

**Appropriations and Finance Committee**  
LTBB Governmental Administration Building  
Tribal Council Chambers  
7500 Odawa Circle, Harbor Springs, MI 49740

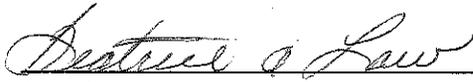
**2017 Budget Hearings and Public Hearing**

Per Waganakising Odawak Statute 2015-016 Tribal Government Budget Formulation and Modification Statute, the Appropriations and Finance Committee (AFC) held the following Department /Branch and Public Hearings:

- March 31, 2016 Special Meeting to accommodate Departments unable to attend regularly scheduled hearings.
- April 4, 2016 Executive Department Hearings including Health Department, Gaming Regulatory, Planning, Housing and GIS
- April 8, 2016 Executive Branch concluded with presentations by Human Services, Education, Elders, Enrollment, Language Department, Tribal Historic Preservation and MIS. Law Enforcement did not require time slot and agreed to budgeted amount. Communications and Pow-Wow did not attend. Legislative Office Manager presented Legislative Budget
- April 11, 2016 Budget Hearings of the Prosecutor, Tribal Court, Archives and Records, and Election Board (Did not attend but expressed agreement with budget amounts).  
AFC reviewed all 2017 budgets in preparation for Public Hearings
- April 12, 2016 Public Hearing
- April 15, 2016 Public Hearing



Marcella Reyes, Tribal Treasurer



Beatrice Law, AFC Committee



Julie Shananaquet, AFC Committee

**Appropriations and Finance Committee**  
LTBB Governmental Administration Building  
Tribal Council Chambers  
7500 Odawa Circle, Harbor Springs, MI 49740  
Special Meeting  
March 31, 2016

Call to Order: 1:01p.m.

Committee Member Roll Call: Treasurer Reyes, Councilor Shananaquet, Councilor Law.

Absent:

Tribal Councilors present: Councilor Naganashe, Councilor McNamara Councilor Bernard, Secretary Otto

Legislative Staff Present: Sr. Financial Analyst Stella Kay

Executive Staff/Official Present: Natural Resource Director Doug Craven, Human Resource Director, Denise Petoskey, Youth Services Coordinator Bernadece Compo, Tribal Administrator Albert Colby and CFO Carrie Carlson

Guests: Andrew Stich

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**Adoption of Agenda**

Motion made by Councilor Law and supported by Councilor Shananaquet to adopt the agenda of March 31, 2016, as presented.

Vote: 3-yes, 0-no, 0-abstain, 0-absent

Motion carried

**Minutes**

Minutes from the March 8, 2016 meeting will be reviewed at the next regular scheduled meeting.

**Phone Polls:** None

**New Business**

Request made to entertain special budget hearings for the following departments due to prior commitments and unavailability during regular hearing schedule:

**Youth Department – Presentation by Bernadece Boda, Youth Coordinator**

AFC Proposed Target (2% incr): **\$ 272,070**

Request for additional or reduction of funds in the amount of: **\$ 18,555**

New Budget Total: **\$ 290,625**

Discussion/Recommendation: Bernadece Boda, Youth Coordinator informed AFC Committee that she will be relocating but still wanted to insure that Youth budget has the necessary funds to function successfully. Research for Grant funds are still being pursued to assist in staffing needs. Volunteer component of program is not being met.

**Budget request exceeded the conservative 2% increase target amount.**

**Youth Department's proposed request for increase = 9.0 %**

**1:59 p.m. Break**

**2:16 p.m. Resume**

**Human Resources Department - Presentation by Denise Petoskey HR Director**

AFC Proposed Target (2% incr): **\$ 354,431**

Request for additional or reduction of funds in the amount of: **\$ (3,515)**

New Budget Total: **\$ 350,916**

Discussion/Recommendation: Denise Petoskey, HR Director is satisfied with proposed budget.

