



## **Recreational Authority of Roseville & Eastpointe Board Meeting Agenda**

Conference Room - Recreation Authority Center  
18185 Sycamore, Roseville, MI 48066  
4:00 pm - February 12, 2020

- A. Roll Call
- B. 1. Approval of Minutes for Regular meeting on January 22, 2020  
(Joint meeting with the Eastpointe Parks & Rec. Commission & Roseville Parks & Rec. Board)
- C. Approval of Disbursements and Budget Report.
  - 1. Disbursement #7
  - 2. Revenue/Expense Report
- D. Hearing of the Public - agenda items only
- E. Communications
- F. Old Business
- G. New Business
  - 1. Discuss proposal by Scott Chambers and Terry Johnson of Drive Creative Services for printing Program Newsletter.
  - 2. Review of Fall 2019 Program and Event Financials
  - 3. Discuss procedures for recruiting Certified Lifeguards for swim programs.
  - 4. Request date for discussing 2020/21 Budget.
  - 5. Election of Officers for the Recreational Authority Board
    - a. Chairperson
    - b. Vice Chairperson
- H. Hearing of the Public.
- I. Discussion by Director
- J. Discussion by Board members
- K. Adjournment



# Recreational Authority of Roseville & Eastpointe Board Meeting Minutes

## Joint meeting with Eastpointe Parks & Recreation Commission – Roseville Parks & Recreation Board

Activity Center Room - Recreation Authority Center  
18185 Sycamore, Roseville, MI 48066  
7:00 pm – January 22, 2020

### Meeting called to order 7:00 p.m.

#### A. Roll Call

- a. Mr. Frontera, Mr. Hogan, Mr. Merucci and Mr. Walters are present. Mr. Switalski is absent.
- b. Roseville Parks & Recreation Board Members – Nick Miglio, Mike Clover
- c. Eastpointe Parks & Recreation Commission Members – Elizabeth Pirkola, Eleanor Neihoff, Betty Bishop, Gary Sasek

#### B. Approval of Minutes

- a. **Approval of Minutes for Regular meeting on December 11, 2019**
  - i. Motion to approve the November meeting minutes was made by Mr. Merucci and supported by Mr. Walters. All approved, none opposed. Motion passed.

#### C. Approval of Disbursements and Budget Report

- a. **Disbursement #6**
  - i. Motion to approve disbursement #6 was made by Mr. Merucci, supported by Mr. Hogan. 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. Hogan. All approved, none opposed. Motion passed.

#### D. Hearing of the Public – agenda items only

- a. Mr. Harvey Creech, Eastpointe resident, questioned on how to go about requesting something to be put on the agenda.

#### E. Communications

- a. Mr. Lipinski shared the appointment letters for Mr. Merucci and Mr. Switalski, along with the Senior Newsletter and the public hearing postings.

#### F. Old Business

- a. No old business

#### G. New Business

- a. **Presentation to the Behnke Family, Gregg St, Roseville, the winner of the Recreation Authority 2019 Holiday Lights Display contest.**
  - i. Mr. Frontera presented the Behnke Family with the Holiday Lights Display plaque.
- b. **Public Hearing to receive comments on the 2020-2024 Joint Parks & Recreation Master Plan**
  - i. Mr. Harvey Creech, Eastpointe Resident, questioned whether the changes were made from the Eastpointe meeting to the current Master Plan. Mr. Nordstrom stated that that the comments received at the City of Eastpointe Public Hearing will be placed in the Plan.
- c. **Request approval of Resolution adopting the 2020-2024 Joint Parks & Recreation Master Plan**
  - i. Motion to approve the resolution adopting the 2020-2024 Joint Parks & Recreation Master Plan was made by Mr. Walters, supported by Mr. Merucci. Mr. Merucci, commented on the changes that the Eastpointe Parks & Recreation Commission has come up with for Eastpointe Parks and having some items for the parks amended with those changes. Ms. Eleanor Neihoff, commented on the Eastpointe Park changes and asked about programming out at some of the parks, as the Eastpointe Parks & Recreation Commission would like to see some areas/parks repurposed to be a community garden. All approved, none opposed. Motion passed.

**d. Review of Fall 2019 Program and Event Financials**

- i. Agenda item to be moved to the regular meeting in February.

**H. Hearing of the Public**

- a. Mr. Harvey Creech, Eastpointe resident, questioned who is responsible for Eastpointe Parks, Roseville Parks and the Recreation Authority Center.

**I. Discussion by Director**

- a. Mr. Lipinski stated that a Shuffleboard court was painted in the Large gym (in the Recreation Authority Center) and gym time booked. The Spring/Summer newsletter is at the printer and mailed out to residents within the next couple weeks. The Senior Center started taking appointments for taxes and all appointments are already filled. There was a meeting to discuss obtaining Marsack Gravel Pit as a park. Mr. Lipinski and Ms. Frederick met with Dr. Ryan McLeod, Eastpointe Community Schools Superintendent as well as Mr. Mark Blaszkowski, Roseville Community Schools Superintendent, in regards to possibly utilizing their swimming pools for programs. The biggest issue is being able to find lifeguards to be able to run a swimming program. Mr. Hogan asked about pay rates for lifeguards, Mr. Lipinski responded that there is a range of \$10-\$15 per hour.

**J. Discussion**

**a. Discussion by Eastpointe Parks & Recreation Commission members**

- i. Mr. Sasek commented that while the commission is still in its' infant stage, they have accomplished many things. Ms. Bishop commented on seeing a park come to life, with its new equipment. Ms. Pirkola is looking forward to finalizing the Master Plan to be able to work on new projects.

**b. Discussion by Roseville Parks & Recreation Board Members**

- i. Mr. Miglio has watched a Roseville Park (Veteran's Memorial Park) come to life and is excited for the new Master Plan. Mr. Clover had some notes for the Master Plan; would like to see a small park in the underserved neighborhoods. Would also like to see the old Arbor School grounds transformed and to see concerts in the park come back.

**c. Discussion by Recreational Authority of Roseville & Eastpointe Board Members**

- i. Mr. Walters – Mentioned the upcoming budget and having the board think of capital items to be added. Thanked the city board members for attending the meeting.
- ii. Mr. Merucci – Questioned whether the board elections would be on the February agenda; Mr. Lipinski responded that they would be. Also questioned the closing out the building addition.
- iii. Mr. Hogan – Thanked the city board members for attending the meeting.
- iv. Mr. Frontera – Thanked the city board members for attending the meeting.

