



Wexford County

RECREATION AND BUILDING COMMITTEE

Julie Theobald, Chair

NOTICE OF MEETING

The Recreation and Building Committee of the Wexford County Board of Commissioners will hold a regular meeting on Thursday, March 07, 2024, beginning at 4:00 p.m. in the Commissioners' Room, third floor, Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF THE FEBRUARY 01, 2024 REGULAR MEETING MINUTES..... 1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Maintenance Report (*A. Kerr*)
 - 2. Civic Center Report (*M. Figliomeni*) 3
- H. CORRESPONDENCE
- I. ADMINISTRATOR'S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

WEXFORD COUNTY
RECREATION & BUILDING COMMITTEE MEETING
REGULAR MEETING MINUTES
February 01, 2024

Chair Theobald asked that Commissioner Jason Baughan to Chair this meeting due to having a sore throat and recovering from illness.

The Recreation and Building Committee regular meeting was called to order by Commissioner Jason Baughan at 4:00 p.m. in the Commissioners’ Room, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Julie Theobald, Jason Baughan, and Ben Townsend
Members Absent: Jason Mitchell
Also Present: Mike Figliomeni, Boon Sports Management; Adam Kerr, Maintenance Director; Megan Kujawa, Sr. Exec. Admin. Assistant; Joe Porterfield, County Administrator/Equalization Director; and Members of the Public.

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

A motion was made by Comm. Theobald and supported by Comm. Townsend to approve the agenda. A vote was called, all in favor. Motion passed, 3-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Theobald and supported by Comm. Townsend to approve the December 06, 2023 Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 3-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Maintenance Report

Mr. Adam Kerr, Maintenance Director, informed the committee that the maintenance worker started back the prior week. They are behind on some projects due to being short staffed but they are catching up. They are waiting on the transformer from Windemuller. It is anticipated to be here in the spring. Windemuller is trying to find a refurbished one to save money.

G.2. Civic Center Report

Mr. Mike Figliomeni, Boon Sports Management, was present and a profit/loss report was provided. Mr. Figliomeni informed the committee that on December 8, 2023, two staff members left and the board has been filling in where they can and trying to transition. Also, at the beginning of December a fuse was blown, which allowed water to go into the fire suppression system in the ice arena and now the pipes are frozen. They are unsure of the full extent of damage done until they drain the ice from the arena in March. There was a claim filed with MMRMA. They are unsure if the transformer that was damaged previously is connected to this problem. The vendor that replaced the fuse suggested doing a study that the transformer that is outside of the Wex in the cabinet might need to be upgraded due to the new equipment that has been installed in the Wex; it could need a bigger transformer than what is currently there. Mr. Figliomeni informed the committee that he will continue to work with Mr. Porterfield and coordinate with Mr. Kerr.

G.3. Invasive Species Lease Agreement Renewal

A motion was made by Comm. Townsend and supported by Comm. Theobald forward a recommendation to the full board to approve the presented Mason-Lake Conservation District lease agreement renewal for a period of one year. A vote was called, all in favor. Motion passed, 3-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield stated a new transformer through Windemuller is very pricey and that is why they are looking at a refurbished one. A claim to MMRMA has been submitted for the blown fuse at the Wex but they are waiting to get a scope of the damage when they are done using the ice arena in March. There is an special meeting for the Executive Committee on Monday, February 05, 2024 at 4pm to discuss the sale of the old jail.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

Comm. Theobald thanked Comm. Baughan for stepping in as acting chair today.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Theobald and supported by Comm. Townsend to adjourn the meeting at 4:19 p.m. A vote was called, all in favor. Motion passed, 3-0.

