

SOUTHERN LAKES REGIONAL METROPOLITAN PARKS & RECREATION COMMISSION
Meeting of the Board of Commissioners
Thursday, July 26th, 2018
6:00pm
150 S. Leroy St.
Fenton, MI 48430

Call to Order

Chairperson, Ray Culbert called the Meeting to order at 6:00pm.

Pledge of Allegiance

Attendance

Present: Ray Culbert, Shaun Shumaker, Brenda Simons, Scott Grossmeyer, Rob Kesler, Patricia Lockwood

Roll Call: Mr. Culbert declared there was a quorum with six board members

Staff Present: Vince Paris, Shirley Ciofu

Public Present: None

Approval of Consent Agenda

- Approval of June 28th, 2018 Regular Board meeting minutes
- Approval of Treasurer's Report:
 - Bills paid prior to July 26th, 2018 in the amount of \$53,120.09

Motion by Mr. Grossmeyer, seconded by Mr. Kessler to approve the consent agenda as presented.

Motion Carried: 6 Ayes, 0 Nays

Call to the Audience: None

Programmer's Report: Ms. Ciofu presented the programmer's report and highlighted the upcoming Back to Bricks events, the Fenton Township Flea Market, and Fall Brochure - available to the public on August 13th. She also noted the Fenton Schools World of Wonder's upcoming event with the Arts are Heart program stating that SLPR fitness instructors will have a table at that event to promote kid's fitness classes.

Both the Linden and Fenton Farmer's Markets were discussed re: vendor booth rental fees and the dot survey. It was noted that any survey results should be shared with the DDA's. Mr. Culbert recognized staff's hard work at the events.

Director's Report: Mr. Paris noted he and a couple staff members will be attending the upcoming National Night Out in Linden and that SLPR will provide use of its bounce house, cotton candy and sno cone machine.

Mr. Paris announced his upcoming vacation from July 27 – August 7 stating Program Manager, Karoline Mayville is the interim Director in his absence. In answer to Ms. Lockwood's inquiry re: experienced staff, Mr. Paris stated the interim Director should be a full-time staff person and there is not enough separation of duty for the Accounting Coordinator to assume that role. He noted Ms. Mayville was hired as a Manager with interim Director in her job description.

Mr. Paris also discussed the Finance and Facilities committee meetings.

Accounting Report: Ms. Ciofu stated the 2019 budget process has begun and she is working on the L4029 report for the 2019 millage calculation to be presented to the board at the August meeting. She also noted the 2nd quarter check to the Loose Center has not yet been issued per agreement. A discussion followed re: the timing of Loose's financial reporting. It was noted that it was not unreasonable that the 2nd quarter financials had not yet been finalized. Mr. Paris noted we are in the 1st year of the new two-year contract.

Information Item: TAP Grant Contribution.

Mr. Paris talked about the meeting with the finance committee where it was discussed that the commitment of the contribution to the City of Fenton for the matching TAP grant should be increased from the original Committee recommendation of \$7,500 to \$15,000. He noted the LAFF organization will be putting up approximately \$50-\$60,000 that would be immediately held in escrow as their contribution to the TAP grant match. A resolution was presented by Mr. Culbert. The resolution stated the SLPR Board would go on record in financial support of \$15,000 to be held in reserve at \$5,000 designated per year for the fiscal years of 2018, 2019, and 2020 to the City of Fenton.

Resolution Passed and was signed:

6 Ayes, 0 Nays

Information Item: Temporary Right of Way Ownership.

Mr. Paris explained the right of way ownership of easements would not be for the entire trail way project, but only for the Silver Lake road connection and it would only be a temporary situation. He stated ownership is essential for the project to move forward and to enable the application for grant dollars. He also stated a non-profit group, supported by the municipalities with a board and staff, would be established immediately to manage the trails. The board expressed concern about the SLPR Director's time working on garnering the easements to secure the right of way. Mr. Paris addressed the concerns and questions in a separate communication which stated Nowak & Fraus Engineering (NFE) would be working with volunteers and that LAFF has committed to pay 100% of any costs to secure the right of ways. It was the board's consensus to support this as long as it doesn't take up too much of the Director's time and as long as there is no financial risk to SLPR.

A discussion followed re: definition of 'temporary'. Mr. Paris explained SLPR would be take ownership only temporarily to secure the easements. The intent is to transfer ownership and at this point there is no risk to SLPR. A discussion followed re: if the millage doesn't pass, then the right of way would return to the owners. It was the board's consensus that if the millage fails then SLPR is done and the resolution of temporary ownership would be rescinded.

The resolution was presented by Mr. Culbert. It stated the SLPR Board does hereby approve to be named as the temporary owner of the Right of Ways for the future trail way commonly referred to as Silver Lake Road Connector. A discussion followed and it was the consensus to approve the resolution with an amendment that would state a timeline ending within one year from the millage passage in May, 2020. Seconded by, Scott Grossmeyer.

Resolution Passed with signatures pending the definition of 'temporary' with an end date:

6 Ayes, 0 Nay.

Mr. Shumaker requested the City of Fenton acknowledge their ability to apply for the grant if they do not have ownership.

Information Item: Dates for Goals Workshop and Budget Sessions.

Mr. Culbert noted that during the facility committee's meeting a SWOT (strength, weakness, opportunities, threats) analysis was discussed as well as short and long-term facility goals. It was suggested that Ms.

Simons conduct the SWOT process during the goal setting workshop. The date for the workshop is set for September 27th at 6:00pm at the Fenton Township meeting hall following the regular board meeting. It was noted that SLPR will post notice of the location change for the regular meeting to the Township and Mr. Shumaker would secure the reservation of the meeting room.

The Budget workshop was discussed and Mr. Paris stated the budget must be approved at the October 25th board meeting, reiterating the timeline is important to give staff and the finance committee the opportunity to address any concerns prior to the approval and final presentation. The date for the budget workshop is set for October 18th at 6:00pm at the Fenton Community Center.

Committee Reports: Marketing will meet in September.
Finance will meet in October prior to the budget approval.
Facility met and shared ideas for short and long term.

Commissioner's Comments: None

Next Meeting: Regular Board Meeting: Thursday, August 23rd, 2018 at 6:00pm at the Fenton Community Center.

Adjournment

Chairperson Culbert adjourned the meeting at 7:25 pm

Respectfully Submitted,
Shaun Shumaker, Secretary

Recording Secretary, Shirley Ciofu