



Recreational Authority of Roseville & Eastpointe Board
4:00 pm - December 8, 2021
Meeting Agenda

MEETING HELD VIA ZOOM

To join the Recreational Authority Board of Roseville & Eastpointe Board meeting scheduled for December 8, 2021 at 4:00pm, please click the following link:

<https://zoom.us/j/99227007016?pwd=ZHd1emhxeENsWVdjdjdpd0taWE80QT09>

To Join Zoom Meeting: **Meeting ID: 992 2700 7016** **Passcode: 225763**

Or dial-in to join by phone by calling: 1 929 205 6099 US
Phone Meeting ID: **992 2700 7016** **Passcode: 225763**

- A. Roll Call
- B. 1. Approval of Minutes for Regular meeting November 10, 2021.
- C. Approval of Disbursements and Budget Report.
 - 1. Disbursement #5
 - 2. Revenue/Expense Reports
- D. Hearing of the Public - agenda items only
- E. Communications
- F. Old Business
- G. New Business
 - 1. Request approval of Auditor's Report presented by Plante & Moran, PLLC.
 - 2. Discuss Proposed Amendments to the Articles of Incorporation and By-Laws and request approval for posting for 30 days.
 - 3. Discuss potential projects for each City utilizing the RARE Park Improvement Program.
 - 4. Update on membership fees for Senior Center.
- H. Hearing of the Public.
- I. Discussion by Director
- J. Discussion by Board members
- K. Adjournment

Next Meeting: Wednesday, January 12, 2022 at 4:00 p.m.



Recreational Authority of Roseville & Eastpointe Board Meeting Minutes

Conference Room - Recreation Authority Center via ZOOM

18185 Sycamore, Roseville, MI 48066

4:00 pm November 10, 2021

Meeting called to order 4:03 p.m.

A. Roll Call

- a. Mr. Klinefelt, Ms. Brown, Mr. Walters and Mr. Merucci are present. Mr. Switalski is absent.

B. Approval of Minutes

a. Approval of Minutes for Regular Meeting on October 13, 2021

- i. Motion to approve the October Regular Meeting minutes was made by Mr. Walters, supported by Mr. Klinefelt. All approved, none opposed. Motion passed.

C. Approval of Disbursements and Budget Report

a. Disbursement #4

- i. Motion to approve disbursement #4 was made by Mr. Klinefelt, supported by Ms. Brown. All approved, none opposed. Motion passed.

b. Revenue/Expense Report

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

D. Hearing of the Public – agenda items only

- a. No public spoke

E. Communications

- a. Mr. Lipinski shared the Senior Newsletter and Calendar.

F. Old Business

a. Discuss requirements for youth sports organizations renting the City of Eastpointe and City of Roseville Facilities.

- i. Mr. Lipinski shared similar policies from Macomb and New Baltimore; he has not heard back from some communities. New Baltimore requires a deposit for rentals if there are multiple rentals. Mr. Lipinski would like to receive insurance, list of board members and contacts, and possibly a deposit for rentals. Mr. Klinefelt questioned whether the Recreation Authority has had many issues and if requiring a deposit would serve a purpose, Mr. Lipinski responded that there are some organizations that still have outstanding balances from previous years with the Recreation Authority or payments are being chased down for current season payments. Mr. Merucci agrees we should receive a contact list and insurance from organizations.

G. New Business

a. Presentation of Audit Report by representatives from Plante & Moran, PLLC.

- i. Representatives from Plante & Moran, PLLC. went over the Recreation Authority audit report. A final report will be presented at the December meeting.

b. Discuss Proposed Amendments to the Articles of Incorporation and By-Laws and request approval for posting for 30 days.

- i. Mr. Klinefelt and Mr. Merucci agreed that some of the language needed to be changed in regards to the fifth board member in the Articles of Incorporation. Mr. Klinefelt would like the last sentence in section VIII part B to “The fifth member shall not be reappointed without alternating without first obtaining consent from the legislative bodies of the participating municipalities”. A motion to approve the Articles of Incorporation with changes proposed and to post them was made by Mr. Klinefelt, supported by Walters. All approved, none opposed. Motion passed.

c. Review of Organizations who have a balance for Facility Rentals.

- i. Mr. Lipinski shared that Eastpointe High School, Motor City Bears and East Detroit Tiger Cats still have an outstanding invoice from the 2021 season. The East Detroit Tiger Cats also still owes from 2019 season. Invoices will be sent soon regarding outstanding balances.

d. **Update on discussion with “Stretch for Life” Senior Exercise Program.**

- i. Mr. Lipinski shared that himself and Ms. Grant had met with the representatives again. The representatives are disappointed that they are not able to use mats, or utilize the large gym. Mr. Lipinski compromised with the mats and offered to purchase some yoga mats for them to use and instituted the workout video that some of the participants had used in the past. Mr. Lipinski or Ms. Grant have not heard any other concerns following this last meeting.

H. Hearing of the Public

- a. No public spoke

I. Discussion by Director

- a. Mr. Lipinski shared some recent programs including the Halloween Decorating Contest, Trick or Treat Trail, and Pumpkin Rolldown. The current preschool program is on hold due to instructor conflicts. Mr. Lipinski spoke to representatives regarding potential projects for parks for both cities. In past years the Recreation Authority had hosted the Eastpointe Tree Lighting, Mr. Lipinski would like to see the City of Eastpointe take that event back over. The Recreation Authority would still be willing to help out at the event. The Annual Big Bird Run is Sunday, November 14th. Later tonight (11/10) there will be a Fall Painting Class. Upcoming programs are youth basketball, elementary cheer, middle school volleyball and the Daddy/Daughter Dance.

J. Discussion by Board Members

- a. **Mr. Klinefelt** – Nothing at this time
- b. **Ms. Brown** – Nothing at this time
- c. **Mr. Walters** – Nothing at this time
- d. **Mr. Merucci** – Questioned the pumpkin roll and whether it was for fun or if there was a prize. Mr. Lipinski responded that right now it is just for fun but we have thought of incorporating prizes in the future.

Meeting adjourned – 5:01 p.m.

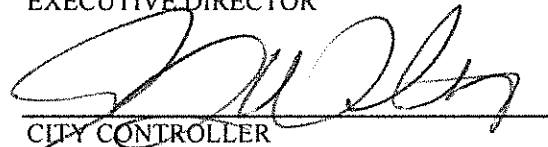
Recreational Authority of Roseville & Eastpointe
Disbursement #5

November 2021	82,523.22
AP Total	<u>82,523.22</u>
Pay #10 (11/10/21)	30,063.18
Vacation pay-in-lieu (11/23/21)	7,917.92
Pay #11 (11/24/21)	<u>29,408.40</u>
Payroll Total	<u><u>67,389.50</u></u>
Grand Total	149,912.72

