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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING AGENDA
WEDNESDAY, NOVEMBER 20, 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. IOHT Event Approval:
 - A. Ishpeming Turkey Trot, November 28 hosted by Go Get Outside
- VI. APPROVAL OF AGENDA:
- VII. OLD BUSINESS
 - A. Updates:
 1. Negaunee Boardwalk
 - a. CN Railroad installed new culvert; boardwalk no longer flooded
 2. Negaunee ORV Trail Extension
 - a. Bottomless culvert installed; trail bypass connected
 3. Lakenenland Extension
 - a. Timeline, wetlands management plan submitted to EGLE
 4. Millage passed all three townships, need to plan for board succession
 - a. Discuss Friends of IOHT for future millage & community engagement
- VIII. NEW BUSINESS
 1. IOHRA 2025 Budget Proposal
 2. Request to attend International Trail Summit- Madison, Wisconsin on April 14-17, 2025
 3. Accept Laura McDonald's IOHRA appointment to represent Negaunee Township
- IX. ADMINISTRATOR REPORT
- X. BOARD COMMENT
- XI. PUBLIC COMMENT
- XII. ADJOURNMENT

NEXT MEETING DATE: *Wednesday, December 18, 2024, 4:30 pm Ishpeming Senior Center*



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**IRON ORE HERITAGE RECREATION AUTHORITY
MONTHLY BOARD MEETING MINUTES
WEDNESDAY, OCTOBER 23, 2024, 4:30pm
Ishpeming Multi-purpose Senior Center, Ishpeming**

- I. **ROLL CALL: present- Don Britton, Chocolay Twp; Larry Bussone, City of Ishpeming; Dawn Hoffman, Tilden Twp; Nick Leach, City of Marquette
absent- Jon Becker, City of Negaunee; Glenn Johnson, Marquette Twp**
- II. **PUBLIC COMMENT (Agenda Items – Limit to three minutes)- none**
- III. **APPROVAL OF CONSENT AGENDA: Hoffman motions to accept; Bussone seconds; aye all**
 - A. **March Minutes**
 - B. **Bills to be Paid**
- IV. **APPROVAL OF FINANCIAL REPORTS: Bussone motions to accept; Hoffman seconds; aye all**
- V. **APPROVAL OF AGENDA: Leach motions to accept; Hoffman seconds; aye all**
- VI. **OLD BUSINESS**
 - A. **Project Updates:**
 1. **Koski Property Acquisition**
 - a. **Reimbursement completed, \$150,700: applied for a Michigan Trails and Greenways Alliance grant for \$7000 for trail development planning, trying to get with NTN on the property before snow, but if not will start accessing the topography next spring, Larry Bussone to survey property adjacent to the property and IOHT to purchase from O'Dovero**
 2. **Negaunee Boardwalk**
 - a. **Water flooding in marshland working with CN Railroad to resolve problem**
 - b. **Hired FloLine Media to do an ariel survey with a drone - board review: drone footage review reveal that the natural flow of water end at the railroad grade where then would flow as a tributary to Carp River, board advised consulting with Steward & Sheridan to evaluate the situation, CN railroad indicated that the new culvert will be installed before the end of the year; this is a priority issue**
 3. **Negaunee ORV Trail Extension**
 - a. **Culvert installation delayed, discuss pros & cons of moving forward; Britton will oversee the project when it starts again**
 - b. **Mine Safety Fencing projects are nearly complete: will be completed before end of month**
 4. **Lakenenland Extension**
 - a. **Delineation report: Delineation completed accessed that there is just over a acre of wetland along the corridor, Coleman engineering will work on a plan to minimize impact and seek approval from EGLE to move forward with planning; a timeline will be presented at the next meeting**

VII. NEW BUSINESS

1. IOHRA 2024 Budget Amendment (roll call vote)- **Bussone Motions to accept; Hoffman seconds; Britton-yes; Leach-yes; Hoffman-yes; Bussone-yes; budget amendment approved**
2. Millage Committee Report: media, key people, U.S. Postal EDDM: **there will be a few more opportunities to engage with the media to discuss the millage, had more positive interaction than negative, we'll know results November 6**
3. Mike Springer submitted his resignation from the IOHRA board as alternate for Marquette Twp: **board advised IOHRA administrator to contact Lynn Durant, Marquette Township Board Chair, for her input on assigning a alternate representative and if it needs to be brought to the full board to reassign the position**

VIII. ADMINISTRATOR REPORT: **RAMBA reached out for support of submitting a grate for Rural Development to fund to develop a single-track trailhead at the Cliffs Mine Shaft Museum, Hendrickson will keep in touch with them on needs, beyond just support the IOHRA may be limited on assisting, unless it we took it as our own project.**

