



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, September 5, 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 AUGUST 1, 2024, REGULAR MEETING MINUTES..... 1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Maintenance Report (*A. Kerr*) 3
 - 2. Civic Center Report (*M. Figliomeni*) 4
 - 3. Community Calendar Discussion
- 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
August 1, 2024

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

Members Present: Julie Theobald, Jason Baughan, Jason Mitchell, and Ben Townsend
Members Absent: None.
Also Present: Amarah Birgy, Executive Assistant; Adam Kerr, Maintenance Director; Jami Bigger, Deputy County Administrator/HR Director; Joe Porterfield, County Administrator/Equalization Director.

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

A motion was made by Comm. Baughan and supported by Comm. Townsend to approve the agenda. A vote was called, all in favor. Motion passed, 4-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Townsend and supported by Comm. Mitchell to approve the July 02, 2024, Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 4-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Maintenance Report

Mr. Adam Kerr, Maintenance Director, was present and a report was provided at the meeting. Mr. Kerr discussed with the Committee that:

- He is waiting for a compressor for the Jail pod area.
- Mr. Kerr cleaned the roof-top filters at the jail since they were dirty and plugged.
- The Lansing State Police Post has spec tires on patrol cars that they do not use, and they offered to sell Wexford County 40 tires for \$1,000. Mr. Kerr will pick them up to put on Wexford County’s patrol cars.
- Mr. Peffer fixed a water leak at the fairgrounds, and Shaun took care of the cement.
- Mr. Kerr also discussed how the grandstands at the fairgrounds are still missing some paint.

G.2. Civic Center Report

Mr. Mike Figliomeni, Boon Sports Management, was not present at the meeting.

CORRESPONDENCE

None.

ADMINISTRATOR’S COMMENTS

Administration, EGLE, and DHD #10 met with the County fair board regarding permanent camping permits for the fair. There was also conversation of a Recreation Passport Grant to upgrade the locker rooms at the Wex. Additionally, the unveiling on the plaques is ready to be set up.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

Chair Theobald discussed how the committee can move forward in recommending purchases for buildings and grounds.

ADJOURN

A motion was made by Comm. Mitchell and supported by Comm. Townsend to adjourn the meeting at 4:20 p.m. A vote was called, all in favor. Motion passed, 4-0.

Julie Theobald, Chair

Amarah Birgy, Recording Secretary

DRAFT

Maintenance Report September 2024

Recap

1. Painted Admi office at the courthouse.
2. Picked 40 tires in Lansing from the State Police garage.
3. Assisted Lt. Denison with trying to get the emergency management bus started for the Buckley steam show, replaced both chassis batteries which took total of 6 hours of Adam's and Nick's time due to location and weight of the batteries plus laying on a gravel parking spot.
4. Cleaned out old office supply room at old Mi work's office at lake Street.
5. Moved safe at FOC.
6. Removed radio equipment from a retired patrol vehicle.
7. Racked and reseeded lawn at the courthouse.
8. Completed multiple work orders at the jail.
9. Repaired curbing in front of the courthouse.
10. Removed 3 weather damaged benches at Lake street.

Goals

1. Hang 4 tv's at the health dept.
2. Replace 1 breaker cabinet at the fair grounds if the fair board doesn't install [like they claim they would do.

4:50 PM

Wexford County Civic Center

08/15/24

Profit & Loss

Accrual Basis

July 2024

	<u>Jul 24</u>
Ordinary Income/Expense	
Income	
4000 · General Admission	721.00
4016 · Private Ice Rental	154.54
4551 · Auditorium Rental	9,618.84
4800 · Concession Revenue	1,077.10
4901 · Skate Sharpening/Repai	20.00
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Total Income	11,591.48
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Gross Profit	11,591.48
Expense	
6000 · Payroll	2,757.48
6001 · Employer Fica Expense	210.93
6002 · FUTA	7.10
6003 · SUTA	7.79
6120 · Bank Service Charges	138.61
6180 · Insurance	678.91
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6340 · Telephone	129.98
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6390 · Utilities	4,935.90
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6560 · Payroll Expenses	185.00
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Total Expense	9,051.70
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Net Ordinary Income	2,539.78
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Net Income	<u>2,539.78</u>

Wexford County Civic Center

Profit & Loss

08/15/24

May through July 2024

Accrual Basis

	<u>May - Jul 24</u>
Ordinary Income/Expense	
Income	
4000 · General Admission	3,081.71
4001 · Wexford County Payment	8,333.00
4016 · Private Ice Rental	4,114.54
4017 · Contracted Ice Rental	2,203.62
4059 · Vending Commission	265.00
4551 · Auditorium Rental	11,673.90
4800 · Concession Revenue	1,077.10
4901 · Skate Sharpening/Repai	25.00
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Total Income	30,773.87
Cost of Goods Sold	
5000 · Cost of Goods Sold	15.60
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Total COGS	15.60
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Gross Profit	30,758.27
Expense	
6000 · Payroll	7,672.04
6001 · Employer Fica Expense	586.91
6002 · FUTA	19.25
6003 · SUTA	21.15
6115 · Business Licenses and Permits	0.00
6120 · Bank Service Charges	342.61
6180 · Insurance	2,025.23
6270 · Professional Fees	5,640.00
6300 · Repairs	3,895.50
6340 · Telephone	389.94
6390 · Utilities	19,092.10
6560 · Payroll Expenses	555.00
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Total Expense	40,239.73
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Net Ordinary Income	-9,481.46
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Net Income	<u><u>-9,481.46</u></u>