

SOUTHERN LAKES REGIONAL METROPOLITAN PARKS & RECREATION COMMISSION
Special Meeting of the Board of Commissioners
Budget Study Session and Goals Workshop
Friday, October 7th, 2016 / 9:00am
12060 Mantawauka
Fenton, MI 48430

Call to Order

Chairperson, Ray Culbert called to order at 9:00am.

Attendance

Present: Ray Culbert, Shaun Shumaker, Robert Krug, Brad Dick, David McDermott, Patricia Lockwood

Staff Present: Vince Paris, Shirley Ciofu

Public Present: None

Budget Study

The Finance Committee of Mr. Krug, Mr. McDermott, Mr. Culbert, Mr. Paris and Ms. Ciofu met prior to the Budget Study session to discuss the 2017 budget in detail. The budget presented to the full board is a result of that review. Ms. Ciofu presented the 2017 budget draft noting its comparison to 2016 budget, the 2016 actual year to date, and the 2015 actual financial statement at year end. Some of the items of discussion were the facility fees to the school district for utility reimbursement noting those expenses are distributed within the line item of the programs that pay to use those facilities. She also noted that per Board request and auditor’s recommendation, the individual program funds had been transferred off the P & L and would be accounted for on the Balance Sheet. As a result those fundraising dollars would not be part of the operating budget as they were before. Only funds raised for a ‘meet’ or ‘recital’ which SLPR hosts would be considered held within the program for operations.

Mr. Paris discussed reinstating the position of a part time Administrative Assistant and Ms. Ciofu presented the job description noting it had been added to the administrative budget. Mr. Paris also noted a 3% pay increase added to the administrative staff salaries and the addition of a \$10,000 equipment reserve fund line item. He also discussed how the recreation budget supports over \$100,000 of expenses related to programming including some staff salaries and the on line registration processing fees.

Goals and Objectives Workshop

Mr. Paris presented the administrative staff’s goals. A discussion followed and it was suggested that any goal that is reoccurring or on going should be marked as ‘done’ and not repeated on the list each year. It was the board’s consensus to schedule a meeting with both staff and board for further review.

Goal topics the Board discussed included:

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| Park use | Land acquisition/collaborative management |
| Future administrative offices | Multi-year Letter of Understanding with the schools |
| Brandy & Marketing | Loose relationship |
| Collaborate with Linden Community Ed | Fenton/Linden DDA’s |
| Expand SLPR footprint | |

Adjournment: Chairperson Culbert adjourned the meeting at 1:00 pm

Respectfully Submitted,

Recording Secretary, Shirley Ciofu