*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

November 2021

RARE

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 208 PARK/RECREATION FUND							
Dept 101 GENERAL DEPARTMENT							
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI FLOWERS, SHEENA		REFUND-RESERVATION CHANGE	130815	11/9/2021	100.00	7599
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI HARRIS, MONISHA		REFUND-RESERVATION CHANGE	130814	11/9/2021	100.00	7602
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI AKOMOLAFE, BUSAYO		REFUND-RESERVATION CHANGE	130924	11/23/2021	200.00	7613
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI BENJAMIN, KISHAN		REFUND-CANCELLATION	131059	11/23/2021	250.00	7615
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI CAVAZOS, MARILYN		REFUND-RESERVATION CHANGE	130925	11/23/2021	100.00	7617
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI OLMOS, CLAUDIA		REFUND-RESERVATION CHANGE	130926	11/23/2021	100.00	7633
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI PAYNE, SHEILA		REFUND-DOUBLE REGISTRATION	PR25713	11/23/2021	20.00	7634
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI SANDERS, DIAMOND		REFUND-RESERVATION CHANGE	130927	11/23/2021	100.00	7638
208-101-652.000	RECREATION USE AND ADMISSION FEE-ROSEVI VERHAGEN, JAKE		REFUND-CANCELLATION	131060	11/23/2021	250.00	7641
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	8119.05	7621
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	7900.18	7621
208-101-719.000	HEALTH, LIFE, DENTAL	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	8037.78	7621
208-101-728.000	OFFICE SUPPLIES	CITY OF ROSEVILLE	OCTOBER 2021 POSTAGE/OFFICE SUPPLIES	1739	11/23/2021	28.10	7618
208-101-728.000	SHIPPING/HANDLING	FIFTH THIRD BANK - MASTERCARD	C3003 1 SIDE/GREEN INK TIME CLOCK	102821	11/23/2021	24.49	7629
208-101-728.000	C3003 1 SIDE/GREEN INK TIME CLOCK	FIFTH THIRD BANK - MASTERCARD	C3003 1 SIDE/GREEN INK TIME CLOCK	102821	11/23/2021	49.00	7629
208-101-730.000	POSTAGE	CITY OF ROSEVILLE	OCTOBER 2021 POSTAGE/OFFICE SUPPLIES	1739	11/23/2021	487.63	7618
208-101-740.000	17 DOZEN MICHELOB ULTRA PORT & COMPAN B & D CLASSIC SEWN		17/27 DOZEN MICHELOB ULTRA PORT & COMPANY/17 DOZE	14991	11/9/2021	1786.92	7597
208-101-740.000	27 DOZON PETITPREN PORT & COMPANY LOW B & D CLASSIC SEWN		17/27 DOZEN MICHELOB ULTRA PORT & COMPANY/17 DOZE	14991	11/9/2021	2711.88	7597
208-101-740.000	3 DOZ PETITPREN LOGO A4 MEN'S COOLING B & D CLASSIC SEWN		17/27 DOZEN MICHELOB ULTRA PORT & COMPANY/17 DOZE	14991	11/9/2021	433.44	7597
208-101-740.000	SUPPLIES	FREDERICK, SARA	CC REIMBURSEMENT FOR SUPPLIES FOR EVENTS	PR25711	11/9/2021	55.83	7600
208-101-801.000	PROFESSIONAL SERVICES	ANDERSON, ECKSTEIN & WESTRICK INC	PROJ# 1556-0002-0 RARE GENERAL ENGINEERING SERVICES	134250	11/23/2021	914.00	7614
208-101-801.000	PROFESSIONAL SERVICES	DRIVE CREATIVE SERVICES LLC	FALL/WINTER 2021 NEWSLETTER	2042	11/23/2021	454.94	7625
208-101-801.000	PROFESSIONAL SERVICES	EASTPOINTE MANOR	DEPOSIT FOR HOLIDAY PARTY	12102021	11/23/2021	500.00	7627
208-101-801.000	PROFESSIONAL SERVICES	GERARD, BRYAN	DJ SERVICES- DADDY/DAUGHTER DANCE	PR25714	11/23/2021	450.00	7630
208-101-801.000	PROFESSIONAL SERVICES	ROSEVILLE COMMUNITY SCHOOLS	OCTOBER OPEN SWIM USAGE	81989	11/23/2021	449.68	7637
208-101-818.000	CONTRACTUAL SERVICES	FIRST SERVE LLC	SEPT 2021-OCT 2021 TENNIS LESSONS	102021	11/9/2021	1039.50	7598
208-101-818.000	CONTRACTUAL SERVICES	ROSS, DEBRA	10/30 BABYSITTING CLINIC	110121	11/9/2021	176.80	7604
208-101-818.000	CONTRACTUAL SERVICES	REISS, LYNN	10/20-11/10/21 LINE DANCE	111021	11/23/2021	520.88	7636
208-101-818.000	CONTRACTUAL SERVICES	SCHROEDER, DAVID	SEPT-OCT 2021 INTRO TO ACTING	110521	11/23/2021	244.80	7639
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	1143.36	7621
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	1143.36	7621
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	346.47	7621
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	327.09	7621
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	303.39	7621
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	128.50	7621
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	1143.36	7621
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	128.66	7621
208-101-850.000	COMMUNICATIONS	CITY OF ROSEVILLE	7/1-9/30/21 DUE FROM RARE	FISCAL21-22	11/23/2021	100.99	7621
208-101-880.000	COMMUNITY PROMOTION	AD-TECH AGENCY INC	BIG BIRD HEAD BANDS/BEANIES	57520	11/23/2021	490.00	7612
208-101-880.000	COMMUNITY PROMOTION	AD-TECH AGENCY INC	COOLERS/BACKPACKS	57521	11/23/2021	604.00	7612
208-101-880.000	COMMUNITY PROMOTION	EASTSIDE RACING COMPANY	CHIP TIMED FINISH LINE SERVICES	1396	11/23/2021	800.00	7628
208-101-880.000	COMMUNITY PROMOTION	GREAT LAKES SPORTS PUBLICATIONS IN MICHIGAN RUNNER TV-BIG BIRD RUN VIDEO		30406	11/23/2021	900.00	7631
208-101-880.000	COMMUNITY PROMOTION	WOODS TROPHIES	MEDALS/RIBBONS-BIG BIRD RUN	1021-12041	11/23/2021	1136.10	7642

208-101-900.000	PRINTING & PUBLICATIONS	DRIVE CREATIVE SERVICES LLC	FALL/WINTER 2021 NEWSLETTER	2042 11/23/2021	75.00	7625
208-101-920.000	UTILITIES	CITY OF ROSEVILLE	WATER SVC #160018185	110121 11/23/2021	1631.68	7622
208-101-920.000	UTILITIES	DTE ENERGY	ELEC SVC 9100 026 8010 6	110821 11/23/2021	15.21	7626
208-101-931.000	BUILDING MAINTENANCE	GREAT LAKES PEST CONTROL CO INC	PEST CONTROL - 10-25-21	63513 11/9/2021	50.00	7601
208-101-931.000	BUILDING MAINTENANCE	BRIGHT HORIZON SERVICES INC	11/8 AERATE AND SEED LAWN	38432 11/23/2021	425.00	7616
208-101-931.000	BUILDING MAINTENANCE	BRIGHT HORIZON SERVICES INC	11/5 FERTILIZER TREATMENT	38417 11/23/2021	275.00	7616
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	MARCO TECHNOLOGIES LLC	MTHLY COPIER CHGS #MER725	INV9301295 11/23/2021	206.84	7632
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	MARCO TECHNOLOGIES LLC	MTHLY COPIER CHGS #MER725	INV9301294 11/23/2021	79.73	7632
208-101-940.000	RENTALS	TEE PEE INC	PARTY TOILET-SPINDLER	31925 11/23/2021	85.00	7640
			Total For Dept 101 GENERAL DEPARTMENT	47,143.64		
Dept 691 SMART						
208-691-751.000	FUEL	CITY OF ROSEVILLE	SEPT 2021 MECHANICS CHARGES	Sep-21 11/23/2021	1063.65	7619
208-691-751.000	FUEL	CITY OF ROSEVILLE	OCT 2021 MECHANICS CHARGES	Oct-21 11/23/2021	1009.16	7620
208-691-850.000	COMMUNICATIONS	COMCAST	11/12-12/11/21 SERVICES	102821 11/23/2021	179.80	7623
208-691-850.000	COMMUNICATIONS	DIRECT TV	10/21-11/20 SERVICES	008724326X211022 11/23/2021	191.23	7624
			Total For Dept 691 SMART	2,443.84		
			Total For Fund 208 PARK/RECREATION FUND	49,587.48		
Fund 408 CAPITAL PROJECTS FUND - RARE						
Dept 101 GENERAL DEPARTMENT						
408-101-982.000	MACHINERY	PHILLIPS SIGN & LIGHTING INC	FIRST DEPOSIT PAYMENT FOR DIGITAL SIGN	PR25712 11/9/2021	16467.87	7603
408-101-982.000	MACHINERY	PHILLIPS SIGN & LIGHTING INC	DEPOSIT #2 FOR SIGN	40009-DEP2 11/23/2021	16467.87	7635
			Total For Dept 101 GENERAL DEPARTMENT	32,935.74		
			Total For Fund 408 CAPITAL PROJECTS FUND - RARE	32,935.74		
Fund Totals:						
			Fund 208 PARK/RECREATION FUND	49,587.48		
			Fund 408 CAPITAL PROJECTS FUND - RARE	32,935.74		
			Total For All Funds:	82,523.22		

