



Roscommon Area Recreation Authority (RARA) January 3, 2024

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

Board Members Present: Connie Allen, Steve Hines, Eric Hart, Cheri Hutek, Derek Smitz

Excused: None

Guests: Jory Klumpp, RARA Director; Amanda Wichinski, Maureen Ruddy, Village Garden; Hunter Mires, Jim Fisher, Brandon Brown, John VanWarren, Rebecca Seelow

Public Comment: None

Minutes of the November 21, 2023 meeting minutes were approved as presented, motion S.Hines, 2nd C. Hutek, motion carried.

Treasurer Report – Attached, motion to accept E. Hart, 2nd D. Smitz, motion carried.

Correspondence: None

Old Business:

- LWCG Grant – Grant request approved \$820,000, \$410,000. Match amount
- Early Release Program – The program takes place the 4th Monday of each month for the early release of Roscommon Area Public Schools; grades 1-4; maximum of 30 students; transported to the CRAF Center by school bus with prior parental consent. Program is sponsored and ran by MSU Extension, Gahagan Nature Preserve and the CRAF Center. 15 Students were at the last program of Cardio Drumming, went very well. February and March programs will be archery, snowshoeing.
- Reindeer Run & BICO – Held in conjunction with Christmas in the Village, December 2. Reindeer Run had over 50 participants, weather was great, all positive comments. Baby it's Cold Outside, sponsored by Roscommon Rotary at the AuSable River Center had 159 guests, great turnout; ran out of beer and food. Tickets were \$15 per person. Comments included increasing the tickets to \$20 for the 2024 event.

New Business:

- 2024 Meeting Dates – March 20. May 15, July 24, September 18 and November 20.
- Board Appointments and Elections – Karrie Williams has submitted her resignation to the RARA Board. Four applications were received for the board position; Hunter Miles (Financial Advisor); James Fisher (Gerrish Township Fire and EMS Chief); Chase Schepke (Schelpke Consulting); Atinas Seegraves (SOS Special Assistant).
C. All motion, 2nd D. Smitz to elect Hunter Miles to the RARA Board, filling K. Williams seat; Add members-at-large Jim Fisher and Chase Schepke; motion carried.
- Mason Track Maintenance Agreement – Request from the DNR to assume responsibility of maintenance of the Mason Track in South Branch Twp., Crawford County; equipment for grooming and volunteers available. The sled will be from Crawford DNR office and the trail groomer from South Branch Twp. Motion to take on the responsibility of the Mason Track C. Allen; 2nd D. Smitz; motion carried.
- Metro Park Renovation –Velosolutions is requesting 25% downpayment to be added to their 2024 fall schedule, (\$60,000 deposit). Funds from the grant will not be in for 3 to 4 months. We are required by the DNR Grant program to obtain bids for the park improvements. According to Samantha Davis, our state liaison: If the pump track is going to cost over \$50,000 dollars then plans, specification, and bid documents are required and it will need to go out to bid. If the track is less than \$50,000 but over \$5,000 then plans and specs are still required, and while you wouldn't be required to go out to bid you would still need to solicit 3 quotes. Due to this requirement putting the deposit is risky, agreed to wait even if this puts us into the 2025 build year.
- Amanda Wichinski Roscommon Community Garden – Looking for input and suggestions to promote the garden. Suggestions included a 'fun run' Monarch Mile, Bikes and Butterflies (childrens' event) at the annual Roscommon Art Festival.
- Metro Park Spring Maintenance - Rebecca Seelow is in the process or organizing the Little League schedule and field maintenance. Clean-up day is tentatively scheduled for April, may take place in conjunction with the Annual Rotary/RARA Clean-up Day. Ball fields need the bases to be reset (they should to be removed every fall). Their plan is to have the ball fields renovated enough for use this spring and redone completely this fall.

Adjourn: Meeting adjourned at 8:43 PM, motion E. Hart, 2nd D. Smitz, motion carried. Next meeting March 20, 2024.

Respectfully submitted

Connie Allen

9:46 AM
12/28/23
Accrual Basis

Roscommon Area Recreation Authority
Balance Sheet
As of December 28, 2023

	<u>Dec 28, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
NCACU 108	95,397.64
NCACU Checking	51,500.09
NCACU Savings	25.00
Total Checking/Savings	<u>146,922.73</u>
Other Current Assets	
Undeposited Funds	14,078.74
Total Other Current Assets	<u>14,078.74</u>
Total Current Assets	161,001.47
Fixed Assets	
Furniture and Equipment	3,854.08
Total Fixed Assets	<u>3,854.08</u>
TOTAL ASSETS	<u><u>164,855.55</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	
Federal Tax Payable	-23,080.10
State Withholding Payable	-1,197.75
Total Payroll Liabilities	<u>-24,277.85</u>
Total Other Current Liabilities	<u>-24,277.85</u>
Total Current Liabilities	<u>-24,277.85</u>
Total Liabilities	-24,277.85
Equity	
Opening Balance Equity	55,869.86
Unrestricted Net Assets	72,439.01
Net Income	60,824.53
Total Equity	<u>189,133.40</u>
TOTAL LIABILITIES & EQUITY	<u><u>164,855.55</u></u>

10:12 AM

12/28/23

Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
 January 1 through December 28, 2023

