



Recreational Authority of Roseville & Eastpointe Board Meeting Agenda

Conference Room - Recreation Authority Center
18185 Sycamore, Roseville, MI 48066
4:00 pm - September 11, 2019

- A. Roll Call
- B. Approval of Minutes for Special meeting on July 10, 2019
- C. Approval of Disbursements and Budget Report.
 - 1. Disbursement #1
 - 2. Disbursement #2
 - 2. Revenue/Expense Report
- D. Hearing of the Public - agenda items only
- E. Communications
- F. Old Business
- G. New Business
 - 1. Update from Chris Nordstrom, Carlisle-Wortman, on Recreation Master Plan.
 - 2. Request approval to provide bonus to Amanda Hughes and Adam Just for added responsibilities during transition between Assistant Directors.
 - 3. Request to set a date for meeting for a Goal-setting session.
 - 4. Update on status of Recreation Center Building.
- H. Hearing of the Public.
- I. Discussion by Director
- J. Discussion by Board members
- K. Adjournment



Recreational Authority of Roseville & Eastpointe Board Meeting Minutes

Conference Room - Recreation Authority Center

18185 Sycamore, Roseville, MI 48066

4:00 pm – July 10, 2019

Meeting called to order 4:02 p.m.

A. Roll Call

- a. Mr. Frontera, Mr. Switalski, Mr. Hogan and Mr. Merucci are present. Mr. Adkins absent.

B. Approval of Minutes for meeting on June 12, 2019

- a. Motion to approve the June meeting minutes was made by Mr. Switalski and supported by Mr. Merucci. All approved, none opposed. Motion passed.

C. Approval of Disbursements and Budget Report

a. Disbursement #12

- i. Motion to approve disbursements was made by Mr. Switalski, supported by Mr. Merucci. All approved, none opposed. Motion passed.

b. Revenue/Expense Report

- i. Motion to approve the revenue/expense report was made by Mr. Merucci, supported by Mr. Switalski. All approved, none opposed. Motion passed.

D. Hearing of the Public – agenda items only

- a. No public spoke

E. Communications

- a. Mr. Lipinski shared information on the July is Parks and Rec month calendar.

F. Old Business

No old business

G. New Business

a. Special Presentation to Bobbie Wilson in appreciation for 19 years of dedicated service to the residents of Eastpointe and Roseville

- i. Mrs. Bobbie Wilson was presented her award by Mr. Lipinski; the board congratulated and thanked Bobbie for all that she had done for the Recreation Authority Center. Mrs. Wilson thanked the board for working with her during her transition time; and Tony, Adam and Kenny for all the extras they have done. Mrs. Wilson commented on her dislike of the Recreation Authority acronym R.A.R.E., to her rare is not Recreation but it is a good way to describe the secretary. She (the secretary, Amanda) has absorbed more knowledge within the last 7 weeks and taken it all in with grace and a smile on her face. Mrs. Wilson also welcomed Sara and wished her the best of luck.

b. Welcome Recreation Authority of Roseville & Eastpointe Assistant Director, Sara Frederick

- i. Mr. Lipinski introduced Sara to the Board. Sara came from Waterford Parks and Recreation and has jumped in to her new position with both feet.

c. Request approval of Employment Agreement for Sara Frederick

- i. Motion to approve the employment agreement for Sara Frederick was made by Mr. Switalski, supported by Mr. Hogan. Mr. Merucci had a couple questions/comments regarding the agreement. Question/Comment 1, Mr. Merucci didn't understand the wordage of the sick leave policy. Mr. Lipinski responded that the policy began on January 1, 2018 for the unlimited sick time for supervisors. Question/Comment 2, the Recreation Authority provides medical insurance for employees. Mr. Lipinski responded that the Recreation Authority does provide paid benefits for full time employees. Question/Comment 3, Cash in lieu of benefits at \$1,000 should be at a higher amount in the future. Question/Comment 4, for a DC plan 15% is high, especially with no match. All approved, none opposed. Motion passed.

d. Update on Recreation Master Plan Survey

- i. Mr. Lipinski stated that the survey and link are out. A little over 150 responses have been received. There will be a table out at Sizzlin' Summer Night with the survey.

H. Hearing of the Public

- a. Mr. Harvey Creech, Eastpointe resident, commented on the parks in Roseville and Eastpointe, and maintenance on them.

I. Discussion by Director

- a. Mr. Lipinski replied to Mr. Creech that he disagrees with him in regards to the communication between the Recreation Authority and the Park divisions of Eastpointe and Roseville. Things do take time but we are getting there. Our Summer daycamp program is going well, there is one issue with a child; we are working on the issue with the family and it seems to be working so far. Adam has been working with all the rain dates for the youth baseball/softball this summer. We do have an agreement with the City of St. Clair Shores this season but most likely will not be collaborating with them next year. Sara, with Adam's assistance, is working on the rain outs for the Men's Softball League. Last month A.S.P.I.R.E. went on a trip to Mackinac, one participant had an issue with their medical equipment. The participant was brought home by the chaperone and there were no other issues with the trip. Disc Golf course will have a league starting on Thursdays at 6:00 p.m. There was a movie in the park at Huron Park held by the Metropolitan Church of the Nazarene, they did call afterwards to inquire about having the movie at the park. The City of Roseville is working on the area for the fitness court at Huron Park. There is a senior trip to Greektown Casino tomorrow (July 11th). August 17th is bargain hunters. Shutdown does begin August 17 and runs through September 2nd. The Fall/Winter newsletter will be out around the end of August.

J. Discussion by Board Members

- a. **Mr. Hogan** – inquired about the hours worked for park rentals; commented on the rule issue with some of the St. Clair Shores teams and the field issues at Huron Park diamond 1.
- b. **Mr. Merucci** – commented that he appreciated that Mr. Lipinski had responded to Mr. Creech; stated that the City of Eastpointe is piggy backing off of the Bargain Hunters event to have a city-wide garage sale on August 17th.
- c. **Mr. Switalski** – nothing at this time
- d. **Mr. Frontera** – welcomed Sara to the Recreational Authority


Meeting adjourned – 4:50 p.m.