**Meeting adjourned – 8:06 p.m.**


**Recreational Authority of Roseville & Eastpointe**

Disbursement # 7

January 2020	<u>207,668.08</u>
AP Total	<u>207,668.08</u>
Pay #14 (1/08/2020)	23,921.21
Pay #15 (1/22/2020)	27,992.03
Payroll Total	<u>51,913.24</u>
Grand Total	<u>259,581.32</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

**Check Register**  
**January 2020**  
**RARE**

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check #
Fund 208 PARK/RECREATION FUND							
Dept 101 GENERAL DEPARTMENT							
208-101-402.000	CURRENT PROPERTY TAXES	MACOMB COUNTY TREASURY	INVOICE (RSVL+RARE) PERSONAL PROPERTY TAX	101142020	01/24/20	400.11	6040
208-101-652.000	RECREATION USE AND ADMISSION	DEERIKA BRYANT	REFUND	120366	01/08/20	100.00	5980
208-101-652.000	RECREATION USE AND ADMISSION	MORRIS, LANISHA	REFUND-CANCELLATION OF PROGRAM	124001	01/08/20	80.00	5995
208-101-652.000	RECREATION USE AND ADMISSION	COTTINGHAM, VERONICA	REFUND-RESERVATION CHANGE	124208	01/08/20	200.00	5977
208-101-652.000	RECREATION USE AND ADMISSION	GASKIN, NATUSHA	REFUND-RESERVATION CHANGE	124207	01/08/20	100.00	5984
208-101-652.000	RECREATION USE AND ADMISSION	HARRIS, SONYA	REFUND-RESERVATION CHANGE	124105	01/08/20	200.00	5986
208-101-652.000	RECREATION USE AND ADMISSION	HOLTZ, PATSY	REFUND-RESERVATION CHANGE	124082	01/08/20	200.00	5987
208-101-652.000	RECREATION USE AND ADMISSION	KALININ, JO	REFUND-RESERVATION CHANGE	124083	01/08/20	100.00	5990
208-101-652.000	RECREATION USE AND ADMISSION	MCCORD, FRANK	REFUND-RESERVATION CHANGE	124206	01/08/20	100.00	5993
208-101-652.000	RECREATION USE AND ADMISSION	MULLEN, JENNIFER	REFUND-CANCELLATION OF PROGRAM	124159	01/08/20	9.00	5997
208-101-652.000	RECREATION USE AND ADMISSION	STEPHENS, DEMARKO	REFUND-CANCELLATION OF LARGE GYM	124209	01/08/20	145.00	6003
208-101-652.000	RECREATION USE AND ADMISSION	TENN, RAYESHA	REFUND-RESERVATION CHANGE	124106	01/08/20	100.00	6004
208-101-652.000	RECREATION USE AND ADMISSION	ADAMS, ARESKALA	REFUND-RESERVATION CHANGE	124457	01/24/20	200.00	6011
208-101-652.000	RECREATION USE AND ADMISSION	BRYANT, LATINA	REFUND-CANCELLATION OF PROGRAM	124424	01/24/20	85.00	6015
208-101-652.000	RECREATION USE AND ADMISSION	CHISOLM, GERMAINE	REFUND-RESERVATION CHANGE	124339	01/24/20	100.00	6018
208-101-652.000	RECREATION USE AND ADMISSION	CLOUD JR, HAROLD	REFUND-RESERVATION CHANGE	124335	01/24/20	200.00	6021
208-101-652.000	RECREATION USE AND ADMISSION	COOPER, MARIE	REFUND-CANCELLATION OF PROGRAM	124361	01/24/20	69.00	6022
208-101-652.000	RECREATION USE AND ADMISSION	DIXON, GHAWANA	REFUND-CANCELLATION OF PROGRAM	124447	01/24/20	30.00	6026
208-101-652.000	RECREATION USE AND ADMISSION	DOWNES, YALE	REFUND-FITNESS MEMBERSHIP	PR25559	01/24/20	30.00	6027
208-101-652.000	RECREATION USE AND ADMISSION	HARRIS-GRANT, ROSHELLE	REFUND-RESERVATION CHANGE	124340	01/24/20	50.00	6030
208-101-652.000	RECREATION USE AND ADMISSION	HINTON, LANETTA	REFUND-RESERVATION CHANGE	124336	01/24/20	100.00	6031
208-101-652.000	RECREATION USE AND ADMISSION	INNES, CRISTINE	REFUND-CANCELLATION OF PROGRAM	124363	01/24/20	79.00	6033
208-101-652.000	RECREATION USE AND ADMISSION	JONES, MICHELE	REFUND-RESERVATION CHANGE	124459	01/24/20	100.00	6034
208-101-652.000	RECREATION USE AND ADMISSION	MATTHEWS, ETHEL	REFUND-RESERVATION CHANGE	124342	01/24/20	200.00	6043
208-101-652.000	RECREATION USE AND ADMISSION	MCCOY, MARY	REFUND-RESERVATION CHANGE	124341	01/24/20	200.00	6044
208-101-652.000	RECREATION USE AND ADMISSION	SEALS, CHARLOTTE	REFUND-RESERVATION CHANGE	124460	01/24/20	50.00	6049
208-101-652.000	RECREATION USE AND ADMISSION	SZYMANSKI, LAURA	REFUND-CANCELLATION OF PROGRAM	124362	01/24/20	69.00	6051
208-101-652.000	RECREATION USE AND ADMISSION	WILSON-BANKS, MICHELLE	REFUND-RESERVATION CHANGE	124461	01/24/20	200.00	6054

