



**Little River Band of Ottawa Indians**  
2608 Government Center Drive  
Manistee, MI 49660

**Resolution # 22-0126-005**

*Acceptance of the Little River Band of Ottawa Indians Internal Audit Report for Housing Department Budget.*

WHEREAS, the status of the *Gaá Čhíng Ziibi Daáwaa Aníshinaábek* (Little River Band of Ottawa Indians) as a sovereign and 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 Tribal Council adopted, in accordance with Article IV, Section 7(a) of the Constitution, and the Government Business and Accounting Act of 2010 which identifies how internal audits are conducted and reported; and

WHEREAS, the Comptroller General has performed internal audits of the 2020 Housing Department Budget.

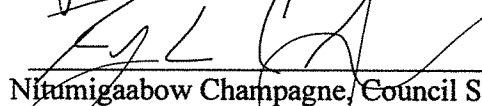
WHEREAS, the Comptroller General has prepared and presented the audit report and supporting documents to the Tribal Council and Ogema on September 7<sup>th</sup>, 2021 and in work session on January 11<sup>th</sup>, 2022

NOW THEREFORE IT IS RESOLVED THAT the Tribal Council of the Little River Band of Ottawa Indians hereby accepts the internal audit reports for the Housing Department Budget dated *September 7, 2021* and any respective Corrective Action Plans and authorizes their dissemination to individuals as deemed appropriate by the Comptroller General and or Tribal Council.

**CERTIFICATE OF ADOPTION**

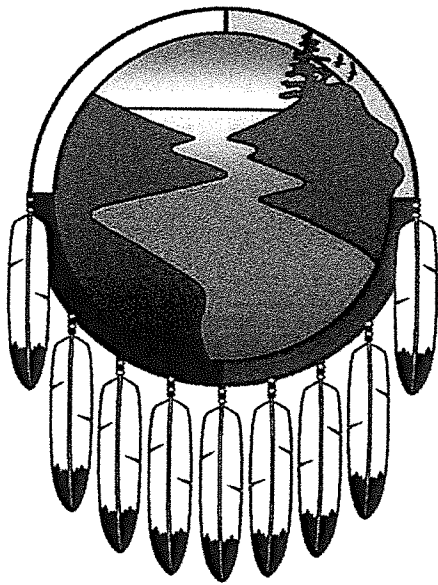
I do hereby certify that the foregoing resolution was duly presented and adopted by the Tribal Council with 6 FOR, 1 AGAINST, 2 ABSTAINING, and 0 ABSENT at a Regular Session of the Little River Band of Ottawa Indians Tribal Council held on January 26, 2022, VIA ZOOM, Michigan, with a quorum being present for such vote.

  
Julie Wolfe, Council Recorder

  
Nitumigaabow Champagne, Council Speaker

Attest:

Distribution: Council Records  
Tribal Ogema  
Tribal Court



**Office of Business and Accounting**

2608 Governmental Center Drive

Manistee, MI. 49660

Phone: 906 398 6837

# Little River Band of Ottawa Indians

Internal Audit of Housing 1035-124 Budget/Spend to  
determine Compliance with Tribal Budget and Accounting Standards.

Audit performed by Bradley R Pringle, Comptroller General

## ***Objective/Description***

Internal Audit of Housing Department 1035-124 Budget and spend, per audit schedule, to ensure compliance with budget and accounting standards found in Tribal regulation, ordinances, etc.

## ***Audit Scope***

Reviewed the Budget and Appropriations Act of 2013.

Reviewed/Audited 2020 Housing Department budget.

Review/Audited 2020 Housing Department expenses.

Review Housing Department revenue.

Audit any budgetary line that has large expenditures of is overspent.

Reviewed December 2020 and May 2021 Housing Department report to Ogema.

Reviewed/Audited Accounts Payable Transactions

## ***Findings***

Reviewed Budget and Appropriations Act of 2013, no issues found.

Reviewed Budget and Appropriations Regulations, Chapter 1 Purchasing and Procurement. No issues found.

Reviewed Accounting Policy and Procedures manual 5.1.7 Small Procurement and Placing Orders. No Issues Found.

Audited 2020 Housing Department Budget, no issues found.

Audited 2020 Housing budgeted Expenses on document below and MIP software reports.

Reviewed page 57 of Year End report from CFO pertaining to 1035-124 Tribal Housing Budget. Audited all budget line items compared to budget:

- Found no overspending found on any line items.

Several line items have historically too much money allocated to them. Housing should consider revising 2022 budgets to reflect this potential savings.

- 5130, employee insurance, the original budgeted amount was \$163,519. In 2019 overall spend was \$54,352 and 2020 was \$56,219.
- 5602, Supplies, the original budgeted amount was \$15,000. In 2019 overall spend was \$678 and in 2020 it was \$835
- 5603, Books and Reference Materials, the original budgeted amount was \$15,000. In 2019 overall spend was \$0 and in 2020 it was \$0.

Reviewed December 2020 and May 2021 Housing Department report to Ogema, No Issues Found.

Reviewed 2020 Rental Revenue to budget, rental revenue was under the \$400,000 budget at \$333,371. Considering housing does have empty houses, and non-payments due to COVID related issues Revenue was down 9.2% to 2019.

Audited ten (10) Accounts Payable records, found several issues with employees not signing the vendor receipts for payment. The Tribes small procurement procedure does not require a signature on Receipts for payment.

Reviewed a \$7,070 Custom Sheet Metal and Heating work order that was signed by the Director who appears to have a \$5,000 Signature authority limit!

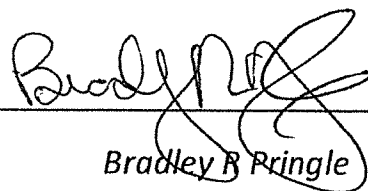
### *Recommendations*

Tribal Executive Management to review above findings. Overall, the Tribal Housing division did a very good job in controlling expenses for the budget year.

### *Corrective Action Plan (As Needed)*

None at this time

Auditor Signature: \_\_\_\_\_

  
Bradley R Pringle

9/7/2021

Date