IX. BOARD COMMENT: **Hoffman- asked for an update on wayfinding for the west end of Ishpeming directing people to the IOHT near the Ishpeming Senior Center, it was acknowledged that there are several urban areas that need to be addressed; Leach- suggested that we start planning ahead for new board dynamics**

X. PUBLIC COMMENT: **none**

XI. ADJOURNMENT: **Bussone motions to adjourn, Leach seconds, aye all**

NEXT MEETING DATE: Wednesday, November 20, 2024, 4:30 pm Ishpeming Senior Center

Iron Ore Heritage Recreation Authority
Balance Sheet
 As of October 31, 2024

	Oct 31, 24
ASSETS	
Current Assets	
Checking/Savings	
003-006 · U.P. State Bank Savings	205,539.29
003-003 · Nicolet Bank CD	102,476.88
001-006 · Embers Savings	13.31
001-005 · nicolet promontory acct	348,195.34
001-004 · nicolet bank checking account	45,683.55
Total Checking/Savings	701,908.37
Accounts Receivable	
018-012 · Taxes Receivables - unassig...	-121.40
018-000 · Taxes Receivable	
018-001 · Taxes Receivable - Tilden	-14.68
018-002 · Taxes Receivable - Ishpem...	-0.33
018-003 · Taxes Receivable - Negaun...	-2.93
018-004 · Taxes Receivable - Neg Twp	-58.74
018-005 · Taxes Receivable - Mqt Twp	-60.44
018-006 · Taxes Receivable - Marque...	-7,461.63
018-007 · Taxes Receivable - Chocolay	-8.25
018-011 · Taxes Receivable - Rep Twp	-150.46
Total 018-000 · Taxes Receivable	-7,757.46
018-008 · Donation Receivable	62.92
018-009 · Grants Receivable	5,600.00
Total Accounts Receivable	-2,215.94
Other Current Assets	55,488.57
Total Current Assets	755,181.00
Fixed Assets	
130-002 · Land - Northview	4,578.75
Total Fixed Assets	4,578.75
TOTAL ASSETS	759,759.75
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	22.25
Other Current Liabilities	
204-000 · Accrued Wages	7,452.68
203-000 · Unearned revenue	179,513.55
200-258 · Federal Taxes	994.74
200-259 · State Taxes	202.44
Total Other Current Liabilities	188,163.41
Total Current Liabilities	188,185.66
Total Liabilities	188,185.66
Equity	
395-000 · Unrestricted Net Assets	608,351.61
Net Income	-36,777.52
Total Equity	571,574.09
TOTAL LIABILITIES & EQUITY	759,759.75

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

October 2024

	Oct 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
General Revenue			
674-001 - Corporate Contributions	1,292.39		
401-000 - Taxes	0.00	701.91	0.0%
664-000 - Interest	726.53	850.00	85.5%
671-000 - Other Revenue	0.00	44.44	0.0%
Total General Revenue	1,958.92	1,596.35	122.7%
Program Revenue			
Unrestricted			
642-000 - Promo Sales	15.90	0.00	100.0%
Total Unrestricted	15.90	0.00	100.0%
Restricted			
538-000 - ORV State Grant	74,738.72	0.00	100.0%
539-000 - State Grants	150,700.00	0.00	100.0%
Total Restricted	225,438.72	0.00	100.0%
Total Program Revenue	225,454.62	0.00	100.0%
Total Income	227,413.54	1,596.35	14,245.8%
Gross Profit	227,413.54	1,596.35	14,245.8%
Expense			
840-000 - IOHT Maintenance Truck	89.40		
62800 - Facilities and Equipment			
62890 - Rent, Parking, Utilities	429.61	425.00	101.1%
Total 62800 - Facilities and Equipment	429.61	425.00	101.1%
701-000 - Payroll	5,135.45	5,375.00	95.5%
727-000 - Office Supplies	22.25	100.00	22.3%
800-000 - Operations			
800-001 - Books, Subscriptions, Reference	11.99	0.00	100.0%
Total 800-000 - Operations	11.99	0.00	100.0%
802-000 - Accounting Contract Services	262.50	120.00	218.8%
803-000 - Professional Services Fees	0.00	1,250.00	0.0%
850-000 - Telephone, Telecommunications	105.20	110.00	95.6%
860-000 - Travel and Meetings	-511.07	250.00	-204.4%
870-000 - Board Meeting Expenses	16.95	20.00	84.8%
880-000 - Marketing	855.00	1,500.00	57.0%
900-000 - Printing and Publishing			
970-000 - Capital Outlay	150.00	300.00	50.0%
970-200 - Trail Expense			
970-216 - Lakeneland	0.00	87,500.00	0.0%
970-215 - Acquisition	100.00	0.00	100.0%
970-214 - Boardwalk	983.00	0.00	100.0%
970-202 - Trail Supplies	863.11	250.00	345.2%
970-203 - Trail Maintenance	6,950.00	500.00	1,390.0%
Total 970-200 - Trail Expense	8,896.11	88,250.00	10.1%
970-300 - Engineering	2,097.00	0.00	100.0%
Total 970-000 - Capital Outlay	10,993.11	88,250.00	12.5%
990-000 - Debt Service	2.98	5.00	59.6%
Total Expense	17,563.37	97,705.00	18.0%
Net Ordinary Income	209,850.17	-96,108.65	-218.3%
Net Income	209,850.17	-96,108.65	-218.3%