208-101-652.000	RECREATION USE AND ADMISSION	YOUNG, ANGELIQUE	REFUND-RESERVATION CHANGE	124338	01/24/20	100.00	6056
208-101-652.000	RECREATION USE AND ADMISSION	BELL, TIYESHA	REFUND-RESERVATION CHANGE	124337	01/24/20	200.00	6014
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	15,225.12	5973
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	15,225.12	5973
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	15,225.12	5973
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	151.00	6020
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	15,225.12	6020
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	15,225.12	6020
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	15,225.12	6020
208-101-725.000	UNEMPLOYMENT & WORKERS	MICHIGAN MUNICIPAL LE	4TH QUARTERLY CONTRIBUTION REPORT	121819	01/08/20	133.25	5994
208-101-730.000	POSTAGE	CITY OF ROSEVILLE	NOVEMBER POSTAGE/UPS	1488	01/08/20	52.50	5972
208-101-730.000	POSTAGE	CITY OF ROSEVILLE	DEC 2019 POSTAGE/UPS	1497	01/24/20	207.83	6019
208-101-740.000	SUPPLIES	SAM'S CLUB / SYNCHRONY	NOV/DEC BILLING STATEMENT	PR25558	01/14/20	411.26	6007
208-101-740.000	SUPPLIES	KELGRAPHICS	SHIRTS FOR BIG BIRD RUN	11021111	01/24/20	3,553.20	6035
208-101-740.004	PLAYGROUND AND ATHLETIC	S DEE'S SPORT SHOP INC	MESH BALL BAG	35997	01/08/20	64.95	5979
208-101-740.004	PLAYGROUND AND ATHLETIC	S DEE'S SPORT SHOP INC	TEE'S 29	36172	01/08/20	167.00	5979
208-101-740.004	PLAYGROUND AND ATHLETIC	S DEE'S SPORT SHOP INC	BASKETBALL JERSEYS	36158	01/08/20	3,640.00	5979
208-101-740.004	PLAYGROUND AND ATHLETIC	S DEE'S SPORT SHOP INC	BASKETBALL/VOLLEYBALL JERSEYS AND HC	36182	01/24/20	3,263.00	6025
208-101-740.004	PLAYGROUND AND ATHLETIC	S PRIMA WELDING & EXPERI	BENCH SHIPPER# 24486	45290	01/24/20	40.00	6046
208-101-801.000	PROFESSIONAL SERVICES	IDEAL PHOTOS INC	SENIOR CHRISTMAS PARTY/DDD PHOTOS	10159	01/08/20	960.00	5988
208-101-801.000	PROFESSIONAL SERVICES	KALAHARI RESORT & CON	2/22-2/23/20 15 ROOMS	PR25552	01/08/20	4,089.70	5989
208-101-801.000	PROFESSIONAL SERVICES	NATIONAL TRAILS INC	CEDAR POINT CHARTER BUS TRIP	1324	01/08/20	672.84	5998
208-101-801.000	PROFESSIONAL SERVICES	ABEL ELECTRONICS INC	12/16 SCOPE OF WORK	158803	01/08/20	90.00	5968
208-101-801.000	PROFESSIONAL SERVICES	C & G PUBLISHING INC	EAST 2X3 AD#0228-1951	0746063-IN	01/08/20	117.66	5970
208-101-801.000	PROFESSIONAL SERVICES	PLANTE & MORAN PLLC	SERVICES FOR 6/30/19 RARE FINANCIAL ST	1769499	01/08/20	2,865.00	5999
208-101-801.000	PROFESSIONAL SERVICES	SAYERS, KEVIN J	12/19 SANTA VISIT FOR INDOOR PARK	PR25541	01/08/20	100.00	6000
208-101-801.000	PROFESSIONAL SERVICES	CARLISLE WORTMAN ASSC	JOINT RECREATION PLAN	2155676	01/24/20	3,562.50	6017
208-101-801.000	PROFESSIONAL SERVICES	MARCO TECHNOLOGIES LL	MTHLY COPIER CHGS #FUS805	INV7165939	01/24/20	62.65	6041
208-101-801.000	PROFESSIONAL SERVICES	MARCO TECHNOLOGIES LL	MTHLY COPIER CHGS #FUS805	INV7165940	01/24/20	162.45	6041
208-101-801.000	PROFESSIONAL SERVICES	TEE PEE INC	PARTY TOILET-SPINDLER PARK	20315	01/24/20	85.00	6052
208-101-818.000	CONTRACTUAL SERVICES	ALIOTTA, MICHAEL	12/17 SCOREKEEPER PAY	PR25557	01/08/20	20.00	5969
208-101-818.000	CONTRACTUAL SERVICES	DEAN, JOSEPH	12/17 SCOREKEEPER PAY	PR25557	01/08/20	60.00	5978
208-101-818.000	CONTRACTUAL SERVICES	LIPINSKI, MICHAEL	12/18-12/20,12/23,1/2 SCOREKEEPER PAY	PR25557	01/08/20	202.25	5991
208-101-818.000	CONTRACTUAL SERVICES	SHIEMKE, BRENDAN	12/18-12/20, 12/23, 1/2 SCOREKEEPER PA	PR25557	01/08/20	180.00	6001
208-101-818.000	CONTRACTUAL SERVICES	FIRST SERVE LLC	1/4/2020 HOLIDAY TENNIS TOURNAMENT	010620	01/14/20	95.88	6006
208-101-818.000	CONTRACTUAL SERVICES	ALIOTTA, MICHAEL	1/8,1/12,1/19 SCOREKEEPER	PR25563	01/24/20	90.00	6012

208-101-818.000	CONTRACTUAL SERVICES	CSERNYANT, KEIRA	1/8,1/12,1/19 SCOREKEEPER	PR25563	01/24/20	70.00	6023
208-101-818.000	CONTRACTUAL SERVICES	DEAN, JOSEPH	1/8,1/12,1/15,1/18-1/19 SCOREKEEPER	PR25563	01/24/20	167.50	6024
208-101-818.000	CONTRACTUAL SERVICES	FLYNN, ANTHONY	1/8,1/18-1/19 SCOREKEEPER	PR25563	01/24/20	70.00	6029
208-101-818.000	CONTRACTUAL SERVICES	KENNEDY, MATTHEW	1/7-1/8,1/17 OFFICIALS PAY	PR25563	01/24/20	136.00	6036
208-101-818.000	CONTRACTUAL SERVICES	KENNEDY, RYAN	1/5,1/7-1/8,1/17 OFFICIALS PAY	PR25563	01/24/20	260.00	6037
208-101-818.000	CONTRACTUAL SERVICES	KLEIN, ROSS	1/11-1/12,1/19 OFFICIALS PAY	PR25563	01/24/20	248.00	6038
208-101-818.000	CONTRACTUAL SERVICES	LIPINSKI, NICHOLAS	1/8,1/11,1/19 SCOREKEEPER	PR25563	01/24/20	65.00	6039
208-101-818.000	CONTRACTUAL SERVICES	MASTERTON, BRYAN JR	1/8,1/12 SCOREKEEPER	PR25563	01/24/20	65.00	6042
208-101-818.000	CONTRACTUAL SERVICES	RISTOVSKI, LOREN	1/12 OFFICIALS PAY	PR25563	01/24/20	50.00	6047
208-101-818.000	CONTRACTUAL SERVICES	SCSBSA	UMPIRE FEES-BRONCO PLAYOFFS	002	01/24/20	240.00	6048
208-101-818.000	CONTRACTUAL SERVICES	SOKOL, ANTHONY	1/12,1/19 OFFICIALS PAY	PR25563	01/24/20	100.00	6050
208-101-818.000	CONTRACTUAL SERVICES	VANASSCHE, ABBEY	1/8,1/12,1/19 SCOREKEEPER	PR25563	01/24/20	65.00	6053
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	560.93	5973
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	563.35	5973
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	563.35	5973
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	1,500.31	5973
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	1,500.31	5973
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	1,500.31	5973
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	316.43	5973
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	DUE FROM RARE-7/1-9/30/19	120119	01/08/20	617.30	5973
208-101-850.000	COMMUNICATIONS	SPRINT	BILL PERIOD 11/24-12/23/19	250391517-08	01/08/20	171.36	6002
208-101-850.000	COMMUNICATIONS	AT&T	PHONE SVC 1/10-2/9/2020	586445507301	01/24/20	84.16	6013
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	308.21	6020
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	309.77	6020
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	1,503.99	6020
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	1,503.99	6020
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	1,503.99	6020
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	563.63	6020
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	563.63	6020
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	10/1/19-12/31/19 DUE FROM RARE	FISCAL 19-20	01/24/20	563.35	6020
208-101-880.000	COMMUNITY PROMOTION	FREDERICK, SARA	GIFT CARD REIMBURSEMENT	PR25555	01/08/20	106.00	5983
208-101-880.000	COMMUNITY PROMOTION	SAM'S CLUB / SYNCHRONY	NOV/DEC BILLING STATEMENT	PR25558	01/14/20	19.96	6007
208-101-880.000	COMMUNITY PROMOTION	C & G PUBLISHING INC	AD# 0164-2003	0747473-IN	01/24/20	117.66	6016
208-101-880.000	COMMUNITY PROMOTION	NATIONAL ENTERTAINMENT	EASTER CANDY FILLED EGGS (5000)	200110001	01/24/20	600.00	6045
208-101-880.000	COMMUNITY PROMOTION	WOODS TROPHIES	HOLIDAY LIGHTS PLAQUE	0120-10341	01/24/20	30.00	6055
208-101-900.000	PRINTING & PUBLICATIONS	LITHO PRINTING SERVICE	JAN/FEB NEWSLETTER W/CALENDAR	87494	01/08/20	330.00	5992

