



## Roscommon Area Recreation Authority (RARA)

August 21, 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, Cheri Hutek, Steve Hines, Derek Smitz

**Members at Large:** Chase Schepke

**Excused:** Hunter Mires, Eric Hart, Jim Fisher

**Guests:** Jory Klumpp, RARA Director; Tracy Bosworth & Kelsa Parker-Browning, Gahagan Nature Preserve; Tammy Slavik & Rebekah Seelow Little League

**Public Comment:** None

**Minutes** of the May 15, 2024 meeting minutes were approved as presented, motion C. Hutek, 2<sup>nd</sup> D. Smitz, motion carried.

**Treasurer Report** – Attached, motion to accept C. Allen, 2<sup>nd</sup> S. Hines, motion carried.

**Correspondence:** None

### Old Business:

- Motion made for resolution from RARA to accept and enter into an agreement for Land Water Conservancy Grant for Metro Park Renovation Project, motion to accept D. Smitz, 2<sup>nd</sup> S. Hines, motion carried.
- Bills received from engineering firm, design and construction documents will be reviewed by members, J. Klumpp will make the necessary payments.
- Newly revised park plans from Prein & Newhof presented. Discussed amenities utilizing recycled products to fulfil our grant guideline. New drinking fountain to replace old, less maintainance, will contact family of old memorial fountain for suggestions or plan.
- Dog Park has been removed with informal agreement from grant coordinator, written approval pending; basketball court will be added pending bid outcome.
- R. Seelow, with Little League shared a comment from an out-of-town visitor, "Nicest facility – fields are great, area good". Discussion went to 'diamond dust' expense and high cost of shipping. D. Smitz and Chase Schepke suggested alternative product, in progress. Rebekah stated the league will purchase the dust. Plans in progress for date for field rehab for the fall.
- AuSable River Center Pavilion – Plans are completed, two bids, awarded to Titchenell Construction; construction to be done after Rocktoberfest. Gutters installed, train club fence painted.
- CRAF Center – CIV submitted grants for gazebo roof to be replaced with metal roofing, pending, New CRAF Center tenants include Youth Wrestling and Message Therapy.

### New Business:

- AuSable River Center – Rocktoberfest – Event to be held October 5, resolution to approve beer license for the village request approved.
- Reindeer Run & Baby It's Cold Outside – Continue with the events, progress good. Suggestions to include a 1K run for children.
- Wage adjustment – Motion C. Allen, 2<sup>nd</sup> D. Smitz to increase Jory Klumpp's salary by \$5,000, motion approved.
- CRAF Center Concert Series – Numbers down this year, changing schedule for next year, grant request submitted.
- Mason Track – 7.8 miles trail maintenance, need 4 wheeler and rough cut mower. Working with South Branch Township to purchase, obtaining bids, to be presented at September 10<sup>th</sup> meeting.
- Gahagan Nature Preserve – Kalsa – Currently booking schools, fall schedule will be out soon, early release programming underway, new signs up on the trails, planning an addition to the Gahagan cabin. T. Bosworth discussed the possible availability of 3 – 40 acre parcels off Wheeler Road to be acquired into the land conservancy.

Adjourn: Meeting adjourned at 8:17 PM, motion C. Hutek, 2<sup>nd</sup> S. Hines, motion carried. Next meeting September 18, 2024

Respectfully submitted

A handwritten signature in cursive script that reads "Connie Allen". The signature is written in black ink on a light-colored background.

Connie Allen

10:26 AM  
08/16/24  
Accrual Basis

**Roscommon Area Recreation Authority**  
**Balance Sheet**  
As of August 16, 2024

	<u>Aug 16, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
NCACU 108	55,852.55
NCACU 6 Month CD	152,173.09
NCACU Checking	56,052.74
NCACU Savings	25.00
<b>Total Checking/Savings</b>	<u>264,103.38</u>
Other Current Assets	
Undeposited Funds	609.56
<b>Total Other Current Assets</b>	<u>609.56</u>
<b>Total Current Assets</b>	264,712.94
<b>Fixed Assets</b>	
Furniture and Equipment	3,854.08
<b>Total Fixed Assets</b>	<u>3,854.08</u>
<b>TOTAL ASSETS</b>	<u><u>268,567.02</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Payroll Liabilities	
Federal Tax Payable	-17,637.41
State Withholding Payable	-604.53
<b>Total Payroll Liabilities</b>	<u>-18,241.94</u>
<b>Total Other Current Liabilities</b>	<u>-18,241.94</u>
<b>Total Current Liabilities</b>	<u>-18,241.94</u>
<b>Total Liabilities</b>	-18,241.94
<b>Equity</b>	
Opening Balance Equity	55,869.86
Unrestricted Net Assets	117,522.13
Net Income	113,416.97
<b>Total Equity</b>	<u>286,808.96</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>268,567.02</u></u>

