

**SPECIAL MEETING, TOWN OF LIVONIA**  
June 10, 2017

A special meeting of the Town Board of the Town of Livonia, County of Livingston and the State of New York was held at Livonia Town Hall, 35 Commercial Street, Livonia on Saturday, June 10, 2017.

**PRESENT:** Eric Gott, Supervisor  
Andy English, Councilmember  
Angela Grouse, Councilmember  
Frank Seelos, Councilmember  
Colleen West Hay, Clerk

**ABSENT:** Matt Gascon, Councilmember  
Jim Campbell, Attorney, Town of Livonia

**OTHERS PRESENT:** None

The Town Board meeting was called to order by Supervisor Gott at 10:00 AM.

RESOLUTION 81-2017  
**AUTHORIZE SUPERVISOR TO SIGN A HOME RULE REQUEST FOR ENACTMENT OF A SPECIAL LAW TO ALLOW FOR THE TRANSFER OF THE JACK EVANS COMMUNITY CENTER TO A NOT-FOR-PROFIT ORGANIZATION FOR REASONABLE CONSIDERATION**

On motion of Councilmember Grouse seconded by Councilmember Seelos the following resolution was

ADOPTED Ayes - 4 (Gott, English, Grouse, Seelos)  
Nays - 0

Resolved to authorize Supervisor Gott to sign a Home Rule Request for Enactment of a Special Law (Senate bill # S6387A and Assembly bill # A7887A) to allow the Town to sell and convey the Jack Evans Community Center to the Little Lakes Community Association, Inc. for reasonable consideration with the understanding that it be used for community use.

RESOLUTION 82-2017  
**ADOPT UPDATED FUND BALANCE POLICY**

On motion of Councilmember English seconded by Councilmember Seelos the following resolution was

ADOPTED Ayes - 4 (Gott, English, Grouse, Seelos)  
Nays - 0

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WHEREAS, the Governmental Accounting Standards Board (GASB) has adopted Statement Number 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, that is effective in the fiscal year 2013, and

WHEREAS, the Town of Livonia wishes to comply with GASB 54 as required beginning with the current (2013) fiscal year;

NOW THEREFORE BE IT RESOLVED that the Town Board hereby adopts the following policy:

### FUND BALANCE POLICY

#### Purpose

The Town of Livonia has enacted this policy in an effort to ensure financial security and stability through the maintenance of healthy reserve funds/balances as well as provide a guide for clearer financial reporting of the same.

#### Definitions

Fund Balance – The excess of assets over liabilities in a governmental fund.

Nonspendable Fund Balance – Amounts that are not in a spendable form or legally/contractually required to remain intact.

Restricted Fund Balance – Amounts constrained to specific purposes (constitutional provisions or enabling legislation) or imposed by creditors or other external parties.

Committed Fund Balance – Amounts constrained to specific purposes defined and authorized by formal action of the Town Board. Modifications to these amounts also require formal action by the Town Board.

Assigned Fund Balance – Amounts *intended* for specific purposes, but are neither restricted nor committed.

Unassigned Fund Balance – Amounts that are available for any purpose not reported in any of the foregoing classifications.

#### Policy Statement

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This policy shall apply to all of the Town's Governmental (General & Special Revenue) Funds.

Fund Balance measures the net financial resources available to finance expenditures of future periods. The Town's General, Highway, Library and Street Lighting District(s) Fund Balances will be maintained to provide the Town with sufficient working capital as well as a margin of safety to address unanticipated emergencies and contingencies without borrowing. The Unassigned Fund Balances may only be appropriated by resolution of the Town Board.

Fund Balances of the Town may be committed for a specific source or purpose by formal action (resolution) of the Town Board. All amendments or modifications to the committed fund balance must also be approved by board resolution of the Town Board. Committed fund balances shall remain in effect until otherwise designated by formal action of the Town Board.

The Livonia Town Board authorizes the Chief Fiscal Officer (Supervisor) to assign fund balances for specific purposes.

For purposes of fund balance classification, expenditures/appropriations are to be spent from restricted fund balances first, followed by unrestricted fund balances. As expenditures are incurred, unrestricted fund balances shall be reduced first from committed fund balances, followed by assigned and unassigned fund balances, respectively.

The Livonia Town Board recognizes that sound fiscal management and oversight comprise the foundational support of the Town. To this end, the Town Board intends to maintain minimum fund balances of 12% of the Town's total operating budget (appropriations).

With no further business, on a motion of Councilmember Grouse seconded by Councilmember English the meeting was adjourned at 10:02 AM. Carried unanimously.

Respectfully Submitted,

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Colleen West Hay, RMC  
Town Clerk