208-101-920.000	UTILITIES	CONSUMERS ENERGY	GAS SVC 11/22-12/18/19	203586839584	01/08/20	1,214.11	5976
208-101-920.000	UTILITIES	DTE ENERGY	ELEC SVC 12/10/19-1/8/20-27270	GRATIO DEC2019	01/24/20	38.44	6028
208-101-931.000	BUILDING MAINTENANCE	DUNBAR MECHANICAL INC	ACCT#11532 MAINTENANCE CONTRACT	73749	01/08/20	2,238.25	5982
208-101-931.000	BUILDING MAINTENANCE	GREAT LAKES PEST CONTR	PEST CONTROL - 12/18/19	53623	01/08/20	40.00	5985
208-101-931.000	BUILDING MAINTENANCE	SAM'S CLUB / SYNCHRONY	NOV/DEC BILLING STATEMENT	PR25558	01/14/20	294.72	6007
208-101-931.000	BUILDING MAINTENANCE	HOME DEPOT CREDIT SER	1/10 HOME DEPOT CREDIT CARD CHARGE	011020	01/24/20	7.96	6032
208-101-958.000	MEMBERSHIPS AND DUES	MPARKS	PREIMIER AGENCY MEMBERSHIP/REGION/	300000821	01/08/20	880.00	5996
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF EASTPOINTE TREA	DECEMBER INTERLOCAL AGREEMENT	C16404	01/08/20	15,636.56	5971
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF ROSEVILLE, TREAS	DECEMBER 2019 INTERLOCAL AGREEMENT	C16405	01/08/20	15,636.56	5974
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF EASTPOINTE TREA	JAN 2020 INTERLOCAL GOVERNMENT AGR	C16411	01/08/20	15,672.40	5971
208-101-991.000	PRINCIPAL PAYMENTS	CITY OF ROSEVILLE, TREAS	JANUARY 2020 INTERLOCAL GOVERNMENT	C16412	01/08/20	15,672.40	5974
208-101-995.000	INTEREST PAYMENTS	CITY OF EASTPOINTE TREA	DECEMBER INTERLOCAL AGREEMENT	C16404	01/08/20	435.47	5971
208-101-995.000	INTEREST PAYMENTS	CITY OF ROSEVILLE, TREAS	DECEMBER 2019 INTERLOCAL AGREEMENT	C16405	01/08/20	435.47	5974
208-101-995.000	INTEREST PAYMENTS	CITY OF EASTPOINTE TREA	JAN 2020 INTERLOCAL GOVERNMENT AGR	C16411	01/08/20	399.63	5971
208-101-995.000	INTEREST PAYMENTS	CITY OF ROSEVILLE, TREAS	JANUARY 2020 INTERLOCAL GOVERNMENT	C16412	01/08/20	399.63	5974
Total For Dept 101 GENERAL DEPARTMENT						206,186.84	

Dept 691 SMART

208-691-818.000	CONTRACTUAL SERVICES	NATIONAL TRAILS INC	CEDAR POINT CHARTER BUS TRIP	1324	01/08/20	727.16	5998
208-691-850.000	COMMUNICATIONS	COMCAST	SERVICES FROM 1/12-2/11/20	122819	01/08/20	84.90	5975
208-691-850.000	COMMUNICATIONS	DIRECT TV	SERVICE PERIOD 12/21/19-1/20/20	37015976554	01/08/20	326.97	5981
208-691-850.000	COMMUNICATIONS	SPRINT	BILL PERIOD 11/24-12/23/19	250391517-08	01/08/20	342.21	6002
Total For Dept 691 SMART						1,481.24	

Total For Fund 208 PARK/RECREATION FUND

207,668.08

Fund Totals:

Fund 208 PARK/RECREATION FUND

207,668.08

Total For All Funds:

207,668.08



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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						
01/08/2020	PR	S	526797 383	SUMMARY PR 01/08/2020		
208-000-001.001				CASH RECR AUTH		14,337.62
208-000-258.000				ACCRUED TAXES PAYABLE		3,093.54
208-000-258.001				OTHER PAYROLL WITHHOLDING		6,490.05
208-101-706.000				WAGES- PERMANENT EMPLOYEES	12,370.57	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	5,361.07	
208-101-715.000				FICA-EMPLOYER'S	1,318.34	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	1,657.05	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	2,985.75	
208-691-715.000				FICA-EMPLOYER'S	228.43	
					<u>23,921.21</u>	<u>23,921.21</u>
					<u>23,921.21</u>	<u>23,921.21</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						
01/22/2020	PR	S	529028 384	SUMMARY PR 01/22/2020		
208-000-001.001				CASH RECR AUTH		17,180.31
208-000-258.000				ACCRUED TAXES PAYABLE		3,607.70
208-000-258.001				OTHER PAYROLL WITHHOLDING		7,204.02
208-101-706.000				WAGES- PERMANENT EMPLOYEES	12,407.13	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	7,042.83	
208-101-715.000				FICA-EMPLOYER'S	1,449.74	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	2,109.21	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	4,629.01	
208-691-715.000				FICA-EMPLOYER'S	354.11	
					<u>27,992.03</u>	<u>27,992.03</u>
					<u>27,992.03</u>	<u>27,992.03</u>

