**Public Comment Opens: 6:03 p.m.**

During public comment Pat Wemigwase asked the Housing Director (John Givens) how this pet policy affects home owners'. John let the commission know that the policy is only for the rental units, and doesn't affect the home owners in any way. With that Pat (John also) wonders if we should start some kind of home owners association, or even a home owners committee. Judy Pierzynowski and Larry Stead think it's a very good idea; especially with all of the turmoil that has been going on lately. After all it is a housing development, and like all housing developments; there is an association that oversees and also helps maintain peace within the community. With that said the association/committee can set-up some Policies and Procedures, or even adopt some of the current ones that are in place from the LTBB Housing Department. This is something that the Housing Commission will have to look into, and get some fed back from some of the current home owners, and also have the Legal Department give some fed back also on this subject.

**Public Comment Closes: 6:15 p.m.**

Motion made by Larry Stead and supported by Judy Pierzynowski to adjourn at 6:21 P.M.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant  
Motion Carried

The next Housing Commission meeting is Monday September 7<sup>th</sup>, 2015 @ 5 p.m. in Conference Room 312 at the LTBB Government Complex.

Date: 8/03/15

Patrick Wemigwase, Secretary

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