Recreational Authority of Roseville & Eastpointe
Disbursement # 1

July 2019	<u>75,438.59</u>
AP Total	<u>75,438.59</u>
Pay #1 (07/10/2019)	39,982.71
Pay #2 (07/24/2019)	42,801.35
Payroll Total	<u>82,784.06</u>
Grand Total	<u>158,222.65</u>

*THE FOLLOWING AMOUNTS REPRESENT DISBURSEMENTS FOR
MATERIALS AND SERVICES RECEIVED.*

SUBMITTED FOR BOARD APPROVAL:



EXECUTIVE DIRECTOR


CITY CONTROLLER

THE BOARD APPROVED PAYMENT FOR THE ABOVE VOUCHERS ON:

_____ DATE	_____ BOARD CLERK / TREASURER
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Check Register
July 2019
RARE

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check #
Fund 208 PARK/RECREATION FUND							
Dept 101 GENERAL DEPARTMENT							
208-101-652.000	RECREATION USE AND ADMISSION	KIANNA THOMAS	REFUND	120169	07/09/19	100.00	5461
208-101-652.000	RECREATION USE AND ADMISSION	MARIE TAYLOR	REFUND	120168	07/09/19	100.00	5465
208-101-652.000	RECREATION USE AND ADMISSION	GLORIA DUFF	REFUND	120781	07/09/19	100.00	5454
208-101-652.000	RECREATION USE AND ADMISSION	JACQUELINE CLARK	REFUND	120818	07/09/19	27.00	5458
208-101-652.000	RECREATION USE AND ADMISSION	JOYCE CLARK	REFUND	120816	07/09/19	27.00	5459
208-101-652.000	RECREATION USE AND ADMISSION	MARY WISEMAN	REFUND	120827	07/09/19	100.00	5466
208-101-652.000	RECREATION USE AND ADMISSION	PATTY JOHNSON-KERN	REFUND	120826	07/09/19	100.00	5471
208-101-652.000	RECREATION USE AND ADMISSION	BARNETT, ADREANA	REFUND	120874	07/24/19	100.00	5489
208-101-652.000	RECREATION USE AND ADMISSION	CICOTTE, GENNY	REFUND	120931	07/24/19	17.00	5493
208-101-652.000	RECREATION USE AND ADMISSION	DENARD, ALTHEA	REFUND	120967	07/24/19	200.00	5499
208-101-652.000	RECREATION USE AND ADMISSION	HENDERSON, TANISHA	REFUND	120868	07/24/19	125.00	5505
208-101-652.000	RECREATION USE AND ADMISSION	JOHNSON, LAZINA	REFUND	120940	07/24/19	100.00	5507
208-101-652.000	RECREATION USE AND ADMISSION	LEWIS, JILLYNN	REFUND	120968	07/24/19	100.00	5509
208-101-652.000	RECREATION USE AND ADMISSION	LISEY, GLORIA	REFUND	120969	07/24/19	100.00	5510
208-101-652.000	RECREATION USE AND ADMISSION	MARKIE, TERRI	REFUND	120992	07/24/19	36.00	5513
208-101-652.000	RECREATION USE AND ADMISSION	MOORE, DESHAWNA	REFUND	120966	07/24/19	100.00	5515
208-101-652.000	RECREATION USE AND ADMISSION	NUMMER, TERRY	REFUND	120897	07/24/19	50.00	5516
208-101-652.000	RECREATION USE AND ADMISSION	STEFANOWICZ, MARY	REFUND	120932	07/24/19	17.00	5519
208-101-652.000	RECREATION USE AND ADMISSION	WILLINGHAM, SHANNON	REFUND	120947	07/24/19	37.50	5525
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	16,840.01	5446
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	16,840.01	5446
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	16,840.01	5446
208-101-728.000	OFFICE SUPPLIES	SYNCB/ AMAZON	CREDITCARD PAYMENTS	PR25496	07/24/19	29.95	5522
208-101-730.000	POSTAGE	CITY OF ROSEVILLE	POSTAGE AND UPS	1436	07/09/19	168.55	5447
208-101-740.000	SUPPLIES	SAM'S CLUB / SYNCHRONY B, ACCOUNT# 6046002042256361		07132019	07/09/19	574.70	5473
208-101-740.000	SUPPLIES	AD-TECH AGENCY INC	T-SHIRT ORDER	49315	07/24/19	288.50	5484
208-101-740.000	SUPPLIES	AD-TECH AGENCY INC	TEESHIRT ORDER	49203	07/24/19	50.00	5484
208-101-740.000	SUPPLIES	GRANT, MARY	PROGRAM REIMBURSEMENT SEP2018-JUN201	06012019	07/24/19	1,198.43	5504
208-101-740.004	PLAYGROUND AND ATHLETIC SUP	DEE'S SPORT SHOP INC	TEE BALL JERSEYS	35327	07/09/19	1,339.00	5451
208-101-740.004	PLAYGROUND AND ATHLETIC SUP	APOLLO LANES & BAR	30 USED BOWLING PINS	07162019	07/24/19	60.00	5485
208-101-740.004	PLAYGROUND AND ATHLETIC SUP	CITY OF ST CLAIR SHORES	POOL RENTAL FOR JUNE	07102019	07/24/19	399.75	5494
208-101-740.004	PLAYGROUND AND ATHLETIC SUP	DEE'S SPORT SHOP INC	TEE BALL JERSEY	35353	07/24/19	48.00	5497
208-101-740.004	PLAYGROUND AND ATHLETIC SUP	SYNCB/ AMAZON	CREDITCARD PAYMENTS	PR25496	07/24/19	67.79	5522
208-101-801.000	PROFESSIONAL SERVICES	S & J CATERING INC	WALK MICHIGAN @ MEMORIAL PARK	062019	07/09/19	300.00	5472
208-101-801.000	PROFESSIONAL SERVICES	BIANCO TOURS INC	7/11/19 GREEKTOWN	7D83390	07/24/19	960.00	5490
208-101-801.000	PROFESSIONAL SERVICES	CARLISLE WORTMAN ASSOCI	JOINT RECREATION PLAN	2153171	07/24/19	1,187.50	5492
208-101-801.000	PROFESSIONAL SERVICES	COLVILLE ELECTRIC CO LLC	SERVICE CALL	19-0473	07/24/19	155.00	5495
208-101-801.000	PROFESSIONAL SERVICES	TEE PEE INC	3/20/19 HURON PARK	19761	07/24/19	170.00	5523
208-101-801.000	PROFESSIONAL SERVICES	TEE PEE INC	3/20/19 MEMORIAL PARK	19754	07/24/19	170.00	5523