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JOURNALS POSTING REPORT
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Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
11/10/2021	PR	S	657882 433	SUMMARY PR 11/10/2021		
208-000-001.001				CASH RECR AUTH		17,716.61
208-000-258.000				ACCRUED TAXES PAYABLE		3,843.66
208-000-258.001				OTHER PAYROLL WITHHOLDING		8,502.91
208-101-706.000				WAGES- PERMANENT EMPLOYEES	13,237.34	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	8,017.96	
208-101-715.000				FICA-EMPLOYER'S	1,585.64	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	2,216.36	
208-691-706.000				WAGES- PERMANENT EMPLOYEES	1,618.54	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	2,776.00	
208-691-715.000				FICA-EMPLOYER'S	336.19	
208-691-718.000				RETIREMENT FUND CONTRIBUTION	275.15	
					<u>30,063.18</u>	<u>30,063.18</u>
					<u><u>30,063.18</u></u>	<u><u>30,063.18</u></u>

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JOURNALS POSTING REPORT

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Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
11/23/2021	PR	S	659144 435	SUMMARY PR 11/23/2021		
208-000-001.001				CASH RECR AUTH		5,590.55
208-000-258.000				ACCRUED TAXES PAYABLE		1,125.36
208-000-258.001				OTHER PAYROLL WITHHOLDING		1,202.01
208-101-706.000				WAGES- PERMANENT EMPLOYEES	7,355.24	
208-101-715.000				FICA-EMPLOYER'S	562.68	
					<u>7,917.92</u>	<u>7,917.92</u>
					<u>7,917.92</u>	<u>7,917.92</u>

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JOURNALS POSTING REPORT
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Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
GL Number						
11/24/2021	PR	S	659065 434	SUMMARY PR 11/24/2021		
208-000-001.001				CASH RECR AUTH		17,621.30
208-000-258.000				ACCRUED TAXES PAYABLE		3,835.72
208-000-258.001				OTHER PAYROLL WITHHOLDING		7,951.38
208-101-706.000				WAGES- PERMANENT EMPLOYEES	13,037.34	
208-101-707.000				WAGES- TEMPORARY EMPLOYEES	7,549.27	
208-101-715.000				FICA-EMPLOYER'S	1,580.32	
208-101-718.000				RETIREMENT FUND CONTRIBUTION	2,216.36	
208-691-706.000				WAGES- PERMANENT EMPLOYEES	1,618.54	
208-691-707.000				WAGES- TEMPORARY EMPLOYEES	2,793.88	
208-691-715.000				FICA-EMPLOYER'S	337.54	
208-691-718.000				RETIREMENT FUND CONTRIBUTION	275.15	
					<hr/>	<hr/>
					29,408.40	29,408.40
					<hr/>	<hr/>
					29,408.40	29,408.40

12/03/2021		REVENUE AND EXPENDITURE REPORT FOR RARE							
		PERIOD ENDING 11/30/2021							
		% Fiscal Year Completed: 41.67							
		2021-22		YTD BALANCE		ACTIVITY FOR			
		ORIGINAL	2021-22	11/30/2021		MONTH 11/30/21	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	1,450,025.19	1,450,025.19	48,067.70		196.10	0.00	1,401,957.49	3.31%
208-101-441.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	41,413.00	41,413.00	0.00		0.00	0.00	41,413.00	0.00%
208-101-613.000	MISCELLANEOUS REVENUE	0.00	0.00	7,234.00	A	0.00	0.00	(7,234.00)	100.00%
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	109,184.99		19,236.82	0.00	340,815.01	24.26%
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	49,903.07	49,903.07	1,976.91		391.47	0.00	47,926.16	3.96%
208-101-664.000	INTEREST AND DIVIDENDS	2,000.00	2,000.00	0.00		0.00	0.00	2,000.00	0.00%
208-101-674.000	CONTRIBUTIONS AND DONATIONS	2,000.00	2,000.00	323.74		0.00	0.00	1,676.26	16.19%
TOTAL REVENUES		2,190,053.26	2,190,053.26	166,787.34		19,824.39	0.00	2,023,265.92	7.62%
Expenditures									
208-101-706.000	WAGES- PERMANENT EMPLOYEES	346,594.61	346,594.61	154,945.45		33,629.92	0.00	191,649.16	44.71%
208-101-707.000	WAGES- TEMPORARY EMPLOYEES	358,444.00	358,444.00	135,884.59		15,567.23	0.00	222,559.41	37.91%
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	54,011.00	54,011.00	21,821.88		3,728.64	0.00	32,189.12	40.40%
208-101-718.000	RETIREMENT FUND CONTRIBUTION	57,627.00	57,627.00	24,323.94		4,432.72	0.00	33,303.06	42.21%
208-101-719.000	HEALTH, LIFE, DENTAL	85,957.00	85,957.00	44,084.16		24,057.01	0.00	41,872.84	51.29%
208-101-725.000	UNEMPLOYMENT & WORKERS COMPENSATION	7,036.10	7,036.10	12,552.35	B	0.00	0.00	(5,516.25)	178.40%
208-101-728.000	OFFICE SUPPLIES	8,000.00	8,000.00	1,522.58		101.59	0.00	6,477.42	19.03%
208-101-730.000	POSTAGE	17,928.00	17,928.00	6,667.07		487.63	0.00	11,260.93	37.19%
208-101-740.000	SUPPLIES	46,350.00	46,350.00	23,878.06		4,988.07	0.00	22,471.94	51.52%
208-101-740.004	PLAYGROUND AND ATHLETIC SUPPLIES	55,620.00	55,620.00	13,466.36		0.00	0.00	42,153.64	24.21%
208-101-751.000	FUEL	4,000.00	4,000.00	0.00		0.00	0.00	4,000.00	0.00%
208-101-801.000	PROFESSIONAL SERVICES	62,500.00	62,500.00	46,857.41	C	2,768.62	0.00	15,642.59	74.97%
208-101-818.000	CONTRACTUAL SERVICES	98,000.00	98,000.00	19,335.33		1,981.98	0.00	78,664.67	19.73%
208-101-826.000	LEGAL FEES	1,000.00	1,000.00	0.00		0.00	0.00	1,000.00	0.00%
208-101-850.000	COMMUNICATIONS	30,000.00	30,000.00	17,311.35		4,765.18	0.00	12,688.65	57.70%
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	3,500.00	3,500.00	109.92		0.00	0.00	3,390.08	3.14%
208-101-880.000	COMMUNITY PROMOTION	27,550.00	27,550.00	5,325.14		3,930.10	0.00	22,224.86	19.33%
208-101-900.000	PRINTING & PUBLICATIONS	25,000.00	25,000.00	14,566.40	D	75.00	0.00	10,433.60	58.27%
208-101-901.000	BANK FEES	7,000.00	7,000.00	3,201.51		0.00	0.00	3,798.49	45.74%
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	3,700.90		1,646.89	0.00	31,299.10	10.57%
208-101-931.000	BUILDING MAINTENANCE	59,500.00	59,500.00	19,540.47		750.00	0.00	39,959.53	32.84%
208-101-933.000	OFFICE EQUIPMENT MAINTENANCE	11,500.00	11,500.00	1,569.09		286.57	0.00	9,930.91	13.64%
208-101-939.000	VEHICLE MAINTENANCE	7,000.00	7,000.00	1,379.00		0.00	0.00	5,621.00	19.70%
208-101-940.000	RENTALS	6,000.00	6,000.00	1,870.00		85.00	0.00	4,130.00	31.17%
208-101-958.000	MEMBERSHIPS AND DUES	2,500.00	2,500.00	0.00		0.00	0.00	2,500.00	0.00%
208-101-960.000	EDUCATION AND TRAINING	5,000.00	5,000.00	420.36		0.00	0.00	4,579.64	8.41%
208-101-961.000	CERTIFICATIONS & LICENSES	1,000.00	1,000.00	400.00		0.00	0.00	600.00	40.00%
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	250.00	250.00	0.00		0.00	0.00	250.00	0.00%

