

Southern Lakes Regional Metropolitan Parks & Recreation District

150 S. Leroy St.

Fenton, MI 48430

Board of Commissioners Meeting- Thursday, October 27th, 2022

8:00am

Call to Order

Chairperson Lockwood called the meeting to order at 8:05am

Attendance/Roll Call

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

Excused: Brenda Simons

Roll Call: Lockwood declared there was a quorum with five board members

Staff Present: Shirley Priestap, Mike Gagne

Public Present: None

Pledge of Allegiance

Approval of Consent Agenda

Approval of the September 22nd, 2022 regular meeting minutes

- Approval of Treasurer's Report:
 - Bills paid prior to October 27th, 2022 in the amount \$99,215.79
 - Payroll paid prior to October 27th, 2022 in the amount of \$30,384.73
 - September 2022 Financial Statements

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

Roll Call:

McDermott Aye

Lockwood Aye

Kesler Aye

Reid Aye

Culbert Aye

Motion Carried: 5 Ayes, 0 Nays

New staff member and Athletic/League Programmer, Mike Gagne introduced himself to the Board.

Director's Report: Koledo was absent and excused.

Programmer's Report: A written report was submitted.

Accounting Coordinator's Report: Priestap noted the bills paid were higher than usual this month due to the 3rd quarter payment to Loose, the Drivers' Training insurance, Fall brochure expenditures, and three pay periods. She also noted that the billing for reimbursement from the Fenton DDA for the Summer Street Experience, Market, Back to Bricks, and Concerts is in the works and that SLPR will be paid 15% administrative fee for organizing and managing these events. She also noted the year-end financial projections and stated the 2022 Management Goals re: designated funds, would be met.

The 2023 Budget meeting with the Finance Committee was noted and the recommendation was to approve the budget as it was presented. Items noted for discussion included the new three-year term with Lewis/Knopf to conduct the financial audits with \$8,000 budgeted for 2023. The Planning Fees & Special Projects line item was presented to include \$10,000 for park assistance, \$70,000 for the facility fund, \$19,000 for the equipment fund, and \$9,000 committed to the Pathway. Also noted was the increase in health insurance due to the addition of another employee and the cost of utilities for the depot. A discussion followed re: a transition plan to permanently move out of the depot.

It was noted that interest revenue will be higher than previously budgeted due to the investment of \$300,000 into a money market account. The gain on sale line item was noted as the planned sale of the gymnastics equipment.

Action Item: Approval of the 2023 Budget

Motion by Culbert, seconded by McDermott to approve the 2023 Budget as presented.

Motion Carried: 5 Ayes, 0 Nays

The scholarship fund was discussed. Priestap noted there's roughly \$30,000 currently in the fund therefore no contribution is budgeted for 2023. A discussion followed re: designating \$1,500 from the scholarship fund with \$500 to each Linden, Lake Fenton, and Fenton Schools for a scholarship to be awarded by the school districts individual scholarship criteria or committee. It was the board's consensus to act on it.

Action Item: Approval of the Scholarship Fund designation

Motion by McDermott, seconded by Lockwood to establish a \$500 scholarship, to be reviewed annually, to each school district (Fenton, Linden, Lake Fenton) through the schools' scholarship program.

Motion Carried: 5 Ayes, 0 Nays

Programmer's Report: A written report was submitted.

Discussion Item: Appointment/Reappointment of City of Linden Representatives to the SLPR Board

Priestap noted the Linden representatives' term was ending on 12/31/22. Culbert stated it would be on the City's agenda in December and that Koledo should follow up with Ellen Glass.

Discussion Item: DEI Statement

A written diversity, equity, and inclusion statement was presented to the board for review. It was noted that it was a requirement for the Consumer Energy Grant and a good time to create a formal statement to the public from the board. It was the board's consensus to condense the statement and include a separated paragraph specific to employee/employer relationships. A revision of the statement will be presented at the next meeting.

Commissioners' Comments:

Lockwood noted the upcoming Fenton Veteran's Memorial Park event scheduled for November 11th and 12th that will present a look at the new park design.

Culbert noted the annual Networking at Noon that SLPR co-sponsors each year at the Fenton Community Center. The date is December 15th, and the board is invited to attend.

Next Meeting

It was the board's consensus to combine the November and December meetings into one and schedule it for Thursday, December 1st, 2022 at 8:00am.

Therefore, there will be no meeting on 11/17 and 12/15.

Adjournment

Chairperson Lockwood adjourned the meeting at 9:05am

Respectfully Submitted, David McDermott, Secretary

Recording Secretary, Shirley Priestap

