

**Southern Lakes Regional Metropolitan Parks & Recreation District**

Board of Commissioners Meeting- Thursday, August 26<sup>th</sup>, 2021

6:00pm

Held via Zoom

**Call to Order**

Chairperson Lockwood called the meeting to order at 6:00pm

**Attendance**

Present: Patricia Lockwood, Ray Culbert, David McDermott, Brenda Simons, Rob Kesler, Christine Reid

Roll Call: Ms. Lockwood declared there was a quorum with six board members

Staff Present: Ed Koledo, Shirley Priestap

Public Present: None

Ms. Simons requested the pledge be said at the meetings and Ms. Lockwood stated protocol would be in place for the next meeting to make sure that would happen.

**Call to the Audience:**

None present

**Approval of Consent Agenda**

- Approval of the July 22<sup>nd</sup>, 2021 regular meeting minutes
- Approval of Treasurer's Report:
  - Bills paid prior to August 26<sup>th</sup>, 2021 in the amount \$ 50,857.89
  - Payroll paid prior to August 26<sup>th</sup>, 2021 in the amount of \$ 16,953.61
  - July 2021 Financial Statements

Motion by Mr. McDermott, seconded by Ms. Reid to approve consent agenda as presented.

Motion Carried: 6 Ayes, 0 Nays

**Administrative Reports:** Mr. Koledo gave an update for the MNRTF \$300k grant, stating it was initially awarded in May, but no email was sent so he and Jeff are following up and using the Board's resolution that was already passed; Pat L has signed their agreement. He noted the LAFF Pathways fundraising campaign and the need to schedule maintenance agreement planning. He also noted He and Jill Made door to door visits for easement acquisitions and Jeff has set a 90-day goal for completion. Mr. Koledo detailed events both Fenton and Linden. Ms. Lockwood noted the SLPR team has done a great job and puts in long days. Mr. Koledo noted the technology upgrades are up and running and working well with staff utilizing the shared drive. Also noted, the FCCC board is taking revision recommendation on the letter of understanding with SLPR but had not met in August. Mr. Koledo suggested the 2022 goals and objectives workshop be put on hold until after the completion of the 5-year master plan to which the Board agreed.

**Accounting Report:**

Ms. Priestap reported there are still several programs that have not yet come back after covid, but overall, the recreation financial picture looks good year to date. She also noted the Fenton Township CDBG funds for scholarships stating there was \$300 awarded before the July 31<sup>st</sup> deadline. A discussion followed re: how the unused funds could be designated. Also noted is the current grant for another

\$4,280 to be used for scholarships for the remainder of 2021. Ms. Priestap stated the 2022 budget process has begun and that the L4029 for 2022 property tax appropriations has been prepared and SLPR will receive over \$500,000 in tax revenue after the DDA captures. A discussion followed re: Headlee rollback fraction and the cap on taxable values as it relates to the reduction in the millage rate. The L4029 and resolution to set the millage rate for 2022 at .3455 was presented. Ms. Priestap detailed the upcoming SLPR Witches and Wizards Ball and the application for a one-day license to serve beer and wine at the event. A resolution for the special license was presented for approval.

**Action Item: Approval of the 2021 L4029 Millage Rate for 2022**

Motion by Lockwood; seconded by Culbert to adopt the resolution that the millage rate for the Southern Lakes Regional Metropolitan Parks & Recreation District, for the fiscal year commencing January 1, 2022 and ending December 31, 2022 be set at .3455

Roll Call:

Reid	Aye
Simons	Aye
Kesler	Aye
McDermott	Aye
Culbert	Aye
Lockwood	Aye

Motion Carried: 6 Ayes, 0 Nays

**Action Item: Approval of the Resolution for Application of Special License – Witches and Wizards Ball**

Motion by Lockwood; seconded by McDermott to approve the application for a special license to serve alcohol on Friday, October 8, 2021.

Roll Call:

Reid	Aye
Simons	Aye
Kesler	Aye
McDermott	Aye
Culbert	Aye
Lockwood	Aye

Motion Carried: 6 Ayes, 0 Nays

**Action Item: Approval of the FAPS/SLPR Two-year Lease Agreement 2021-2023**

Mr. Koledo presented and explained the two-year rolling agreement to include the dance studio and combine new pricing. He noted the FAPS board approved the agreement on August 3<sup>rd</sup> with no fee changes.

Motion by McDermott; seconded by Reid to approve the two-year lease agreement with FAPS as presented for the term July 1, 2021 – June 30, 2023

Roll Call:

Reid	Aye
Simons	Aye
Kesler	Aye
McDermott	Aye
Culbert	Aye
Lockwood	Aye

Motion Carried: 6 Ayes, 0 Nays

**Action Item: Approval of the 5-year Parks & Rec Plan Proposal**

Mr. Koledo presented and explained the proposal by Rowe Professional Services Company to update base scope items of the master plan for \$7,700 with additional fees added for optional public engagement items which had a potential cost of over \$21,000. Much discussion followed re: what can be optional and what is required. Also discussed was the need for certain requirements in the plan for the purpose of applying for DNR grants.

Motion by Culbert; seconded by Kesler to approve the proposal for the base amount of \$7,700 as presented with the understanding that Mr. Koledo will have further discussion with Rowe on the list of optional items.

Roll Call:

Reid	Aye
Simons	Aye
Kesler	Aye
McDermott	Aye
Culbert	Aye
Lockwood	Aye

Motion Carried: 6 Ayes, 0 Nays

**Discussion Item: Budget Workshop**

Mr. Koledo stated the 2022 budget draft will be ready for the finance committee in the next couple weeks. A date was set for Thursday, September 16<sup>th</sup> at 6:00pm via zoom.

**Discussion Item: SLPR Charter Amendment Recommendation**

Mr. Koledo presented and discussed a recommended change to the SLPR Charter that would identify what would happen to properties acquired in the chance that the authority dissolves. He noted for the last grant application, a temporary fix was put in place and only allowed by the MDNR at the time because of the short notice of the deficiency in the SLPR charter. A permanent fix would be necessary for future grants. Much discussion followed re: the timing of the election, ballot language, and criteria for MDNR grants. It was the Board's consensus that they would require more information and further discussion. The Board would like to hear specifics on why the DNR requires this and look at simplified wording to ensure the charter amendment is clear and concise.

**Discussion Item: SLPR Phase 3 Funding Commitment**

Mr. Koledo reported that the time is now to apply for TAP grant funds and that a \$125,000 would get a \$450,000 grant for phase 3 with a funding commitment for 2026 by SLPR and LAFF for \$50,000, and Fenton Township for \$25,000. A discussion followed re: including the other municipalities and SLPR's burden in comparison. It was the Board's consensus that they'd be comfortable with a \$20,000 commitment over the five or six years if the other municipalities would commit to the same, with LAFF committing to \$45,000. With time being short, Mr. Koledo will contact the municipalities once the presentation is set.

**Commissioner Comments:** Mr. Culbert requested a follow up with Carl Gabrielson and the agreement with Loose. Ms. Simons requested a copy of the phase 3 funding package that Mr. Koledo will be sending out to the managers of the municipalities.

**Next Meeting**

Regular Monthly Meeting: Thursday, September 23<sup>rd</sup> at 6:00pm

**Adjournment**

Chairperson Lockwood adjourned the meeting at 7:26pm

Respectfully Submitted, David McDermott, Secretary  
Recording Secretary, Shirley Priestap