

Southern Lakes Regional Metropolitan Parks & Recreation District
Board of Commissioners Meeting- Thursday, February 24th, 2022
6:00pm
Held via Zoom

Call to Order

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

Attendance

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

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

Staff Present: Ed Koledo, Shirley Priestap

Public Present: David Panzlau, Carl Gabrielson, Jackie Von Linsowe

Call to the Audience:

Lockwood recognized Mr. Panzlau and explained the public policy giving him up to five minutes and stated the Board does not respond to questions, however the Executive Director will get back with a response. She also stated his comments would be in the minutes.

Mr. Panzlau thanked SLPR for updating the website and thanked Mr. Koledo for the Phase II efforts. He stated he had three points: **first**, a more effective communication re: pathway information and suggested an insert on websites. He asked how close we are to the goal re: fundraising and noted the bike ride with Kildee and the possibility of a grant. He noted greater emphasis on the five-year plan and asked that the community be involved in the Plan rollout. **Second**, he suggested greater support for the pathway events to promote Phase II; **and third** he stated he is opposed to funding a new facility, but not opposed to pathways. He thanked the Board for their time.

Lockwood thanked him for his comments and stated that his questions re: the pathway would be directed to LAFF and that Koledo would respond. She also stated that the public meetings have been posted to the website and invited him to stay for the remainder of the meeting.

Approval of Consent Agenda

- Approval of the January 27th, 2022 regular meeting minutes
- Approval of Treasurer's Report:
 - Bills paid prior to February 24th, 2022 in the amount \$ 51,266.07
 - Payroll paid prior to February 24th, 2022 in the amount of \$ 16,327.14
 - January 2022 Financial Statements
 - Revised December 2021 Financial Statements

Motion by McDermott, seconded by Culbert to approve consent agenda as presented.

Roll Call:	Reid	Aye	McDermott	Aye
	Simons	Aye	Culbert	Aye
	Kesler	Aye	Lockwood	Aye

Motion Carried: 6 Ayes, 0 Nays

Presentation: Loose Annual Program and Operations Report – Carl Gabrielson/Jackie Von Linsowe

Mr. Gabrielson stated he appreciates the good communication and presented his Director's report noting the Loose staffing changes. He also noted it was a tough year for loss and that a memorial was held. He highlighted new outdoor activities to keep members engaged and noted the reopening of the successful indoor programs. The membership and participation statistics were provided as was the financial statements for 2021. He described a new fundraising effort to accept donations and the Center received over \$113,000 of which \$72,000 was contributed by two donors.

Lockwood asked for clarification on the membership statistics re: duplicated and non-duplicated participation numbers and McDermott stated appreciation for the accessibility to the Loose Director.

Executive Director's Report: Koledo updated the pathway fundraising initiative noting he had attended DNR Recreation Grant Workshop and gathered information on grant requirements. He noted the meeting with Fenton City Manager, Markland re: maintenance of the trail. Also noted was the Flannel and Furs event which raised \$13,000 for the State Bank Trail. Koledo updated the easement initiative and provided a list of his community interactions highlighting the staff planning lunches and the Genesee Certified Tourism Ambassador program. He presented an outline of the planning stages for the upcoming Fenton and Linden events and gave an update on the warehouse re: the electrical upgrade and Serve Pro cleaning.

Accounting Coordinator's Report: Priestap stated additional transactions were reported for 2021 and therefore the financial statement had been revised. She stated an adjustment to the 2021 bottom line of increased net profit and noted the books are in draft form until after the audit in April. She also noted the collection of property tax revenue. Priestap stated LAFF had been billed for reimbursement of the 4th quarter invoices paid for by SLPR for the easement acquisitions and trail scoping. She also stated a new system of record retention is in place for 2022 with storage on the server rather than hard copies in binders.

Lockwood noted the new system set up by the State Bank for direct deposits (where SLPR's account is held) stating that she was involved at the start as an administrator, and that now staff is back in control with the Executive Director on account and the Accounting Coordinator as an authorized person. Lockwood stated she as Chairperson and McDermott as Secretary are signers on the account along with the Executive Director.

Programmer's Report: A written report was submitted to the Board.

Discussion Item: Meetings – Tuesday, March 15th at 6:00pm and 7:00pm

Koledo stated two meetings are scheduled in the Rec Room of the Fenton Community Center as well as held via zoom. The first being a Community Planning Session to discuss using Triangle Park as a trail head and followed by a Public Hearing re: how the public would like to see the Hagerman Park used as well as a resolution of the MINRTF Grant Application.

Koledo also stated the meeting date is accessible to the municipalities and that an ad and article will be placed in the Tri County Times, social media, and posted on the SLPR website.

Commissioners' Comments: No Comments

Action Item: Closed Session – Performance Evaluation of the Executive Director

Lockwood explained the Board would go into closed session and that anyone else present is asked to leave but can return following the closed session. The public present was asked to provide contact information if they'd like to return, and no one responded.

Motion by Lockwood, seconded by Culbert to go into closed session for the purpose of discussion of the Executive Director's performance review.

Roll Call:	Reid	Aye
	Simons	Aye
	Kesler	Aye
	McDermott	Aye
	Culbert	Aye
	Lockwood	Aye

Motion Carried: 6 Ayes, 0 Nays

Lockwood stated the results of the evaluation can be provided.
Priestap signed off.

Motion by Culbert, seconded by McDermott to go back into open session.

Personnel committee chair, Simons noted the Board completed the Executive Director's evaluation and remarks were positive. The review was accepted by the Executive Director, Koledo.

The board unanimously agreed on a salary increase.
Motion by Lockwood, seconded by Culbert to accept the pay increase.

Next Meeting

Thursday, March 24th, 2022 – in person

Adjournment

Chairperson Lockwood adjourned the meeting at 7:10pm

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