12/03/2021		REVENUE AND EXPENDITURE REPORT FOR RARE							
		PERIOD ENDING 11/30/2021							
		% Fiscal Year Completed: 41.67							
		2021-22		YTD BALANCE		ACTIVITY FOR			
		ORIGINAL	2021-22	11/30/2021		MONTH 11/30/21	ENCUMBERED	UNENCUMBERED	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)		INCR (DECR)	YEAR-TO-DATE	BALANCE	USED
208-101-996.027	ADMINISTRATION COSTS	63,672.48	63,672.48	0.00		0.00	0.00	63,672.48	0.00%
208-101-999.000	TRANSFERS OUT	302,648.00	302,648.00	0.00		0.00	0.00	302,648.00	0.00%
Total Expenditures - Dept 101-GENERAL DEPARTMENT		1,946,438.19	1,946,438.19	574,733.32		103,282.15	0.00	1,371,704.87	29.53%
208-691-706.000	WAGES- PERMANENT EMPLOYEES	39,249.60	39,249.60	18,546.60		3,237.08	0.00	20,703.00	47.25%
208-691-707.000	WAGES- TEMPORARY EMPLOYEES	93,937.50	93,937.50	28,950.65		5,569.88	0.00	64,986.85	30.82%
208-691-715.000	FICA-EMPLOYER'S	10,189.00	10,189.00	3,627.41		673.73	0.00	6,561.59	35.60%
208-691-718.000	RETIREMENT FUND CONTRIBUTION	6,672.00	6,672.00	3,015.33		550.30	0.00	3,656.67	45.19%
208-691-719.000	HEALTH, LIFE, DENTAL	18,597.00	18,597.00	0.00		0.00	0.00	18,597.00	0.00%
208-691-725.000	UNEMPLOYMENT & WORKERS COMPENSATION	1,314.77	1,314.77	0.00		0.00	0.00	1,314.77	0.00%
208-691-740.000	SUPPLIES	750.00	750.00	0.00		0.00	0.00	750.00	0.00%
208-691-751.000	FUEL	16,000.00	16,000.00	4,463.34		2,072.81	0.00	11,536.66	27.90%
208-691-801.000	PROFESSIONAL SERVICES	12,000.00	12,000.00	10,639.39	E	0.00	0.00	1,360.61	88.66%
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	6,500.00	6,500.00	2,269.06		371.03	0.00	4,230.94	34.91%
208-691-880.000	COMMUNITY PROMOTION	5,000.00	5,000.00	199.70		0.00	0.00	4,800.30	3.99%
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	999.22		0.00	0.00	2,713.78	26.91%
208-691-976.000	BUILDING ADDITON & IMPROVEMENT	0.00	0.00	44,677.44	F	0.00	0.00	(44,677.44)	100.00%
208-691-983.000	OFFICE EQUIPMENT	2,500.00	2,500.00	0.00		0.00	0.00	2,500.00	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		243,615.07	243,615.07	117,388.14		12,474.83	0.00	126,226.93	48.19%
TOTAL EXPENDITURES		2,190,053.26	2,190,053.26	692,121.46		115,756.98	0.00	1,497,931.80	31.60%
Fund 208 - PARK/RECREATION FUND:									
TOTAL REVENUES		2,190,053.26	2,190,053.26	166,787.34		19,824.39	0.00		
TOTAL EXPENDITURES		2,190,053.26	2,190,053.26	692,121.46		115,756.98	0.00		
NET OF REVENUES & EXPENDITURES		0.00	0.00	(525,334.12)		(95,932.59)	0.00		

12/03/2021		REVENUE AND EXPENDITURE REPORT FOR RARE						
		PERIOD ENDING 11/30/2021						
		% Fiscal Year Completed: 41.67						
		2021-22		YTD BALANCE	ACTIVITY FOR			
		ORIGINAL	2021-22	11/30/2021	MONTH 11/30/21	ENCUMBERED	UNENCUMBERED	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	YEAR-TO-DATE	BALANCE	USED
Fund 408 - CAPITAL PROJECTS FUND - RARE								
Revenues								
408-101-699.000	TRANSFER IN	302,648.00	302,648.00	0.00	0.00	0.00	302,648.00	0.00%
TOTAL REVENUES		302,648.00	302,648.00	0.00	0.00	0.00	302,648.00	0.00%
Expenditures								
408-101-976.000	BUILDING ADDITON & IMPROVEMENT	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
408-101-982.000	MACHINERY	59,700.00	59,700.00	32,935.74	32,935.74	49,403.67	26,764.26	55.17%
408-101-984.000	FURNITURE	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00%
408-101-985.000	VEHICLES	35,000.00	35,000.00	20,793.00	0.00	28,856.00	14,207.00	59.41%
TOTAL EXPENDITURES		104,700.00	104,700.00	53,728.74	32,935.74	78,259.67	50,971.26	51.32%
Fund 408 - CAPITAL PROJECTS FUND - RARE:								
TOTAL REVENUES		302,648.00	302,648.00	0.00	0.00	0.00	302,648.00	
TOTAL EXPENDITURES		104,700.00	104,700.00	53,728.74	32,935.74	78,259.67	50,971.26	
NET OF REVENUES & EXPENDITURES		197,948.00	197,948.00	(53,728.74)	(32,935.74)	(78,259.67)	251,676.74	
A Amount represents a refund for premium overpayments for unemployment related to years past.								
B Amount charged to this account represents the annual billing from Travellers. \$1,314.77 will be allocated to SMART and the Authority typically receives a refund after year end for a portion of the annual premium. No budget amendment needed at this time as final account balance is expected to fall within the budget.								
C The YTD balance includes part of the cost of the annual audit (\$14,430) and the annual cost of Civic Plus (\$10,307). Costs running through this account for the remainder of the fiscal year are expected to be within budget.								
D Amount represents cost of Fall / Winter 2021 newsletter, which is approx. half the year's expenses. Spring / Summer 2021 newsletter cost to still be incurred.								
E Majority of balance relates to body repairs for SMART van that were not anticipated. A budget adjustment may be needed.								
F Amount represents cost that relates to FY21. An audit adjustment will be made in FY22 to remove this expense.								

