



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 2, 2026, 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 JUNE 4, 2026, 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*) 3
- 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

June 04, 2026

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, Sandy Bengelink, Mark Nyman
Members Absent: Jason Nelson
Also Present: Jami Bigger, Deputy Administrator/Human Resources Director; ; Joe Porterfield, County Administrator & Equalization Director; Megan Swanberg, Executive Assistant

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE MINUTES

A motion was made by Comm. Nyman and supported by Comm. Bengelink to approve May 07, 2026, Regular Meeting Minutes. A vote was called. All in favor.

PUBLIC COMMENTS

None.

AGENDA ITEMSs

G.1. Maintenance Report

Mr. Kerr, Maintenance Director, was unable to attend the meeting but provided a report.

G.2. Civic Center Report

Mr. Figliomeni, BSM, was unable to attend the meeting and no report was provided.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield informed the committee of the following:

- Several quotes have been received for repairs to the lower two levels of the auditorium roof at the Civic Center. Additional quotes are still being solicited before moving forward.
- Today, Schepers Concrete Construction LLC inspected the brick foundations and recommended consulting with an architect. Mr. Porterfield has reached out to an architect, and he and Mr. Kerr will meet later this month to discuss the next steps.

Schepers also recommended that the pillars be resealed due to cracking and indicated they would provide a contact for the necessary repairs.

- The transition to the new BS&A system has presented several challenges and has not progressed as smoothly as anticipated. Staff continue to work through issues associated with the conversion.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Nyman and supported by Comm. Bengelink to adjourn the meeting at 4:05 p.m. A vote was called, all in favor.

Julie Theobald, Chair

Megan Swanberg, Recording Secretary

8:24 PM

Wexford County Civic Center

Profit & Loss

April 2026

06/19/26

Accrual Basis

	Apr 26
Ordinary Income/Expense	
Income	
4001 · Wexford County Payment	8,333.00
4017 · Contracted Ice Rental	675.00
4551 · Auditorium Rental	17,732.91
Total Income	26,740.91
Cost of Goods Sold	
5000 · Cost of Goods Sold	
5007 · COGS - Pro-Shop	148.88
5008 · COGS - Concessions/Snack Bar	1,340.22
Total 5000 · Cost of Goods Sold	1,489.10
Total COGS	1,489.10
Gross Profit	25,251.81
Expense	
6000 · Payroll	14,467.28
6001 · Employer Fica Expense	1,299.20
6002 · FUTA	85.73
6003 · SUTA	38.90
6115 · Business Licenses and Permits	600.00
6120 · Bank Service Charges	111.00
6180 · Insurance	
6185 · General Liability Insurance	2,336.58
6420 · Worker's Comp. Ins.	2,336.58
Total 6180 · Insurance	4,673.16
6300 · Repairs	23.19
6340 · Telephone	
6345 · Web, Internet, TV, Cable	145.00
Total 6340 · Telephone	145.00
6390 · Utilities	13,633.05
6440 · Snow Removal	1,160.00
6560 · Payroll Expenses	676.16
6700 · Supplies	1,453.88
Total Expense	38,366.55
Net Ordinary Income	-13,114.74
Net Income	-13,114.74

8:27 PM

06/19/26

Accrual Basis

Wexford County Civic Center
Profit & Loss
May 2025 through April 2026

	May '25 - Apr 26
Ordinary Income/Expense	
Income	
4000 • General Admission	50,830.06
4001 • Wexford County Payment	50,000.00
4002 • Adult Hockey Under 40	14,130.91
4003 • Adult Hockey Over 40	15,532.65
4005 • Drop-In Hockey/Drop-In Stick	4,582.07
4009 • Learn to Play Hockey	1,251.85
4010 • Learn to Skate	1,056.18
4011 • Open Skating	10,911.03
4016 • Private Ice Rental	13,820.87
4017 • Contracted Ice Rental	112,727.89
4054 • Advertising Revenue	1,131.85
4055 • Skate Punchcard	175.00
4056 • Birthday Party Revenue	8,976.91
4058 • Arcade Vending Revenue	748.50
4059 • Vending Commission	947.50
4064 • Sponsorship Revenue	20,867.97
4101 • Sign Rental	485.00
4551 • Auditorium Rental	96,077.15
4800 • Concession Revenue	57,517.72
4900 • Pro-Shop Revenue	5,403.07
4901 • Skate Sharpening/Repair	4,502.58
Total Income	471,676.76
Cost of Goods Sold	
5000 • Cost of Goods Sold	33,659.08
Total COGS	33,659.08
Gross Profit	438,017.68
Expense	
6000 • Payroll	125,659.07
6001 • Employer Fica Expense	9,795.07
6002 • FUTA	514.42
6003 • SUTA	267.75
6115 • Business Licenses and Permits	600.00
6120 • Bank Service Charges	1,486.98
6160 • Dues and Subscriptions	1,333.00
6180 • Insurance	14,174.92
6261 • Advertising	8,270.50
6270 • Professional Fees	3,040.00
6300 • Repairs	32,520.60
6340 • Telephone	1,758.18
6390 • Utilities	125,209.46
6440 • Snow Removal	6,990.00
6560 • Payroll Expenses	2,861.16
6700 • Supplies	14,267.61
Total Expense	348,748.72
Net Ordinary Income	89,268.96
Other Income/Expense	
Other Income	
7030 • Other Income	0.00
Total Other Income	0.00
Net Other Income	0.00
Net Income	89,268.96