

**Lake Ripley Management District
Budget Hearing Minutes
August 22, 2015 (draft until approved in 2016)**

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: John Molinaro, Georgia Gomez-Ibanez, Craig Kempel, Jane Jacobsen-Brown, and Jimmy DeGidio. Michael Sabella and Walt Christensen were absent. Also in attendance: Kent Brown, Rick and Debra Kutz, Ann Molinaro, Jeanne Clark, Lenore Keating, and Gary Ziebell (Cambridge Cable TV 98).

Michael Sabella submitted a statement to be read to all in attendance. The statement was read by Molinaro and recorded into public record (see attached).

The proposed 2016 budget was distributed to those in attendance (see attached). Molinaro noted that the budget committee met to draft the budget on July 10, 2015. 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 18, 2015, and then publicized via newsletter.

Molinaro provided a detailed explanation of how the budget was constructed and presented. He reviewed how the numbers were derived as an estimate through the end of the year due to the timing requirements of the Annual Meeting. He reviewed the 2015 and 2016 amounts for each line item on the budget.

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

Molinaro continued with detailed information on the reduced budget needed in 2016 compared to 2015. Major contributions to this reduced budget were due to a carryover balance made up of mostly cost-share funds not used in 2015.

Seeing no other questions or comments, Molinaro adjourned the budget hearing at 9:15 a.m. ***Gomez-Ibanez moved to adjourn the budget hearing. Motion seconded by DeGidio. Motion passed unanimously.***

Respectfully Submitted,

Jane Jacobsen-Brown, Secretary Date

Recorder: LAG

August 22, 2015

To: Members of the Board,
Lake Ripley Management District

From: Debra Kutz, Audit Committee Chair
Dave DeGidio, Audit Committee Member
Jim Rank, Audit Committee Member

The Audit Committee of the Lake Ripley Management District was convened at 9:30 A.M. on July 1, 2015 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, 2014.

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, 2014.

Respectfully submitted,

Debra Kutz
Audit Committee Chair

**LAKE RIPLEY MANAGEMENT DISTRICT
2016 APPROVED BUDGET**

	2014 ACTUAL	2015 BUDGET	2015 JAN-JUNE ACTUAL	2015 JAN-DEC ESTIMATED	2016 BUDGET
Revenues:					
Real Estate Tax Levy	\$ 127,469	\$ 118,270	\$ 81,821	\$ 118,270	\$ 117,665
Grants	36,262		2,292	2,292	
Interest Income	816		399	550	
Carryover	2,055	24,135	24,135	24,135	27,820
Restricted Funds, Net	<54,715>			<760>	
Authorized Use of Unrestricted Funds	17,500				
Other	4,880				
Total Revenues	134,267	142,405	108,647	144,487	145,485
Projects:					
Various	11,684	3,000		2,000	3,000
Operations:					
Landowner Cost Sharing	8,300	30,000		7,000	30,000
Weed Harvesting	6,947	10,085	81	7,735	10,700
Preserve Restoration/Management	2,603	11,500	1,373	11,500	11,500
Staff Payroll/ Fringes/Taxes	49,941	50,700	25,406	50,811	51,735
Insurance	6,189	6,400	7,134	7,134	7,200
Legal Counsel		1,500	1,508	1,508	1,500
Dues & Conferences	564	2,650	907	2,550	3,050
Office & Community Outreach	6,616	6,670	2,567	7,084	7,200
Commissioner Stipends	4,400	4,900	2,000	4,200	4,400
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	1,088	3,200	1,686	3,345	3,400
Total Disbursements	110,132	142,405	43,712	116,667	145,485
Balance	\$ 24,135	\$ 0	\$ 64,935	\$ 27,820	\$ 0

THE LRMD HAS NO INDEBTEDNESS

	LAKE RIPLEY PROTECTION FUND
Restricted Funds:	
Estimated Balance (12/31/14)	\$ 95,697
Additional 2014 Activity	
Increase	45,977
Decrease	<68,455>
Final Balance (12/31/14)	73,219
2015 Estimated Activity	
Interest Earned	263
Increase	67,519
Decrease	<116,800>
Estimated Balance (12/31/15)	\$ 24,201

I am respectfully requesting that Board Chairman John Molinaro read this letter into the record at the Lake Ripley Management District Budget and Annual meeting being held today, August 22, 2015.