10:23 AM  
 08/16/24  
 Accrual Basis

**Roscommon Area Recreation Authority**  
**Profit & Loss**  
 January 1 through August 16, 2024

	Jan 1 - Aug 16, 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Apparel	15.00
Concert Series Income	
Grant	3,470.00
<b>Total Concert Series Income</b>	3,470.00
<b>Direct Public Support</b>	
DDA	900.00
Donations	82,625.00
Direct Public Support - Other	25,500.00
<b>Total Direct Public Support</b>	109,025.00
Early Payment Discount	77.46
<b>Event Rental</b>	
Large Gym	1,850.00
River Center	400.00
Room Rental -151/145	900.00
Table and Chair rental	565.00
<b>Total Event Rental</b>	3,715.00
<b>Investments</b>	
Interest-Savings, Short-term CD	2,567.28
<b>Total Investments</b>	2,567.28
<b>Lease Payments</b>	
Art Sigmond	2,450.00
Blue Sky Counseling	1,200.00
COOR ISD	19,200.00
Higgins Lake Property Owners	1,750.00
Northsport Physical Therapy	8,000.00
Rosco Higgins Trail Cruisers	240.00
Roscommon AA	850.00
Soo Massage	150.00
<b>Total Lease Payments</b>	33,840.00
<b>Membership Income</b>	
Group Memberships	
Gerrish Township Group	2,490.00
Higgins Twp	1,988.00
Lear Corp Group	1,386.00
Mid Michigan Health Group	1,827.25
Munson Health Group	2,995.86
Roscommon County	5,400.00
<b>Total Group Memberships</b>	16,087.11
Insurance Income	24,249.75
Key Fobs	4,279.92
Membership Dues	58,650.01
Walk-Ins	5,545.85
Membership Income - Other	685.70
<b>Total Membership Income</b>	109,498.34
<b>Monthly Rental</b>	
Clogging	280.00
Karate	240.00
Stone Turtle Yoga	800.00
Youth Wrestling	2,400.00
<b>Total Monthly Rental</b>	3,720.00
<b>Other Types of Income</b>	
Miscellaneous Revenue	200.00
<b>Total Other Types of Income</b>	200.00

10:23 AM  
 08/16/24  
 Accrual Basis

**Roscommon Area Recreation Authority**  
**Profit & Loss**  
 January 1 through August 16, 2024

	Jan 1 - Aug 16, 24
<b>Program Fees</b>	
Pickleball League Dues	200.00
<b>Total Program Fees</b>	200.00
<b>Vending Machine Sales</b>	700.00
<b>Total Income</b>	267,028.08
<b>Gross Profit</b>	267,028.08
<b>Expense</b>	
<b>Bank Fees</b>	265.18
<b>Building Expense</b>	
ARC Project	1,561.48
Audio-Visual Equipment	0.00
COOR	629.83
Electrical Services	-55.00
General Maintenance	883.65
Inspections	355.00
Janitorial Supplies	1,811.06
Misc Decor	411.17
Security System	111.16
<b>Total Building Expense</b>	5,708.35
<b>Building Maintenance</b>	
CRAF	72.69
Lawn Maintenance	
Metro Park	1,200.00
<b>Total Lawn Maintenance</b>	1,200.00
<b>Snow Plow</b>	
CRAF Center	320.00
<b>Total Snow Plow</b>	320.00
<b>Total Building Maintenance</b>	1,592.69
<b>Business Expenses</b>	
Licensing	130.78
<b>Total Business Expenses</b>	130.78
<b>Cleaning Services</b>	
CRAF	3,479.00
River Center	168.00
<b>Total Cleaning Services</b>	3,647.00
<b>Concert Series</b>	
Entertainment Fees	4,200.00
Concert Series - Other	182.50
<b>Total Concert Series</b>	4,382.50
<b>Event Entertainment</b>	
Food and Beverage	86.51
Special Event	
Reindeer Run	25.98
<b>Total Special Event</b>	25.98
<b>Total Event Entertainment</b>	112.49
<b>Facilities and Equipment</b>	
Equip Rental and Maintenance	4.99
Fitness Equipment	1,210.42
Fitness Equipment-towels	137.99
Pickleball expenses	2,022.82
Facilities and Equipment - Other	7,301.96
<b>Total Facilities and Equipment</b>	10,678.18

