

**Lake Ripley Management District
Meeting Minutes
July 18, 2009**

I. Call to Order and Roll Call

The Lake District Board met at the Oakland Town Hall on July 18, 2009. Chairman Molinaro called the meeting to order at 9:00 a.m. Board members present: Gene Kapsner, Georgia Gomez-Ibanez, John Molinaro, Mike Sabella and Walt Christensen. Dennis McCarthy and Jane Jacobsen-Brown were absent. Also present: Paul Dearlove (Lake Manager), Jim Dovgin, Debra Kutz, Richard Kutz, and Cambridge Cable TV 98.

II. Public Comment

There were no public comments concerning issues not already on the agenda.

III. Approve Minutes of Last Meeting

Draft minutes from the 06-20-09 meeting were previously distributed for Board review. *Gomez-Ibanez moved for approval of the minutes as presented. Motion seconded by Christensen. Motion carried 5-0.*

IV. Treasurer's Report

Sabella presented his treasurer's report and distributed financial statements for the second quarter ending June 30, 2009. The Balance Sheet showed total current assets of \$105,155.57, consisting of \$200.00 in petty cash and the remainder in general checking. Total current liabilities amounted to \$9,413.44, which included \$1,213.44 in accrued federal payroll taxes and a note payable to the Cambridge State Bank for \$8,200.00. There was \$32,800.00 in total long-term liabilities, consisting of a \$41,000.00 bank loan less the \$8,200.00 current portion of the note payable. This translated into total liabilities of \$42,213.44. Total equity of \$62,942.13 included \$14,714.00 in restricted funds, a fund balance of \$20,393.49, and net income of \$27,834.64.

The Statement of Operations summarized activities for the three- and six-month periods ending June 30, 2009. For the first six months of the fiscal year, total revenues were \$84,242.50. Revenues were offset by \$13,635.22 in direct costs related to landowner cost sharing, and \$36,689.23 in total operating expenses. For the six-month period, there was a total operating profit of \$31,918.05. Total other expenses amounted to \$4,083.41, consisting mainly of outreach and Preserve-related expenditures. Sabella noted that a new category was added, titled Preserve Restoration and Development, for the purpose of tracking grant-related expenses associated with specific Preserve improvements. A net profit of \$27,834.64 was recorded for the six-month period.

Sabella next reviewed the Actual-to-Budget/Budget Remaining report for the six months ending June 30, 2009. The report showed revenues and expenses incurred over the six-month period in relation to what was budgeted. Handouts also included the General Ledger and Transaction Listing for the second quarter. *Christensen moved to accept the treasurer's report as presented. Motion seconded by Gomez-Ibanez. Motion carried 5-0.*

V. Lake Manager's Report

Dearlove distributed handouts that included his activity report, phone logs, and materials related to upcoming agenda items. He reported that the Ripples newsletter was in its final stages of production, and would be sent to the printer by early next week. The newsletter would include the 2010 budget, Annual Meeting agenda, and informational articles covering a variety of lake-management-related topics. The status of landowner cost-share projects was then reviewed. Projects that were completed or wrapping up included the DeGidio rain garden and Gunnelson lakeshore restoration. Deadline information was provided for several other pending projects. A final decision was still forthcoming from DNR on whether a Lake Protection Grant and riprap permit would be approved for the Hoard-Curtis project.

The weed-harvesting oversight committee convened for a one-hour boat tour on July 6th. Minutes were distributed for Board review. Attendees included McCarthy, Sabella and Jacobsen-Brown (committee members), Dearlove (advisor and minutes recorder), Ted Teske and Bill Ratzberg (harvester operators), and Dale Lundquist (citizen). No actions were proposed by the committee. Sabella added that he found the tour to be very educational, and said the Board was fortunate to have experienced staff running the harvesting program. Other activities included the annual

survey of piers, lifts and docked boats, as well as various meetings with Town officials regarding possible improvements to the public boat landing.

VI. Old Business

A. Jim Dovgin progress report on necessary approvals for proposed lakeshore restoration at N4294 Alpine Village Ln.

Jim Dovgin, President of the Alpine Village Condo Association, reported making good progress in educating his membership on the value of shoreland buffers. He reiterated that his initial attempt to get approval for shoreline plantings was voted down. He said a new plan was developed that is currently being considered by the membership. He briefly described the plan, and indicated that it was up for a vote next week. Molinaro asked whether the county had reviewed and approved the new plan. Dovgin replied that he wanted to get membership's acceptance first. He said that even if the county backs out, the association has sufficient funds budgeted to move forward with the project. Molinaro said there were also county zoning requirements that would need to be satisfied. Dovgin replied that he felt the plan would satisfy those requirements. Sabella asked if the new plan did anything to address Patricia Finn's runoff concerns. Dovgin replied that the plan deals with the immediate shoreline and runoff from a different area of the property. However, he said he met with Ms. Finn who agreed to investigate the idea of getting rain gardens installed on the upper portions of the property that contribute to her particular runoff problems. He said that if rain gardens were found to be feasible, the association would come back before the Board to request a separate cost-share grant. Molinaro added that Ms. Finn's runoff problem involved a private property matter that could not be arbitrated by the County or Lake District. He then thanked Dovgin for the report and asked that he keep the Board informed as efforts proceed.

