

Southern Lakes Regional Metropolitan Parks & Recreation District

150 S. Leroy St.

Fenton, MI 48430

Board of Commissioners Meeting- Tuesday, February 28th, 2023

6:00pm

Call to Order

Chairperson Lockwood called the meeting to order at 6:07pm

Attendance/Roll Call

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

Excused: Christine Reid

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

Staff Present: Ed Koledo, Shirley Priestap

Public Present: Wes Nolde, and family

Motion by Lockwood, seconded by McDermott to excuse Reid.

Motion Carried: 5 Ayes, 0 Nays

Pledge of Allegiance

Approval of Consent Agenda

Approval of the January 26th, 2023 regular meeting minutes

- Approval of Treasurer's Report:
 - Bills paid prior to February 28th, 2023 in the amount of \$53,959.29
 - Payroll paid prior to January 26th, 2023 in the amount of \$20,721.34
 - January 2023 Financial Statements

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

Roll Call:

McDermott Aye

Kesler Aye

Lockwood Aye

Simons Aye

Culbert Aye

Motion Carried: 5 Ayes, 0 Nays

Koledo requested agenda item 9a. be moved to item 5 under "Call to the Audience" to allow Mr. Nolde to speak on his agreement.

Motion by Culbert, seconded by McDermott to amend the agenda as stated.

Motion Carried: 5 Ayes, 0 Nays

Call to the Audience – none present wishing to speak on non-agenda items.

Discussion Item 9a: One Property Owner's Easement Agreement

Fenton Township resident Wes Nolde introduced himself and gave the addresses of both his homes to the board. He stated his concerns re: installation of the pathway and how it will interfere with the installation/construction of a sewer line to his property. Mr. Nolde talked about the agreement he initially signed, stating he signed it open-ended at the time and no longer wants to be bound by it. He stated he will invest \$20,000 to SLPR's \$21,500 and requests that SLPR put into a new agreement a buffer to cover any project overages should any be incurred. Lockwood noted the minutes from the SLPR January board meeting discussion that outlined the timeline of communications with Mr. Nolde and his signing of the original contract in June of 2022 for \$21,500. Culbert noted that the board is open to listening, but that the Township should have addressed the sewer.

Director's Report

Koledo highlighted the LAFF Pathway's annual fundraiser, Flannel and Furs stating it wasn't as well attended as they had hoped, but the event brought in \$11,000. He also talked about the pathway easement agreement with the new senior living complex stating the site plan has been approved and agreements have been signed that included the pathway in their site plan requirements. Koledo noted he was on the interview committee for a FACT coordinator, with two candidates, and the first with Convergent Technologies had gone well. He also stated his assistance with the Thompson Road Regional Dog Park, helping facilitate their meetings and complete projects at the park. Lockwood said Fenton Township, City of Fenton and Linden are all involved, and it may be necessary to step in and assist that committee as well. Also discussed was the potential kayak launch off Hogan Road after the road repairs. It was the consensus that SLPR work with the Keepers of the Shiawassee to help with the project. Koledo noted the Fenton DDA unanimously approved the grants for the Summer events: Farmers' Market, Concerts in the Park, Back to the Bricks, and the Art Walk. He stated Kristen had made a presentation to the City of Linden DDA for their Music by the Mill and that the city covers their Back to the Bricks event. SEE ATTACHED REPORT

Accounting Coordinator's Report

Priestap noted there were a few additional 2022 adjusting journal entries; one to record a 10% administrative fee collected, the interest on the investment CD, and petty cash for the swim program. She also stated the estimated additional expense to the 2023 budget for the salary increases would be about \$20,000 and includes the increase in the Michigan UIA rate. Priestap discussed the estimated cost of hiring an additional programmer/office manager at the starting salary of \$40,000 with benefits would cost the organization about \$68,000 after the first year. She noted the interview questions and a plan for first and second interviews were complete.

Programmers' Report: A written report was presented.

Action Item: Additional Position – Program Coordinator/Office Manager

Koledo presented the job description and the organization chart to the board. Simons stated the Personnel Committee had met and agreed with Koledo's request to hire someone to fill the new position asap. She stated the salary range varied between \$37,000 and \$45,000 according to MI.gov comps. A discussion followed re: the breakdown of prioritizing responsibilities should be 50% recreational program development, 25%

community events, and 25% office management. The board also stated they would like the opportunity to meet the finalist. It was also stated that Koledo could negotiate the salary within the range.

Motion by Simons, seconded by Kesler to accept the recommendation of the Personnel Committee to hire for the new position of Program Coordinator/Office Manager with the salary range to be negotiated by the Executive Director as described.

Roll Call:

Kesler Aye

Culbert Aye

Lockwood Aye

McDermott Aye

Simons Aye

Motion Carried: 5 Ayes, 0 Nays

Discussion Item: Potential Budget Amendments

Priestap informed the board that they could amend the 2023 budget to accommodate the additional increases at any time if chose to do that.

Discussion Item: State Bank Trail Update

It was the board's consensus that any new agreement with Mr. Nolde should have a date for when he would put in the sewer in coordination with the pathway construction. A separate agreement with a 50/50 split of overages was also discussed. Koledo was asked to contact SLPR's attorney in that regard as well as the necessity to go into a closed session. Koledo said he would speak with Vince Lorraine re: conversations about the sewer and the pathway agreements. Also noted was the remaining funding required at this phase is about \$300,000 and the timeline to begin construction is ideally Summer but likely Fall with completion after 8 months.

Discussion Item: SLPR's 2023 Annual Objectives

Koledo presented a written review of the 5-year master plan goals and objectives along with an update and review of the 2022 goals and objectives, and the proposed 2023 Annual Objectives and Executive Director's initiatives. It was the consensus to schedule a goals workshop to cover all the information.

Commissioners' Comments:

None

Next Meeting

Thursday, March 16th, 2023 at 7:30am

Adjournment

Chairperson Lockwood adjourned the meeting at 7:35pm

Respectfully Submitted, David McDermott, Secretary

Recording Secretary, Shirley Priestap