

OCEANA COUNTY FUNDING ADVISORY COMMITTEE

AMERICAN RESCUE PLAN ACT

** ADMINISTRATOR'S MEETING NOTES **

Date: June 15, 2021

Present: Mr. Craig Hardy, Ms. Mary Lou Phillips, Dr. Lynne Cavazos, Mr. James Kelly (teleconference), Ms. Tammy Carey, and Dr. Robert J. Sobie

Absent: None

Mr. Hardy called the meeting to order at 8:30 a.m. and Dr. Sobie began with a review of a draft version of a funding request form that he developed following discussions from the May 19 committee meeting. He stated that during an administrator's webinar last week that Lapeer County is developing a form that may include elements of compliance that would be helpful for financial recordkeeping and future audits and that the form will be shared once it's been vetted by county officials. Ms. Carey mentioned that an online submission portal, similar to what she uses at the Foundation, would be a useful method for receiving proposals.

Based on discussions from the May 19 meeting, Dr. Sobie started a discussion about the formula that must be used to calculate the county's revenue loss. Reviewing individual revenue accounts (i.e., charges for services) is not allowed. Rather, looking at revenues from a county-wide perspective is required. The Government Finance Officers Association (GFOA) created a revenue loss calculator (Excel spreadsheet) that can be used to help with the calculation. A very preliminary calculation, based solely on the county's general fund, identified a revenue loss of at least \$319,932. A thorough review of the revenue loss formula is pending.

Committee members discussed the possible need for preparing a general public announcement for the newspaper about the work the committee will be doing. Mr. Hardy will meet with Dr. Sobie later this week to develop a statement that can be sent to the media. Dr. Sobie also said that he will begin creating a web page that can be used to share information with the public about the committee's work.

The advisory committee is not a public body and is not subject to the provisions of the Open Meetings Act, Public Act 267 of 1976 as amended. Committee members may, at their discretion, direct the county administrator to publish notices of the meeting and to invite speakers in to make presentations about funding proposals.

There was a general discussion about contacting local officials to begin collecting information about how they may use the allocations they received. Ms. Phillips said that she would contact the townships to start the process.

Previously, Mr. Kelly mentioned that the City of Muskegon developed a preliminary plan for how it will use its federal allocation. Mr. Hardy discussed a financial assessment of the city's goals from some online articles. Because the plan has a significant focus on community parks, committee members expressed interested to learn more about how parks and recreation fit into an eligible category for project expenditures. Additional research is pending.

Members asked Dr. Sobie to compile and distribute an updated project list based on verbal or written requests from stakeholders. The list will be sent later today.

The meeting ended at 10:10 a.m. The next meeting will be July 13 at 8:30 a.m. in the Board of Commissioners Room.

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