02/04/2020	REVENUE AND EXPENDITURE REPORT FOR RARE							
	PERIOD ENDING 01/31/2020							
	% Fiscal Year Completed: 58.33							
		2019-20		YTD BALANCE	ACTIVITY FOR			
		ORIGINAL	2019-20	01/31/2020	MONTH 01/31/20	ENCUMBERED	UNENCUMBERED	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	YEAR-TO-DATE	BALANCE	USED
Fund 208 - PARK/RECREATION FUND								
<b>Revenues</b>								
208-101-402.000	CURRENT PROPERTY TAXES	1,418,198.00	1,418,198.00	392,187.45	390,999.92	0.00	1,026,010.55	27.65%
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	175,888.93	21,333.25	0.00	274,111.07	39.09%
208-101-653.000	SMART-OPERATING CREDITS	193,712.00	193,712.00	(2,661.51)	0.00	0.00	196,373.51	-1.37%
208-101-654.000	SMART- FAREBOX REVENUE	214,973.06	214,973.06	4,619.76	886.60	0.00	210,353.30	2.15%
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%
<b>TOTAL REVENUES</b>		<b>2,281,170.06</b>	<b>2,281,170.06</b>	<b>570,034.63</b>	<b>413,219.77</b>	<b>0.00</b>	<b>1,711,135.43</b>	<b>24.99%</b>
<b>Expenditures</b>								
208-101-706.000	WAGES- PERMANENT EMPLOYEES	345,309.74	345,309.74	192,709.71	24,777.70	0.00	152,600.03	55.81%
208-101-707.000	WAGES- TEMPORARY EMPLOYEES	353,182.00	353,182.00	180,889.43	12,403.90	0.00	172,292.57	51.22%
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	28,060.80	2,768.08	0.00	25,451.20	52.44%
208-101-718.000	RETIREMENT FUND CONTRIBUTION	54,676.00	54,676.00	26,642.05	3,766.26	0.00	28,033.95	48.73%
208-101-719.000	HEALTH, LIFE, DENTAL	229,617.00	229,617.00	91,561.52	91,501.72	0.00	138,055.48	39.88%
208-101-725.000	UNEMPLOYMENT & WORKERS COMPENSATION	6,754.34	6,754.34	8,344.53	133.25	0.00	(1,590.19)	123.54%
208-101-728.000	OFFICE SUPPLIES	6,180.00	6,180.00	406.72	0.00	441.76	5,773.28	6.58%
208-101-730.000	POSTAGE	16,928.00	16,928.00	6,316.33	260.33	0.00	10,611.67	37.31%
208-101-740.000	SUPPLIES	46,350.00	46,350.00	11,463.88	3,964.46	3,553.20	34,886.12	24.73%
208-101-740.004	PLAYGROUND AND ATHLETIC SUPPLIES	55,620.00	55,620.00	21,989.24	7,174.95	7,562.53	33,630.76	39.53%
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	63,656.89	12,767.80	0.00	(9,156.89)	116.80%
208-101-818.000	CONTRACTUAL SERVICES	85,000.00	85,000.00	30,038.34	2,184.63	0.00	54,961.66	35.34%
208-101-826.000	LEGAL FEES	206.00	206.00	0.00	0.00	0.00	206.00	0.00%
208-101-850.000	COMMUNICATIONS	14,935.00	14,935.00	15,691.53	14,198.37	0.00	(756.53)	105.07%
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	850.00	0.00	0.00	2,150.00	28.33%
208-101-880.000	COMMUNITY PROMOTION	20,085.00	20,085.00	16,658.17	873.62	0.00	3,426.83	82.94%
208-101-900.000	PRINTING & PUBLICATIONS	17,000.00	17,000.00	8,300.40	330.00	0.00	8,699.60	48.83%
208-101-901.000	BANK FEES	6,720.00	6,720.00	1,725.53	0.00	0.00	4,994.47	25.68%
208-101-910.000	INSURANCE AND BONDS	35,000.00	35,000.00	33,149.00	0.00	0.00	1,851.00	94.71%
208-101-920.000	UTILITIES	35,000.00	35,000.00	4,149.70	1,252.55	0.00	30,850.30	11.86%
208-101-931.000	BUILDING MAINTENANCE	51,000.00	51,000.00	22,857.02	2,580.93	0.00	28,142.98	44.82%
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	8,240.00	8,240.00	6,304.08	0.00	0.00	1,935.92	76.51%
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	170.00	0.00	0.00	1,830.00	8.50%
208-101-955.000	MISCELLANEOUS EXPENDITURE	0.00	0.00	61.70	0.00	0.00	(61.70)	100.00%
208-101-958.000	MEMBERSHIPS AND DUES	2,000.00	2,000.00	2,138.23	880.00	0.00	(138.23)	106.91%
208-101-960.000	EDUCATION AND TRAINING	2,500.00	2,500.00	198.13	0.00	0.00	2,301.87	7.93%
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	33,935.00	0.00	0.00	(23,935.00)	339.35%
408-101-982.000	MACHINERY	25,400.00	25,400.00	0.00	0.00	0.00	25,400.00	0.00%
408-101-983.000	OFFICE EQUIPMENT	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
408-101-984.000	FURNITURE	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00%
208-101-991.000	PRINCIPAL PAYMENTS	375,719.00	375,719.00	216,766.97	62,617.92	0.00	158,952.03	57.69%
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	8,241.45	1,670.20	0.00	907.55	90.08%
208-101-996.027	ADMINISTRATION COSTS	61,200.00	61,200.00	0.00	0.00	0.00	61,200.00	0.00%

02/04/2020	REVENUE AND EXPENDITURE REPORT FOR RARE							
	PERIOD ENDING 01/31/2020							
	% Fiscal Year Completed: 58.33							
		2019-20		YTD BALANCE		ACTIVITY FOR		
		ORIGINAL	2019-20	01/31/2020		MONTH 01/31/20	ENCUMBERED	UNENCUMBERED
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)		INCR (DECR)	YEAR-TO-DATE	BALANCE
								% BDGT USED
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	1,033,276.35		246,106.67	11,557.49	1,125,006.73
								47.87%
208-691-707.000	WAGES- TEMPORARY EMPLOYEES	126,220.00	126,220.00	62,916.47		7,614.76	0.00	63,303.53
208-691-715.000	FICA-EMPLOYER'S	9,656.00	9,656.00	4,787.25		582.54	0.00	4,868.75
208-691-725.000	UNEMPLOYMENT & WORKERS COMPENSATION	1,218.86	1,218.86	0.00	B	0.00	0.00	1,218.86
208-691-740.000	SUPPLIES	750.00	750.00	164.79		0.00	0.00	585.21
208-691-751.000	FUEL	10,300.00	10,300.00	(1,890.16)	H	0.00	0.00	12,190.16
208-691-801.000	PROFESSIONAL SERVICES	5,000.00	5,000.00	196.00		0.00	0.00	4,804.00
208-691-818.000	CONTRACTUAL SERVICES	5,150.00	5,150.00	727.16		727.16	0.00	4,422.84
208-691-850.000	COMMUNICATIONS	4,635.00	4,635.00	3,935.99		754.08	0.00	699.01
208-691-880.000	COMMUNITY PROMOTION	5,000.00	5,000.00	177.82		0.00	0.00	4,822.18
208-691-910.000	INSURANCE AND BONDS	2,671.00	2,671.00	0.00		0.00	0.00	2,671.00
208-691-939.000	VEHICLE MAINTENANCE	3,713.00	3,713.00	548.06		0.00	0.00	3,164.94
208-691-983.000	OFFICE EQUIPMENT	215,000.00	215,000.00	0.00		0.00	0.00	215,000.00
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	71,563.38		9,678.54	0.00	337,121.68
								17.51%
TOTAL EXPENDITURES		2,566,968.14	2,566,968.14	1,104,839.73		255,785.21	11,557.49	1,462,128.41
								43.04%
Fund 208 - PARK/RECREATION FUND:								
TOTAL REVENUES		2,281,170.06	2,281,170.06	570,034.63		413,219.77	0.00	1,711,135.43
TOTAL EXPENDITURES		2,566,968.14	2,566,968.14	1,104,839.73		255,785.21	11,557.49	1,462,128.41
NET OF REVENUES & EXPENDITURES		(285,798.08)	(285,798.08)	(534,805.10)		157,434.56	(11,557.49)	249,007.02
A Please note the negative year-to-date amount recorded. This represents the reversal of accrued revenue that was posted at June 30, 2019. The Authority is still awaiting payment from smart for January through June 2019 operating credits. The year-to-date negative balance represents an over accrual at June 30, 2019.								
B Workers Comp premium is paid annually and no more expense is expected for the year. Amount is over budget, however a portion will need to be applied to SMART. A small budget adjustment may be required.								
C Large nonrecurring expenses were recorded during the month of Novemebr, \$12,700 to Plante Moran for the annual audit as well as \$7,315 to Carlisle Wortman for the Recreation Master Plan.								
D The year-to-date amount represents six months of expenses for communications. The prior year actual communication expense was approximately \$30,000. A budget amendment to increase the communication budget to what was expended in the prior year will be needed.								
E The annual insurance payment to the MML was paid in September. This covers the full year and no other expenses are expected in this account for the fiscal year. The Authority has received a rebate check from the MML in the amount of \$3,314. Annual costs are expected to be under budget.								
F The year-to-date amount is overbudget however a year end audit adjustment will be required to move part of this expense to the following fiscal year as the expense period straddles two years.								
G The Authority budgeted \$10,000 in FY19 and \$10,000 in FY20 for the installation of a fitness court at Huron Park. No costs were incurred in FY19. The National Fitness Court indicated that costs exceeded what was initially quoted. The additional \$14,000 invoice was paid by the Authority.								
H The negative year-to-date amount are due to a reversal of an accrual at June 30, 2019. Part of that accrual represents fuel costs that relate to FY18 that were not paid as of June 30, 2019, therefore creating a negative current year-to-date balance.								



