



CITY OF LINDEN

CITY COUNCIL SPECIAL MEETING AGENDA

LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451

Monday, March 17, 2026

6:30 P.M.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

III. ROLL CALL & INTRODUCTIONS

(A) Excuse Absent Member(s)

IV. SPECIAL PRESENTATIONS

V. PUBLIC HEARINGS

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

Any person wishing to address the City Council during a meeting will get 3 minutes under Public Comment. When the Public Comment is approached on the Agenda, individuals wishing to speak will be called upon utilizing the filled-out comment forms. Remarks should be addressed to the presiding officer and is not time for debate, but for questions or comments for Council and/or Staff. Questions will be answered if the information is readily available. If answers are not available during the meeting, Council or Staff will contact the individual within 48 hours and respond to the questions within 10 days or when the information becomes available.

VIII. CONSENT AGENDA

The following item(s) are considered routine and will be enacted by one motion. No separate discussion will occur unless a Council Member or citizen requests such discussion, in which event the item(s) will be removed from the Consent Agenda and considered in the normal sequence of business.

IX. DISCUSSION

(A) Loose Senior Center Advisory Board

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

XII. MANAGER'S UPDATE

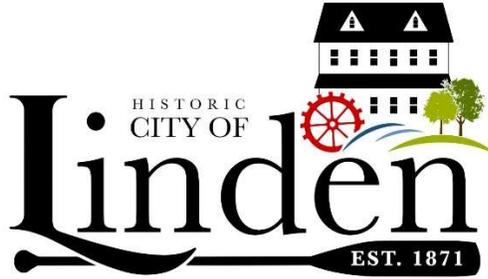
XIII. CITY ATTORNEY'S UPDATE

XIV. DEPARTMENT REPORTS

XV. COUNCIL COMMENTS & REPORTS

XVI. CLOSED SESSION

XVII. ADJOURNMENT



**CITY OF LINDEN
NOTICE OF SPECIAL MEETING: CITY COUNCIL
TUESDAY, MARCH 17, 2026**

NOTICE IS HEREBY GIVEN, the Linden City Council will hold a special meeting on Tuesday, March 17, 2026 at 6:30 p.m. The meeting will be held within Loose Senior Center located at 707 North Bridge Street, Linden, Michigan, 48451. The purpose of this meeting is to discuss matters related to the Loose Center and Advisory Board.

Please contact the Clerk by phone at (810) 735-7980 or email: clerk@lindenmi.us should you have any special needs or requests for accommodations.

Posted: 3/13/2026

City of Linden
Office of the Mayor

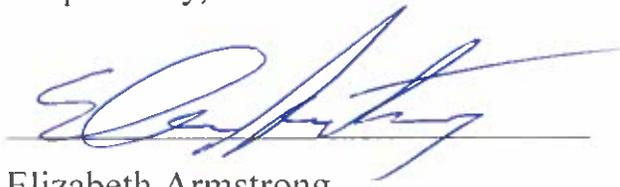
Call for Special Meeting

March 9, 2026

I, Elizabeth Armstrong, in my capacity as Mayor of the City of Linden, pursuant to the City of Linden Charter, hereby call for a Special Meeting of the Linden City Council to discuss matters related to the Loose Center and its Advisory Board.

This Special Meeting shall be scheduled and held within ten (10) days of this notice, with the specific date, time, and location to be posted in accordance with the City Charter and all applicable notice requirements.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Elizabeth Armstrong', is written over a horizontal line.

Elizabeth Armstrong
Mayor, City of Linden



To: Ellen Glass, City Manager

From: Tessa Sweeney, Director of Senior Services & Community Engagement

Date: October 8, 2025

Re: Friends of the Loose Center

Per our Southern Lakes Park and Recreation Agreement for 2024, Loose agreed to the creation of a Loose Center Advisory Group to support the ongoing success and future direction of the Loose Center. As the center continues to reach and serve residents aged 50 and older, it is essential that we maintain a vibrant, modern, and thriving environment that reflects the needs, interests, and aspirations of our active adult community. This Board will serve in an advisory capacity to the Center's Director, offering insight, feedback, and community perspective to help guide programming, facilities planning, and long-term vision. This group will not act in a governing role, but rather as a collaborative resource to ensure the Loose Center remains a dynamic and inclusive space for engagement, learning, and wellness.

Proposed Board Composition:

- One (1) representative from Fenton Township
- One (1) representative from the City of Fenton
- One (1) representative from Argentine Township
- One (1) representative from the City of Linden (not a City Council member)
- One (1) representative from SLPR (Southern Lakes Parks & Recreation)

This structure ensures a balanced representation from each of the partnering communities the Center serves. Members will be appointed by the Director based on their interest, experience, and commitment to enhancing the lives of older adults in our area. The Director will establish guidelines for overall expectations and membership.

Respectfully submitted,

Tessa Sweeney,
Director of Senior Services & Community Engagement

SLPR-LOOSE FINANCIAL/COOPERATIVE AGREEMENT

Program & Operations Support

JANUARY 1, 2026 - DECEMBER 31, 2028

1. **INTRODUCTION.** This SLPR-LOOSE Financial/Cooperative Agreement between Southern Lakes Regional Metropolitan Parks & Recreation Commission (SLPR) and the Loose Senior Citizens Center, Inc. (LOOSE) (herein referred to as the "Agreement") is hereby effective as of the 1st day of January 2026.
2. **PURPOSE.** LOOSE agrees to provide senior citizens with senior recreation and enrichment services. LOOSE will provide SLPR with program and financial data as provided in paragraph three of this Agreement for the term of this Agreement. SLPR will provide to LOOSE annual financial support as provided in paragraph three of this Agreement for the purpose of providing senior recreation and enrichment services to seniors and for the general operations of the LOOSE Senior Center. For the purposes of this Agreement, a senior citizen is defined as any person over the age of fifty (50) as set forth in LOOSE's membership eligibility criteria.
3. **FINANCIAL AND RELATED OBLIGATIONS.** SLPR agrees to provide LOOSE with up to \$50,000.00 dollars from the SLPR perpetual millage to operate the LOOSE Senior Center and to provide recreation and enrichment services to seniors for the three years of this agreement, under the following schedule:
 - **2026 (\$50,000):** \$12,500 will be provided on a quarterly basis after the submission of three (3) monthly financial reports within that quarter, provided by LOOSE to SLPR. These reports will be provided by the LOOSE Senior Center Director of Senior Service to the SLPR Executive Director through email correspondence.
 - **2027 (\$45,000/\$5,000):** \$11,250.00 will be provided on a quarterly basis after the submission of three (3) monthly financial reports within that quarter, provided by LOOSE to SLPR. These reports will be provided by the LOOSE Senior Center Director of Senior Service to the SLPR Executive Director through email correspondence. \$5,000.00 will be provided to support the development of additional programming.
 - **2028 (\$40,000/\$10,000):** \$10,000.00 will be provided on a quarterly basis after the submission of three (3) monthly financial reports within that quarter, provided by LOOSE to SLPR. These reports will be provided by the LOOSE Senior Center Director of Senior Service to the SLPR Executive Director through email correspondence. \$10,000.00 will be provided to support the development of additional programming.

SLPR funding to LOOSE must be used by LOOSE in the budget year it is allocated. SLPR funding may not be used for capital endowments or to increase the LOOSE fund balance/equity. LOOSE must demonstrate, through its monthly financial statements, the expenditure of SLPR funds for the term of this Agreement.

In addition, LOOSE will provide the following information to SLPR for the term of this Agreement:

- LOOSE will provide its annual proposed budget to SLPR no later than 30 days prior to approval.
- LOOSE will provide an Annual Report Presentation on Programs and Operations to the SLPR Board of Commissioners. This presentation will be made in person by the LOOSE Senior Center Director of Senior Service at a SLPR Board meeting within 60 days of the end of the LOOSE fiscal year.
- LOOSE will provide SLPR with a copy of its annual audit. The LOOSE audit will be provided by the LOOSE Senior Center Director of Senior Service to the SLPR Executive Director through an e-mail correspondence within 30 days of its annual completion.

