

SOUTHERN LAKES REGIONAL METROPOLITAN PARKS & RECREATION COMMISSION
Meeting of the Board of Commissioners
Thursday, April 25th, 2019
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, Scott Grossmeyer, Christine Reid, Brenda Simons, Rob Kesler, Patricia Lockwood
Roll Call: Mr. Culbert declared there was a quorum with six board members
Staff Present: Karoline Mayville, Shirley Ciofu, Nancy Muffley
Public Present: None

Approval of the Consent Agenda:

- Approval of the Agenda
- Approval of March 28th, 2019 Regular Board meeting minutes
- Approval of Treasurer's Report:
 - Bills paid prior to April 25th, 2019 in the amount of \$52,047.80
 - Financial Statements

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

Motion Carried: 6 Ayes, 0 Nays

Programmers: Ms. Muffley highlighted the Mother/Son dance stating 271 people attended. She also noted the start of the adult softball league with 6 teams, the upcoming dance recital and the upcoming Wellness Expo. Also discussed were the possibility of more events in the Township. Ms. Muffley described the second annual Flea Market held in Fenton Township as a successful addition to the special events line up. A discussion followed re: possible events held at the Township Hall utilizing the beautiful beach. Also noted was the approval of the DDA events in both the City of Fenton and the City of Linden. Ms. Muffley discussed the Adaptive Soccer program under the direction of Jerry Davis – a long time advocate of and instructor for adaptive programs for people of all ages with special needs. She stated it's a huge success and draws participants from all over providing them with important networking, social and positive opportunities. Mr. Culbert suggested calling the Tri County Times to do an article on the program.

Administrative Report:

Ms. Mayville noted the changes to the annual report were made based on the feed back staff received from the board. She stated staff has integrated the data slide show into the program video to create one, cohesive video report which can now be viewed on YouTube. She also noted the Summer brochure is in its final draft and will go to print on Friday, April 26th and go 'live' on May 13th. Ms. Mayville also discussed the new location of the Linden Farmers Market stating she met with Chief Sutter to go over the logistics. She also noted the FACT Consortium meeting she attended stating she received clarification on how the PEG grant works. A discussion followed re: the inventory of the equipment and the reimbursement of the cost of the equipment through the individual municipalities and their percent contribution of grant dollars. Ms. Mayville announced Mr. Paris would return to work on Monday, April 29th.

Accounting Report:

Ms. Ciofu noted the recommendation to allocate a percentage of the 2018 net income to the designated Equipment Fund and Facility Fund stating a recommendation by the Finance Committee has not yet been attained. She also noted the Director's recommendation was to use the same percentage as was allocated in 2017 and that there should be no allocation to the scholarship fund at this time for lack of a policy on how to assign the scholarship dollars. Mr. Culbert recommended the Finance Committee schedule a meeting once Mr. Paris returns to work. Ms. Ciofu also stated the Loose Center first quarter financial statement had been received and that she personally delivered their quarterly appropriations check to them on April 17th. A discussion followed re: the lack of detail on the Loose financial statement. It was the consensus that Loose would be asked to include footnotes or details to explain the P & L statement. Mr. Culbert suggested Mr. Paris and Mr. Gabrielson meet to discuss the grant agreement six months to a year prior to end of the current contract.

Ms. Ciofu also reported the purchase of a new copy machine with a faster, larger capacity for printing flyers, noting it was purchased using Equipment Fund dollars.

Also discussed was the on going audit. Ms. Ciofu stated the field work was completed after two days and the audit will now be finalized. She noted there were two topics of discussion during the audit for their clarification: one being the departure of the youth football program and the \$13,000+ expenditure for uniforms, the fund balance, sponsorships, and the number of participants. After their analysis of both the fund and the registration they had determined there are no accounting issues, but perhaps SLPR had legal rights. The other was the equipment purchased that belongs to the FACT consortium. Further explanation was provided on how SLPR is reimbursed for the items purchased on the consortium's behalf with grant dollars. It was explained and they understood it to be a wash on the books and no equipment to depreciate.

Action Item: Allocation of 2018 net income into the Equipment and Facility Fund

Chairperson, Ray Culbert tabled the action until the Finance Committee met.

Commissioner Comments:

Ms. Simons announced the City of Linden is extending an offer to an individual for the position of City Manager. Mr. Culbert stated the City Manager should be invited to an SLPR staff meeting as well as to a SLPR board meeting. Ms. Simons also noted her attendance at the pathway presentation public information forum stating it was very positive and that she plans to attend the next one held at the Loose Center.

Ms. Lockwood gave an update on the pathway committee meetings stating brochures and lawn signs have been put out. She also noted that Fenton Schools is rolling out a sinking fund millage at this time which she thought may have an adverse effect on the pathway campaign. She thanked the Fenton Community Center for allowing the use of the facility for the public forum. Ms. Lockwood also explained that the millage has to pass in all three municipalities of the SLPR district otherwise it will not pass at all. This is because of the charter amendment law. Ms. Lockwood further explained if the millage passes, SLPR has a plan and a project manager. If it doesn't pass, the next step is to meet to discuss the grant dollars and the Silver Lake Road section of the trail. A meeting will be scheduled tentatively for Thursday, May 16th following the May 7th vote to discuss either outcome.

Next Meeting

Regular Board Meeting: Thursday, May 23rd, 2019 at 6:00pm at the Fenton Community Center

Adjournment

Chairperson Culbert adjourned the meeting at 7:12 pm

Respectfully Submitted,

Recording Secretary, Shirley Ciofu