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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING AGENDA
WEDNESDAY, August 28, 2024, 4:30pm
Ishpeming Multi-purpose Senior Center, Ishpeming**

- I. ROLL CALL:
- II. PUBLIC COMMENT (Agenda Items – Limit to three minutes)
- III. APPROVAL OF CONSENT AGENDA:
 - A. March Minutes
 - B. Bills to be Paid
- IV. APPROVAL OF FINANCIAL REPORTS:
- V. APPROVAL OF AGENDA:
- VI. IOHT Event Approval:
 - A. Marji Gesick Adventure Race, Sept 19-21, 2024
- VII. OLD BUSINESS
 - A. Project Updates:
 - 1. Koski Property Acquisition
 - a. Trust Fund Sign Dedication, Wednesday, August 28, 6:30pm
 - 2. Negaunee Boardwalk
 - a. Final Details Being Completed, ribbon cutting/dedication in September
 - b. ORV traffic control and boardwalk points of access
 - 3. Negaunee ORV Trail Extension
 - a. Corridor and culvert installation to be done next, mine site safety fencing, ORV restrictions on non-motorized IOHT corridor
 - 4. Lakenenland Extension
 - a. Coleman Engineering has requested a EGLE pre-application meeting
- VIII. NEW BUSINESS
 - 1. Winthrop Junction Parking/Trailhead Recreation Passport grant application, supplemental
 - 2. Millage Committee Report: Millage tri-fold
 - 3. Negaunee Township IOHRA Board Seat
 - 4. September Board Meeting Date
- IX. ADMINISTRATOR REPORT
- X. BOARD COMMENT
- XI. PUBLIC COMMENT
- XII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, September TBD, 2024, 4:30 pm Ishpeming Senior Center



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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING MINUTES
WEDNESDAY, JULY 24, 2024, 4:30pm
Ishpeming Multi-purpose Senior Center, Ishpeming**

- I. **ROLL CALL:** present- Nick Leach, Don Britton, Dawn Hoffman, Jon Becker, Larry Bussone: absent- Glenn Johnson, Al Reynolds
A. **Guests-** Jim Brennan, Josh Mellon
- II. **PUBLIC COMMENT** (Agenda Items – Limit to three minutes)- none
- III. **APPROVAL OF CONSENT AGENDA:** Hoffman motions to approve, Becker seconds, ayes- all
A. March Minutes
B. Bills to be Paid
- IV. **APPROVAL OF FINANCIAL REPORTS:** Becker motions to approve, Bussone seconds, ayes- all
- V. **APPROVAL OF AGENDA:** Hoffman motions to approve, Leach seconds, ayes- all
- VI. **OLD BUSINESS**
A. **Project Updates:**
 1. **Koski Property Acquisition**
 - a. Meet with NTN to discuss site plan, Leach will be IOHRA board rep involved with discussion; a 3 to 5 year plan will be discussed for trail development on the land
 2. **Negaunee Boardwalk**
 - a. Pylons are in, trail corridor cleared, waiting for decking from manufacturer: current estimate sees the project completion by the end of August
 3. **Negaunee ORV Trail Extension**
 - a. Land purchase complete, clearing to begin on approach to culvert crossing: Associated Constructors will move forward with the project after the boardwalk is completed
 4. **Lakenenland Extension**
 - a. Co Rd BAA Abandonment vs widen existing trail and creating a divider: the amount of time and cost that would be required for abandonment would not be workable with the timeline/budget of the extension project; board directed the project to widen the existing corridor and include a divider between the motorized and non-motorized route: motion by Leach to support widening the current corridor and dividing the trail between motorized and non-motorized, supported by Becker, ayes- all
- VII. **NEW BUSINESS**
 1. **U.P. State Bank CD Maturity on July 30- move to UP State Bank saving account, Leach motions to transfer the money to a savings account at UP State Bank, Hoffman supports, ayes- all**
 2. **Approval of Associated Constructors Payment #1 for Marshland Boardwalk. Leach motions to approve payment, Bussone seconds, ayes- all**
 3. **Support for Negaunee EO Campsite Pilot Project. Becker motions to support project, Bussone seconds, ayes- all**
 4. **Joe Gontance would like to discuss an interpretative panel for Founder's Landing in Marquette, they would be interested in funding it: board recommended to open dialogue with the group**

and see what the project would consist, costs and working with the City of Marquette for the needed approval