B. Wisconsin DNR determination pertaining to the sale or transfer of easement rights associated with public lands

Molinaro explained that the agenda item was prompted by Greg and Mary Shafer's request to purchase a portion of the recently acquired Preserve property. He said the Board voted at the last meeting to seek a written determination from Wisconsin DNR regarding whether such a transaction was even feasible. Subsequent correspondence was received from Mr. Thomas Nowakowski, DNR Grant Manager, dated June 29, 2009. The correspondence stipulated that it was the Department's determination that it would be a violation of the Lake Protection Grant contract for the District to sell or transfer easement rights to the private landowner. Molinaro said the Shafer's were then sent a letter on July 1, 2009, which informed them of the DNR's position with respect to this matter. Sabella said he felt the DNR letter was abundantly clear and did not warrant any further action on the part of the Board. There were no other questions or comments from the other Board members.

C. Conceptual designs for possible welcome sign and information kiosk at Lake District Preserve

Dearlove reported that he met with Gomez-Ibanez to develop specifications for the new welcome sign. These specifications were then forwarded to Schmeckle Reserve as a draft work order so a detailed quote could be prepared. The hope was that a conceptual design and final quote would be ready by the Board meeting for review and approval. It was learned that this information would not be forthcoming until next week. Dearlove said he was seeking Board authorization to proceed with the sign order so it can be completed in time for the dedication event. *Kapsner moved to give Dearlove discretion to order a new welcome sign for a cost not to exceed \$2,500. Motion seconded by Christensen. As a point of discussion, Sabella indicated that while funds had not been budgeted, they were in fact available in the capital reserve account due to the receipt of our recent grant award. He said he considered the sign to be part of the land-acquisition costs. Christensen suggested increasing the authorized dollar amount to include transportation costs to retrieve the sign from Stevens Point. Kapsner agreed and offered a friendly amendment to include up to \$200 for transportation, or a total cost not to exceed \$2,700. Motion carried 5-0.*

VII. New Business

A. Decision on how to allocate \$75,000 federal land-acquisition grant

Molinaro announced that the \$75,000 grant award from U.S. Fish & Wildlife Service had been received. He said the budget committee recommended using a portion of the grant to pay off the approximately \$41,000 owed on the bank loan. It was recommended that the rest of the grant money be deposited into the capital reserve account. He said that Jon Sustarich, President of Cambridge State Bank, had offered to provide a pre-approval letter for a loan up to \$20,000 should additional money be needed in the future. Sabella said he supported the plan, pointing out that interest on the debt would currently exceed any interest income earned from investing the funds. Molinaro said it

was also important to note that the proposed 2010 budget does not presently include continued debt payments. Kapsner agreed it made sense to pay off the loan since there was no foreseeable need for that kind of money. Dearlove added that it was important for grant-auditing purposes to be able to show that the money was used for land acquisition as intended. He said that paying off the loan and reimbursing the capital reserve account would accomplish that objective. ***Gomez-Ibanez moved to pay off the approximately \$41,000 bank loan and deposit the remainder of the grant monies into the Capital Reserve, Land & Equipment Acquisition account. Motion seconded by Sabella. Motion carried 5-0.***

B. Set date, time and format for Lake District Preserve dedication event

Following discussion on various options, the Board agreed to hold the dedication event on October 17th, and the management-planning hearing on September 26th. Both events would start at 11:00 a.m. at the Oakland Town Hall. Dearlove said he would publish this information in the Ripples newsletter. As for the format of the dedication event, Board recommendations included organizing tractor and hayride tours out to the back of the Preserve, providing refreshments, having good maps and visuals available, sharing information about future plans, and asking people to RSVP when formal invitations are disseminated.

C. Presentation and Board discussion of proposed 2010 operating budget

Copies of the proposed 2010 budget were distributed. Molinaro noted that the budget committee met on July 10th to develop the budget. Committee members included Molinaro and Sabella, with Dearlove serving in an advisory capacity. Sabella and Molinaro reviewed the budgeting methodology, provided an overview of how the numbers were generated, and fielded questions from the other Board members. The projected budget was \$116,888, which included an estimated \$4,000 carryover from the current year. This translated into a requested tax levy for 2010 of \$112,888, or about a 2% increase over the current year's levy. Molinaro said that, unless there were objections, the proposed budget would be published and presented to the electorate at the August 29th budget hearing and Annual Meeting. ***Kapsner moved to accept the 2010 proposed budget in the amount of \$116,888 as presented. Motion seconded by Gomez-Ibanez. Motion carried 5-0.***

VIII. Correspondence

There was no pertinent correspondence that had not already been addressed during the course of the meeting.

IX. Adjournment

Christensen moved for adjournment at 10:35 a.m. Motion seconded by Kapsner. Motion carried 5-0. Meeting adjourned. Next meeting: August 29, 2009 at Oakland Town Hall (9:00 a.m. budget hearing; 10:00 a.m. Annual Meeting)

Respectfully Submitted,

Jane Jacobsen-Brown, Secretary

Date

Recorder: PDD