**Newsletter Estimate - Printing of 35,000**

Design, layout & alterations of  
**20 page** 80# Gloss Text Self-Cover, 4/4 process color  
Fold, saddle stitch & trim, skid packed ECRWSS, sort & bundle  
Deliver to Roseville and Eastpointe USPS  
\$12,765 (\$.36 per piece)

Design, layout & alterations of  
**32 page** 80# Gloss Text Self-Cover, 4/4 process color  
Fold, saddle stitch & trim, skid packed ECRWSS, sort & bundle  
Deliver to Roseville and Eastpointe USPS  
\$16,969 (\$.48 per piece)



Terry Johnson/Scott Chambers  
586-212-5785/586-453-2487  
tjohnson@drivecreativeservices.com  
schambers@drivecreativeservices.com

## **NEWSLETTER COSTS**

- ❖ 2018 Spring/Summer – 20 pages – qty. 40,454
  - Cost: \$5,791 (news print paper, gloss cover)
  - Postage: \$5,221,49
- ❖ 2018-2019 Fall/Winter – 24 pages – qty. 40,564
  - Cost: \$6,995 (news print paper, gloss cover)
- ❖ 2019 Spring/Summer – 20 pages – qty. 40,600
  - Cost: \$7,150 (news print paper, gloss cover)
- ❖ 2019-2020 Fall/Winter – 20 pages – qty. 35,761
  - Cost: \$6,795 (news print paper, gloss cover)
  - Postage: \$5,436
- ❖ 2020 Spring/Summer – 20 pages – qty. 40,000
  - Cost: \$7,550 (news print paper, gloss cover)

## **TIMELINE**

- ❖ 2019-2020 Fall/Winter
  - Instructors
    - Initial email – May 15
    - Deadline to submit information – June 14
  - Draft dates
    - Original Draft (word document) – June 28
    - Draft 1 – 7/11
    - Draft 2 – 7/30
    - Draft 3 – 8/2
    - Draft 4 – 8/6
    - Draft 5 – 8/8
    - Draft 6 – 8/9
    - Draft 7 – 8/12
    - Draft 8 – 8/13
    - Final Draft – 8/14
  - Deadlines
    - Proposed mail out week – 8/15
    - Actual delivery date to post office – 8/27
- ❖ 2020 Spring/Summer
  - Instructors
    - Initial email – October 18
    - Deadline to submit information – November 15
  - Draft dates
    - Original Draft (word document) – November 27
    - Draft 1 – 12/30
    - Draft 2 – 1/6
    - Draft 3 – 1/10
    - Draft 4 – 1/13
    - Draft 5 – 1/13
    - Draft 6 – 1/14
    - Draft 7 – 1/14
    - Draft 8 – 1/16
    - Final Draft – 1/16
  - Deadlines
    - Proposed mail out week – 1/27
    - Actual delivery date to post office – 1/23

# Fall Program Contractual Payouts 2019

PROGRAM	REQUEST DATE	PROGRAM REVENUE	INSTRUCTOR P.	DEPARTMENT RE
Barre Toning - Summer	7/30/2019	\$552.00	\$386.40	\$165.60
Summer Tumbling Clinic	8/1/2019	\$405.00	\$303.75	\$101.25
Basic Yoga	8/27/2019	\$216.00	\$151.20	\$64.80
Fall Tennis - September	9/11/2019	\$2,523.00	\$1,716	\$807.36
Hoop Class - Fall	10/14/2019	\$1,700.00	\$1,156.00	\$544.00
Fall Tennis - Session I	10/15/2019	\$1,099.00	\$747.32	\$351.68
Line Dancing - Fall	10/22/2019	\$230	\$156.40	\$73.60
Barre Toning - Fall	10/31/2019	\$495.00	\$346.50	\$148.50
Youth Wrestling - Fall	11/4/2019	\$320.00	\$217.60	\$102.40
Hoop Class -Drop In	11/5/2019	\$160.00	\$108.80	\$51.20
Perfect Pierogie - November	11/5/2019	\$229.00	\$155.72	\$73.28
Gymnastics - Fall	11/11/2019	\$2,167.50	\$1,625.63	\$541.87
Preschool Classes - Fall	11/13/2019	\$4,170.00	\$3,127.50	\$1,042.50
Fall Tennis - Session II	11/26/2019	\$1,007.00	\$684.76	\$322.24
Line Dancing - Fall II	12/10/2019	\$265.00	\$180.20	\$84.80
Preschool Classes - Holiday Classes	12/13/2019	\$445.00	\$333.75	\$111.25
<b>TOTALS</b>		<b>\$15,983.50</b>	<b>\$11,397.17</b>	<b>\$4,586.33</b>

## FAMILY FUN TRIPS

<b>August 17, 2019 - Toledo Zoo &amp; Tony Packo's</b>				
EXPENSES				
DATE	VENDOR	ITEM	COST	
9/3/2019	Sweet Treat Sisters	60 Cookies	\$105.00	
8/13/2019	National Trails Bus	1 Bus Trip	\$850.00	
8/15/2019	Toledo Zoo		\$937.00	
8/17/2019	National Trails Bus	Bus Driver Tip	\$40.00	
		<b>TOTAL</b>	<b>\$1,932.00</b>	
		<b>REVENUE</b>	<b>\$1,255.00</b>	
		<b>LOSS</b>	<b>(\$677.00)</b>	