5. Millage Committee Report: Republic Millage Flyer: present example of what is being done to promote the millage request in Republic, emphasizing the .197 mills translates to .197 cents per \$1000 of assessed property value, total cost is \$10-\$20 per year; money to support local projects within each municipality and leverage additional grant money from Michigan Trust Fund and Recreation Passport grants
6. Discussion: What qualifies as an event & types of e-vehicles on IOHT (one-wheels, scooters, ect): discussion evolved around the IOHRA does not have enforcement and should focus on trail etiquette, IOHRA isn't in the position to regulate trail users only to follow State of Michigan regulations, regarding what qualifies as an event discussion was to look in to what the MIDNR considers an event and how is that is determined; discussion also included the benefits and drawbacks of having a "Hold Harmless" document for non-event gatherings and to create a policy that defines an event (number of participants, monetary gain, ect)

VIII. ADMINISTRATOR REPORT: Gate vandalism at Stoneville Rd crossing, complaint of gate width on Wawanowin Road (measurement 69", other gates from 71" to 73" max width of ORV 65"), prepare supplemental material for Winthrop Jct Trailhead Rec Passport grant application,

IX. BOARD COMMENT:

Leach: Local trail groups emphasizing trail etiquette, perhaps an opportunity to piggy back or help reinforce the message, also Negaunee Township is looking for old forge tools to incorporate into their new playground signage

Becker: running to fill a partial term on the City of Negaunee council and will be on the November ballot

Hoffman: received concern about wayfinding along the IOHT; some are need to be addressed, eg Spring Street, Marquette, Healy/Co Rd 480 in Negaunee, leaving Ishpeming crossing Business M-28 to the Ishpeming Senior Center

X. PUBLIC COMMENT:

Mike Springer: appreciates the conference camera, feels the discussion of different types of electric vehicles on the IOHT will be an ever evolving discussion, mentioned a new program call "Safe Routes to Parks" but currently hasn't heard of any funding options to support it, also encouraged exploring "Safe Routes to Schools" program which may be beneficial to the IOHRA, invited the board to a ribbon cutting in Big Bay for the dedication for the interpretive panels installed there

XI. ADJOURNMENT: motioned by Leach to adjourn, supported by Bussone, ayes- all

NEXT MEETING DATE: Wednesday, August 28, 2024, 4:30 pm Ishpeming Senior Center and Zoom

08/15/24

Iron Ore Heritage Recreation Authority

Balance Sheet

As of July 31, 2024

	Jul 31, 24
ASSETS	
Current Assets	
Checking/Savings	
003-005 · U.P. State Bank CD	205,278.43
003-003 · Nicolet Bank CD	102,476.88
001-006 · Embers Savings	13.31
001-005 · nicolet promontory acct	388,563.79
001-004 · nicolet bank checking account	44,706.50
Total Checking/Savings	741,038.91
Accounts Receivable	
018-000 · Taxes Receivable	
018-006 · Taxes Receivable - Marquette	114,597.66
Total 018-000 · Taxes Receivable	114,597.66
018-008 · Donation Receivable	-1.21
018-009 · Grants Receivable	5,600.00
Total Accounts Receivable	120,196.45
Other Current Assets	
018-013 · Taxes Receivable - unassigned	55,391.95
001-001 · Undeposited Funds	25.00
Total Other Current Assets	55,416.95
Total Current Assets	916,652.31
Fixed Assets	
130-002 · Land - Northview	4,578.75
Total Fixed Assets	4,578.75
TOTAL ASSETS	921,231.06
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
204-000 · Accrued Wages	7,452.68
203-000 · Unearned revenue	325,697.11
200-258 · Federal Taxes	1,492.12
200-259 · State Taxes	303.66
Total Other Current Liabilities	334,945.57
Total Current Liabilities	334,945.57
Total Liabilities	334,945.57
Equity	
395-000 · Unrestricted Net Assets	608,351.61
Net Income	-22,066.12
Total Equity	586,285.49
TOTAL LIABILITIES & EQUITY	921,231.06

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual
January through July 2024