208-101-818.000	CONTRACTUAL SERVICES	ANDREW MAINER	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	180.00	5439
208-101-818.000	CONTRACTUAL SERVICES	ANGELA GOGGINS	CONTRACTUAL PAYMENT	PR25489	07/09/19	480.00	5440
208-101-818.000	CONTRACTUAL SERVICES	ANGELA MARTIN	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	240.00	5441
208-101-818.000	CONTRACTUAL SERVICES	BUCHHOLZ, DAVID	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	135.00	5444
208-101-818.000	CONTRACTUAL SERVICES	DELISO, DANA	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	40.00	5452
208-101-818.000	CONTRACTUAL SERVICES	HOGAN, DANIEL	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	160.00	5457
208-101-818.000	CONTRACTUAL SERVICES	KILU, CHRISTOPHER	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	270.00	5462
208-101-818.000	CONTRACTUAL SERVICES	MASTERSON, BRYAN JR	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	40.00	5467
208-101-818.000	CONTRACTUAL SERVICES	MITTELBAACH, DEBRA	BABYSITTER TRAINING	06282019	07/09/19	224.40	5469
208-101-818.000	CONTRACTUAL SERVICES	TINY TUMBLERS GYMNASI	C TUMBLING CLINIC	062019	07/09/19	294.38	5475
208-101-818.000	CONTRACTUAL SERVICES	TROY JUSTICE	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	180.00	5477
208-101-818.000	CONTRACTUAL SERVICES	WILSON, MIKE	SCOREKEEPER/OFFICIALS PAY	PR25487	07/09/19	120.00	5478
208-101-818.000	CONTRACTUAL SERVICES	ZACHARY GOGGINS	CONTRACTUAL PAYMENT	PR25489	07/09/19	120.00	5480
208-101-818.000	CONTRACTUAL SERVICES	AZZOPARDI, JEFF	SCOREKEEPER/OFFICIALS	PR25492	07/24/19	90.00	5487
208-101-818.000	CONTRACTUAL SERVICES	AZZOPARDI, JOSHUA	SCOREKEEPER/OFFICIALS PAY	PR25492	07/24/19	90.00	5488
208-101-818.000	CONTRACTUAL SERVICES	DEAN, JOSEPH	SCOREKEEPER/OFFICIALS	PR25492	07/24/19	80.00	5496
208-101-818.000	CONTRACTUAL SERVICES	DELISO, DANA	SCOREKEEPER/OFFICIALS	PR25492	07/24/19	40.00	5498
208-101-818.000	CONTRACTUAL SERVICES	HOGAN, DANIEL	SCOREKEEPER/OFFICIALS PAY	PR25492	07/24/19	80.00	5506
208-101-818.000	CONTRACTUAL SERVICES	KILU, CHRISTOPHER	SCOREKEEPER/OFFICIALS PAY	PR25492	07/24/19	90.00	5508
208-101-818.000	CONTRACTUAL SERVICES	LORENTEZEN, KYLE	SCOREKEEPER/OFFICIALS	PR25492	07/24/19	40.00	5511
208-101-818.000	CONTRACTUAL SERVICES	MARTIN, ANGELA	SCOREKEEPER/OFFICIALS PAY	PR25492	07/24/19	80.00	5514
208-101-818.000	CONTRACTUAL SERVICES	RYDZEWSKI, JOE	SCOREKEEPER/OFFICIALS PAY	PR25492	07/24/19	55.00	5518
208-101-818.000	CONTRACTUAL SERVICES	SUMINSKI, SCOTT	SCOREKEEPER/OFFICIALS PAY	PR25492	07/24/19	145.00	5520
208-101-818.000	CONTRACTUAL SERVICES	THOMAS, BRAD	SCOREKEEPER/OFFICIALS PAY	PR25492	07/24/19	135.00	5524
208-101-826.000	LEGAL FEES	YORK, DOLAN & TOMLINSON	LEGAL SERVICES JUNE 2019	070119	07/09/19	132.00	5479
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	1,470.24	5446
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	1,472.21	5446
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	1,472.21	5446
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	693.99	5446
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	693.99	5446
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUES FOR JAN 1- MAR 31 2019	2019DUES	07/09/19	694.05	5446
208-101-850.000	COMMUNICATIONS	SPRINT	BILL PERIOD MAY 24-JUN 23 19	07172019	07/09/19	175.45	5474
208-101-850.000	COMMUNICATIONS	AT&T	PHONE SVC JUL 10-AUG 9	586445507307	07/24/19	83.15	5486
208-101-880.000	COMMUNITY PROMOTION	MICHAEL GOGGINS	REIMBURSEMENT FOR EXPENSES/ASPIRE TRIP	PR25490	07/09/19	264.57	5468
208-101-880.000	COMMUNITY PROMOTION	SAM'S CLUB / SYNCHRONY B, ACCOUNT# 6046002042256361		07132019	07/09/19	72.64	5473
208-101-880.000	COMMUNITY PROMOTION	CAREY AND PAUL GROUP	SIZZLIN SUMMER NIGHTS - ENTERTAINMENT	PR25494	07/24/19	1,725.00	5491
208-101-880.000	COMMUNITY PROMOTION	DOUBLE DARE	SIZZLIN SUMMER NIGHTS - AIRBRUSH TATTOO	PR25493	07/24/19	250.00	5500
208-101-880.000	COMMUNITY PROMOTION	FAIRYTALE ENTERTAINMENT	SIZZLIN SUMMER NIGHTS - ENTERTAINMENT	PR25495	07/24/19	185.00	5502
208-101-880.000	COMMUNITY PROMOTION	PARTY DREAMS	SIZZLIN SUMMER NIGHTS	1629	07/24/19	955.00	5517
208-101-880.000	COMMUNITY PROMOTION	SWANK MOTION PICTURES II THE INCREDIBLES 2		1618448	07/24/19	463.00	5521
208-101-900.000	PRINTING & PUBLICATIONS	LITHO PRINTING SERVICE INC	JULY NEWSLETTER W/CALENDAR	86595	07/09/19	330.00	5464
208-101-920.000	UTILITIES	CONSUMERS ENERGY	GAS SVC 5-24-6-25-19	ACCOUNT# 100010068	07/09/19	162.44	5450
208-101-920.000	UTILITIES	DTE ENERGY	ELEC SVC JUN 7- JUL 9 2019	07292019	07/24/19	34.27	5501
208-101-931.000	BUILDING MAINTENANCE	SAM'S CLUB / SYNCHRONY B, ACCOUNT# 6046002042256361		07132019	07/09/19	507.28	5473
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	MARCO TECHNOLOGIES LLC	MT HLY COPIER CHGS #MER725	INV6530230	07/24/19	43.42	5512
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	MARCO TECHNOLOGIES LLC	MT HLY COPIER CHGS #MER725	INV6530231	07/24/19	235.70	5512
208-101-958.000	MEMBERSHIPS AND DUES	SAM'S CLUB / SYNCHRONY B, ACCOUNT# 6046002042256361		07132019	07/09/19	45.00	5473

				Total For Dept 101 GENERAL DEPARTMENT		<u>74,793.09</u>	
Dept 691 SMART							
208-691-740.000	SUPPLIES	GM AUTO WASH	TOKENS-WASHING SMART VEHICLES	PR25491	07/24/19	100.00	5503
208-691-850.000	COMMUNICATIONS	COMCAST	SERVICES FROM JUL 12-AUG 11	06282019	07/09/19	179.80	5449
208-691-850.000	COMMUNICATIONS	DIRECT TV	ACCOUNT #008724326	36410750214	07/09/19	174.22	5453
208-691-850.000	COMMUNICATIONS	SPRINT	BILL PERIOD MAY 24-JUN 23 19	07172019	07/09/19	<u>191.48</u>	5474
			Total For Dept 691 SMART			<u>645.50</u>	
				Total For Fund 208 PARK/RECREATION FUND		<u>75,438.59</u>	
Fund Totals:							
				Fund 208 PARK/RECREATION FUND		75,438.59	
				Total For All Funds:		<u>75,438.59</u>	

07/05/2019 03:00 PM

User: SIPESS

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JOURNALS POSTING REPORT
POSTING REPORT