<b>September, 21, 2019 - Halloweekends @ Cedar Point</b>				
EXPENSES				
DATE	VENDOR	ITEM	COST	
9/3/2019	Sweet Treat Sisters	60 Cookies	\$105.00	
9/3/2019	National Trails Bus	1 Bus Trip	\$1,400.00	
9/28/2019	National Trails Bus	Bus Driver Tip	\$20.00	
		<b>TOTAL</b>	<b>\$1,525.00</b>	
		<b>REVENUE</b>	<b>\$2,485.00</b>	

NET

\$960.00

## SPECIAL EVENTS 2019

### Thursday, August 1, 2019 - Sizzlin' Summer Nights

#### EXPENSES

DATE	VENDOR	ITEM	COST
7/26/2019	Sam's Club	Raffle Items	\$279.87
7/30/2019	Walmart	Raffle Items	\$190.10
8/27/2019	Ad Tech	Staff Shirts	\$381.50
5/14/2019	Swank	Movie	\$463.00
7/17/2019	Double Dare	Airbrush Tattoc	\$250.00
7/17/2019	Fairytale Entertainr	Mr. Incredible	\$360.00
7/17/2019	Carey and Paul Gro	Entertainment	\$1,725.00
7/30/2019	Party Dreams	Inflatables	\$1,530.00
8/27/2019	Allison Ottjepka	Cyr Wheel Dem	\$325.00
8/13/2019	C & G Publishing, Ir	1/2 pg eastside	\$ 682.00
<b>TOTAL</b>			<b>\$6,186.47</b>

#### REVENUE

Basket Raffle		\$665.00
Motor City COCU	Sponsor	\$1,500.00
<b>TOTAL</b>		<b>\$2,165.00</b>

**(LOSS) (\$4,021.47)**

### Friday, October 4, 2019 - Mom / Son Event

#### EXPENSES

VENDOR	ITEM	COST
DJ Services	Music	\$300.00
Amazon	Decoration	\$101.77
Gordons	Food	\$99.82
Kroger	Food	\$6.38
<b>TOTAL</b>		<b>\$507.97</b>

#### REVENUE

Registrations	\$901.00
<b>TOTAL</b>	<b>\$901.00</b>

**Net \$393.03**

### Saturday, October 26, 2019 - Spooktacular Trick-or-Treat Trail

#### EXPENSES

DATE	VENDOR	ITEM	COST
10/26/2019	Millers Orchard	Doughnuts	\$272.58
10/22/2019	Drew's Garden	Corn Stalks	\$87.89
10/8/2019	Sam's Club	Candy	\$245.26



10/14/2019	Sam's Club	Candy	\$97.80
10/14/2019	Dollar Tree	Buckets	\$21.00
		<b>TOTAL</b>	<b>\$724.53</b>
<b>REVENUE</b>			
	Storage Sence	SPONSOR	\$250.00
	Program Revenue		\$1,314.00
		<b>TOTAL</b>	<b>\$1,564.00</b>
		<b>Net</b>	<b>\$839.47</b>

Friday, November 1 - Pumpkin-Rolldown			
<b>EXPENSES</b>			
DATE	VENDOR	ITEM	COST
11/1/2019	Millers Orchard	Doughnuts & Ci	\$167.73
11/1/2019	Gordon food servic	Napkins & cups	\$11.51
		<b>TOTAL</b>	<b>\$179.24</b>
<b>REVENUE</b>			
	Optimsit Club	SPONSOR	\$200.00
		<b>TOTAL</b>	<b>\$200.00</b>
		<b>Net</b>	<b>\$20.76</b>

Friday, December 13, 2019 - Daddy/Daughter Dance			
<b>EXPENSES</b>			
	VENDOR	ITEM	COST
	Dealers Discount Ci	Decorations	\$66.14
	Dollar Tree	Decorations	\$95.97
	Oriental Trading	Decorations	\$68.43
	Amazon	Decorations	\$169.64
	Hobby Lobby	Decorations	\$137.72
	Facebook Marketpl	White Tree	\$10.00
	Joanns	Decorations	\$28.27
	Hobby Lobby	Decorations	\$15.28
	Gordons	Cups & Deserts	\$369.83
	Gordons	Cups	\$17.97
	Kroger	Candy	\$11.24
	S&J Catering	Food	\$1,485.00
	Fairy Tale Entertain	Characters	\$225.00
	Dj-Services	Music	\$300.00
		<b>TOTAL</b>	<b>\$3,000.49</b>
<b>REVENUE</b>			
	Registrations		\$3,295.00
		<b>TOTAL</b>	<b>\$3,295.00</b>
		<b>Net</b>	<b>\$294.51</b>



**From:** Sara Frederick <sfrederick@RARE-MI.ORG>  
**Sent:** Monday, January 6, 2020 12:00 PM  
**To:** Tony Lipinski (Roseville Eastpointe Recreation Authority) <alipinski@RARE-MI.ORG>  
**Cc:** Laura Phy-Daly <lauraphydaly@gmail.com>  
**Subject:** Lifeguard Classes

Tony,

I met with Laura Phy-Daly, a certified Lifeguarding Instructor (also a Health Instructor at Center Line H.S.) today and we spoke about starting up Lifeguard Training courses at Eastpointe High School to help start getting the program back up and running. Laura teaches Lifeguard Certification courses in Center Line and Warren. She gave me a history lesson about the pool and past programs and I think it would be wonderful to be able to offer a safe and affordable swim program for the community to be able to participate in.

Laura will begin work next week, so it will be more difficult for her to schedule a time to meet with school officials once classes are back up and running. With that being said, I told her that you and I already met with Dr. Ryan McLeod, Eastpointe Community Schools Superintendent and some of the administration about using the EPHS pool for the Lifeguard Training Classes and they are supportive. Since we already have the Rec. Authority/EP Schools Agreement, which Dr. McLeod mentioned, we just have to get approval for days/times to utilize the pool for classes. I will send the Building Use Application and let you know once I get a response.

Laura and I would like to be able to present a detailed proposal for the Lifeguarding Classes once all the approvals are received.

Thanks!

**Sara Frederick, Assistant Director**  
**Recreational Authority of Roseville & Eastpointe**  
**18185 Sycamore, Roseville, MI 48066**  
**Ph: 586-445-5480 [www.rare-mi.org](http://www.rare-mi.org)**

**NOTICE OF PUBLIC HEARING**  
**ROSEVILLE ZONING BOARD OF APPEALS**

A Public Hearing will be held by the Zoning Board of Appeals of the City of Roseville, in the Civic Center Council Chambers, 29777 Gratiot Avenue (VFW Memorial Entrance), on

**TUESDAY, February 18, 2020**

**AT**  
**6:30 P.M.**

in connection with the following request:

**To display more than 150 sf of wall signage on the property of**  
**27530 Gratiot Roseville, MI 48066**

ROSEVILLE CODIFIED CODE SECTION 264(5) B 4 b states that buildings located within a General Business District are allowed a maximum of 150 sf of wall signage.

Petitioner: RJacob & Co, LLC  
Richard Jacob  
1005 Troy Ct  
Troy MI 48083

PERMANENT PARCEL NO. 14-17-428-065

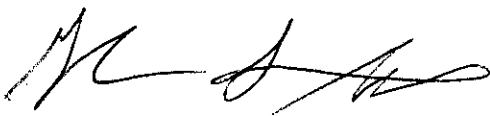
VAR. #2919

TAKE NOTICE that said request involves a VARIANCE and NOT AN AMENDMENT OF ROSEVILLE CODIFIED CODE SECTION 264(5) B 4 b of the Zoning Ordinance of the City of Roseville. Owners of record of all real property within 300 feet of the property in question (as shown on the last assessment role) must receive a notice of this hearing. However, hearing of this appeal is not limited to those having copies of this notice. If you know of any neighbor or affected property owner, who, for any reason, has failed to receive a copy, it would be appreciated if you would inform them of this hearing.

If you are unable to appear in person or by agent and would care to submit your arguments in writing, please feel free to do so.

ALL PETITIONS OR CORRESPONDENCE FOR OR AGAINST THE REQUEST MUST BE FILED IN THE CITY BUILDING DEPARTMENT BY 4:30 P.M. ON THE FRIDAY PRIOR TO THE MEETING DATE.

PLEASE NOTE: If you are not the owner or land contract purchaser of the premises to which this notice was addressed, please forward this notice to the owner or land contract purchaser, if known to you.



Glenn Sexton  
Building Director



## MEMORANDUM OF AGREEMENT

Area Agency on Aging 1-B  
AND  
Roseville Eastpointe Senior Center

### *2020 Census Form Completion Assistance Event*

This Memorandum of Agreement ("Agreement") is by and between the Area Agency on Aging 1-B, 29100 Northwestern Highway, Suite 400, Southfield, MI 48034 ("AAA 1-B"), and Roseville Eastpointe Senior Center, 18185 Sycamore Street, Roseville, MI 48066 ("Roseville Eastpointe Senior Center").

#### **Purpose**

This Agreement establishes that Roseville Eastpointe Senior Center will schedule, host, and staff a 2020 Census Form Completion Assistance Event in which older adults are provided computer and internet access to complete their 2020 Census forms online. Primary collection method of the 2020 Census is online, which may pose a risk of older adults being under counted who are low income and/or not have internet access or skills. Census Form Completion Assistance Events should be designed to assist older adults in completing their 2020 Census forms online by providing internet access and technical assistance. Marketing and promotion of Census Form Completion Assistance Events should target older adults. Event staffing may involve paid employees and/or volunteers.

#### **Terms of Agreement**

This Agreement between the AAA 1-B and Roseville Eastpointe Senior Center is effective as of the signature date through May 30, 2020. This Agreement may be amended or terminated by either party upon giving thirty (30) days prior written notice to the other party. Stipend must be returned to the AAA 1-B upon termination of agreement if unable to fulfill Responsibilities of Roseville Eastpointe Senior Center listed below.

#### **Contact Information**

AAA 1-B Contact: Amanda Sears, Grant Manager  
Telephone: 248-262-9222  
Email: asears@aaa1b.com

Roseville Eastpointe Senior Center Contact: Mary Grant, Senior Center Director  
Telephone: 586-777-7177  
Email: mgrant@rare-mi.org

MEMORANDUM OF AGREEMENT  
2020 Census Form Completion Assistance Event  
Roseville Eastpointe Senior Center



**Responsibilities of Roseville Eastpointe Senior Center**

1. Attend one of the two-hour in person trainings hosted by the AAA 1-B in late February and early March 2020 to learn about 2020 Census and receive information and resources needed to host successful Census Form Completion Assistance Events
2. Schedule Census Form Completion Assistance Events
3. Market and promote Census Form Completion Assistance Events to attract attendees, with targeted outreach to older adults
4. Co-brand materials relating to the event, including all marketing and promotional materials, with logos of the AAA 1-B and Community Foundation for Southeast Michigan
5. Host and staff Census Form Completion Assistance Events where older adults have computer and internet access to complete their 2020 Census form online on:
  - a. March 27, 2020 at 9am to 12pm
  - b. April 3, 2020 at 9am to 12pm
6. Track number of individuals assisted at Census Form Completion Assistance Events
7. Complete an online evaluation survey after Census Form Completion Assistance Events, which will be sent by the AAA 1-B in late April or early May 2020

**Responsibilities of the AAA 1-B**

1. Hold in-person trainings in late February and early March 2020 for community organizations to learn about 2020 Census and receive information and resources needed to host successful Census Form Completion Assistance Events
2. Provide Roseville Eastpointe Senior Center with an Older Adult 2020 Census Toolkit, which will include resource and instructional materials that will include U.S. Census Bureau materials, local resources, and custom instructions
3. Market and promote Roseville Eastpointe Senior Center Census Form Completion Assistance Events
4. Administer an online evaluation survey to Roseville Eastpointe Senior Center in late April or early May 2020
5. Compensate Roseville Eastpointe Senior Center according to the "Stipend Structure" section of this agreement

**Stipend Structure**

The AAA 1-B agrees to provide a stipend of \$500 to Roseville Eastpointe Senior Center to schedule, host, and staff Census Form Completion Assistance Events, which may be used to cover staff time, promotional activities, refreshments, and other associated costs.

**Complete Agreement**

This Agreement contains all the terms and conditions agreed upon by the parties with regard to services and collaboration. No other understanding, oral or otherwise, regarding the subject

MEMORANDUM OF AGREEMENT  
2020 Census Form Completion Assistance Event  
Roseville Eastpointe Senior Center



matter of the Agreement shall be deemed to exist or bind any of the parties, and each party expressly warrants it has neither received nor owes any consideration to the other party for this Agreement other than that which is stated herein.

**Law Governing**

This Agreement shall be executed and delivered in the State of Michigan and shall be governed, construed and enforced in accordance with the laws of the State of Michigan.

**Indemnification**

Each party agrees to indemnify, defend and hold the other party harmless against all claims, suits, causes of action and liability of any kind whatsoever arising out of the first party's actions, failures to act errors or omissions in its performance under this Agreement.

\_\_\_\_\_  
Michael Karson  
Chief Executive Officer  
Area Agency on Aging 1-B

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Grant  
Senior Center Director  
Roseville Eastpointe Senior Center

\_\_\_\_\_  
Date



**Suburban Mobility Authority for Regional Transportation**

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*Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100*

**APPLICATION RESPONSE LETTER**

February 7, 2020

Dear Recreational Authority of Roseville and Eastpointe,

Recreational Authority of Roseville and Eastpointe submitted an application in response to SMART's FY19 5310 Call for Projects. The application has gone through SMART's review process.

The request for funds to replace vehicle #32111 has not been approved due to the high number of vehicle funding requests SMART received and the limited amount of funding available.

If you have any questions please contact Ian Holme at (313) 223-2161 or [iholme@smartbus.org](mailto:iholme@smartbus.org).

Sincerely,

Ian Holme