10:23 AM

08/16/24

Accrual Basis

**Roscommon Area Recreation Authority**  
**Profit & Loss**  
January 1 through August 16, 2024

	<u>Jan 1 - Aug 16, 24</u>
<b>Instructor Pay</b>	
AstroDurance	300.14
Cardio Drumming	720.00
Kick Start	2,030.00
Silver Sneakers	4,907.83
Yoga	1,530.00
<b>Total Instructor Pay</b>	<u>9,487.97</u>
<b>Metro Park</b>	
Engineering	6,775.70
Park upgrades	1,536.54
Metro Park - Other	74.70
<b>Total Metro Park</b>	<u>8,386.94</u>
<b>MindBody, INC</b>	
Credit Card Charges	1,917.02
Kellen Systems	196.00
MB Monthly Fee	1,281.31
<b>Total MindBody, INC</b>	<u>3,394.33</u>
<b>Operations</b>	
Advertising	1,121.36
Books, Subscriptions, Reference	443.61
Office Supplies	300.84
Printing and Copying	244.89
Web Services	300.87
<b>Total Operations</b>	<u>2,411.57</u>
<b>Other Types of Expenses</b>	
Insurance - Liability, D and O	13,852.00
Other Costs	1,500.00
<b>Total Other Types of Expenses</b>	<u>15,352.00</u>
<b>Payroll Expenses</b>	803.63
<b>Program Supplies</b>	36.67
<b>Salaries &amp; Wages</b>	
Payroll Expenses	
Net Pay Expense	40,292.91
Payroll Expenses - Other	203.92
<b>Total Payroll Expenses</b>	<u>40,496.83</u>
Salaries & Wages - Other	10,504.88
<b>Total Salaries &amp; Wages</b>	<u>51,001.71</u>
<b>Tisdale</b>	16.99
<b>Trail Grooming</b>	
Mason Tract	63.16
Tisdale	63.18
Trail Grooming - Other	31.98
<b>Total Trail Grooming</b>	<u>158.32</u>
<b>Utilities</b>	
CRAF Electric	9,939.37
CRAF Gas	14,719.50
CRAF Phone / Internet Service	2,260.65
CRAF Refuge/Recycle	1,731.06
CRAF Water	2,044.06
Metro Park Electric	396.50
Metro Park Water	361.15
River Center Electric	972.36
River Center Gas	1,695.63
River Center Phone / Internet	965.84
River Center Water	777.05
<b>Total Utilities</b>	<u>35,863.17</u>

10:23 AM  
08/16/24  
Accrual Basis

**Roscommon Area Recreation Authority**  
**Profit & Loss**  
January 1 through August 16, 2024

	<u>Jan 1 - Aug 16, 24</u>
Vending Machine Goods	180.64
<b>Total Expense</b>	<u>153,611.11</u>
<b>Net Ordinary Income</b>	<u>113,416.97</u>
<b>Net Income</b>	<u><u>113,416.97</u></u>

Upon motion made by DEREK SMITZ, seconded by STEVE HINDS, the following

Resolution was adopted:

"RESOLVED, that the Roscommon Area Recreation Authority, Roscommon, Michigan, does hereby accept the terms of the Agreement for **26-01895: Metro Park Renovation and Development Project** as received from the Michigan Department of Natural Resources (DEPARTMENT), and that the **Roscommon Area Recreation Authority** does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide **four hundred ten thousand (\$410,000.00)** dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To acquire the property and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution."

The following aye votes were recorded: 5 The following nay votes were recorded: 0

STATE OF MICHIGAN )

) ss

COUNTY OF Roscommon  
I, FRANCES DAWSON, Clerk of the Village of Roscommon Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the Roscommon Area Recreation Authority at a meeting held August 21, 2024.

Signature Frances Dawson  
Title Notary-Village Clerk  
Dated 8-21-2024

Exp: 3-19-2026





Michigan Department of Licensing and Regulatory Affairs  
 Liquor Control Commission (MLCC)  
 Constitution Hall - 525 W. Allegan, Lansing, MI 48933  
 Mailing Address: P.O. Box 30005, Lansing, MI 48909  
 Toll-Free: 866-813-0011 - [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: \_\_\_\_\_  
 Request ID: \_\_\_\_\_  
 (For MLCC Use Only)

**Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License**

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a  Regular  Special meeting of the  Membership  Board of Directors

called to order by SUE JUCK-CHAIR on 8/21/24 at 7:00 P  
(Date) (Time)

the following resolution was offered:

Moved by DEREK SMITZ and supported by STEVE HINES

that the application from VILLAGE OF ROSCOMMON  
(Name of Organization)

for a Special License to serve alcohol on October 5<sup>th</sup>, 2024  
(Event Date or Dates)

to be located at 211 MAIN STREET  
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be RECOMMENDED for issuance.  
(Recommended or Not Recommended)

**Approval Vote Tally**

Yeas: 5  
 Nays: 0  
 Absent: 2

**Certification by Authorized Officer of Organization:**

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

Membership  Board of Directors at a  Regular  Special meeting held on 8/21/24  
(Date)

SUE JUCK CHAIR [Signature] 8/21/2024  
Print Name & Title of Authorized Officer Signature of Authorized Officer Date