Page: 1/1

Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
07/10/2019	PR	S	473694 368	SUMMARY PR 07/10/2019		
208-000-001.001				CASH RECR AUTH		26,341.43
208-000-258.000				ACCRUED TAXES PAYABLE		5,306.96
208-000-258.001				OTHER PAYROLL WITHHOLDING		8,334.32
208-101-706.000				WAGES- PERMANENT EMPLOYEES	12,231.61	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	19,150.25	
208-101-715.000				FICA-EMPLOYER'S	2,357.59	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	2,079.37	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	3,868.00	
208-691-715.000				FICA-EMPLOYER'S	295.89	
					<u>39,982.71</u>	<u>39,982.71</u>
					<u>39,982.71</u>	<u>39,982.71</u>

07/19/2019 10:15 AM
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JOURNALS POSTING REPORT
POSTING REPORT

Page: 1/1


Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
07/24/2019	PR	S	476693 369	SUMMARY PR 07/24/2019		
208-000-001.001				CASH RECR AUTH		28,375.75
208-000-258.000				ACCRUED TAXES PAYABLE		5,775.22
208-000-258.001				OTHER PAYROLL WITHHOLDING		8,650.38
208-101-706.000				WAGES- PERMANENT EMPLOYEES	12,108.25	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	21,574.59	
208-101-715.000				FICA-EMPLOYER'S	2,541.32	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	1,704.27	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	4,526.63	
208-691-715.000				FICA-EMPLOYER'S	346.29	
					<u>42,801.35</u>	<u>42,801.35</u>
					<u>42,801.35</u>	<u>42,801.35</u>

Recreational Authority of Roseville & Eastpointe
Disbursement # 2


August 2019	<u>90,658.61</u>
AP Total	<u>90,658.61</u>
Pay #3 (08/7/2019)	41,947.43
Pay #4 (08/21/2019)	43,412.26
Vacation Pay-in-lieu (8/22/2019)	2,306.86
Payroll Total	<u>87,666.55</u>
Grand Total	178,325.16

*THE FOLLOWING AMOUNTS REPRESENT DISBURSEMENTS FOR
MATERIALS AND SERVICES RECEIVED.*

SUBMITTED FOR BOARD APPROVAL:



EXECUTIVE DIRECTOR



CITY CONTROLLER

THE BOARD APPROVED PAYMENT FOR THE ABOVE VOUCHERS ON:

DATE

BOARD CLERK / TREASURER

Check Register
August 2019
RARE

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 208 PARK/RECREATION FUND					
Dept 101 GENERAL DEPARTMENT					
208-101-402.000	CURRENT PROPERTY TAXES	MACOMB COUNTY TREASURER	THROUGH 7/31/19 REFUND FOR DELQ TAX PARCE	7.00	5585
208-101-652.000	RECREATION USE AND ADMISS BARTZ, JAMIE		7/19/19 REFUND FOR CANCELLATION	55.00	5534
208-101-652.000	RECREATION USE AND ADMISS BIEGAS, RENEE		7/19/19 REFUND FOR CANCELLATION	55.00	5535
208-101-652.000	RECREATION USE AND ADMISS DREW, DWAYNE		7/12/19 CANCELLATION REFUND	560.00	5547
208-101-652.000	RECREATION USE AND ADMISS GREASON JR., CHRISTOPHER		7/28/19 GRAD PARTY REFUND	200.00	5552
208-101-652.000	RECREATION USE AND ADMISS MILLER, SAMANTHA		7/19/19 REFUND FOR CANCELLATION	65.00	5563
208-101-652.000	RECREATION USE AND ADMISS NELSON, DEBORAH		7/19/19 REFUND FOR CANCELLATION	15.00	5564
208-101-652.000	RECREATION USE AND ADMISS ARMSTRONG, BRANDON		8/11/19 REFUND	100.00	5575
208-101-652.000	RECREATION USE AND ADMISS BROWN, JUNE		6/27/19 REFUND	200.00	5576
208-101-652.000	RECREATION USE AND ADMISS CURRY, ERICKA		8/10/19 REFUND	200.00	5579
208-101-652.000	RECREATION USE AND ADMISS EDWARDS, TAMIKA		8/11/19 REFUND	200.00	5581
208-101-652.000	RECREATION USE AND ADMISS JONES, KAREN		7/15/19 REFUND FOR CANCELLED PROGRAM	36.00	5583
208-101-652.000	RECREATION USE AND ADMISS MILLITELLO, THOMAS		6/17-8/16 REFUND FOR CANCELLED CAMP	264.00	5587
208-101-652.000	RECREATION USE AND ADMISS ROLLINGER, MAGGIE		8/6 REFUND FOR CANCELLED ROOM	25.00	5590
208-101-652.000	RECREATION USE AND ADMISS SLAYTON, GHISLAINE		8/3 REFUND FOR ROOM	100.00	5592
208-101-652.000	RECREATION USE AND ADMISS TAYLOR, APRIL		8/10 REFUND FOR ROOM	200.00	5593
208-101-652.000	RECREATION USE AND ADMISS WATTS, FATINA		8/3/19 REFUND FOR MULTI-PURPOSE ROOM	200.00	5597
208-101-652.000	RECREATION USE AND ADMISS WITHERSPOON, SABRINA		7/12/19 REFUND FOR CANCELLATION OF PROGRA	36.00	5598
208-101-652.000	RECREATION USE AND ADMISS ZIDAR, COLLEEN		7/15/19 REFUND FOR CANCELLATION OF PROGRA	36.00	5599
208-101-652.000	RECREATION USE AND ADMISS DAVIS, JASMINE		8/10/19-REFUND FOR PAVILION RENTAL/WATER L	70.00	5600
208-101-652.000	RECREATION USE AND ADMISS BUCKLEY, DYESHA		8/23 REFUND FOR CANCELLATION	37.50	5612
208-101-728.000	OFFICE SUPPLIES	SYNCB/ AMAZON	JULY/AUGUST CHARGES	23.84	5626
208-101-730.000	POSTAGE	USPS	POSTAGE FOR MAILING FALL/WINTER NEWSLETTE	5,436.00	5596
208-101-730.000	POSTAGE	CITY OF ROSEVILLE	JULY POSTAGE AND UPS	161.70	5614
208-101-740.000	SUPPLIES	ANTHONY LIPINSKI/SARA FREDERI	MISC SUPPLIES/EXPENSES FOR PRESCHOOL PROGI	300.00	5533
208-101-740.000	SUPPLIES	SAM'S CLUB / SYNCHRONY BANK	JULY CHARGES	156.52	5567
208-101-740.000	SUPPLIES	SAM'S CLUB / SYNCHRONY BANK	JULY CHARGES	25.46	5567
208-101-740.000	SUPPLIES	SYNCB/ AMAZON	JULY/AUGUST CHARGES	217.41	5626
208-101-740.000	SUPPLIES	WOODS TROPHIES	6 FULL SIZE MTS CUST. TROPHY/COLOR SUB PLATE	495.00	5629
208-101-740.004	PLAYGROUND AND ATHLETIC S AD-TECH AGENCY INC		7/17/19 T-SHIRTS SHIPPED	920.00	5531