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

	<u>Jan - Oct ...</u>	<u>Budget</u>	<u>% of Bud...</u>
Ordinary Income/Expense			
Income			
General Revenue			
674-002 · Individual Contributions	525.00	199.95	262.6%
674-001 · Corporate Contributions	1,332.39		
401-000 · Taxes	379,115.15	350,355.91	108.2%
664-000 · Interest	18,672.34	11,650.00	160.3%
671-000 · Other Revenue	719.00	550.44	130.6%
Total General Revenue	<u>400,363.88</u>	<u>362,756.30</u>	<u>110.4%</u>
Program Revenue			
Unrestricted	75.90	600.00	12.7%
Restricted			
538-000 · ORV State Grant	74,738.72	89,515.00	83.5%
674-005 · Individual Contribution	121.90		
674-003 · Mile Marker	0.00	2,250.00	0.0%
539-000 · State Grants	150,700.00	385,500.00	39.1%
Total Restricted	<u>225,560.62</u>	<u>477,265.00</u>	<u>47.3%</u>
Total Program Revenue	<u>225,636.52</u>	<u>477,865.00</u>	<u>47.2%</u>
Total Income	<u>626,000.40</u>	<u>840,621.30</u>	<u>74.5%</u>
Gross Profit	626,000.40	840,621.30	74.5%
Expense			
840-000 · IOHT Maintenance Truck	429.30		
62800 · Facilities and Equipment			
62840 · Equip Rental and Maintenance	374.41		
62890 · Rent, Parking, Utilities	4,097.45	4,250.00	96.4%
Total 62800 · Facilities and Equipment	<u>4,471.86</u>	<u>4,250.00</u>	<u>105.2%</u>
701-000 · Payroll	55,545.51	53,750.00	103.3%
727-000 · Office Supplies	211.84	1,000.00	21.2%
730-000 · Office Equipment	105.98	0.00	100.0%
740-000 · Merchandise expense	578.88		
800-000 · Operations			
800-001 · Books, Subscriptions, Reference	2,295.13	1,400.00	163.9%
800-002 · Postage, Mailing Service	224.85	150.00	149.9%
800-004 · Volunteer Recognition	0.00	750.00	0.0%
800-000 · Operations - Other	56.11		
Total 800-000 · Operations	<u>2,576.09</u>	<u>2,300.00</u>	<u>112.0%</u>

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

	Jan - Oct ...	Budget	% of Bud...
800-955 · Insurance - Liability, D and O	2,634.00	1,900.00	138.6%
800-956 · Insurance - Workers' Comp	506.00	0.00	100.0%
801-000 · outside contract services	70.00		
802-000 · Accounting Contract Services	7,070.00	6,580.00	107.4%
803-000 · Professional Services Fees	9,808.75	5,500.00	178.3%
850-000 · Telephone, Telecommunications	976.71	1,100.00	88.8%
860-000 · Travel and Meetings	-387.23	1,600.00	-24.2%
870-000 · Board Meeting Expenses	320.04	200.00	160.0%
880-000 · Marketing			
880-005 · Print advertising	1,274.00	2,750.00	46.3%
881-000 · Public Relations	470.83	2,700.00	17.4%
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	2,446.71	8,200.00	29.8%
900-000 · Printing and Publishing	1,432.00	1,200.00	119.3%
970-000 · Capital Outlay			
970-100 · Signage			
970-105 · trail safety signage	2,320.94	4,100.00	56.6%
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	1,350.00	0.0%
Total 970-100 · Signage	2,759.94	7,950.00	34.7%
970-200 · Trail Expense			
970-216 · Lakeneland	0.00	262,500.00	0.0%
970-215 · Acquisition	148,933.07	150,700.00	98.8%
970-214 · Boardwalk	324,463.48	287,000.00	113.1%
970-211 · Negaunee Township Trailhead	13.25	0.00	100.0%
970-204 · ORV Trail Work	65,180.55	89,515.00	72.8%
970-208 · trail head	53.89		
970-202 · Trail Supplies	3,932.85	5,300.00	74.2%
970-203 · Trail Maintenance	8,519.04	25,500.00	33.4%
970-206 · Grooming Expenses	0.00	1,800.00	0.0%
970-200 · Trail Expense - Other	133.51		
Total 970-200 · Trail Expense	551,229.64	822,315.00	67.0%
970-300 · Engineering	19,967.99	75,332.00	26.5%
Total 970-000 · Capital Outlay	573,957.57	905,597.00	63.4%
990-000 · Debt Service	23.91	50.00	47.8%
Total Expense	662,777.92	993,227.00	66.7%
Net Ordinary Income	-36,777.52	-152,605.70	24.1%
Net Income	-36,777.52	-152,605.70	24.1%

