

Wednesday, September 18, 2019 @ 2:00pm

Location: SLARA Office
23333 Griswold, Suite 100
South Lyon, MI

MINUTES

2:00 PM

Call to Order

Mr. St. Charles called the meeting to order at 2:02 pm

Roll Call of the Board

*Mark St. Charles, Green Oak Township
Paul Zelenak, City of South Lyon
Patricia Carcone, Lyon Township*

Also Present

*Amy L. Allen, CPRP, SLARA Director
Matt Stanley, SLARA Sports Manager*

Approval of the Agenda

Motion to approve the agenda as amended by Ms. Carcone

Mr. Zelenak seconds the motion, motion passes

Approval of August 28, 2019 Meeting Minutes

Motion to approve the August 28, 2019 Meeting Minutes by Mr. Zelenak

Ms. Carcone seconds the motion, motion passes

Approval of Bills 8/20/19 – 9/19/19

Motion to approve the bills by Ms. Carcone

Mr. Zelenak seconds the motion, motion passes

Financial Report

- a. General Fund Accounts
 - a. *Flagstar Primary Checking Account, 0.7% Interest Rate*
 - i. *Balance \$175,984.89*
 - b. *The State Bank, 90 Day CD, 2.10% Interest Rate*
 - i. *Maturity Date, 12/16/19*
 - ii. *Balance \$262,721.51*
- b. Capital Improvement Fund Accounts
 - a. *Flagstar Capital Improvements Fund, 1.39% Interest Rate*
 - i. *Balance - \$215,551.50*
 - b. *The State Bank, 180 Day CD, 2.65% Interest Rate*
 - i. *Maturity Date 11/25/19*
 - ii. *Balance \$405,116.25*

Correspondence

None

“Call to the Public”*None***I) Old Business****1. SLARA Office Updates****a. SLARA Staff Meeting Minutes***See attached***b. Sports Manager Update***See attached***c. Action Sports – Update**

Action Sports has presented plans for building to Lyon Township and expects to be open in November. Mrs. Allen has been approached by Mr. Duncan to run programming in the space in the winter. Staff is currently finalizing the Winter 2020 brochure so they are not sure they will be able to put together programs in time for the brochure, but might try doing some programming after the building is officially opened and utilize social media to recruit participants.

II) New Business**1. Consider Resolution 19-005, to approve the 2020-2021 SLARA FY Municipality Contribution Amounts****Motion by Mr. St. Charles, second by Ms. Carcone****Resolution 19-005, to approve the 2020-2021 SLARA FY Municipality Contribution Amounts**

Roll Call Vote:	Ayes:	Mr. St. Charles, Mr. Zelenak, Ms. Carcone
	Nays:	None
	Absent:	None

2. Consider Resolution 19-006, to approve the SLARA Participant Pick-Up Policy & Fees**Motion by Mr. St. Charles, second by Mr. Zelenak****Resolution 19-006, to approve the SLARA Participant Pick-Up Policy & Fees**

Roll Call Vote:	Ayes:	Mr. St. Charles, Ms. Carcone, Mr. Zelenak
	Nays:	None
	Absent:	None

3. City of South Lyon Sports Field Reservations

Mrs. Allen informed the board that she had met with the City of South Lyon and they are in the process of updating the sports field request policies and procedures. She was not sure if SLARA would continue to manage field reservations, but it looks like they will. Mr. St. Charles requested that Mrs. Allen send the board a copy of the new policies.

4. SLARA Holiday Party

Mrs. Allen made the board aware that the SLARA staff have requested to have their annual holiday luncheon on Wednesday, December 18 this year. Instead of closing the office down

in the middle of the day from 11 am – 1 pm the staff would like to close the office at 2 pm and have a late lunch so that they are not rushed for time.

5. Staff Conferences

Mrs. Allen informed the board that both she and Mrs. Hill will be attending the NRPA Annual Conference in Baltimore next week and Mrs. Hoskins will be attending a Marketing Conference in Detroit for 2 days next week. Mrs. Allen presented the board with a break down of sessions that staff intend to attend while at conferences.

6. Standing Desk Units

Please see attached Memo

Motion to approve the purchase of 7 standing desk units at a cost of \$395 and 6 Mats at a cost of \$60 by Ms. Carcone.

Mr. Zelenak seconds the motion, motion passes.

7. Board Member Comments

Ms. Carcone stated that the Township will soon be hiring a new Bookkeeper and possibly another DPW person to help with the water treatment facility. The Township may also be hiring another maintenance person and 4 firefighters along with 2 captains. The Township is currently working on the upcoming years budget along with updating some personnel policies.

Mr. Zelenak let everyone know that he is participating along with 20 other men in Oakland County in the Real Men Wear Pink Campaign aimed at raising Breast Cancer awareness. As a part of this event he will be sitting in a pink inflatable chair at the South Lyon Farmers Market for 24 straight hours beginning Friday the 20th and ending Saturday the 21st at Noon.

Mr. St. Charles said the Water Authority is currently looking into a redundancy plan for the water main that runs under US 23. Green Oak Day was this past Saturday and was very well attended. The Police Station open house went well. There were a few issues at the event but they were handled. Work will begin on next year's event in a few weeks. There was a pre-construction meeting for the M36 Trail. From October 1 – April 1 trees and brush will be coming down with construction hopefully beginning May 1. Silver Lake paving is moving along with a target completion date of November 15. Design work is being done on the new Fire Station.

Adjournment at 3:05 pm

Next Meeting: Wednesday, October 23, 2019 @ 2:00pm

Location: SLARA Office

23333 Griswold, Suite 100 ~ South Lyon MI

Chair Signature

Secretary Signature

Approval Date