

**Lake Ripley Management District
Budget Hearing Minutes
August 16, 2014**

The Lake Ripley Management District budget hearing was called to order by Chairman Molinaro at 9:00 a.m. at the Oakland Town Hall. Board members in attendance: Jimmy DeGidio, John Molinaro, Georgia Gomez-Ibanez, Mike Sabella, Dennis McCarthy, Jane Jacobsen-Brown and Walt Christensen. Also in attendance: Craig Kempel, Maggie Kempel, George Kledzik, Marion Stork, Jim Rank, Kent Brown, Rick Kutz, Ann Molinaro, Bernie Gahan, and Gary Ziebell (Cambridge Cable TV 98).

The proposed 2015 budget was distributed to those in attendance (see attached). Molinaro noted that the budget committee met to draft the budget on July 11, 2014. The meeting had been noticed and was open to the public. Committee members consisted of Molinaro, Sabella and Griffin. The proposed budget was reviewed by the Board on July 19, 2014, and then publicized via newsletter.

Sabella provided a detailed explanation of how the budget was constructed and presented. He reviewed how the numbers were derived for each line item on the budget, responding to questions as they arose.

Sabella stated an amendment to staff payroll was made lowering the amount budgeted for that line item. The proposed budget amount that was published in the newsletter of \$122,605.00 will decrease to \$118,270.00.

Sabella provided a detailed breakdown of the 5 restricted funds that were consolidated in 2014 and placed in the Lake Ripley Protection Fund.

Information was provided on the award of a Wisconsin Waterway Commission (WWC) Weed Harvesting equipment grant and the meeting held in Hayward on August 5, 2014. Discussion continued on the remaining balance needed to purchase the equipment. Bernard Gahan shared his thanks to those who attended the meeting to secure grant funding. Jim Rank inquired on the number of weed harvesting grants requested at the WWC meeting. Discussion continued on weed harvesting challenges and issues with cutting native and non-native plants.

Sabella continued with detailed information on the reduced budget needed in 2015 compared to 2014. Major contributions to this reduced budget were due to a lack of project manager for 3 months and the hiring of new staff at a lower pay rate.

Seeing no other questions or comments, Molinaro adjourned the budget hearing at 9:39 a.m.

Respectfully Submitted,

Jane Jacobsen-Brown, Secretary

Date

Recorder: LAG

LAKE RIPLEY MANAGEMENT DISTRICT
2015 APPROVED BUDGET

	2013 <u>ACUTAL</u>	2014 <u>BUDGET</u>	2014 JAN-JUNE <u>ACTUAL</u>	2014 JAN-DEC <u>ESTIMATED</u>	2015 <u>BUDGET</u>
Revenues:					
Real Estate Tax Levy	\$ 118,320	\$ 127,469	\$ 86,075	\$ 127,469	\$ 118,270
Grants	8,977		2,347	2,347	
Interest Income	790		417	800	
Carryover	680	2,055	2,055	2,055	24,135
Restricted Funds, Net	<419>		2,230	<3,297>	
Authorized Use of Unrestricted Funds	17500	17,500	17,500	17,500	
Other	150		150	150	
Total Revenues	<u>145,998</u>	<u>147,024</u>	<u>110,774</u>	<u>147,024</u>	<u>142,405</u>
Projects:					
Various		3,000		3,000	3,000
Operations:					
Landowner Cost Sharing		11,000		11,000	30,000
Weed Harvesting	12,177	10,085	362	9,009	10,085
Preserve Restoration/Management	26,930	15,400	818	15,400	11,500
Staff Payroll/ Fringes/Taxes	70,712	72,919	24,614	50,684	50,700
Insurance	6,450	5,600	6,347	6,347	6,400
Legal Counsel	1,553	1,500			1,500
Dues & Conferences	385	1,150		1,150	2,650
Office & Community Outreach	7,063	6,470	2,382	6,399	6,670
Commissioner Stipends	4,550	4,900	2,100	4,900	4,900
Rent	1,800	1,800	1,050	1,800	1,800
Capital Reserve, Land/Equip Acquisition	10,000	10,000		10,000	10,000
Miscellaneous	2,323	3,200	964	3,200	3,200
Total Disbursements	<u>143,943</u>	<u>147,024</u>	<u>38,637</u>	<u>122,889</u>	<u>142,405</u>
Balance	<u>\$ 2,055</u>	<u>\$ 0</u>	<u>\$ 72,137</u>	<u>\$ 24,135</u>	<u>\$ 0</u>