Audit Committee Members

My fellow Board Members

District Staff and

Lake Ripley Management District Residents,

A recent death in my family, with religious and burial services scheduled for today, preclude me from attending today's annual Budget and Lake District meeting. I assure you that my absence from today's meeting is not meant to indicate a lack of respect or adverse concern towards the District. I have served as District Treasurer since 1997, taking my responsibilities very seriously, however family obligations do prevail at this time.

In preparation for today's meeting, I worked closely with John Molinaro and Lisa Griffin in developing the 2016 proposed operating budget and feel confident they are able to explain the process and methodology we have consistently used.

I would like to thank the members of the Audit Committee: Debbie Kutz, Dave DiGidio and Jim Rank for their time, effort and the professional manner in which they examined the Lake District financial records. Later in the meeting they will be reporting to the Board and District residents their findings.

I do regret not being able to attend today's meetings since I do enjoy presenting the financial records. Thank you for your understanding.

Mike Sabella, Treasurer

Lake Ripley Management District

**Lake Ripley Management District
Annual Meeting Minutes
August 22, 2015**

I. Call to order

The Annual Meeting of the Lake Ripley Management District was called to order by Chairman John Molinaro at 9:17 a.m. on August 22, 2015, at the Oakland Town Hall. The meeting was preceded by a 9:00-9:15 a.m. budget hearing. Board members in attendance: John Molinaro, Georgia Gomez-Ibanez, Jane Jacobsen-Brown, Craig Kempel and Jimmy DeGidio. Mike Sabella and Walt Christensen were absent. Christensen later arrived at 9:24 a.m. Also present: Rick and Debra Kutz, Ann Molinaro, Kent Brown, Jeanne Clark, Lenore Keating, and Gary Ziebel (Cambridge Cable TV 98). A total of 11 eligible electors and property owners were present for voting purposes.

II. Approval of 2014 Annual Meeting minutes

Minutes of the August 16, 2014, Annual Meeting were distributed and reviewed by those in attendance. Molinaro asked for a motion from the floor to approve the minutes as written. *Debra Kutz moved to approve the minutes as presented. Motion seconded by Jane Jacobsen-Brown. Motion carried unanimously.*

III. Nomination of board candidates (names appearing on the ballot: Georgia Gomez-Ibanez, incumbent)

Ballots were distributed by Ann Molinaro, chair of the elections committee, for the purpose of filling one open position. Georgia Gomez-Ibanez was on the ballot as an incumbent running for reelection to an additional three-year term. 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. No nominations were made from the floor. All eligible electors were asked to complete and submit their ballots to the elections committee so they could be tabulated.

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. He commended Griffin on her work during her first year as the lake manager. He continued with a breakdown of funds received to offset the cost of new weed harvesting equipment.

He relayed the purpose of the Lake District is to preserve and protect Lake Ripley. He mentioned the 20 year plan which governs the management of the Lake District Preserve. He continued that the District is fortunate to have dedicated Board Members who are passionate about their role. He included that many members of the Board have taken Lake Leader training, and thanked Jacobsen-Brown for attending and contributing to the knowledge base of lake management. He also thanked Gomez-Ibanez for her contributions in management of the Lake District Preserve. Molinaro also thanked Mike Sabella for his accounting expertise and detailed financial information for the past 18 years.

He concluded by thanking all those who work hard to care for Lake Ripley. Molinaro encouraged those who may want to become future Board Members to contact the office or any Board members for information. He again thanked the board for their years of service and involvement.

V. Treasurer's report

Molinaro asked that Griffin read information pertaining to financial audit requirements.

As per Section 33.29(2) of the Wisconsin Statutes, Griffin 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 1, 2015. Audit Committee members consisted of Debra Kutz (Chair), Dave DeGidio and Jim Rank. Sabella and Griffin were in attendance to present the accounting records and answer questions. Kutz 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. *Ann Molinaro moved to enter the minutes and findings of the Audit Committee into record. Motion seconded by Jeanne Clark. Motion passed unanimously.*