**Budget request remained within the conservative 2% increase target amount.**

**Human Resources Department's proposed request for increase = 1.0 %**

**Natural Resources Department – Presentation by Doug Craven, Natural Resources Director**

AFC Proposed Target (2% incr): **\$ 2,088,230**

Request for additional or reduction of funds in the amount of: **\$ 166,360**

New Budget Total: **\$ 2,254,590**

Discussion/Recommendation: Doug Craven, Natural Resources Director proposed an increase if % for the overall budget. He would like to see increases in wages to avoid loss of employees to other agencies.

**Budget request exceeded the conservative 2% increase target amount.**

**Natural Resources Department's proposed request for increase = 10.1 %**

**3:13 p.m. Public comment opens**

**3:13 p.m. Public comment closes**

**3:41 p.m. Break**

**4:00 p.m. Resume**

Motion made by Councilor Law and supported by Councilor Shananaquet to authorize Treasurer Reyes to sign and send letter to Executive and Judicial Branch with proposed budget amounts for 2017.

Vote: 3-yes, 0-no, 0-abstain, 0-absent

Motion carried

**Adjourn**

**5:34 p.m.** Motion made by Councilor Law and supported by Secretary Shananaquet to adjourn meeting.

Vote: 3-yes, 0-no, 0-abstain, 0-absent

Motion carried

Next Regular meeting date:  
April 12, 2016 at 9:00 am

Appropriations and Finance Committee  
LTBB Governmental Administration Building  
Tribal Council Chambers  
7500 Odawa Circle, Harbor Springs, MI 49740  
Budget Hearing 1  
April 4, 2016  
1:00 p.m. – 5:15 p.m.

AFC Members Present: Treasurer Reyes, Councilor Shananaquet, Councilor Law

Tribal Council Members Present: Councilor McNamara, Councilor Naganashe,  
Councilor Bernard

Legislative Staff: Sr. Financial Analyst-Stella Kay,

Executive: Chairperson-Regina Gasco Bentley, CFO-Carrie Carlson, Dr. Terry  
Samuels, Health Director Sharon Sierzputowski, Tribal Administrator Albert Colby,  
Gaming Regulatory Director Vince Cook, Planning Director Bryan Gillett, GIS Director  
Alan Proctor

Guests: Bradley Baker, Andrew Stich

**Afternoon General Session:**

**Health Department – Presentation by Health Director Sharon Sierzputowski and  
Dr. Terry Samuels**

AFC Proposed Target (2% incr): **\$ 6,385,767**

Request for additional or reduction of funds in the amount of: **\$ (120,050)**

New Budget Total: **\$ 6,265,717**

Discussion/Recommendation: Discussion held regarding the use of 3<sup>rd</sup> Party Billing  
funds and the need to have an additional Physicians Assistant in the Clinic. Need to  
look into charging for use of conference room used by other programs/CBC's. It was  
reported that the need to increase the overall health budget to the following amount  
is needed to function appropriately.

**Budget request exceeded the conservative 2% increase target amount.**

**Health Department's proposed request for increase = 0.1 %**

**Gaming Regulatory - Presentation by Gaming Regulatory Director Vince Cook**

AFC Proposed Target (2% incr): **\$ 893,398**

Request for additional or reduction of funds in the amount of: **\$ 182,561**

New Budget Total: **\$1,075,959**

Discussion/Recommendation: Budget increases are direct result of staffing required for  
Mackinaw property which includes additional Inspector, Internal Auditor and Consultant.  
Network Assessment needed.

**Budget request exceeded the conservative 2% threshold amount.**

**Regulatory Department's proposed request for increase = 22.8 %**

**Planning -Presentation by Planning Director Bryan Gillett**

AFC Proposed Target (2% incr): **\$ 224,159**

Request for additional or reduction of funds in the amount of: **\$ (6,961)**

New Budget Total: **\$ 217,198**

Discussion/Recommendation: Planning position will end soon and duties will be absorbed by new position which will now be charged to the Indirect Line Item.