THE LRMD HAS NO INDEBTEDNESS

	LAKE RIPLEY PROTECTION <u>FUND</u>
Restricted Funds:	
Estimated Balance (12/31/13)	\$ 91,259
Additional 2013 Activity	
Increase	0
Decrease	<296>
Final Balance (12/31/13)	<u>90,963</u>
2014 Estimated Activity	
Interest Earned	450
Increase	6,631
Decrease	<2,347>
Estimated Balance (12/31/14)	<u>\$ 95,697</u>

**Lake Ripley Management District
Annual Meeting Minutes
August 16, 2014**

I. Call to order

The Annual Meeting of the Lake Ripley Management District was called to order by Chairman John Molinaro at 9:40 a.m. on August 16, 2014, at the Oakland Town Hall. The meeting was preceded by a 9:00-9:39 a.m. budget hearing. Board members in attendance: John Molinaro, Mike Sabella, Walt Christensen, Georgia Gomez-Ibanez, Jane Jacobsen-Brown, Dennis McCarthy and Jimmy DeGidio. Also present: Craig Kempel, Maggie Kempel, Rick Kutz, Ann Molinaro, George Kledzik, Kent Brown, Bernie Gahan, Marion Stork, Jim Rank, and Gary Ziebel (Cambridge Cable TV 98). A total of 40 eligible electors and property owners were present for voting purposes.

II. Approval of 2013 Annual Meeting minutes

Minutes of the August 31, 2013, Annual Meeting were distributed and reviewed by those in attendance. Molinaro asked for a motion from the floor to approve the minutes as written. *Richard Kutz moved to approve the minutes as presented. Motion seconded by Bernard Gahan. Motion carried unanimously.*

III. Nomination of board candidates (names appearing on the ballot: John Molinaro and Dennis McCarthy (withdrawn), incumbents)

Ballots were distributed by Ann Molinaro, chair of the elections committee, for the purpose of filling two open positions. John Molinaro and Dennis McCarthy were on the ballot as incumbents running for reelection to additional three-year terms. Dennis McCarthy withdrew his candidacy from the board. Additional space was provided on the ballot for write-in candidates. Molinaro asked if there were motions from the floor to nominate write-in candidates. Craig Kemple spoke on behalf of himself as a write in candidate. All eligible electors were asked to complete and submit their ballots to the elections committee so they could be tabulated. Molinaro wished to thank Dennis McCarthy for his 12 years on the board and his contribution to water monitoring on Lake Ripley.

IV. Chairman's report

Molinaro gave a description on a Lake District role as a unique level of government. Lake Districts allow non-resident property owners a voice in this level of government and full eligibility to serve on the board.

Molinaro continued by thanking the former Lake Manager, Paul Dearlove, who spent 15 years as the lake manager and his personal and professional growth during that time. He commended Paul for his excellent grant writing skills and the programs that were established under his management.

He relayed the purpose of the Lake District is to preserve and protect Lake Ripley. He expanded on the sediment core analysis taken in prior years and the results indicated in that analysis. He relayed that current practices have helped to slow the progression of Lake Ripley to a eutrophic status.

He concluded by thanking all those who work hard to care for Lake Ripley, and especially those who put the interests of the lake ahead of their own self interests. He thanked the board for their years of service and involvement. He relayed that the work of the district will continue to protect Lake Ripley for future generations.

V. Treasurer's report

Sabella reviewed his various responsibilities as treasurer, and his role in safeguarding the District's assets. Responsibilities include collecting funds and paying operating expenses, investing any excess funds, developing and presenting financial statements and monthly summary reports to the Board, and preparing staff payroll and related government reports. His other roles include serving as a member of the budget and harvesting committees, and as an advisor to the citizen audit committee. Sabella next presented a June 30, 2013 vs. June 30, 2014 comparative net asset report. As of June 30, 2013, total cash on hand was about \$144,000. This compared to about \$171,000 in cash on hand as of June 30, 2014. The approximately \$27,000 difference in cash balances was due to: A) non-budgeted and unanticipated repairs to the harvesting equipment in 2013 a late cutting season for 2014 yielding only \$400 spent thus far in weed harvesting yielding a savings of \$11,000. B) operational expenses were down due to the absence of a full time program

manager during the second quarter lowering expenses by \$14,000. The total savings this year is about \$25,000 higher than 2013. He noted that the District currently has no outstanding debt.