	<u>Jan - Jul 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
General Revenue			
674-002 · Individual Contributions	266.07	199.95	133.1%
401-000 · Taxes	231,805.98	349,654.00	66.3%
664-000 · Interest	16,647.00	8,800.00	189.2%
671-000 · Other Revenue	100.00	0.00	100.0%
Total General Revenue	<u>248,819.05</u>	<u>358,653.95</u>	<u>69.4%</u>
Program Revenue			
Unrestricted			
642-000 · Promo Sales	60.00	200.00	30.0%
Total Unrestricted	<u>60.00</u>	<u>200.00</u>	<u>30.0%</u>
Restricted			
538-000 · ORV State Grant	0.00	56,285.00	0.0%
674-005 · Individual Contribution	121.90		
674-003 · Mile Marker	0.00	1,500.00	0.0%
539-000 · State Grants	0.00	276,500.00	0.0%
Total Restricted	<u>121.90</u>	<u>334,285.00</u>	<u>0.0%</u>
Total Program Revenue	<u>181.90</u>	<u>334,485.00</u>	<u>0.1%</u>
Total Income	<u>249,000.95</u>	<u>693,138.95</u>	<u>35.9%</u>
Gross Profit	<u>249,000.95</u>	<u>693,138.95</u>	<u>35.9%</u>
Expense			
840-000 · IOHT Maintenance Truck	168.24		
62800 · Facilities and Equipment			
62840 · Equip Rental and Maintenance	374.41		
62890 · Rent, Parking, Utilities	2,818.88	2,975.00	94.8%
Total 62800 · Facilities and Equipment	<u>3,193.29</u>	<u>2,975.00</u>	<u>107.3%</u>
701-000 · Payroll	40,139.14	37,625.00	106.7%
727-000 · Office Supplies	122.84	700.00	17.5%
730-000 · Office Equipment	105.98	0.00	100.0%
740-000 · Merchandise expense			
741-000 · Decal expense	477.00		
740-000 · Merchandise expense - Other	101.88		
Total 740-000 · Merchandise expense	<u>578.88</u>		
800-000 · Operations			
800-001 · Books, Subscriptions, Reference	1,940.27	1,400.00	138.6%
800-002 · Postage, Mailing Service	194.00	150.00	129.3%
800-004 · Volunteer Recognition	0.00	650.00	0.0%
800-000 · Operations - Other	56.11		
Total 800-000 · Operations	<u>2,190.38</u>	<u>2,200.00</u>	<u>99.6%</u>

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual
January through July 2024

	Jan - Jul 24	Budget	% of Budget
800-955 · Insurance - Liability, D and O	2,634.00	0.00	100.0%
800-956 · Insurance - Workers' Comp	506.00	0.00	100.0%
801-000 · outside contract services	70.00		
802-000 · Accounting Contract Services	6,485.00	6,360.00	102.0%
803-000 · Professional Services Fees	8,518.75	4,250.00	200.4%
850-000 · Telephone, Telecommunications	661.18	770.00	85.9%
860-000 · Travel and Meetings	123.84	1,000.00	12.4%
870-000 · Board Meeting Expenses	286.14	140.00	204.4%
880-000 · Marketing			
880-005 · Print advertising	196.50	750.00	26.2%
881-000 · Public Relations	470.83	1,200.00	39.2%
884-000 · Website	0.00	1,750.00	0.0%
885-000 · Logo Apparel	701.88	1,000.00	70.2%
Total 880-000 · Marketing	1,369.21	4,700.00	29.1%
900-000 · Printing and Publishing	1,260.00	900.00	140.0%
970-000 · Capital Outlay			
970-100 · Signage			
970-105 · trail safety signage	505.00	4,100.00	12.3%
970-102 · Acknowledgement signs	439.00	500.00	87.8%
970-103 · Interpretive signs	0.00	2,000.00	0.0%
970-104 · Trail mile marker expense	0.00	900.00	0.0%
Total 970-100 · Signage	944.00	7,500.00	12.6%
970-200 · Trail Expense			
970-215 · Acquisition	148,833.07	150,700.00	98.8%
970-214 · Boardwalk	0.00	287,000.00	0.0%
970-211 · Negaunee Township Trailhead	13.25	0.00	100.0%
970-204 · ORV Trail Work	36,009.55	59,185.00	60.8%
970-208 · trail head	53.89		
970-202 · Trail Supplies	727.47	3,550.00	20.5%
970-203 · Trail Maintenance	1,395.29	15,000.00	9.3%
970-206 · Grooming Expenses	0.00	1,800.00	0.0%
970-200 · Trail Expense - Other	133.51		
Total 970-200 · Trail Expense	187,166.03	517,235.00	36.2%
970-300 · Engineering	14,537.49	75,332.00	19.3%
Total 970-000 · Capital Outlay	202,647.52	600,067.00	33.8%
990-000 · Debt Service			
990-002 · Bank Fees	6.68	35.00	19.1%
Total 990-000 · Debt Service	6.68	35.00	19.1%
Total Expense	271,067.07	661,722.00	41.0%
Net Ordinary Income	-22,066.12	31,416.95	-70.2%
Net Income	-22,066.12	31,416.95	-70.2%