208-101-740.004	PLAYGROUND AND ATHLETIC S	GMX ADVENTURES	7/30/19 EVENT	225.00	5551
208-101-740.004	PLAYGROUND AND ATHLETIC S	AD-TECH AGENCY INC	7/29/19 T-SHIRT ORDER	381.50	5574
208-101-740.004	PLAYGROUND AND ATHLETIC S	CITY OF ST CLAIR SHORES	POOL RENTAL FOR JULY	663.25	5578
208-101-740.004	PLAYGROUND AND ATHLETIC S	USA SOFTBALL OF METRO DETROI	8/12/19 BC CHECK	110.00	5595
208-101-740.004	PLAYGROUND AND ATHLETIC S	PRECISION DYNAMICS CORPORAT	SPEEDI-BAND TYVEK BAND, 10	92.84	5623
208-101-740.004	PLAYGROUND AND ATHLETIC S	PRECISION DYNAMICS CORPORAT	1/2" SILICONE COLOR-FILL DEBOSS	158.24	5624
208-101-740.004	PLAYGROUND AND ATHLETIC S	SYNCB/ AMAZON	JULY/AUGUST CHARGES	800.32	5626
208-101-801.000	PROFESSIONAL SERVICES	OTTJEPKA, ALLISON	8/1/19 ENTERTAINMENT FOR SUMMER NIGHTS	650.00	5589
208-101-801.000	PROFESSIONAL SERVICES	S & J CATERING INC	8/7/19 SOFTBALL GAME	60.50	5591
208-101-801.000	PROFESSIONAL SERVICES	BIANCO TOURS INC	8/6/19 SUMMER IN THE CITY TOUR	1,890.00	5610
208-101-801.000	PROFESSIONAL SERVICES	CARLISLE WORTMAN ASSOCIATES	7/9-7/11 & 7/17 JOINT RECREATION PLAN	807.50	5613
208-101-801.000	PROFESSIONAL SERVICES	EASTPOINTE MANOR CATERING &	12/12/19 DEPOSIT FOR CHRISTMAS PARTY	500.00	5616
208-101-801.000	PROFESSIONAL SERVICES	LABARON'S BILLIARDS & GAMES R	REFELT 2 POOL TABLES/LEVEL&SEAL/REPAIR&REP	1,340.00	5618
208-101-801.000	PROFESSIONAL SERVICES	TEE PEE INC	AUGUST PARTY TOILET FOR SPINDLER PARK	170.00	5627
208-101-801.000	PROFESSIONAL SERVICES	TEE PEE INC	AUGUST PARTY TOILET FOR HURON PARK	170.00	5627
208-101-818.000	CONTRACTUAL SERVICES	CLAUW, CODY	SPORTS OFFICIAL - 06/16/2019	45.00	5530
208-101-818.000	SCOREKEEPER PAY	BIRCHALL, KATELYNN	7/2 SCOREKEEPER PAY	40.00	5536
208-101-818.000	SCOREKEEPER PAY	BIRCHALL, KENNETH	7/26, 8/1 SCOREKEEPER PAY	80.00	5537
208-101-818.000	CONTRACTUAL SERVICES	BUCHOLZ, DAVID	7/31 OFFICIALS PAY	90.00	5538
208-101-818.000	CONTRACTUAL SERVICES	CAPALDI, ZAC	7/23, 7/25 OFFICIALS PAY	180.00	5540
208-101-818.000	SCOREKEEPER PAY	DELISO, DANA	7/10, 7/25, 8/2 SCOREKEEPER PAY	120.00	5545
208-101-818.000	CONTRACTUAL SERVICES	FORD, AUSTIN	7/16-7/17 OFFICIALS PAY	135.00	5548
208-101-818.000	CONTRACTUAL SERVICES	GERMANSKI, ROMEN	7/24 OFFICIALS PAY	90.00	5550
208-101-818.000	CONTRACTUAL SERVICES	HOGAN, DANIEL	7/24 OFFICIALS PAY	80.00	5554
208-101-818.000	CONTRACTUAL SERVICES	JUSTICE, TROY	7/29, 7/31 OFFICIALS PAY	180.00	5556
208-101-818.000	CONTRACTUAL SERVICES	LEMANSKI, CHRISTINE	6/18-7/30-19 6/19-7/31/19 PRESCHOOL PROGRAM	783.99	5558
208-101-818.000	SCOREKEEPER PAY	LORENTEZEN, KYLE	7/19, 7/26 SCOREKEEPER PAY	80.00	5559
208-101-818.000	CONTRACTUAL SERVICES	MAINER, ANDREW	7/15, 7/22, 7/29 OFFICIALS PAY	180.00	5560
208-101-818.000	CONTRACTUAL SERVICES	MARSHALL, JUSTIN	7/8 OFFICIALS PAY	90.00	5561
208-101-818.000	SCOREKEEPER PAY	MCMAHON, CONNOR	7/18, 7/25 SCOREKEEPER PAY	90.00	5562
208-101-818.000	SCOREKEEPER PAY	SHIEMKE, BRENDAN	8/1 SCOREKEEPER PAY	40.00	5568
208-101-818.000	CONTRACTUAL SERVICES	VACHON, STEVEN	7/23, 7/29 OFFICIALS PAY	180.00	5570
208-101-818.000	CONTRACTUAL SERVICES	WILSON, MIKE	7/21,7/23 OFFICIALS PAY	160.00	5572
208-101-818.000	CONTRACTUAL SERVICES	GERARD, BRYAN	10/4/19 MOTHER/SON DANCE DEPOSIT	150.00	5582
208-101-818.000	CONTRACTUAL SERVICES	GERARD, BRYAN	12/13/19 FATHER/DAUGHTER DANCE DEPOSIT	150.00	5582
208-101-818.000	CONTRACTUAL SERVICES	LEMANSKI, CHRISTINE	7/8 & 7/11 COOKING CLASSES	250.21	5584
208-101-818.000	CONTRACTUAL SERVICES	TINY TUMBLERS GYMNASTICS LLC	6/20-8/1/19 TUMBLING CLINIC	303.75	5594
208-101-818.000	CONTRACTUAL SERVICES	ALIOTTA, MICHAEL	8/8-8/9, 8/15 SCOREKEEPER	120.00	5608

