

MEETING OF THE LAKEWOOD RECREATIONAL AUTHORITY HELD AT THE ODESSA TOWNSHIP BLDG ON  
10-05-2020

Meeting called to order electronically by Chairperson Patrick Reagan at 1:00 P.M.

**Roll call by Recording Secretary Lisa K. Williams** - Present: Chairperson Patrick Reagan, Vice President Dave Bulling (absent), Treasurer Sharon Rohrbacher and Chuck Jaquays, at large members: Edith Farrell, Carolyn Mayhew and Mandy Nurenberg (absent).

Visitors: Heidi Reed.

**Approval of Agenda**

Motion by Mayhew, support by Jaquays to approve meeting agenda. Ayes all. Motion carried.

**Citizen Comment on Agenda Items**

Heidi Reed, 538 6<sup>th</sup> Ave changes need to be made on the General Appropriations Act.

**Minutes** – Motion by Farrell, support by Mayhew to approve the September 14, 2020 regular meeting minutes. Ayes all. Motion carried.

**Bills** – no bills at this time.

**Presentations/Reports**

- a.) Jordan Lake Trail Board update – Mayhew stated that the Tyler’s Landing was completed Thursday the 1<sup>st</sup>. The Trail Board paid the Village \$12,027.80 for the property, cost of the legal fees and all other costs. We are waiting on the final plans and permits are needed for the Tupper Creek bridge crossing. We also need to stay on reimbursement procedures for Odessa Township. Reagan stated that the state contact person has not returned his calls.

**Discussion Items**

- a.) Update on Tyler’s Landing Property Acquisition – as previously stated that property has been purchased, signed papers at Sun Title and received money from Trail Board.

**Public Hearing** – none.

**Unfinished Business** - none.

**New Business**

- a. Proposed Lakewood Recreational Authority General Appropriations Act – Motion by Mayhew, support by Rohrbacher to approve the Lakewood Recreational Authority General Appropriations Act. Discussion followed.

Mayhew would like to see language added to Section 5 and remove language in sections 9 and 10. Add dates to section 4.

All in favor of initial motion. Yes – none, Nays – all in favor. Motion did not pass.

Motion by Jaquays, support by Reagan to accept the Lakewood Recreational Authority General Appropriations Act with changes. Roll call vote: yes – Rohrbacher, Jaquays, Mayhew, Farrell, Reagan. Absent: Bulling and Nurenberg. Motion carried.

**Member Comments** – Rohrbacher – no comment, Jaquays – had questions on the Tupper Creek crossing, Mayhew stated that the four property owners east of Maier Drive have concerns. Will be sending Ed Ladwig a Thank You note on giving the authority such a good deal on property. Farrell – no comment, Bulling – absent, Nurenberg – absent and Reagan – no comment.

**Public Comment** – Heidi Reed, 538 6<sup>th</sup> Ave stated that Trail Board will be having a purse bingo. The drawings will be the December 3<sup>rd</sup>, 10<sup>th</sup> and the 17<sup>th</sup>. Various business owners have tickets and we hope to raise \$5000.00.

**Adjournment** – Motion by Farrell, support by Mayhew to adjourn meeting at 1:25 P.M. Ayes all. Motion carried.

## LAKEWOOD RECREATIONAL AUTHORITY GENERAL APPROPRIATION ACT

A resolution to establish a general appropriations act for the Lakewood Recreational Authority; to define the powers and duties of the Lakewood Recreational Authority officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

The Board of the Lakewood Recreational Authority members resolves:

### Section 1: Title

This resolution shall be known as the Lakewood Recreational Authority General Appropriations Act.

### Section 2: Chief Administrative Officer

The Chairperson shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

### Section 3: Fiscal Officer

The Treasurer shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

### Section 4: Public Hearings on the Budget

Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget will be published in a newspaper of general circulation on 10 - 17-2020 and 10-24-2020, and a public hearing on the proposed budget will be held on 11-2-2020.

### Section 5: Estimated Revenues

Estimated authority general fund revenues for fiscal year 2020-2021 shall total \$900.00. Received \$450.00 from each local municipality.

### Section 6: Estimated Expenditures

Estimated trail authority general fund expenditures for fiscal year 2020-2021 for the various authority activities are as follow in the authority budget: \$407.00.

### Section 7: Adoption of Budget by Reference

The general fund budget of the Lakewood Recreational Authority is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 6 of the act.

### Section 8: Adoption of Budget by Cost Center

The Board of the Lakewood Recreational Authority adopts the 2020–2021 fiscal year General Fund Budget by cost center. The Authority officials are responsible for the expenditures authorized in the budget it may expend authority funds up to, but not to exceed; the total appropriation authorized for the cost center, and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for line items related to

personnel or capital outlays may be made without prior board approval by budget amendment.

**Section 9: Appropriation not a Mandate to Spend**

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any expenditures that exceed appropriations.

**Section 10: Transfer Authority**

The Chief Administrative Officer shall have the authority to make transfer among the various cost centers without prior board approval, if the amount to be transferred does not exceed \$1000.00 of the appropriation item from which the transfer is to be made. The Board shall be notified at its next meeting of any such transfers made, and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

**Section 11: Periodic Fiscal Reports**

The fiscal officer shall make available to the board at the end of each month, a report of financial operations, including, but not limited to:

a. a summary statement of the actual financial condition of the general fund at the end of the previous month;

b. a summary statement showing the receipts and expenditures for the previous month and for the current fiscal year to the end of the previous month;

**Section 12: Limit on Obligations and Payments**

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient balance in the appropriation and sufficient funds are or will be available to meet the obligation.

**Section 13: Budget Monitoring**

Whenever it appears to the Chief Administrative Officer or the Authority that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Authority recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**Section 14: Violations of This Act**

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in P.A.621 (1978).

**Section 15: Board Adoption**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt the foregoing resolution.

Upon a role call vote, the following voted: Ayes – . Absent: . Nays: . The Chairperson declared the motion adopted on the day of 2020.

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Lakewood Recreational Authority Secretary

DRAFT