Jason Baughan, Acting Chair

Megan Kujawa, Recording Secretary

6:52 PM
02/22/24
Accrual Basis

Wexford County Civic Center
Profit & Loss
January 2024

| | Jan 24 |
|--------------------------------|-----------|
| Ordinary Income/Expense | |
| Income | |
| 4000 · General Admission | 0.00 |
| 4001 · Wexford County Payment | 4,167.00 |
| 4002 · Adult Hockey Under 40 | 3,000.00 |
| 4003 · Adult Hockey Over 40 | 3,000.00 |
| 4011 · Open Skating | 500.00 |
| 4016 · Private Ice Rental | 1,000.00 |
| 4017 · Contracted Ice Rental | 25,180.00 |
| 4020 · Tournament | 4,000.00 |
| 4064 · Sponsorship Revenue | 2,000.00 |
| 4800 · Concession Revenue | 6,314.30 |
| 4900 · Pro-Shop Revenue | 500.00 |
| Total Income | 49,661.30 |
| Cost of Goods Sold | |
| 5000 · Cost of Goods Sold | 2,153.25 |
| Total COGS | 2,153.25 |
| Gross Profit | 47,508.05 |
| Expense | |
| 6000 · Payroll | 19,344.96 |
| 6001 · Employer Fica Expense | 1,479.91 |
| 6002 · FUTA | 89.70 |
| 6003 · SUTA | 220.99 |
| 6120 · Bank Service Charges | 133.00 |
| 6180 · Insurance | 554.59 |
| 6270 · Professional Fees | 4,116.00 |
| 6300 · Repairs | 5,141.49 |
| 6340 · Telephone | 124.98 |
| 6390 · Utilities | 16,032.02 |
| 6440 · Snow Removal | 2,095.00 |
| 6560 · Payroll Expenses | 100.00 |
| 6700 · Supplies | 2,961.38 |
| Total Expense | 52,394.02 |
| Net Ordinary Income | -4,885.97 |
| Net Income | -4,885.97 |

Wexford County Civic Center
Profit & Loss
May 2023 through January 2024

| | May '23 - Jan 24 |
|--------------------------------------|------------------|
| Ordinary Income/Expense | |
| Income | |
| 4000 · General Admission | 19,110.71 |
| 4001 · Wexford County Payment | 37,500.00 |
| 4002 · Adult Hockey Under 40 | 11,000.00 |
| 4003 · Adult Hockey Over 40 | 11,350.00 |
| 4005 · Drop-In Hockey/Drop-In Stick | 59.77 |
| 4010 · Learn to Skate | 2,500.00 |
| 4011 · Open Skating | 2,184.00 |
| 4016 · Private Ice Rental | 2,303.11 |
| 4017 · Contracted Ice Rental | 66,115.66 |
| 4020 · Tournament | 11,800.00 |
| 4054 · Advertising Revenue | 300.00 |
| 4056 · Birthday Party Revenue | 3,923.45 |
| 4058 · Arcade Vending Revenue | 168.00 |
| 4064 · Sponsorship Revenue | 23,678.00 |
| 4551 · Auditorium Rental | 22,887.00 |
| 4800 · Concession Revenue | 22,484.90 |
| 4900 · Pro-Shop Revenue | 3,114.99 |
| 4901 · Skate Sharpening/Repai | 1,214.26 |
| Total Income | 241,693.85 |
| Cost of Goods Sold | |
| 5000 · Cost of Goods Sold | 18,257.68 |
| Total COGS | 18,257.68 |
| Gross Profit | 223,436.17 |
| Expense | |
| 6000 · Payroll | 102,642.89 |
| 6001 · Employer Fica Expense | 7,254.44 |
| 6002 · FUTA | 227.40 |
| 6003 · SUTA | 360.07 |
| 6115 · Business Licenses and Permits | 114.00 |
| 6120 · Bank Service Charges | 1,046.73 |
| 6180 · Insurance | 11,081.31 |
| 6270 · Professional Fees | 15,386.00 |
| 6300 · Repairs | 10,162.49 |
| 6340 · Telephone | 3,135.17 |
| 6390 · Utilities | 76,804.63 |
| 6440 · Snow Removal | 2,095.00 |
| 6560 · Payroll Expenses | 900.00 |
| 6700 · Supplies | 16,704.44 |
| Total Expense | 247,914.57 |
| Net Ordinary Income | -24,478.40 |
| Other Income/Expense | |
| Other Income | |
| 7030 · Other Income | 25,000.00 |
| Total Other Income | 25,000.00 |
| Other Expense | |
| 7100 · Sponsorship of Youth | 2,997.35 |
| Total Other Expense | 2,997.35 |
| Net Other Income | 22,002.65 |
| Net Income | -2,475.75 |