As per Section 33.29(2) of the Wisconsin Statutes, Sabella explained the Board's mandate to conduct an annual audit of the District's financial transactions. The audit can be performed either by an outside accounting firm or a chair-appointed citizen audit committee. A citizen audit was convened on July 25, 2014. Audit Committee members consisted of Jimmy DeGidio (Chair), Dave DeGidio and Debra Kutz. Sabella and Griffin were in attendance to present the accounting records and answer questions. DeGidio was asked to read the audit meeting minutes and findings into the record (see attached). It was reported that the audit committee concluded that the financial records reflect properly, accurately and fairly the financial condition of the District for the year ended December 31, 2014. Sabella was commended on the thoroughness of the financial records and all his good work. Sabella, in turn, thanked the members of the committee for donating their time to assist with the audit.

VI. Approval of budget and tax levy

Copies of the proposed 2015 budget were distributed (see attached). The budget was previously presented and discussed in detail during the preceding budget hearing. Sabella provided an overview of the budget and reviewed how it was developed. As currently proposed, the 2015 budget called for a \$118,270 tax levy. ***James Rank moved to approve the budget in its entirety. Motion seconded by Richard Kutz. Motion carried unanimously.***

VII. Tabulation of vote and election of board members

The ballots were being tabulated by the elections committee. Upon completion of the tabulation, Kent Brown presented the findings to the chairman. a total of 40 completed ballots from eligible electors. Results indicated that 38 votes had been cast to re-elect John Molinaro, and 7 votes were cast to re-elect Dennis McCarthy who withdrew from the election, 11 votes for Craig Kemple, and 1 vote for Debra Kutz. Two ballots were listed as illegible.

VIII. Adjournment

Walt Christensen asked for Molinaro to explain to the attendants why he has not been involved with the meeting due to not owning property within the district.

Bernie Gahan moved to adjourn at 10:30 a.m. Motion seconded by Craig Kemple. Motion carried unanimously.

Respectfully Submitted,

Jane Jacobsen-Brown, Secretary

Date

Recorder: LAG

August 16, 2014

To: Members of the Board,
Lake Ripley Management District

From: Jim DeGidio, Audit Committee Chair
Debra Kutz, Audit Committee Member
Dave DeGidio, Audit Committee Member
Mike Sabella, Advisor to the Audit Committee

The Audit Committee of the Lake Ripley Management District was convened at 9:30 A. M. on July 25, 2014 in the District's office in the Town of Oakland, Wisconsin. The purpose was to examine the financial books and records of the Lake Ripley Management District for the year ended December 31, 2013.

There was general discussion as to the operations and condition of the records and procedures that would be followed to examine and test the records.

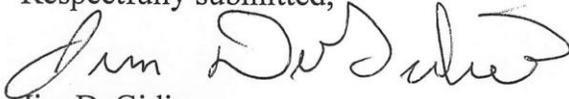
At the direction of the Audit Committee Chair, certain audit and examination procedures, as deemed necessary, were performed.

Findings:

There were no exceptions to the financial records as presented.

Based on the testing and examination of the financial records of the Lake Ripley Management District, the Audit Committee concludes that the financial records reflect properly, accurately and fairly, the financial condition for the year ended December 31, 2013.

Respectfully submitted,



Jim DeGidio
Audit Committee Chair

LAKE RIPLEY MANAGEMENT DISTRICT
MINUTES OF THE AUDIT COMMITTEE MEETING OF

July 25, 2014

The meeting was called to order by Debra Kutz, Audit Committee Chair, at 9:30 A.M. Committee members Dave DeGidio and Jim DeGidio were present. Mike Sabella, Treasurer of the Lake Ripley Management District was in attendance to present the accounting records. Lisa Griffin, Lake District Manager, was also in attendance.

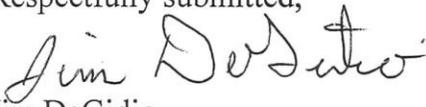
A motion was made from the Debra Kutz to elect Jim DeGidio Chair of the Audit Committee, seconded by Dave DeGidio. After several moments of discussion, a vote was called for and the motion passed unanimously.

There was general discussion as to the responsibilities of the Treasurer and his procedures on a monthly, quarterly and annual basis. Accounting records for the year 2013 were made available and the committee members then began their examination.

It was agreed that a report would be prepared and that the Chair of the Audit Committee would submit this report to the members of the Board of the Lake Ripley Management District for inclusion in the Minutes of the annual meeting to be held August 16, 2014.

The meeting adjourned at 10:45 A.M.

Respectfully submitted,


Jim DeGidio
Audit Committee Chair