208-101-818.000	CONTRACTUAL SERVICES	BLOK, RICHARD	7/23 OFFICIALS PAY	80.00	5611
208-101-818.000	CONTRACTUAL SERVICES	DELISO, DANA	8/8-8/9, 8/15 SCOREKEEPER	160.00	5615
208-101-818.000	CONTRACTUAL SERVICES	LORENTEZEN, KYLE	8/10 SCOREKEEPER	20.00	5619
208-101-818.000	CONTRACTUAL SERVICES	MARTIN, ANGELA	7/25 OFFICIALS PAY	40.00	5620
208-101-818.000	CONTRACTUAL SERVICES	MCDONALD, GARRETT	6/17 OFFICIALS PAY	45.00	5621
208-101-818.000	CONTRACTUAL SERVICES	MCMAHON, CONNOR	8/8,8/10 SCOREKEEPER	60.00	5622
208-101-818.000	CONTRACTUAL SERVICES	ROCKENSUESS, WAYNE	7/19 OFFICIALS PAY	90.00	5625
208-101-850.000	COMMUNICATIONS	SPRINT	BILL JUN 24-JUL 23 19	134.99	5569
208-101-850.000	COMMUNICATIONS	AT&T	PHONE SVC AUG 10-SEP 9 2019	85.09	5609
208-101-880.000	COMMUNITY PROMOTION	C & G PUBLISHING INC	7/24/19 1/2 PG AD ACCOUNT#C22682	682.00	5539
208-101-880.000	COMMUNITY PROMOTION	PARTY DREAMS	8/1 EVENT/ZORB BALLS	575.00	5566
208-101-880.000	COMMUNITY PROMOTION	AD-TECH AGENCY INC	8/20 TEE SHIRTS FOR "WALK MICHIGAN"	315.00	5607
208-101-880.000	COMMUNITY PROMOTION	SYNCB/ AMAZON	JULY/AUGUST CHARGES	13.96	5626
208-101-920.000	UTILITIES	CONSUMERS ENERGY	GAS SVC JUN 26-JUL 24 19	125.35	5544
208-101-920.000	UTILITIES	DTE ENERGY	ELEC SVC JUL 10-AUG 7 19 27270 GRATIOT	31.63	5580
208-101-931.000	BUILDING MAINTENANCE	GREAT LAKES PEST CONTROL CO	PEST CONTROL - 7/17/19 MONTHLY SERVICE	40.00	5553
208-101-931.000	BUILDING MAINTENANCE	SAM'S CLUB / SYNCHRONY BANK	JULY CHARGES	93.62	5567
208-101-931.000	BUILDING MAINTENANCE	SAM'S CLUB / SYNCHRONY BANK	JULY CHARGES	50.64	5567
208-101-931.000	BUILDING MAINTENANCE	SAM'S CLUB / SYNCHRONY BANK	JULY CHARGES	104.42	5567
208-101-931.000	BUILDING MAINTENANCE	SAM'S CLUB / SYNCHRONY BANK	JULY CHARGES	100.86	5567
208-101-931.000	BUILDING MAINTENANCE	GREAT LAKES PEST CONTROL CO	PEST CONTROL - 8/20/19 SERVICES	40.00	5617
208-101-931.000	BUILDING MAINTENANCE	SYNCB/ AMAZON	JULY/AUGUST CHARGES	105.66	5626
208-101-931.000	BUILDING MAINTENANCE	USA SAFE & LOCK	7/1/19 REKEY 4 CORES AND REMOVE FOD FROM C	138.00	5628
208-101-933.000	OFFICE EQUIPMENT MAINTEN	MARCO TECHNOLOGIES LLC	8/5/-9/4/19 BILLINGMTHLY COPIER CHGS #MER72	284.12	5586
208-101-933.000	OFFICE EQUIPMENT MAINTEN	MARCO TECHNOLOGIES LLC	8/5/-9/4/19 BILLINGMTHLY COPIER CHGS #MER72	39.14	5586
208-101-958.000	MEMBERSHIPS AND DUES	NATIONAL RECREATION&PARK AS	AUGUST 2019 START DATE FOR NRPA MEMBERSH	175.00	5588
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF EASTPOINTE TREASURER	8/1/19 INTERLOCAL GOVERNMENT AGREEMENT	14,902.69	5541
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF EASTPOINTE TREASURER	7/1/19 INTERLOCAL GOVERNMENT AGREEMENT	14,902.69	5541
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF ROSEVILLE, TREASURER	7/1/19 INTERLOCAL GOVERNMENT AGREEMENT	14,902.69	5543
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF ROSEVILLE, TREASURER	8/1/19 INTERLOCAL GOVERNMENT AGREEMENT	14,902.69	5543
208-101-995.000	INTEREST PAYMENTS	CITY OF EASTPOINTE TREASURER	8/1/19 INTERLOCAL GOVERNMENT AGREEMENT	1,169.34	5541
208-101-995.000	INTEREST PAYMENTS	CITY OF EASTPOINTE TREASURER	7/1/19 INTERLOCAL GOVERNMENT AGREEMENT	1,169.34	5541
208-101-995.000	INTEREST PAYMENTS	CITY OF ROSEVILLE, TREASURER	7/1/19 INTERLOCAL GOVERNMENT AGREEMENT	1,169.34	5543
208-101-995.000	INTEREST PAYMENTS	CITY OF ROSEVILLE, TREASURER	8/1/19 INTERLOCAL GOVERNMENT AGREEMENT	1,169.34	5543
		Total For Dept 101 GENERAL DEPARTMENT		89,952.13	

Dept 691 SMART
208-691-707.000

WAGES- TEMPORARY EMPLOYE JUST, ADAM

7/26-7/27 REIMBURSEMENT FOR STERLINGFEST 2 170.00 5555

208-691-707.000	WAGES- TEMPORARY EMPLOYE	WEBB, RUSSELL	7/26-7/27 REIMBURSEMENT FOR STERLINGFEST 2	170.00	5571
208-691-801.000	PROFESSIONAL SERVICES	OCCUPATIONAL HEALTH CENTERS	7/26/19 SERVICES AT CMC-DET FRASER	49.00	5565
208-691-850.000	COMMUNICATIONS	DIRECT TV	JULY CHARGES SERVICE 7/21-8/20/19	169.97	5546
208-691-850.000	COMMUNICATIONS	SPRINT	BILL JUN 24-JUL 23 19	147.51	5569
		Total For Dept 691 SMART		706.48	

Total For Fund 208 PARK/RECREATION FUND	90,658.61
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Fund Totals:

Fund 208 PARK/RECREATION FUND	90,658.61
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Total For All Funds:	90,658.61
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JOURNALS POSTING REPORT
POSTING REPORT

Page: 1/1

Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
08/07/2019	PR	S	479319 370	SUMMARY PR 08/07/2019		
208-000-001.001				CASH RECR AUTH		27,660.81
208-000-258.000				ACCRUED TAXES PAYABLE		5,652.88
208-000-258.001				OTHER PAYROLL WITHHOLDING		8,633.74
208-101-706.000				WAGES- PERMANENT EMPLOYEES	12,370.57	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	20,750.66	
208-101-715.000				FICA-EMPLOYER'S	2,498.25	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	1,709.51	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	4,290.25	
208-691-715.000				FICA-EMPLOYER'S	328.19	
					<u>41,947.43</u>	<u>41,947.43</u>
					<u>41,947.43</u>	<u>41,947.43</u>

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JOURNALS POSTING REPORT
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Page: 1/1

Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
08/21/2019	PR	S	483109 371	SUMMARY PR 08/21/2019		
208-000-001.001				CASH RECR AUTH		28,772.01
208-000-258.000				ACCRUED TAXES PAYABLE		5,861.26
208-000-258.001				OTHER PAYROLL WITHHOLDING		8,778.99
208-101-706.000				WAGES- PERMANENT EMPLOYEES	12,370.57	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	22,252.04	
208-101-715.000				FICA-EMPLOYER'S	2,613.19	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	1,709.51	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	4,149.51	
208-691-715.000				FICA-EMPLOYER'S	317.44	
					<u>43,412.26</u>	<u>43,412.26</u>
					<u>43,412.26</u>	<u>43,412.26</u>

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JOURNALS POSTING REPORT
POSTING REPORT

Page: 1/1

Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
08/22/2019	PR	S	485137 372			
						SUMMARY PR 08/22/2019
208-000-001.001				CASH RECR AUTH		1,733.91
208-000-258.000				ACCRUED TAXES PAYABLE		327.88
208-000-258.001				OTHER PAYROLL WITHHOLDING		245.07
208-101-706.000				WAGES- PERMANENT EMPLOYEES	2,142.92	
208-101-715.000				FICA-EMPLOYER'S	163.94	
					<u>2,306.86</u>	<u>2,306.86</u>
					<u>2,306.86</u>	<u>2,306.86</u>

09/09/2019		REVENUE AND EXPENDITURE REPORT FOR RARE							
		PERIOD ENDING 07/31/2019							
		% Fiscal Year Completed: 8.33							
		2019-20		YTD BALANCE		ACTIVITY FOR			
		ORIGINAL	2019-20	07/31/2019		MONTH 07/31/19	ENCUMBERED	UNENCUMBERED	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)		INCR (DECR)	YEAR-TO-DATE	BALANCE	USED
Fund 208 - PARK/RECREATION FUND									
Revenues									
208-101-402.000	CURRENT PROPERTY TAXES	1,418,198.00	1,418,198.00	459.14		459.14	0.00	1,417,738.86	0.03%
208-101-614.000	VENDING REVENUE	1,000.00	1,000.00	0.00		0.00	0.00	1,000.00	0.00%
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVIL	450,000.00	450,000.00	22,378.54		22,378.54	0.00	427,621.46	4.97%
208-101-653.000	SMART-OPERATING CREDITS	193,712.00	193,712.00	0.00		0.00	0.00	193,712.00	0.00%
208-101-654.000	SMART- FAREBOX REVENUE	214,973.06	214,973.06	788.00		788.00	0.00	214,185.06	0.37%
208-101-664.000	INTEREST AND DIVIDENDS	2,287.00	2,287.00	0.00		0.00	0.00	2,287.00	0.00%
208-101-674.000	CONTRIBUTIONS AND DONATIONS	1,000.00	1,000.00	0.00		0.00	0.00	1,000.00	0.00%
TOTAL REVENUES		2,281,170.06	2,281,170.06	23,625.68		23,625.68	0.00	2,257,544.38	1.04%
Expenditures									
208-101-706.000	WAGES- PERMANENT EMPLOYEES	345,309.74	345,309.74	24,339.86		24,339.86	0.00	320,969.88	7.05%
208-101-707.000	WAGES- TEMPORARY EMPLOYEES	353,182.00	353,182.00	40,724.84		40,724.84	0.00	312,457.16	11.53%
208-101-709.000	WAGES- OVERTIME	1,000.00	1,000.00	0.00		0.00	0.00	1,000.00	0.00%
208-101-715.000	FICA-EMPLOYER'S	53,512.00	53,512.00	4,898.91		4,898.91	0.00	48,613.09	9.15%
208-101-718.000	RETIREMENT FUND CONTRIBUTION	54,676.00	54,676.00	3,783.64		3,783.64	0.00	50,892.36	6.92%
208-101-719.000	HEALTH, LIFE, DENTAL	229,617.00	229,617.00	50,418.87	A	50,418.87	0.00	179,198.13	21.96%
208-101-725.000	UNEMPLOYMENT & WORKERS COMPENSATION	6,754.34	6,754.34	0.00		0.00	0.00	6,754.34	0.00%
208-101-728.000	OFFICE SUPPLIES	6,180.00	6,180.00	29.95		29.95	1,351.45	6,150.05	0.48%
208-101-730.000	POSTAGE	16,928.00	16,928.00	168.55		168.55	0.00	16,759.45	1.00%
208-101-740.000	SUPPLIES	46,350.00	46,350.00	2,347.19		2,347.19	2,629.20	44,002.81	5.06%
208-101-740.004	PLAYGROUND AND ATHLETIC SUPPLIES	55,620.00	55,620.00	3,315.53		3,315.53	27,919.92	52,304.47	5.96%
208-101-751.000	FUEL	5,150.00	5,150.00	0.00		0.00	0.00	5,150.00	0.00%
208-101-801.000	PROFESSIONAL SERVICES	54,500.00	54,500.00	2,942.50		2,942.50	0.00	51,557.50	5.40%
208-101-818.000	CONTRACTUAL SERVICES	85,000.00	85,000.00	3,408.78		3,408.78	0.00	81,591.22	4.01%
208-101-826.000	LEGAL FEES	206.00	206.00	132.00		132.00	0.00	74.00	64.08%
208-101-850.000	COMMUNICATIONS	14,935.00	14,935.00	6,770.29	B	6,770.29	0.00	8,164.71	45.33%
208-101-861.000	AUTO EXPENSE ALLOWANCE	250.00	250.00	0.00		0.00	0.00	250.00	0.00%
208-101-864.000	CONFERENCE & WORKSHOPS	3,000.00	3,000.00	0.00		0.00	0.00	3,000.00	0.00%
208-101-880.000	COMMUNITY PROMOTION	20,085.00	20,085.00	4,070.55		4,070.55	0.00	16,014.45	20.27%
208-101-900.000	PRINTING & PUBLICATIONS	17,000.00	17,000.00	330.00		330.00	0.00	16,670.00	1.94%
208-101-901.000	BANK FEES	6,720.00	6,720.00	1,952.56	C	1,952.56	0.00	4,767.44	29.06%
208-101-910.000	INSURANCE AND BONDS	35,000.00	35,000.00	0.00		0.00	0.00	35,000.00	0.00%
208-101-920.000	UTILITIES	35,000.00	35,000.00	196.71		196.71	0.00	34,803.29	0.56%
208-101-931.000	BUILDING MAINTENANCE	51,000.00	51,000.00	1,215.50		1,215.50	0.00	49,784.50	2.38%
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	8,240.00	8,240.00	279.12		279.12	0.00	7,960.88	3.39%
208-101-939.000	VEHICLE MAINTENANCE	7,000.00	7,000.00	0.00		0.00	0.00	7,000.00	0.00%
208-101-940.000	RENTALS	2,000.00	2,000.00	0.00		0.00	0.00	2,000.00	0.00%
208-101-958.000	MEMBERSHIPS AND DUES	2,000.00	2,000.00	45.00		45.00	0.00	1,955.00	2.25%
208-101-960.000	EDUCATION AND TRAINING	2,500.00	2,500.00	0.00		0.00	0.00	2,500.00	0.00%
208-101-961.000	CERTIFICATIONS & LICENSES	500.00	500.00	0.00		0.00	0.00	500.00	0.00%
408-101-976.000	BUILDING ADDITON & IMPROVEMENT	10,000.00	10,000.00	0.00		0.00	11,875.59	10,000.00	0.00%
408-101-982.000	MACHINERY	25,400.00	25,400.00	0.00		0.00	462.02	25,400.00	0.00%
408-101-983.000	OFFICE EQUIPMENT	4,000.00	4,000.00	0.00		0.00	710.00	4,000.00	0.00%