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual
July 2024

	<u>Jul 24</u>	<u>Budget</u>	<u>% of Bud...</u>
Ordinary Income/Expense			
Income			
General Revenue			
674-002 · Individual Contributions	23.79	60.00	39.7%
401-000 · Taxes	0.00	-100.00	0.0%
664-000 · Interest	1,907.74	1,000.00	190.8%
Total General Revenue	1,931.53	960.00	201.2%
Program Revenue			
Unrestricted	0.00	100.00	0.0%
Restricted			
538-000 · ORV State Grant	0.00	1,000.00	0.0%
674-005 · Individual Contribution	121.90		
674-003 · Mile Marker	0.00	750.00	0.0%
539-000 · State Grants	0.00	109,000.00	0.0%
Total Restricted	121.90	110,750.00	0.1%
Total Program Revenue	121.90	110,850.00	0.1%
Total Income	2,053.43	111,810.00	1.8%
Gross Profit	2,053.43	111,810.00	1.8%
Expense			
840-000 · IOHT Maintenance Truck	168.24		
62800 · Facilities and Equipment			
62890 · Rent, Parking, Utilities	425.51	425.00	100.1%
Total 62800 · Facilities and Equipment	425.51	425.00	100.1%
701-000 · Payroll			
701-001 · Salaries and Wages	7,144.62	5,000.00	142.9%
701-002 · Payroll taxes	558.56	375.00	148.9%
Total 701-000 · Payroll	7,703.18	5,375.00	143.3%
727-000 · Office Supplies	22.25	100.00	22.3%
800-000 · Operations			
800-001 · Books, Subscriptions, Reference	57.70	0.00	100.0%
800-002 · Postage, Mailing Service	28.00	75.00	37.3%
800-004 · Volunteer Recognition	0.00	100.00	0.0%
Total 800-000 · Operations	85.70	175.00	49.0%
802-000 · Accounting Contract Services	1,000.00	120.00	833.3%
803-000 · Professional Services Fees	1,848.00	1,250.00	147.8%
850-000 · Telephone, Telecommunications	180.79	110.00	164.4%
860-000 · Travel and Meetings	0.00	250.00	0.0%
870-000 · Board Meeting Expenses	0.00	20.00	0.0%

Iron Ore Heritage Recreation Authority
Profit & Loss Budget vs. Actual
July 2024

	<u>Jul 24</u>	<u>Budget</u>	<u>% of Bud...</u>
880-000 · Marketing			
881-000 · Public Relations	0.00	500.00	0.0%
885-000 · Logo Apparel	0.00	150.00	0.0%
Total 880-000 · Marketing	0.00	650.00	0.0%
900-000 · Printing and Publishing	0.00	300.00	0.0%
970-000 · Capital Outlay			
970-100 · Signage			
970-102 · Acknowledgement signs	439.00	0.00	100.0%
970-104 · Trail mile marker expense	0.00	450.00	0.0%
Total 970-100 · Signage	439.00	450.00	97.6%
970-200 · Trail Expense			
970-215 · Acquisition	-157.56	0.00	100.0%
970-214 · Boardwalk	0.00	69,000.00	0.0%
970-204 · ORV Trail Work	28,421.40	2,900.00	980.0%
970-202 · Trail Supplies	308.93	1,000.00	30.9%
970-203 · Trail Maintenance	898.80	5,000.00	18.0%
Total 970-200 · Trail Expense	29,471.57	77,900.00	37.8%
970-300 · Engineering	3,006.50	0.00	100.0%
Total 970-000 · Capital Outlay	32,917.07	78,350.00	42.0%
990-000 · Debt Service	6.68	5.00	133.6%
Total Expense	44,357.42	87,130.00	50.9%
Net Ordinary Income	-42,303.99	24,680.00	-171.4%
Net Income	<u>-42,303.99</u>	<u>24,680.00</u>	<u>-171.4%</u>

4:32 PM
08/15/24

Iron Ore Heritage Recreation Authority
Deposit Detail
July 2024

Type	Date	Name	Account	Amount
Deposit	07/26/2024		001-004 · nicolet bank checking acc...	17,559.90
		Transnation	970-215 · Acquisition	-157.56
Payment	07/26/2024	City of Marquette taxes	001-001 · Undeposited Funds	-17,402.34
TOTAL				-17,559.90
Deposit	07/22/2024		001-004 · nicolet bank checking acc...	212.17
Payment	07/26/2024	City of Negaunee taxes	001-001 · Undeposited Funds	-208.75
Payment	07/26/2024	City of Marquette taxes	001-001 · Undeposited Funds	-3.42
TOTAL				-212.17
Deposit	07/29/2024		003-005 · U.P. State Bank CD	908.77
			664-000 · Interest	-908.77
TOTAL				-908.77
Deposit	07/10/2024		001-004 · nicolet bank checking acc...	115.22
			674-005 · Individual Contribution	-121.90
			990-002 · Bank Fees	6.68
TOTAL				-115.22
Deposit	07/31/2024		001-005 · nicolet promontory acct	998.97
			664-000 · Interest	-998.97
TOTAL				-998.97