**Budget request exceeded/remained within the conservative 2% threshold amount.**

**Planning Department's proposed request for increase = (1.2) %**

**2:22 p.m. Break**

**2:31 p.m. Resume**

**Housing - Presentation by Tribal Administrator Albert Colby**

AFC Proposed Target (2% incr): **\$ 0**

Request for additional or reduction of funds in the amount of: **\$ 639,663**

New Budget Total: **\$ 639,663**

Discussion/Recommendation: Space costs increased budget as well as repair and maintenance needs.

**Budget request exceeded the conservative 2% threshold amount.**

**Housing Department's proposed request for increase = n/a %**

- Unbudgeted in 2016

**GIS - Presentation by Alan Proctor**

AFC Proposed Target (2% incr): **\$ 200,203**

Request for additional or reduction of funds in the amount of: **\$ (9,907)**

New Budget Total: **\$ 190,296**

Discussion/Recommendation: GIS Director Alan Proctor expressed satisfaction with proposed 2017 budget.

**Budget request remained within the conservative 2% threshold amount.**

**GIS Department's proposed request for increase = (3.1)%**

**Budget Hearing concluded: 5:15 p.m.**

Next Budget Hearing date:  
April 6, 2016, at 9 a.m.

Appropriations and Finance Committee  
LTBB Governmental Administration Building  
Tribal Council Chambers  
7500 Odawa Circle, Harbor Springs, MI 49740  
Budget Hearing 2  
April 8, 2016  
9:00 a.m.

***The following Executive Department Budget Hearings were initially scheduled for April 6, 2016, however due to inclement weather and office closure budget hearings were rescheduled for today.***

AFC Members Present: Treasurer Reyes, Councilor Shananaquet  
AFC Members Absent: Councilor Law

Tribal Council Members Present: Councilor Bernard, Councilor Naganashe

Legislative Staff: Sr. Financial Analyst-Stella Kay,

Executive: Human Services - Deneen Smith, Education - Dorothy Perry, Elders – Arlene Naganashe, Enrollment – Pauline Boulton, Language – Carla Osawamick, MIS – Mark Tracy, Legislative – Michele Portman-LaCount, THPO – Wesley Andrews

Guests:

**General Session:**

**Human Services Department – Presented by Deneen Smith**

AFC Proposed Target (2% incr): **\$ 907,800**

Request for additional or reduction of funds in the amount of: **\$ 30,104**

New Budget Total: **\$ 937,904**

Discussion/Recommendation: Discussion held regarding hearing aids and need to button down contract with provider and policy and procedure. Grant funding is used first prior to use of general funds

**Budget request exceeded the conservative 2% increase target amount.**

**Human Services Department's proposed request for increase = 5.4%**

**Education Department Budget – Presented by Dorothy Perry**

AFC Proposed Target (2% incr): **\$ 1,918,108**

Request for additional or reduction of funds in the amount of: **\$ 16,956**

New Budget Total: **\$ 1,935,064**

Discussion/Recommendation: Education is agreeable with proposed budget amount. Comments made regarding Merit line item. Increase in budget amounts reflect the change in how Education Director salary is split. (Department of Education no longer allows for administrative time to be charged to WOCTEP)

**Budget request exceeded the conservative 2% increase target amount.**  
**Education Department's proposed request for increase = 2.9%**

**Elders Department Budget Hearing – Presented by Arlene Naganashe**

AFC Proposed Target (2% incr): **\$ 954,414**

Request for additional or reduction of funds in the amount of: **\$ 60,122**

New Budget Total: **\$ 1,014,536**

Discussion/Recommendation: Discussion held regarding purchase of new shuttle which may decrease vehicle maintenance and repair line item. Consultant line item increased to accommodate snow plowing and housekeeping. New "tier" program being developed for food and utility reimbursements. Elder's budget pays for trips to the MIEA meetings. The increase in percentage is due to Shuttle purchase. *This is subject to change with recommendation that new shuttle be purchase in 2016.*