	Jan 1 - Dec 28, 23
Ordinary Income/Expense	
Income	
Apparel	258.80
Concert Series Income	
Concessions	555.00
Grant	2,310.00
Total Concert Series Income	2,865.00
Direct Public Support	
DDA	6,279.00
Donations	890.00
Metro Park-Individual	975.00
Direct Public Support - Other	26,350.00
Total Direct Public Support	34,494.00
Early Payment Discount	62.62
Event Rental	
Large Gym	2,525.00
River Center	2,476.61
Room Rental -151/145	2,475.00
Table and Chair rental	319.86
Event Rental - Other	-175.00
Total Event Rental	7,621.47
Investments	
Interest-Savings, Short-term CD	132.80
Total Investments	132.80
Lease Payments	
Art Sigmond	4,550.00
Blue Sky Counseling	1,800.00
COOR ISD	28,800.00
Higgins Lake Property Owners	2,990.00
Northsport Physical Therapy	11,000.00
Rosco Higgins Trail Cruisers	240.00
Sheriff Auxiliary	225.00
Lease Payments - Other	2,195.20
Total Lease Payments	51,800.20
Membership Income	
Group Memberships	
Gerrish Township Group	3,390.00
Mid Michigan Health Group	3,190.75
Munson Health Group	3,739.33
Roscommon County	5,995.00
Group Memberships - Other	2,820.10
Total Group Memberships	19,135.18
Insurance Income	31,646.25
Key Fobs	6,562.00
Membership Dues	111,003.28
Walk-Ins	9,180.12
Membership Income - Other	1,046.40
Total Membership Income	178,573.23
Monthly Rental	
Clogging	400.00
Karate	520.00
Stone Turtle Yoga	925.00
Total Monthly Rental	1,845.00
Other Types of Income	
Miscellaneous Revenue	90.00
Other Types of Income - Other	938.14
Total Other Types of Income	1,028.14

10:12 AM
 12/28/23
 Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
 January 1 through December 28, 2023

	Jan 1 - Dec 28, 23
Program Fees	
Pickleball League Dues	1,051.00
Program Fees - Other	200.00
Total Program Fees	1,251.00
Special Event Income	3,436.92
Vending Machine Sales	1,630.00
Total Income	284,999.18
Gross Profit	284,999.18
Expense	
Awards and Grants	328.00
Bank Fees	20.00
Building Expense	
ARC Project	2,532.17
Audio-Visual Equipment	595.98
COOR	5,860.41
Electrical Services	4,759.90
Flooring	508.56
General Maintenance	824.65
Inspections	1,275.45
Janitorial Supplies	2,801.28
Misc Decor	538.90
Paint	298.16
Plumbing Services	225.59
Security System	96.89
Building Expense - Other	33.46
Total Building Expense	20,351.40
Building Maintenance	
Lawn Maintenance	
Metro Park	1,350.00
Total Lawn Maintenance	1,350.00
Metro Park	85.12
Snow Plow	
CRAF Center	1,890.00
Total Snow Plow	1,890.00
Total Building Maintenance	3,325.12
Business Expenses	
Licensing	470.00
Business Expenses - Other	635.32
Total Business Expenses	1,105.32
Cleaning Services	6,132.00
Concert Series	
Entertainment Fees	3,850.00
Concert Series - Other	115.42
Total Concert Series	3,965.42
Contract Services	
Accounting Fees	1,250.00
Total Contract Services	1,250.00
Event Entertainment	
Food and Beverage	61.36
Event Entertainment - Other	87.23
Total Event Entertainment	148.59

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Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
 January 1 through December 28, 2023

	Jan 1 - Dec 28, 23
Facilities and Equipment	
Equip Rental and Maintenance	464.31
Fitness Equipment	954.92
Fitness Equipment-towels	110.75
Pickleball expenses	164.74
Facilities and Equipment - Other	461.71
Total Facilities and Equipment	2,156.43
Instructor Pay	
AstroDurance	115.44
Cardio Drumming	1,470.00
Kick Start	3,395.00
Silver Sneakers	6,699.00
Yoga	2,742.00
Zumba	1,140.00
Total Instructor Pay	15,561.44
Metro Park	
Engineering	4,834.75
Metro Park - Other	3,905.00
Total Metro Park	8,739.75
MindBody, INC	
Credit Card Charges	2,906.36
Kellen Systems	308.00
MB Monthly Fee	2,189.96
Total MindBody, INC	5,404.32
Operations	
Advertising	1,949.67
Apparel	601.00
Books, Subscriptions, Reference	316.66
Office Supplies	615.70
Postage, Mailing Service	75.00
Printing and Copying	679.23
Supplies	
Key Fobs	6,430.00
Total Supplies	6,430.00
Web Services	846.07
Operations - Other	267.90
Total Operations	11,781.23
Other Types of Expenses	
Insurance - Liability, D and O	9,640.00
Workers Comp Insurance	4,266.00
Other Types of Expenses - Other	125.00
Total Other Types of Expenses	14,031.00
Payment Discount	-21.16
Payroll Expenses	941.54
Program Supplies	75.65
Salaries & Wages	
Payroll Expenses	
Net Pay Expense	75,909.54
Payroll Expenses - Other	263.02
Total Payroll Expenses	76,172.56
Salaries & Wages - Other	112.00
Total Salaries & Wages	76,284.56
Special Event	
BICO	2,104.40
Reindeer Run	615.88
Total Special Event	2,720.28

10:12 AM

12/28/23

Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
January 1 through December 28, 2023

	<u>Jan 1 - Dec 28, 23</u>
Tisdale	462.10
Utilities	
CRAF Electric	12,218.87
CRAF Gas	19,365.23
CRAF Phone / Internet Service	3,026.92
CRAF Refuge/Recycle	2,504.95
CRAF Water	3,980.51
Metro Park Electric	587.59
Metro Park Water	380.56
River Center Electric	1,413.92
River Center Gas	2,404.22
River Center Phone / Internet	1,462.67
River Center Water	552.11
Total Utilities	<u>47,897.55</u>
Vending Machine Goods	<u>1,514.11</u>
Total Expense	<u>224,174.65</u>
Net Ordinary Income	<u>60,824.53</u>
Net Income	<u><u>60,824.53</u></u>