November 10, 2021

To the Board of Directors
Recreational Authority of Roseville and Eastpointe

We have audited the financial statements of the Recreational Authority of Roseville and Eastpointe (the "Authority" or RARE) as of and for the year ended June 30, 2021 and have issued our report thereon dated November 10, 2021. Professional standards require that we provide you with the following information related to our audit, which is divided into the following sections:

Section I - Required Communications with Those Charged with Governance

Section II - Other Recommendations and Related Information

Section I includes information that current auditing standards require independent auditors to communicate to those individuals charged with governance. We will report this information annually to the board of directors of the Authority.

Section II presents recommendations related to internal control, procedures, and other matters noted during our current year audit. These comments are offered in the interest of helping RARE in its efforts toward continuous improvement, not just in the areas of internal control and accounting procedures, but also in operational or administrative efficiency and effectiveness.

We would like to take this opportunity to thank the Authority's staff for the cooperation and courtesy extended to us during our audit. Their assistance and professionalism are invaluable.

This report is intended solely for the use of the board members and management of the Recreational Authority of Roseville and Eastpointe and is not intended to be and should not be used by anyone other than these specified parties.

We welcome any questions you may have regarding the following communications, and we would be willing to discuss these or any other questions that you might have at your convenience.

Plante & Moran, PLLC

Section I - Required Communications with Those Charged with Governance

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated September 28, 2021, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal controls of RARE. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on September 29, 2021.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2021. The Authority considered the provisions of Governmental Accounting Standards Board (GASB) Statement No. 84, *Fiduciary Activities*, and concluded provisions have no impact on financial statements.

We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

There were no significant balances, amounts, or disclosures in the financial statements based on sensitive management estimates.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Section I - Required Communications with Those Charged with Governance (Continued)

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We did not detect any misstatements as a result of audit procedures.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the Authority, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 10, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Section II - Other Recommendations and Related Information

During our audit, we noted areas where we believe there are opportunities for RARE to further strengthen internal control or to increase operating efficiencies. Our observations on those areas are presented below for your consideration:

Currently, within the financial application, there are no requirements for changing passwords after a period of time. Additionally, users are not locked out after a number of invalid login attempts. We recommend that the Authority require users to change passwords every 90 days and that users be locked out after three invalid login attempts. Further, related to environmental controls within the IT server room, we noted that there were no smoke detectors, fire suppression devices, or water sensors, and the servers are not at least three feet above the ground. As a best practice, we recommend that the Authority consider implementing these protections as a means to physically secure the data of the Authority. Lastly, we noted that there were no periodic tests of the backup data to ensure that it can be accurately restored. We recommend that the Authority consider implementing a periodic schedule to test these backups to ensure they are capable of being accurately restored, if needed.

Board Recommendation 11/10/2021

ARTICLE VIII

GOVERNING BOARD

The Authority shall be directed and governed by a five (5) member Board of Trustees, known as the "Recreational Authority of Roseville and Eastpointe Board" and hereinafter sometimes referred to as the "Board".

1. Membership of Board: The Board shall be made up of:
 - a. Two (2) members selected by the legislative body of each participating municipality, each of whom shall be a registered voter or city administrator of said participating municipality; and,
 - b.

A neutral fifth member, of whom shall be a registered voter of said participating municipality, shall be selected by the four (4) members of each participating municipality. The residence of the Fifth Board Member shall alternate between participating municipalities each term. The fifth member shall not be reappointed without alternating without first obtaining consent from the legislative bodies of the participating municipalities.

- c. The term of each member shall be three (3) years, provided, however, the membership of the first duly appointed Board shall be subject to the following: One (1) member of each participating municipality as provided in 1a, above, and the neutral fifth member as provided in 1b, above, shall be for a term of three (3) years. The remaining two (2) members shall serve for a period of two (2) years.

2. Oath of Office: Each member of the Board shall qualify by taking the constitutional oath of office and filing it with the clerk of his or her respective participating municipality.

3. First Board; Organizational Meeting; Subsequent Board Members: The members of the first Board shall be selected within forty-five (45) days after the effective date of the incorporation of this Authority.

Within sixty (60) days after the effective date of the incorporation of the Authority, the members of the first Authority Board shall qualify by taking the constitutional oath of office and shall meet for the purpose of organization. At such organizational meeting, the Board shall select a Chairperson and a Vice Chairperson, each of whom shall be a member of the Board. The Board shall further select a Secretary and Treasurer, each of whom shall not be members of the Board. All officers shall serve until the organizational meeting of the following year, which shall be held each year in February, or until their respective successors shall be selected and qualify.

4. No selection to the Authority and no selection of an officer shall be deemed to be invalid because it was not made within the times or at the time specified in these Articles.

Executive Director Recommendation

ARTICLE VIII

GOVERNING BOARD

The Authority shall be directed and governed by a five (5) member Board of Trustees, known as the "Recreational Authority of Roseville and Eastpointe Board" and hereinafter sometimes referred to as the "Board".

5. Membership of Board: The Board shall be made up of:

a. Two (2) members selected by the legislative body of each participating municipality, each of whom shall be a registered voter or city administrator of said participating municipality; and,

b. A neutral fifth member, of whom shall be a registered voter of said participating municipality, shall be selected by the four (4) members of each participating municipality. The residence of the Fifth Board Member shall alternate between participating municipalities each term. In the event the standing neutral fifth board member be recommended for re-appointment by the four (4) board members, approval must be obtained by the legislative bodies of the participating municipalities.

c. The term of each member shall be three (3) years, provided, however, the membership of the first duly appointed Board shall be subject to the following: One (1) member of each participating municipality as provided in 1a, above, and the neutral fifth member as provided in 1b, above, shall be for a term of three (3) years. The remaining two (2) members shall serve for a period of two (2) years.

6. Oath of Office: Each member of the Board shall qualify by taking the constitutional oath of office and filing it with the clerk of his or her respective participating municipality.

7. First Board; Organizational Meeting; Subsequent Board Members: The members of the first Board shall be selected within forty-five (45) days after the effective date of the incorporation of this Authority.

Within sixty (60) days after the effective date of the incorporation of the Authority, the members of the first Authority Board shall qualify by taking the constitutional oath of office and shall meet for the purpose of organization. At such organizational meeting, the Board shall select a Chairperson and a Vice Chairperson, each of whom shall be a member of the Board. The Board shall further select a Secretary and Treasurer, each of whom shall not be members of the Board. All officers shall serve until the organizational meeting of the following year, which shall be held each year in February, or until their respective successors shall be selected and qualify.

8. No selection to the Authority and no selection of an officer shall be deemed to be invalid because it was not made within the times or at the time specified in these Articles.



RECREATION AUTHORITY OF ROSEVILLE-EASTPOINTE

18185 SYCAMORE, ROSEVILLE, MI 48066 586-777-7177

OFFICE HOURS: 8:30 A.M.—4:00 P.M. - MONDAY—FRIDAY

www.rare-mi.org

SENIOR ACTIVITIES NEWSLETTER

DECEMBER 2021

Mary L. Grant, Senior Director

Kim Steele, Office Support

“SEASONS GREETINGS”

The holiday season is finally here—which means it’s time to deck the halls, bring out the Christmas cookies, and embrace all things merry and bright. We wish you good health and happiness this holiday season! Mark your calendar, the Senior Center Office and activities will be closed the week between Christmas and New Year’s and will reopen Monday, January 3rd.

SENIOR HOLIDAY MARKET

Attention holiday shoppers... We have invited our senior crafters to sell their wares at our mini “Holiday Market” on Friday, December 3rd from 10:00 a.m.—12:00 noon in our Drop-In Room. All are welcome to stop by and check out the unique and creative items that will be on sale. This is a perfect way to support our Center and our members!

ANNUAL SENIOR CENTER HOLIDAY PARTY

Date: Friday, December 10, 2021 **Time:** 11:00 a.m.—3:00 p.m.

Cost: \$25.00 Residents \$30.00 Non-Residents

Location: Eastpointe Manor (24611 Gratiot Avenue)

TICKETS ARE SOLD OUT

“Santa Claus is Coming to Town” has been chosen as the theme for our Holiday Party. All are welcome to join us for this fun and festive occasion. The decorations, favors, and centerpieces will tie in with the “Santa Claus” theme. The event will include a fabulous meal, sing-a-long, Christmas Jingo, a photo with Santa, door prizes, and a 50/50 raffle. This event is sold-out and there is a wait list. S.M.A.R.T. van transportation to this event is full.

Senior Center Closure: Since the Holiday Party is being held off-site, the Center will be closed on Friday, December 10th, this includes the Drop-In Room, Computer Room, and Game Room. The Fitness Room will be available for registered members.

COMING SOON—FIREKEEPERS CASINO

Date: Tuesday, February 8, 2022

Authority Member: \$45.00 **Non-Member:** \$50.00

Departs: 9:00 a.m. **Returns:** 6:00 p.m.

You may register for this trip beginning January 5th.

“SNOW DAY” POLICY

When Roseville Community Schools and Eastpointe Public Schools are closed due to inclement weather (i.e. “snow day”), all scheduled senior programs, drop-in activities, and the Fitness Room will be closed.

SENIOR CENTER HAPPENINGS

STRETCH FOR LIFE: Mondays and Wednesdays from 9:00–10:30 a.m. in the Small Gym—\$1 per class. *This class will end on Dec. 15th and will resume on Jan. 5th.*

SIT ‘n KNIT: Every Monday from 11:00 a.m.–1:00 p.m. in the Drop-In Room.
There will be no meeting on December 27th.

WALKING: Monday, Wednesday, Friday in the Large Gym from 9:00 a.m.–12:00 noon.
There will be no walking on Friday, December 10th.

PICKLEBALL: Tuesdays and Thursdays from 1:00–3:00 p.m. in the Small Gym.
\$1 Residents and \$2 Non-Residents *This drop-in class will end on Thursday, December 16th and will resume on Thursday, January 6th.*

POOL ROOM: Open for play on Tuesdays and Thursdays throughout the day by appointment only.

CRAZY RUMMY: Every Tuesday from 1:00–3:00 p.m. in the Drop-In Room.
There will be no card play on December 21st and 28th.

LINE DANCING: Every Wednesday, Basic Line Dance is from 1:00–2:00 p.m. and Improved Line Dance is from 2:00–3:00 p.m.—\$4 for Residents and \$5 for Non-Residents.
This class will end on December 15th and will resume on January 12th.

OPEN CARD PLAY: Fridays from 1:00–3:00 p.m. in the Game Room.

ZUMBA GOLD: Thursdays from 10:00–11:00 a.m. in the Small Gym—\$6.00 per class.

DROP-IN ROOM and COMPUTERS: These rooms will be open Monday, Tuesday, Thursday, and Friday from 9:00 a.m.–12:00 noon. Please be advised that there will be no coffee or cookies available during this time.

STROKE CLUB: Every Thursday from 9:30–11:00 a.m. in the Drop-In Room.

FITNESS CENTER: The current hours are: Monday–Friday, 8:30 a.m.–8:00 p.m. and Saturdays 9:00 a.m.–4:00 p.m. Please be mindful of the expiration date on your fitness cards.
Many of you are up for renewal!

DINING SENIOR STYLE: Macomb Community Action hosts a hot lunch program here at our Center weekdays at 11:15 a.m. The lunches will be “To-Go” only and will be distributed on a first-come-first-served basis. *Please note: There will be no meals served on December 23rd, 24th, 30th and 31st.*

SENIOR VAN TRANSPORTATION

Senior Van Transportation is available Monday—Friday from 8:30 a.m. to 3:30 p.m. The dispatchers will make reservations for Eastpointe and Roseville residents, on a first come, first served basis. Rides must be scheduled in advance. The fee is \$1.00 per way. Vans will travel from 8 Mile to 15 Mile Roads and Jefferson to Hoover. For complete details, please contact the Senior Van Transportation lines Monday—Friday, 9:00 a.m. to 3:00 p.m.
Eastpointe residents should call 586-445-5085
Roseville residents should call 586-445-5482



Recreation Authority of Roseville-Eastpointe

18185 Sycamore, Roseville, MI 48066

586-445-5480

www.rare-mi.org

November 23, 2021

Recreation Authority Board Members

Joseph Merucci,
Chairperson

John Walters, Vice Chair

Angela Brown

Michael Klinefelt

Mickey Switalski

Recreation Authority Staff Members

Anthony Lipinski, Executive
Director

Sara Frederick,
Assistant Director

Mary Grant,
Senior Activities Director

Adam Just,
Sports Coordinator

Amanda Hughes,
Office Manager

Christine McCullum,
SMART Van Transportation
Coordinator

Ms. Sharon Brown
Motor City Bears Football Program

XXXXXXXXXX

XXXXXXXXXX

Dear Sharon:

Enclosed is your invoice indicating the remaining balance for the Motor City Bear's use of Kennedy Park for the practices for the 2021 football season. Please make a payment by December 17, 2021 towards this balance.

The Recreation Authority has patiently worked with the Motor City Bears Football Program to pay their balances from previous seasons. Many dates were added or deleted to accommodate your practices. We are requesting that all field rental charges be paid prior to the date of the last reservation. Also, please note that Kennedy Park may not be available for football practices in the future.

Please note that reservations for future field rentals, if available, will not take place until the remaining balance for previous seasons have been paid. Also, we are requesting all youth sports organizations that use the City of Eastpointe and City of Roseville facilities provide the following prior to making field reservations:

1. Provide the names and contact information for all Board members for your organization and indicate the main contact person.
2. Provide a copy of a Certificate of Insurance naming the Recreation Authority of Roseville & Eastpointe and the City of Eastpointe (or Roseville depending on location of facility) as additional insured prior to the reservations.

Communicating with our office is very important to keep us updated on your organization's status. If I am not available, please speak with Amanda Hughes, our Office Manager, regarding balances that are due or future reservations. If you need to contact us, please call our office at 586-445-5480.

Sincerely,

Anthony J. Lipinski, Executive Director
Recreation Authority of Roseville & Eastpointe

CC: Recreation Authority Board
Amanda Hughes



Recreation Authority of Roseville-Eastpointe
18185 Sycamore, Roseville, MI 48066
586-445-5480 www.rare-mi.org

**Recreation Authority
Board Members**

Joseph Merucci,
Chairperson
John Walters, Vice Chair
Angela Brown
Michael Klinefelt
Mickey Switalski

November 18, 2021

To: Motor City Bears
From: Anthony Lipinski, Executive Director
Re: Invoice

Attached is your invoice for the remaining balance for the use of Kennedy Park from the 2021 Fall Football season. Balances must be paid prior to making any new reservations.

**Recreation Authority
Staff Members**

Anthony Lipinski,
Executive Director
Sara Frederick,
Assistant Director
Mary Grant,
Senior Activities Director
Adam Just,
Sports Coordinator
Amanda Hughes,
Office Manager
Christine McCullum,
SMART Van
Transportation
Coordinator

Please make payment by December 17, 2021 in the amount of \$60 payable to:

R.A.R.E.
18185 Sycamore
Roseville, MI 48066

Should you have any questions regarding this invoice please call me at (586) 445-5480.

CC: Recreation Authority Board

STATEMENT

Receipt # 130945
Statement Date: 11/10/2021
Statement #: 255
Household #: 25833
Home Phone: XXXXX-XXXX
Work Phone: (586) -

SHARON BROWN
XXXXXXXXXX
XXXXXXXXXX

Roseville-Eastpointe Recreation Authority
18185 Sycamore Street
Roseville MI 48066

Phone: (586)445-5480

Facility Reservation Details

Facility:	Kennedy Park - EP, Kennedy Park -Soc			
Address:	24517 Schroeder, Eastpointe, MI, 48021			
Reserv. Contact:	Sharon Brown, HM: (586)649-8598			
Reserv. Number:	24147	Status:	Firm	
Purpose:	Motor City Bears Practice			
Date(s):	Tue @ 5:30 PM - 7:30 PM: 09/28			
Facility:	Kennedy Park - EP, Kennedy Park -Soc			
Address:	24517 Schroeder, Eastpointe, MI, 48021			
Reserv. Contact:	Sharon Brown, HM: (586)649-8598			
Reserv. Number:	24147	Status:	Firm	
Purpose:	Motor City Bears Practice			
Date(s):	Wed @ 5:30 PM - 7:30 PM: 09/29			
Facility:	Kennedy Park - EP, Kennedy Park -Soc			
Address:	24517 Schroeder, Eastpointe, MI, 48021			
Reserv. Contact:	Sharon Brown, HM: (586)649-8598			
Reserv. Number:	24147	Status:	Firm	
Purpose:	Motor City Bears Practice			
Date(s):	Thu @ 5:30 PM - 7:30 PM: 09/30			
Facility:	Kennedy Park - EP, Kennedy Park -Soc			
Address:	24517 Schroeder, Eastpointe, MI, 48021			
Reserv. Contact:	Sharon Brown, HM: (586)649-8598			
Reserv. Number:	24147	Status:	Firm	
Purpose:	Motor City Bears Practice			
Date(s):	Fri @ 5:30 PM - 7:30 PM: 10/01			
Facility:	Kennedy Park - EP, Kennedy Park -Soc			
Address:	24517 Schroeder, Eastpointe, MI, 48021			
Reserv. Contact:	Sharon Brown, HM: (586)649-8598			
Reserv. Number:	24147	Status:	Firm	
Purpose:	Motor City Bears Practice			
Date(s):	Tue @ 5:30 PM - 7:30 PM: 10/05			

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
10.00	0.00	10.00

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
10.00	0.00	10.00

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
10.00	0.00	10.00

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
10.00	0.00	10.00

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
10.00	0.00	10.00

STATEMENT

Receipt # 130945
Statement Date: 11/10/2021
Household #: 25833

Facility: Kennedy Park - EP, Kennedy Park -Soc
Address: 24517 Schroeder, Eastpointe, MI, 48021
Reserv. Contact: Sharon Brown, HM: (586)649-8598
Reserv. Number: 24147
Purpose: Motor City Bears Practice

Status:

Firm

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
10.00	0.00	10.00

Date(s): Wed @ 5:30 PM - 7:30 PM: 10/06

TOTAL INVOICED FEES	60.00
TOTAL INVOICED DISCOUNTS	0.00
TOTAL SALES TAX ON FEES	0.00
PREVIOUS AMOUNT PAID AGAINST FEES	0.00
PREVIOUS AMOUNT PAID AGAINST TAX	0.00
CURRENT INVOICE AMOUNT DUE	60.00
CURRENT OVERALL HOUSEHOLD BALANCE	60.00

Please detach this page from rest of your statement and return it with your remittance by the due date indicated. We will credit your account as soon as we receive your payment. If you would like a payment receipt sent to you, please make a check in the box below. Thank you for prompt attention to this statement. I would like a receipt sent to me: YES _____ NO _____

Please return the lower portion with your remittance

Household #: 25833

Billing Date: 11/10/2021
Due Date: 12/01/2021

Statement Number: 255

Sharon Brown

~~XXXXXXXXXX~~
~~XXXXXXXXXX~~
~~XXXXXXXXXX~~

Amount Due: \$60.00

Remit To:
Roseville-Eastpointe Recreation Authority
18185 Sycamore Street
Roseville MI 48066

Facility Reservation

Amount Paid: _____

Payment Type: _____ Check _____ Credit Card

Card Number: _____ Exp Date: _____

X _____

I agree to pay the above amounts listed as credit card charges according to credit card issuer agreements.

The count for this line item will not be known until after the reservation date. Therefore, both the count and the extension are left at zero for reservation purposes, but will be updated after the reservation date. As soon as this data is available, you will be invoiced for the current amount due. Please remit to our office within 10 days of the invoice date.



Recreation Authority of Roseville-Eastpointe

18185 Sycamore, Roseville, MI 48066

586-445-5480

www.rare-mi.org

November 23, 2021

Recreation Authority Board Members

Joseph Merucci,
Chairperson

John Walters, Vice Chair

Angela Brown

Michael Klinefelt

Mickey Switalski

Recreation Authority Staff Members

Anthony Lipinski, Executive
Director

Sara Frederick,
Assistant Director

Mary Grant,
Senior Activities Director

Adam Just,
Sports Coordinator

Amanda Hughes,
Office Manager

Christine McCullum,
SMART Van Transportation
Coordinator

Mr. Gus Pickrahn, President
East Detroit Tiger Cats Football

XXXXXXXXXX
XXXXXXXXXX

Dear Gus:

Enclosed is your invoice indicating the remaining balance for the East Detroit Tiger Cats use of Eastpointe Memorial Football Field during the 2019 and 2021 football seasons. Please make a payment by December 17, 2021 towards this balance.

The Recreation Authority has patiently worked with the Tiger Cats Football Program to pay their balances from the 2019 season and most recently the 2021 season. In past seasons the field rental charges have been paid within a few months of the season ending. While we understand that player registrations have been affected by the pandemic, having a balance on record for over two years is not acceptable.

Please note that reservations for future field rentals will not take place until the remaining balance for previous seasons have been paid. Also, we are requesting all youth sports organizations that use the City of Eastpointe and City of Roseville facilities provide the following prior to making field reservations:

1. Provide the names and contact information for all Board members for your organization and indicate the main contact person.
2. Provide a copy of a Certificate of Insurance naming the Recreation Authority of Roseville & Eastpointe and the City of Eastpointe (or Roseville depending on location of facility) as additional insured prior to the reservations.

Communicating with our office is very important to keep us updated on your organization's status. If I am not available, please speak with Amanda Hughes, our Office Manager, regarding balances that are due or future reservations. If you need to contact us, please call our office at 586-445-5480. If the Recreation Authority can assist your organization in any way we will do so, but we must keep open lines of communication.

I look forward to working with you during future seasons.

Sincerely,

Anthony J. Lipinski, Executive Director
Recreation Authority of Roseville & Eastpointe

CC: Recreation Authority Board
Amanda Hughes



Recreation Authority of Roseville-Eastpointe
18185 Sycamore, Roseville, MI 48066
586-445-5480 www.rare-mi.org

**Recreation Authority
Board Members**

Joseph Merucci,
Chairperson
John Walters, Vice Chair
Angela Brown
Michael Klinefelt
Mickey Switalski

November 18, 2021

To: East Detroit Tiger Cats
From: Anthony Lipinski, Executive Director
Re: Invoice

**Recreation Authority
Staff Members**

Anthony Lipinski,
Executive Director
Sara Frederick,
Assistant Director
Mary Grant,
Senior Activities Director
Adam Just,
Sports Coordinator
Amanda Hughes,
Office Manager
Christine McCullum,
SMART Van
Transportation
Coordinator

Attached is your invoice for the remaining balance for the use of Eastpointe Memorial Football Stadium from the 2019 Fall Football season and the 2021 Fall Football Season. The remaining balance for the 2019 season is \$150 and the balance for the 2021 season is \$1,650. Balances must be paid prior to making any new reservations.

Please make payment by December 17, 2021 in the amount of \$1,800 payable to:

R.A.R.E.
18185 Sycamore
Roseville, MI 48066

Should you have any questions regarding this invoice please call me at (586) 445-5480.

CC: Recreation Authority Board

STATEMENT

Receipt # 131111
Statement Date: 11/18/2021
Statement #: 257
Household #: 19432
Home Phone: ~~XXXXXXXXXX~~
Work Phone: (586) -

TIGER CATS
~~XXXXXXXXXX~~
~~XXXXXXXXXX~~

Roseville-Eastpointe Recreation Authority
18185 Sycamore Street
Roseville MI 48066

Phone: (586)445-5480

Facility Reservation Details

Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Tiger Cats, HM: (586)524-6971	375.00	0.00	150.00
Reserv. Number:	23071			
Purpose:	East Detroit Tiger Cats Games (Start: 10 am, 12 pm, 2 pm, 4 pm)			
	Status: Firm			
Date(s):	Sun @ 8:00 AM - 7:00 PM: 10/13/19			

TOTAL INVOICED FEES	375.00
TOTAL INVOICED DISCOUNTS	0.00
TOTAL SALES TAX ON FEES	0.00
PREVIOUS AMOUNT PAID AGAINST FEES	225.00
PREVIOUS AMOUNT PAID AGAINST TAX	0.00
CURRENT INVOICE AMOUNT DUE	150.00
CURRENT OVERALL HOUSEHOLD BALANCE	1,800.00

Please detach this page from rest of your statement and return it with your remittance by the due date indicated. We will credit your account as soon as we receive your payment. If you would like a payment receipt sent to you, please make a check in the box below. Thank you for prompt attention to this statement. I would like a receipt sent to me: YES _____ NO _____

STATEMENT

Receipt # 131111
Statement Date: 11/18/2021
Household #: 19432

Please return the lower portion with your remittance

Household #: 19432

Billing Date: 11/18/2021

Statement Number:

257

Due Date: 12/17/2021

Tiger Cats

Amount Due: \$150.00

XXXXXX
XXXXXX
XXXXXX

Facility Reservation

Amount Paid: _____

Remit To:

Roseville-Eastpointe Recreation Authority

18185 Sycamore Street

Roseville MI 48066

Payment Type: _____ Check _____ Credit Card

Card Number: _____ Exp Date: _____

X _____

I agree to pay the above amounts listed as credit card charges according to credit card issuer agreements.

The count for this line item will not be known until after the reservation date. Therefore, both the count and the extension are left at zero for reservation purposes, but will be updated after the reservation date. As soon as this data is available, you will be invoiced for the current amount due. Please remit to our office within 10 days of the invoice date.

STATEMENT

Receipt # 131112
Statement Date: 11/18/2021
Statement #: 258
Household #: 19432
Home Phone: ~~586) 445-5480~~
Work Phone: (586) -

TIGER CATS
~~XXXXXXXXXXXX~~
~~XXXXXXXXXXXX~~

Roseville-Eastpointe Recreation Authority
18185 Sycamore Street
Roseville MI 48066

Phone: (586)445-5480

Facility Reservation Details

Facility:	Kennedy Park - EP, K-1 Kennedy			
Address:	24517 Schroeder, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Tiger Cats, HM: (586)524-6971	50.00	0.00	50.00
Reserv. Number:	24587			
Purpose:	Scrimmage w/Motor City Bears	Status:	Firm	
Date(s):	Sat @ 12:00 PM - 4:00 PM: 08/14			
Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Tiger Cats, HM: (586)524-6971	350.00	0.00	350.00
Reserv. Number:	24656			
Purpose:	Tigercats games; Start: 10am, 12pm, 2pm, 4pm	Status:	Firm	
Date(s):	Sat @ 8:00 AM - 7:00 PM: 09/11			
Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Tiger Cats, HM: (586)524-6971	350.00	0.00	350.00
Reserv. Number:	24656			
Purpose:	Tigercats games; Start: 10am, 12pm, 2pm, 4pm	Status:	Firm	
Date(s):	Sat @ 8:00 AM - 7:00 PM: 09/18			
Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Tiger Cats, HM: (586)524-6971	100.00	0.00	100.00
Reserv. Number:	24693			
Purpose:	Tiger Cats Games;	Status:	Firm	
Date(s):	Sat @ 8:00 AM - 2:00 PM: 10/09			
Facility:	Memorial Park - EP, Football Stadium			
Address:	24820 Flower, Eastpointe, MI, 48021	<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
Reserv. Contact:	Tiger Cats, HM: (586)524-6971	350.00	0.00	350.00
Reserv. Number:	24656			
Purpose:	Tigercats games; Start: 10am, 12pm, 2pm, 4pm	Status:	Firm	
Date(s):	Sat @ 8:00 AM - 7:00 PM: 10/16			

STATEMENT

Receipt # 131112
Statement Date: 11/18/2021
Household #: 19432

Facility: **Memorial Park - EP, Football Stadium**

Address: 24820 Flower, Eastpointe, MI, 48021

Reserv. Contact: **Tiger Cats, HM: (586)524-6971**

Reserv. Number: 24700

Purpose: Tiger Cats Game; Start: 6:30pm

Status: Firm

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
100.00	0.00	100.00

Date(s): Wed @ 6:00 PM - 9:00 PM: 10/20

Facility: **Memorial Park - EP, Football Stadium**

Address: 24820 Flower, Eastpointe, MI, 48021

Reserv. Contact: **Tiger Cats, HM: (586)524-6971**

Reserv. Number: 24656

Purpose: Tigercats games; Start: 10am, 12pm, 2pm, 4pm

Status: Firm

<u>Fees + Tax</u>	<u>Discount</u>	<u>Amount Due</u>
350.00	0.00	350.00

Date(s): Sat @ 8:00 AM - 7:00 PM: 10/23

TOTAL INVOICED FEES	1,650.00
TOTAL INVOICED DISCOUNTS	0.00
TOTAL SALES TAX ON FEES	0.00
PREVIOUS AMOUNT PAID AGAINST FEES	0.00
PREVIOUS AMOUNT PAID AGAINST TAX	0.00
CURRENT INVOICE AMOUNT DUE	1,650.00
CURRENT OVERALL HOUSEHOLD BALANCE	1,800.00

Please detach this page from rest of your statement and return it with your remittance by the due date indicated. We will credit your account as soon as we receive your payment. If you would like a payment receipt sent to you, please make a check in the box below. Thank you for prompt attention to this statement. I would like a receipt sent to me: YES _____ NO _____

Please return the lower portion with your remittance

Household #: 19432

Billing Date: 11/18/2021
Due Date: 12/17/2021

Statement Number: 258

Tiger Cats

XXXXXXXXXX
XXXXXXXXXX
XXXXXXXXXX

Amount Due: \$1,650.00

Remit To:
Roseville-Eastpointe Recreation Authority
18185 Sycamore Street
Roseville MI 48066

Facility Reservation

Amount Paid: _____

Payment Type: _____ Check _____ Credit Card

Card Number: _____ Exp Date: _____

X _____

I agree to pay the above amounts listed as credit card charges according to credit card issuer agreements.

The count for this line item will not be known until after the reservation date. Therefore, both the count and the extension are left at zero for reservation purposes, but will be updated after the reservation date. As soon as this data is available, you will be invoiced for the current amount due. Please remit to our office within 10 days of the invoice date.