**Budget request exceeded the conservative 2% increase target amount.**

**Education Department's proposed request for increase = 8.4%**

**Enrollment Budget Hearing – Presented by Pauline Boulton**

AFC Proposed Target (2% incr): **\$ 259,045**

Request for additional or reduction of funds in the amount of: **\$ (7,055)**

New Budget Total: **\$ 251,990**

Discussion/Recommendation: Minimal discussion held regarding needs of Enrollment Office

**Budget request remained within the conservative 2% increase target amount.**

**Enrollment Department's proposed request for increase =(0.8)%**

**Law Enforcement Budget Hearing – N/A**

AFC Proposed Target (2% incr): **\$ 1,480,278**

Request for additional or reduction of funds in the amount of: **\$ (19,118)**

New Budget Total: **\$ 1,461,160**

Discussion/Recommendation: On 4/7/16, Chief Cobe expressed agreement with 2017 proposed budget amount and gave verbal confirmation that he did not require a time slot for hearing.

**Budget request remained within the conservative 2% increase target amount.**

**Law Enforcement Department's proposed request for increase = 0.7%**

**Language Department Budget Hearing – Presented by Carla Osawamick**

AFC Proposed Target (2% incr): **\$ 299,880**

Request for additional or reduction of funds in the amount of: **\$ 44,991**

New Budget Total: **\$ 344,871**

Discussion/Recommendation: Discussion held regarding increased amounts, which include new part-time position, computer and increased space costs.

**Budget request exceeded the conservative 2% increase target amount.**

**Language Department's proposed request for increase = 17.3%**

**Communications Budget Hearing – did not present**

AFC Proposed Target (2% incr): **\$ 209,641**

Request for additional or reduction of funds in the amount of: **\$ 2,920**

New Budget Total: **\$ 212,561**

Discussion/Recommendation: N/A

**Budget request exceeded the conservative 2% increase target amount.**

**Health Department's proposed request for increase = 3.4%**

**Pow-wow Fund Budget Hearing – did not present**

AFC Proposed Target (2% incr): **\$ 51,000**

Request for additional or reduction of funds in the amount of: **\$ 14,000**

New Budget Total: **\$ 65,000**

Discussion/Recommendation: N/A

**Budget request exceeded the conservative 2% increase target amount.**

**Pow-wow Committee's proposed request for increase = 30.0%**

**MIS Budget Hearing – Presented by Mark Tracy**

AFC Proposed Target (2% incr): **\$ 375,390**

Request for additional or reduction of funds in the amount of: **\$ (1,569)**

New Budget Total: **\$ 373,821**

Discussion/Recommendation: Discussion held regarding need for admin assistant cell phone. Questions were raised regarding double amount for Maintenance and Software agreement. As Mr. Tracy explained, installation of new software carried a 1 year free warranty which has now expired. MIS will no longer be purchasing servers out of the MIS budget but will come out of CapEx funds. One or more of these servers will need to be replaced in 2017.

**Budget request remained within the conservative 2% increase target amount.**

**MIS Department's proposed request for increase = 1.6%**

**Legislative Branch Budget Hearing – Presented by Michele Portman LaCount and Stella Kay**

AFC Proposed Target (2% incr): **\$ 2,140,251**

Request for additional or reduction of funds in the amount of: **\$ (118,861)**

New Budget Total: **\$ 2,028,390**

Discussion/Recommendation: Overall Legislative Branch is satisfied with 2017 budget presented and recommends that Traditional Tribal Burial, Inc. 2017 operating expenses be included in Legislative Branch General Fund Budget. Additional recommendation to include costs for NAGPRA assistant be included as part of the Grant Funding budget with funding to come from the National Parks Service Historic Preservation Fund

**Budget request remained within the conservative 2% increase target amount.**

**MIS Department's proposed request for increase = (3.2)%**

**Budget Hearing concluded: 2:41 p.m.**

Next Budget Hearing date: April 11, 2016, at 1 p.m.  
Next AFC Meeting date: April 12, 2016, at 9 a.m.

Appropriations and Finance Committee  
LTBB Governmental Administration Building  
Tribal Council Chambers  
7500 Odawa Circle, Harbor Springs, MI 49740  
Budget Hearing 3  
April 11, 2016  
1:00 p.m.

***The following Budget Hearings were initially scheduled for April 8, 2016, however due to inclement weather and office closure budget hearings were rescheduled for today.***

AFC Members Present: Treasurer Reyes, Councilor Shananaquet, Councilor Law

Tribal Council Members Present: Councilor Bernard, Councilor McNamara, Councilor Naganashe.

Legislative Staff: Sr. Financial Analyst-Stella Kay,

Executive: CFO Carrie Carlson, Chief Law Enforcement, Jeff Cobe, Archives and Records – Eric Hemenway

Judicial: Michael Wolfe, Catherine Castagne

Guests:

**General Session:**

**Prosecutor Budget – Presented by Catherine Castagne**

AFC Proposed Target (2% incr): **\$ 275,000**

Request for additional or reduction of funds in the amount of: **\$ 7,931**

New Budget Total: **\$ 282,93**

Discussion/Recommendation: Discussion held regarding inaccurate indirect cost rate computation at 31%. Shared dues and subscriptions increase line item from \$1,400 to \$5,000. Suggested decrease will come from the *office supply* line item. Ms. Castagne expressed a desire to create two additional line items, witness fee and expert witness fee and witness mileage payment.

**Budget request remained within the conservative 2% increase target amount.**

**Prosecutor's proposed request for increase = 4.6 %**

**Tribal Court Budget – Presented by Michael Wolfe**

AFC Proposed Target (2% incr): **\$ 1,120,000**

Request for additional or reduction of funds in the amount of: **\$ 66,543**

New Budget Total: **\$ 1,186,543**

Discussion/Recommendation: Discussion held regarding line items cuts to bring budget into a reasonable 2% range. Reduction will occur in travel, consultant, salaries (question tribal court handbook allowing for wage step increases). Space costs increase has a direct effect on branch services.

**Budget request exceeded the conservative 2% increase target amount.**

**Tribal Court's proposed request for increase = 8.3 %**

**Archives and Records Budget Hearing – Presented by**

AFC Proposed Target (2% incr): **\$ 237,370**

Request for additional or reduction of funds in the amount of: **\$ 80,630**

New Budget Total: **\$ 318,000**

Discussion/Recommendation: Discussion held regarding whether or not the budget reflects direct or non-direct services of the Director and staff. Archives maintains their own Server for archive documents. Equipment line increased due to purchase of display cases, mounting tracks and lighting systems for the new museum. Space costs increased sizably due to new museum space. It is anticipated that the Museum will be completed by the end of December. Arbitrary amount added to General Fund budget to incorporate the change to General Fund and Indirect Cost charges of Archives staff.

**Budget request exceeded the conservative 2% increase target amount.**

**A&R Department's proposed request for increase = 36.6 %**

**Election Board Budget Hearing – See below**

AFC Proposed Target (2% incr): **\$ 135,600**

Request for additional or reduction of funds in the amount of: **\$ 6**

New Budget Total: **\$ 135,606**

Discussion/Recommendation: 04/01/16 Election Board Chairperson notified Sr. Financial Analyst Kay that Election Board was agreeable with 2017 proposed budget amounts and will not require a time slot during the hearing process

**Budget request exceeded the conservative 2% increase target amount.**

**Election Board's proposed request for increase = 50.7 %**

**Budget Recommendations**

Total General Fund Spending	\$ 12,555,312
Total Cost Recovery Spending	\$ 9,785,194
Total Grant Spending	\$ 10,473,395
Total Misc (Fund Balance)	\$ 143,729
Total 2017 Budget	\$ 32,957,630

**Budget Hearing concluded: 5:02 p.m.**

Public Hearing date:

April 12, 2016  
1:00 p.m.