



# Wexford County

## RECREATION & BUILDING COMMITTEE

*Julie Theobald, Chair*

### **NOTICE OF MEETING**

The Wexford County Recreation & Building Committee will hold a regular meeting on Thursday, July 03, 2025, beginning at 4:00 p.m. in the Commissioners Room, third floor of the Historic Courthouse, located at 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 MAY 01, 2025, MEETING MINUTES ..... 1
- F. PUBLIC COMMENT  
*The Committee welcomes all public input.*
- G. AGENDA ITEMS
  - 1. Maintenance Monthly Report (*A. Kerr, Maintenance Director*)
  - 2. Civic Center Monthly Report (*M. Figliomeni, Boon Sports Management*)
- H. ADMINISTRATOR'S REPORT
- I. CORRESPONDENCE
- J. PUBLIC COMMENT  
*The Committee welcomes all public input.*
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

*In compliance with the Americans with Disabilities Act, persons with physical limitations that may tend to restrict access to or participation in this meeting should contact the County Administrator's office (231-779-9453) at least twelve (12) hours prior to the scheduled start of the meeting.*

WEXFORD COUNTY  
**RECREATION & BUILDING COMMITTEE MEETING**  
REGULAR MEETING MINUTES

May 1, 2025

*Julie Theobald, Chair*

The regular meeting was called to order by Chair Theobald at 4:00 p.m., in the Commissioners' Room, Third Floor, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Julie Theobald, Jason Nelson, Mark Nyman  
Members Absent: Aaron Sogge  
Also Present: Jami Bigger, Deputy Administrator & HR Director; Mike Figliomeni, BSM; Megan Swanberg, Executive Assistant; Joe Portfield, County Administrator & Equalization Director; Adam Kerr, Maintenance Director

**ADDITIONS OR DELETIONS TO THE AGENDA**

None

**APPROVAL OF THE AGENDA**

**A motion was made by Comm. Nyman and supported by Comm. Nelson to approve the agenda. A vote was called. All in favor.**

**APPROVAL OF THE MINUTES**

**A motion was made by Comm. Nelson and supported by Comm. Nyman to approve the April 3, 2025, Regular Meeting Minutes. A vote was called. All in favor.**

**PUBLIC COMMENTS**

None

**AGENDA ITEMS**

***G.1. Maintenance Report***

Mr. Kerr, Maintenance Director, provided a report in the packet and informed the committee there is a roof top unit down at Lake Street that no longer has parts available. The unit is shut down at the roof top. All 8 units are the same.

***G.2. Civic Center Report***

Mr. Figliomeni, BSM, informed the committee:

- They are one month away from the yearly report for the civic center.
- They got enough revenue to pay the bills and keep the ice open for another month.
- The final inspection is completed on the lady's locker room.
- Everything looks good on the auditorium side and the governor's breakfast went well.
- They got approved for the grant to get new skates.

Comm. Nelson said thank you for all the hard work.

***G.3. Discussion on Donating Furniture to MSUE***

A discussion took place about donating the leftover furniture to MSUE that Michigan work left behind.

**A motion was made by Comm. Nyman and supported by Comm. Nelson to forward a**

**recommendation to the full board to donate the furniture left behind to MSUE. A vote was called. All in favor.**

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield informed the committee of the following:

- The contractors should be starting on the auditorium roof soon.
- Mr. Porterfield and Mr. Kerr went over the preventative maintenance report for the jail.
- Mr. Kerr did a couple repairs and updates to the holding room at the courthouse.

**PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

None

**CHAIR COMMENTS**

None

**ADJOURN**

**A motion was made by Comm. Nelson and supported by Comm. Nyman to adjourn the meeting at 4:22 p.m. A vote was called, all in favor.**

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Julie Theobald, Chair

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Megan Swanberg, Recording Secretary