09/09/2019		REVENUE AND EXPENDITURE REPORT FOR RARE							
		PERIOD ENDING 07/31/2019							
		% Fiscal Year Completed: 8.33							
		2019-20		YTD BALANCE		ACTIVITY FOR			
		ORIGINAL	2019-20	07/31/2019		MONTH 07/31/19	ENCUMBERED	UNENCUMBERED	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)		INCR (DECR)	YEAR-TO-DATE	BALANCE	USED
408-101-984.000	FURNITURE	8,000.00	8,000.00	0.00		0.00	7,749.50	8,000.00	0.00%
208-101-991.000	PRINCIPAL PAYMENTS	375,719.00	375,719.00	0.00		0.00	0.00	375,719.00	0.00%
208-101-993.000	LAND USE FEE	120,000.00	120,000.00	0.00		0.00	0.00	120,000.00	0.00%
208-101-993.001	VENDING EXPENSE	600.00	600.00	0.00		0.00	0.00	600.00	0.00%
208-101-995.000	INTEREST PAYMENTS	9,149.00	9,149.00	0.00		0.00	0.00	9,149.00	0.00%
208-101-996.027	ADMINISTRATION COSTS	61,200.00	61,200.00	0.00		0.00	0.00	61,200.00	0.00%
208-101-999.000	TRANSFERS OUT	25,000.00	25,000.00	0.00		0.00	0.00	25,000.00	0.00%
Total Expenditures - Dept 101-GENERAL DEPARTMENT		2,158,283.08	2,158,283.08	151,370.35		151,370.35	52,697.68	2,006,912.73	7.01%
208-691-707.000	WAGES- TEMPORARY EMPLOYEES	126,220.00	126,220.00	8,394.63		8,394.63	0.00	117,825.37	6.65%
208-691-715.000	FICA-EMPLOYER'S	9,656.00	9,656.00	642.18		642.18	0.00	9,013.82	6.65%
208-691-725.000	UNEMPLOYMENT & WORKERS COMPENSATION	1,218.86	1,218.86	0.00		0.00	0.00	1,218.86	0.00%
208-691-740.000	SUPPLIES	750.00	750.00	100.00		100.00	0.00	650.00	13.33%
208-691-751.000	FUEL	10,300.00	10,300.00	0.00		0.00	0.00	10,300.00	0.00%
208-691-801.000	PROFESSIONAL SERVICES	5,000.00	5,000.00	0.00		0.00	0.00	5,000.00	0.00%
208-691-818.000	CONTRACTUAL SERVICES	5,150.00	5,150.00	0.00		0.00	0.00	5,150.00	0.00%
208-691-850.000	COMMUNICATIONS	4,635.00	4,635.00	545.50		545.50	0.00	4,089.50	11.77%
208-691-880.000	COMMUNITY PROMOTION	5,000.00	5,000.00	0.00		0.00	0.00	5,000.00	0.00%
208-691-910.000	INSURANCE AND BONDS	2,671.00	2,671.00	0.00		0.00	0.00	2,671.00	0.00%
208-691-939.000	VEHICLE MAINTENANCE	3,713.00	3,713.00	0.00		0.00	0.00	3,713.00	0.00%
208-691-983.000	OFFICE EQUIPMENT	215,000.00	215,000.00	0.00		0.00	0.00	215,000.00	0.00%
208-691-996.027	ADMINISTRATION COSTS	19,371.20	19,371.20	0.00		0.00	0.00	19,371.20	0.00%
Total Expenditures - Dept 691-SMART		408,685.06	408,685.06	9,682.31		9,682.31	0.00	399,002.75	2.37%
TOTAL EXPENDITURES		2,566,968.14	2,566,968.14	161,052.66		161,052.66	52,697.68	2,405,915.48	8.18
Fund 208 - PARK/RECREATION FUND:									
TOTAL REVENUES		2,281,170.06	2,281,170.06	23,625.68		23,625.68	0.00	2,257,544.38	
TOTAL EXPENDITURES		2,566,968.14	2,566,968.14	161,052.66		161,052.66	52,697.68	2,405,915.48	
NET OF REVENUES & EXPENDITURES		(285,798.08)	(285,798.08)	(137,426.98)		(137,426.98)	(52,697.68)	(148,371.10)	
A Health, Life, and Dental is administered by the City of Roseville on behalf of RARE and invoiced quarterly. In July 2019, RARE paid the January - March 2019 invoice to the City of Roseville. This expense is recorded in FY ending 6/30/19 and will be adjusted out of FY ending 6/30/2020 once all of the reversal entries are posted.									
B Communication invoices are also paid by the City of Roseville on behalf of RARE and subsequently invoiced to RARE on a quarterly basis. This represents the January - March 2019 invoice. This expense is recorded in FY ending 6/30/19 and will be adjusted out of FY ending 6/30/2020 once all of the reversal entries are posted.									
C Bank Fees are paid quarterly and are automatically deducted from the bank statements the month following the quarter end. In July, bank fees were charged for April - June 2019. This expense is recorded in FY ending 6/30/19 and will be adjusted out of FY ending 6/30/2020 once all of the reversal entries are posted.									



Recreational Authority of Roseville & Eastpointe Board

City Manager's Conference Room – Roseville City Hall
29777 Gratiot Ave., Roseville, MI 48066
3:30pm – March 14, 2018

Recreational Authority of Roseville & Eastpointe Action Summary

Meeting Date: September 11, 2019

Topic: Request approval to provide bonus to Amanda Hughes and Adam Just for added responsibilities during transition between Assistant Directors.

Background Brief: There was a six-week period between Bobbie Wilson leaving and Sara Frederick starting as Assistant Director. During that period Amanda Hughes, Office Manager took on added responsibilities for coordinating the newsletter information, RecTrac updates and many other items that Bobbie did. Adam supervised the adult softball leagues and contractual programs that Bobbie supervised, re-scheduling all the rain-outs, communicating with coaches, instructors, umpires and staff. Both Amanda and Adam reviewed these with Sara once she began her employment with the Recreation Authority.

Financial Impact: \$2000

1. **Director's Recommendation:** Recommend that a \$1000 bonus be provided to Amanda and Adam for stepping up and taking on the added responsibilities during the transition period. This cost will be offset by the lower salary that Sara is receiving as a new-hire rather than what was budgeted.

Recommended Motion: Motion by _____, seconded by _____, to: