

**Minutes of the regular scheduled meeting of the Mid-Michigan Aquatic Recreational Authority held Wednesday, August 16, 2023 at 5:15 p.m. at Isabella County Commission on Aging, Mt. Pleasant, Isabella County, MI**

**Call to Order**

Meeting was called to order by John Zang at 5:25 p.m.

Members present: Allison Chiodini, Mark Stansberry, Lisa Diaz Sytsema, Judy Wagley, John Zang.

Members absent: Stan Shingles

**Approval of Agenda**

Judy Wagley made a motion supported by Allison Chiodini, to approve the agenda.

Ayes: Chiodini, Stansberry, Diaz Sytsema, Wagley, Zang

Nays: None

Absent: Shingles

Motion carried

**Public input on agenda items**

None

**Approval of Meeting Minutes from the July 19, 2023 MMARA Board Meeting**

Lisa Diaz Sytsema made a motion supported by Mark Stansberry, to approve the Meeting Minutes from the July 19, 2023 MMARA Board Meeting.

Ayes: Chiodini, Stansberry, Diaz Sytsema, Wagley, Zang

Nays: None

Absent: Shingles

Motion carried

**New Business**

**FINANCIAL UPDATES**

Lisa Diaz Sytsema provided financial update, including: updated monthly budget balance sheet and profit and loss reports dated July 31, 2023, as well as current accounts payable due needing approval, which include: Recurring Monthly Intuit Quick Books Fee of \$55.00, Online Bill Pay Fee of \$4.00, and invoice from CMU Printing Services in the amount of \$1,390.00 for printing of brochures.

Judy Wagley made a motion supported Mark Stansberry to approve the processing of July payments on current due invoices listed above.

Ayes: Chiodini, Stansberry, Diaz Sytsema, Wagley, Zang

Nays: None

Absent: Shingles

Motion carried

**Attendance/Members Present Update**

Stan Shingles present.

**Public Input on Agenda Items**

None

## Old Business

### **COMMITTEE UPDATE – Facility Committee**

John Zang and Allison Chiodini provided an update: New preliminary/draft site concept layout options distributed for discussion. All options position building on Southern portion of site/parcel, along Preston Street, towards the Southeast quadrant of the overall site/parcel, with parking wrapping the building on the West and North. Options include Option A (angular/diagonal building orientation), Option B (North-South orthogonal building orientation), and Option C (East-West orthogonal building orientation). Discussion included the below list of take-aways to pass on to Tower Pinkster for revision and proceeding with next phase of conceptual design:

1. Overall preference of the angular/diagonal orientation of Option A as it is a little more relaxed, playful and informal than the orthogonal orientations.
2. Would like to shift the "L" shaped support programmatic spaces (the 1 story portion) of the building to wrap the Northwest corner and have the main entrance on the Northwest corner, in closest proximity to the bus drop off and parking. We had quite a bit of back and forth discussion on the pros vs. cons of the south entry and a Northern facing orientation for the large natatorium wall (for north facing windows/natural light), but it was ultimately determined that we felt the importance of pulling the entrance closer to where children and seniors would be arriving on bus is more important, and we are hopeful to achieve adequate natural lighting from north-facing clerestory windows in combination with translucent glazing options that could be East, South or West facing.
3. We would like to make the parking lot a bit more efficient (perhaps the radial/circular orientation might need to shift to orthogonal) and achieve more areas of accessible parking in near proximity to the entrance. We are also on board for the parking needing to enlarge and shift more into the northern portion of the parcel (as we discussed with adding another double lane of parking to the North) and fully wrap the building on the West and North sides.
4. We would like for the "Back" of the building where the service entrance, deliveries (loading dock if needed) and dumpster enclosure to be on the East end of the building, which could include the Northeast corner with appropriate screening from the North and Northwest from the entry area.
5. We would like to have an enlarged and extra wide entrance sidewalk along the bus drop off area and in the areas to the entrance from the main parking lot areas.
6. While discussion and consideration of room for expansion is important, we do not want to show this on the drawings.
7. We like the idea of keeping the existing tree line of the mature evergreen trees along the East boundary of the parcel and would like to have the east entry/exit drive have an orthogonal North-South orientation just West of this tree line.
8. We would like to push the Western entrance/exit drive (that will also be the required Sweeny Street extension) right up against the West property line for the West side curb of that street/drive
9. Overall the group liked all the various concepts for landscaping and grading ideas with the combination of berms and swales, as well as the walking loop and path connection to the existing Sweeny Ct. at the Northwest corner of the site.
10. We will most likely be required by City zoning ordinance to add a sidewalk along Preston Street. We should go ahead and show this along with a connector sidewalk along the West side of the building that connects to the entrance sidewalk.

John Zang provided additional updates on discussions with Union Township and the City of Mt. Pleasant in regards to Utility Franchise Agreements. Storm Water franchise agreement to connect to City of Mt. Pleasant storm sewer/drain will go through and be addressed during Site Plan Approval. Waste water franchise agreement to connect to City of Mt. Pleasant sanitary/waste water sewer can hold for now and move forward upon successful passing of the millage. Water supply franchise agreements to connect to City of Mt. Pleasant water in lieu of Union Township water may be more difficult to negotiate and get approval on, and will likely require water testing and documentation from an expert professional opinion on the increased cost of water treatment equipment that would be required with Union Township water connection.

#### **COMMITTEE UPDATE – Communication Committee**

Lisa Diaz Sytsema provided an update on the progress of this committee.

1. Brochures are complete. We had 1000 printed and at this time are designated for engaging donors and the community leaders' meetings.
2. Currently planning three community leaders' meetings, with dates set of Sept 22, Sept 28 and Oct 3. Committee is working on updating presentation power point for use at these meetings along with other community organization presentations.
3. Currently reaching out to community/service organizations to get on their October or November agendas for presentation. Organizations include: Rotary Club, Lions Club, Women's City Club, Zonta Club, League of Women Voters, Optimist Club, Mt. Pleasant Jaycees, and School PTO's within the MPPS school district boundary. Committee will need board members from other committees to volunteer to help with these community/service organization presentations, as Communications Committee does not have the bandwidth or availability to present at all of these meetings.
4. MMARA website in final draft stages and ready to launch by the end of the month. Website URL: [midmichiganaquatics.com](http://midmichiganaquatics.com).
5. Active Campaign timeline to start in November.
6. Allison Chiodini to reach out to Jason Novotny with Tower Pinkster to inquire on engaging with their team on campaign strategy, tips, and promotional graphics/materials.

#### **COMMITTEE UPDATE – Fundraising Committee**

Mark Stansberry and Judy Wagley provided an update that the committee is progressing with their 60 For 60 fundraising campaign. Mary Alsager is one of the ambassadors working with this committee and is also out there actively soliciting donations. Discussion included needed to begin engaging in grant writing, and recruit additional ambassadors with grant writing experience and expertise to assist us with these efforts. John Zang noted a recreation grant application that is open until Aug 31, and will work with Judy and Lisa to complete the application questions and get this submitted by the due date. Judy noted that there are many more grant opportunities out there, but a majority of them are more for programming and not for development/construction. Upon successful passing of the millage, we will be able to proceed with writing grants for planned programmatic functions.

#### **COMMITTEE UPDATE – Finance & Legal Committee**

Stan Shingles led discussion on open action items for the finance and legal committee:

1. Stan Shingles to engage with Financial Advisor Paul Sauder, Managing Director at PFM Financial Advisors LLC in Ann Arbor, MI, as recommended by Mark Stuhldreher, to inquire on Paul presenting to us at an upcoming meeting on bond financing options as well as the services of his company.
2. Ballot Language due to County Clerks office 15 weeks prior to election date. Ballot Language will need to be approved and certified by MMARA board prior to submission to County Clerk. We will need to approve ballot language at our October board meeting and submit to Isabella County Clerk, Minde Lux, by November 1, 2023. John Zang to reach out to MMARA contracted attorney Varnum LLP to ask them to get started on this.
3. Tax Deductible Donation status confirmation – John Zang to request letter from Varnum LLP that spells out the Rec Authority legal language on this, that can be provided to donors to show their donations are tax deductible.
4. Letter of Intent (LOI) from Mt. Pleasant Public Schools – Jennifer Verleger noted that she could grant an extension on the LOI expiration date so that we do not have to move forward with the Memorandum of Understanding (MOU) at this time. Jennifer provided a revised LOI with extension on behalf of Mt. Pleasant Public Schools, which needs board approval to confirm our acceptance.

Stan Shingles made a motion supported Lisa Diaz Sytsema to approve the extension and modifications/revisions in the Letter of Intent from Mt. Pleasant Public Schools dated July 19, 2023.  
Ayes: Chiodini, Shingles, Stansberry, Diaz Sytsema, Wagley, Zang  
Nays: None  
Absent: None  
Motion carried unanimously

#### **COMMITTEE UPDATE – Governance**

No new updates from this committee.

#### **Announcements on MMARA Board related issues and concerns:**

The next two monthly meetings in September and October have been rescheduled to the following dates due to conflicts:

September Meeting Date revised to: Wed Sept 13, 2023

October Meeting Date revised to: Thurs Oct 12, 2023

The next regularly scheduled meeting will be on Wednesday Sept 13, 2023 at 5:15 pm, and will be conducted in person at Isabella County Commission on Aging, Mt Pleasant, Isabella County, MI.

#### **Adjournment**

Motion by Allison Chiodini and supported by Stan Shingles to adjourn the meeting.

Ayes: Chiodini, Shingles, Stansberry, Diaz Sytsema, Wagley, Zang

Nays: None

Absent: None

Motion carried unanimously

Meeting adjourned at 7:32 p.m.

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Allison Chiodini, Secretary