



Roscommon Area Recreation Authority (RARA)

November 21, 2022

The meeting was called to order by Chair S. Jock at 7:00 p.m. at the AuSable River Center.

Board Members Present: Sue Jock, Connie Allen, Steve Hines, Derek Smitz

Excused: Eric Hart, Cheri Hutek, Kerrie Williams

Guests: Jory Klumpp, RARA Director, Hunter Mires

Public Comment: None

Minutes of the September 21, 2022 meeting minutes were approved as presented, motion S. Hines, 2nd D. Smitz, motion carried.

Treasurer Report – Attached. Motion to approve the Treasurers report as presented D. Smitz, 2nd C. Allen, motion carried.

Correspondence: None

OPEN MEETING: Open meeting at 7:03 available for public input for the 2023-2027 5 Year Recreation Open Space Master Plan, meeting closed by motion from Connie Allen, second by Steve Hinds with no additional input.

Old Business:

- 2023-2027 5 Year Recreation Open Space Master Plan – Motion to approve/accept S. Hines, 2nd D. Smitz, motion approved. That the Roscommon Area Recreation Authority adopts the Village of Roscommon, Higgins Township and Roscommon Area Recreation Authority Plan 2023-2027, as a guide for improving the recreation for the residents and visitors. Resolution will be signed and submitted.
- CRAF Center – New doors and door wall installed at front of the building allowing public access to restrooms during community events. Fifteen thousand of the \$16,995 was funded by Roscommon DDA.
- 2023 Gazebo Concert – Grant request submitted to MCACA by J. Klumpp for \$3,500 for 2023 concert series approved.
- AuSable River Center - Reindeer Run / Baby It's Cold Outside – Events to be held December 3, in conjunction with Christmas in the Village Saturday. Currently 48 signed up for Reindeer Run which will be held at 3:00 PM. Roscommon County Sheriff's Department will assist in street closures. Baby it's Cold Outside will begin at 7:00 PM, tickets \$15 per person, includes beer/wine, hors d'oeuvres from Beachwood Cafe, and entertainment. Note: Santa Train will be on the tracks in front of the ARC from 2:30 to 4:00 PM.
- Kitchen renovation is coming along; snowshoe, 2-day build a pair clinic, a great success; inside Farmers' Market / Craft venue inside, first one held November 19, great success. The Market will be held monthly throughout the winter. A suggestion was made to have a display of rental info available during ARC events/usage.
- Metro Park – Plans submitted by Fleis & VanderBrink reviewed. Layout design includes parking, Pump Track, Splash Pad, hiking/walking trail. Estimated cost for the Pump Track 240,000, Splash Pad (2200 sq. ft.) \$170,000 pad, \$15,000 concrete pad. Hiking path of crushed aggregate. Estimated total pending. Grants will be partial funding source. Motion C. Allen, 2nd S. Hines to procure Pump Track engineering plans from Velo Solutions in the amount of \$9,000. Motion carried.

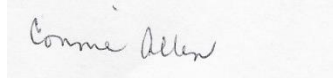
- Gahagan Nature Preserve – 34-Acre land acquisition to be placed in a conservation easement with Headwaters Land Conservancy.

New Business:

- CRAF Center – Urgent restoration of COOR Classroom. Ceiling collapsed, usage moved to other areas until repairs are being completed. ServPro tested for asbestos and mold, all clear. We will replace drop ceiling using much of the existing material.
- CRAF Center – Motion to increase hourly wages for CRAF Center employees to \$14 per hour by C. Allen, 2nd D. Hines, motion carried.
- RARA – 2023 Meeting Dates: Thursday, February 2; Wednesday, March 15; Wednesday, May 17; Wednesday, July 19; Wednesday September 20; Wednesday, November 8.

Adjourn: Meeting adjourned at 8:20 p.m., motion S. Hines, 2nd D. Smitz, motion carried. Next meeting is scheduled for February 2, 2023.

Respectfully submitted,



Connie Allen

<p>12:50 PM 11/21/22 Accrual Basis</p>	<p>Roscommon Area Recreation Authority Balance Sheet As of November 21, 2022</p>	<p>Nov 21, 22</p>
<p>ASSETS</p>		
<p>Current Assets</p>		
<p>Checking/Savings</p>		
NCACU 108	100,256.62	
NCACU Checking	26,490.32	
NCACU Savings	25.00	
Total Checking/Savings	126,771.94	
<p>Other Current Assets</p>		
Undeposited Funds	5,489.09	
Total Other Current Assets	5,489.09	
Total Current Assets	132,261.03	
<p>Fixed Assets</p>		
Furniture and Equipment	3,854.08	
Total Fixed Assets	3,854.08	
TOTAL ASSETS	136,115.11	
<p>LIABILITIES & EQUITY</p>		
<p>Liabilities</p>		
<p>Current Liabilities</p>		
<p>Other Current Liabilities</p>		
<p>Payroll Liabilities</p>		
Federal Tax Payable	-8,294.28	
State Withholding Payable	418.54	
Total Payroll Liabilities	-7,875.74	
Total Other Current Liabilities	-7,875.74	
Total Current Liabilities	-7,875.74	
Total Liabilities	-7,875.74	
<p>Equity</p>		
Opening Balance Equity	55,869.86	
Unrestricted Net Assets	65,499.77	
Net Income	22,621.22	
Total Equity	143,990.85	
TOTAL LIABILITIES & EQUITY	136,115.11	