4. DURATION. The initial term of this Agreement will be for three (3) years and shall commence on the 1st day of January 2026 and end on the 31st day of December 2028. SLPR and LOOSE further agree to begin negotiating any future agreement(s) within the first quarter of the last year of the then existing agreement or as soon as the budgeting process allows.

5. FURTHER CONSIDERATIONS.

- SLPR shall have use of the LOOSE Senior Center, a minimum of, four (4) times a year (one per quarter) for activities by applying for use of said building through a standard written request. Considerations in promptly responding to such request will be (a) availability, (b) rental fee for revenue generated events, (c) no fee for public service events, and (d) any other relevant requirements.
- LOOSE and SLPR will collaborate on future programming opportunities on-site at LOOSE to include, but not limited to:
 - Survey: Use a survey to gauge LOOSE members on their wants/needs/etc. Ideas include Food Prep, Party Planning, Citizen University (municipalities, schools, county...6 weeks).
 - Marketing: LOOSE and SLPR will make equal room available in each other's brochures/newsletters to advertise upcoming events.
 - Programming: Implementing new or more programs at LOOSE, with an intent to also increase evening programming.

The intent of this collaboration is to decrease LOOSE's reliance on SLPR funding wholistically, instead, coming to a new funding method that is more project/event-based.

- LOOSE will recognize SLPR in its newsletter and website as a funding contributor to LOOSE.
- LOOSE will make space available for SLPR program brochures and flyers at the LOOSE Senior Center.
- LOOSE will provide its brochures to the SLPR Administrative offices.

- Using an Advisory Committee, LOOSE's intent is to create plans and make recommendations to the Linden City Council for improvement/change if LOOSE's operations, programming, and funding. SLPR will have a Board Member on the LOOSE Advisory Committee.

- 6. FAILURE TO COMPLY/EARLY TERMINATION.** SLPR reserves the right to opt- out of and to terminate the terms of this Agreement with ninety (90) days prior written notice to LOOSE should LOOSE fail to comply with any or all of the terms of this Agreement. After being given written notice of any such early termination, LOOSE shall have thirty (30) days to cure any such non-compliance and to come into compliance. LOOSE may terminate this Agreement with thirty (30) days written notice provided termination shall be effective at the end of the quarter within which notice of termination is given.
- 7. INDEMNIFICATION.** Except for matters caused solely by the negligence of SLPR, its board, staff, contractual workers, or volunteers, LOOSE hereby agrees to indemnify, defend and to protect and hold SLPR, its board, staff, contractual workers, volunteers, or anyone else associated with SLPR, harmless from and against any and all liabilities, losses, claims, demands, costs, expenses and judgements of any nature arising, or alleged to arise, from or in connection with any of LOOSE's activities and/or conduct including programming, facilities, employees, and contractors, or in any way connected or related to this Agreement. This indemnification, defense and hold harmless agreement includes, but is not limited to, any injury to, or death of, any person or loss or damage to property on or about the premises of the LOOSE Senior Center and/or where LOOSE activities may take place, or in any way connected or related to this Agreement. LOOSE and the City do not waive any arguments as it relates to this provision being legally unenforceable despite its inclusion herein.
- 8. LIABILITY INSURANCE.** LOOSE shall at all times during the term of this Agreement carry public liability insurance of not less than Two Million Dollars (\$2,000,000.00) to cover bodily injury or death, arising out of a single accident or occurrence in an amount not less than \$2,000,000.00 with respect to any one accident and in the amount not less than \$2,000,000.00 with respect to property damage. Said policy of insurance shall name SLPR as an additional insured, and LOOSE shall provide SLPR with proof of said insurance upon SLPR's request and annually. The LOOSE Senior Center Director of Senior Service will provide this proof of insurance to the SLPR Executive Director in writing at the beginning of each fiscal year (January 1).
- 9. NOTICES.** Any notice, demand, or request which under the terms of this Agreement or under any statute or law must or may be given or made by either of the parties hereto, to the other party, shall be in writing, and shall be given by mailing the same by registered mail addressed to:

SLPR: Southern Lakes Regional Metropolitan Parks & Recreation Commission
 150 South Leroy Street
 Fenton, Michigan 48430

LOOSE: Loose Senior Citizens Center, Inc.
 707 North Bridge Street
 Linden, Michigan 48451

Southern Lakes Regional Metropolitan Parks & Recreation Commission
Loose Senior Citizens Center, Inc.

Either party, however, may designate in writing, any new or their address to which such notice, demand, or request shall be mailed

- 10. GOVERNING LAW.** This Agreement shall be governed by the laws of the State of Michigan.
- 11. SEVERABILITY.** If any terms(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the terms and provisions of this Agreement shall remain in full force and effect.
- 12. NO ORAL MODIFICATIONS.** This Agreement contains all the agreements and conditions between the parties hereto and may not be modified or changed in any manner other than by an agreement in writing, signed by all parties hereto, or their respective legal successors in interest.
- 13. AUTHORIZED AGREEMENT.** This Agreement was approved by the governing boards of the respective parties at meetings that were held in accordance with all applicable laws. The individuals signing below are authorized to do so by the respective parties to this Agreement.
- 14. AMENDMENTS.** This Agreement constitutes the totality of the agreement between SLPR and LOOSE. Any amendments to this Agreement must be in writing, approved by SLPR and LOOSE and signed by the parties hereto.

(Signatures on following pages)

Financial/Cooperative Agreement between
Southern Lakes Regional Metropolitan Parks & Recreation and the Loose Senior Citizens Center, Inc.

Signature Page (1 of 2)

IN WITNESS WHEREOF, each of the parties hereto has caused this instrument to be duly executed as of the day and year first above written,

Southern Lakes Regional Metropolitan Parks
& Recreation Commission

By: _____
Ed Koledo, Executive Director

**STATE OF MICHIGAN
COUNTY OF GENESEE**

On this ____ day of _____, 2025, before me personally appeared Ed Koledo, Executive Director of Southern Lakes Regional Metropolitan Parks & Recreation Commission who executed the within Agreement and acknowledged that said Financial/Cooperative Agreement was signed on behalf of Southern Lakes Regional Metropolitan Parks & Recreation Commission by authority of its Board of Commissioners.

Notary Public, County of _____
My commission expires: _____
Acting in: _____

Southern Lakes Regional Metropolitan Parks
& Recreation Commission

By: _____
Pat Lockwood, Chairperson

**STATE OF MICHIGAN
COUNTY OF GENESEE**

On this ____ day of _____, 2025, before me personally appeared Pat Lockwood, Chairperson of Southern Lakes Regional Metropolitan Parks & Recreation Commission who executed the within Agreement and acknowledged that said Financial/Cooperative Agreement was signed on behalf of Southern Lakes Regional Metropolitan Parks & Recreation Commission by authority of its Board of Commissioners.

Notary Public, County of _____
My commission expires: _____
Acting in: _____

Financial/Cooperative Agreement between
Southern Lakes Regional Metropolitan Parks & Recreation and the Loose Senior Citizens Center, Inc.

Signature Page (2 of 2)

IN WITNESS WHEREOF, each of the parties hereto has caused this instrument to be duly executed as of the day and year first above written,

Loose Senior Citizens Center, Inc,

By: _____
Tessa Sweeny, Director of Senior Service

**STATE OF MICHIGAN
COUNTY OF GENESEE**

On this _____ day of _____, 2025, before me personally appeared Tessa Sweeny, Director of Senior Service at Loose Senior Citizens Center, Inc, who executed the within Agreement and acknowledged that said Financial/Cooperative Agreement was signed on behalf of the Loose Senior Citizens Center, Inc, by the authority of its Board of Directors,

Notary Public, County of _____
My commission expires: _____
Acting in: _____