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11/21/22

Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
 January 1 through November 21, 2022

	Jan 1 - Nov 21, 22
Miscellaneous Revenue	
Table and Chair rental	985.58
Miscellaneous Revenue - Other	1,790.30
Total Miscellaneous Revenue	2,775.88
Other Types of Income - Other	316.61
Total Other Types of Income	3,682.49
Program Fees	
Pickleball League Dues	145.00
Program Fees - Other	322.00
Total Program Fees	467.00
River Center	154.50
Special Event Income	2,885.73
Vending Machine Sales	1,590.00
Total Income	220,437.15
Gross Profit	220,437.15
Expense	
Bank Fees	28.95
Building Expense	
ARC Project	172.34
Audio-Visual Equipment	2,754.19
Electrical Services	117.15
General Maintenance	718.63
Inspections	386.78
Janitorial Supplies	2,463.29
Misc Decor	1,137.71
Plumbing Services	91.78
Security System	-33.24
Building Expense - Other	448.36
Total Building Expense	8,256.99
Business Expenses	
Licensing	608.57
Uniforms	224.00
Total Business Expenses	832.57
Cleaning Services	4,504.50
Concert Series	
Entertainment Fees	3,475.00
Concert Series - Other	25.04
Total Concert Series	3,500.04
Contract Services	
Legal Fees	153.00
Total Contract Services	153.00
Event Entertainment	
Food and Beverage	1,997.24
Event Entertainment - Other	2,398.30
Total Event Entertainment	4,395.54
Facilities and Equipment	
Equip Rental and Maintenance	75.67
Fitness Equipment	18,089.30
Facilities and Equipment - Other	1,689.92
Total Facilities and Equipment	19,854.89

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Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
 January 1 through November 21, 2022

	Jan 1 - Nov 21, 22
Instructor Pay	
Cardio Drumming	975.00
Kick Start	2,835.00
Silver Sneakers	3,465.00
Yoga	1,215.00
Total Instructor Pay	8,490.00
Lawn Maintenance	
CRAF Center	700.00
Metro Park	1,085.00
River Center	320.00
Lawn Maintenance - Other	40.00
Total Lawn Maintenance	2,145.00
Metro Park	
Building maintenance	22.96
Total Metro Park	22.96
MindBody, INC	
Credit Card Charges	2,099.37
Kellen Systems	224.00
MB Monthly Fee	1,751.82
Total MindBody, INC	4,075.19
Operations	
Advertising	2,377.46
Books, Subscriptions, Reference	900.99
Office Supplies	304.03
Printing and Copying	32.50
Supplies	
Key Fobs	2,115.00
Supplies - Other	106.42
Total Supplies	2,221.42
Web Services	386.49
Operations - Other	246.70
Total Operations	6,469.59
Other Types of Expenses	
Insurance - Liability, D and O	8,327.00
Other Costs	228.00
Workers Comp Insurance	1,538.00
Total Other Types of Expenses	10,093.00
Payment Discount	-3.08
Payroll Expenses	4,942.20
Reindeer Run	44.80
Salaries & Wages	
Payroll Expenses	
Net Pay Expense	5,385.64
Payroll Expenses - Other	818.60
Total Payroll Expenses	6,204.24
Salaries & Wages - Other	67,051.42
Total Salaries & Wages	73,255.66
Snow Plow	
CRAF Center	1,530.00
Total Snow Plow	1,530.00
Tisdale	276.80

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Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
January 1 through November 21, 2022

	<u>Jan 1 - Nov 21, 22</u>
Utilities	
CRAF Electric	9,634.41
CRAF Gas	21,717.02
CRAF Phone / Internet Service	2,454.84
CRAF Refuge/Recycle	1,777.96
CRAF Water	2,064.12
Metro Park Electric	531.09
Metro Park Water	458.45
River Center Electric	1,296.22
River Center Gas	2,500.70
River Center Phone / Internet	1,076.73
River Center Water	539.91
Total Utilities	<u>44,051.45</u>
Vending Machine Goods	895.88
Total Expense	<u>197,815.93</u>
Net Ordinary Income	<u>22,621.22</u>
Net Income	<u><u>22,621.22</u></u>