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11/12/24

Iron Ore Heritage Recreation Authority
Deposit Detail
October 2024

Type	Date	Name	Account	Amount
Deposit	10/15/2024		001-004 · nicolet bank checking...	8,554.34
Payment	10/15/2024	City of Marquette ta...	001-001 · Undeposited Funds	-7,250.55
Payment	10/15/2024	County of Marquette	001-001 · Undeposited Funds	-121.40
Payment	10/15/2024	MI Snowmobile & ...	001-001 · Undeposited Funds	-1,182.39
TOTAL				-8,554.34
Deposit	10/31/2024		001-005 · nicolet promontory a...	726.53
			664-000 · Interest	-726.53
TOTAL				-726.53
Deposit	10/08/2024		001-004 · nicolet bank checking...	38,202.32
		State of Michigan	538-000 · ORV State Grant	-38,202.32
TOTAL				-38,202.32
Deposit	10/08/2024		001-004 · nicolet bank checking...	150,700.00
		State of Michigan	539-000 · State Grants	-150,700.00
TOTAL				-150,700.00
Deposit	10/10/2024		001-004 · nicolet bank checking...	1,265.00
		State of Michigan	538-000 · ORV State Grant	-1,265.00
TOTAL				-1,265.00
Deposit	10/17/2024		001-004 · nicolet bank checking...	35,271.40
		State of Michigan	538-000 · ORV State Grant	-35,271.40
TOTAL				-35,271.40
Deposit	10/17/2024		001-004 · nicolet bank checking...	770.21
		State of Michigan	860-000 · Travel and Meetings	-770.21
TOTAL				-770.21

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11/12/24

Accrual Basis

Iron Ore Heritage Recreation Authority Transaction Detail by Account October 2024

Num	Name	Memo	Amount
001-004 - nicoleet bank checking account			
1826	Marquette County YMCA	Oct '24 Office Rent	-350.00
1827	The Mining Journal	Political Ad Package for IOHT Millage	-855.00
1828	City of Negaunee	Sept Billing for CoRd 492 RR Crossing Lighting	-15.00
	QuickBooks Payroll Service	Created by Payroll Service on 10/04/2024	-1,969.14
		Deposit	38,202.32
		Deposit	150,700.00
41037	Robert J Hendrickson	Direct Deposit	0.00
		Deposit	1,265.00
EFTPS	United States Treasury	26-1571652	-994.76
		Deposit	8,554.34
		Deposit	35,271.40
		Deposit	770.21
EFT	State of Michigan	26-1571652	-708.54
1830	Marquette BLP	Negaunee Twp Trailhead Lighting	-13.25
1829	Marquette BLP	Carp River Kiln Lighting	-51.36
	QuickBooks Payroll Service	Created by Payroll Service on 10/21/2024	-1,969.13
1831	Nicolet National Bank	IOHRA Credit Card Payment for October '24	-1,130.59
41038	Robert J Hendrickson	Direct Deposit	0.00
1833	Verizon	IOHT Cell Phone October '24	-74.95
1832	City of Negaunee	Oct '24 RR Crossing Lighting	-15.00
1834	Coleman Engineering	Professional Services Lakeland Extension	-2,097.00
1839	Foline	Drone Ariel Survey Negaunee Marshland Flo...	-100.00
1838	Richard Ziegler	Koski Forest Geology Assessment	-100.00
1837	Becky Harju	Bookkeeping fro August-September '24	-262.50
1836	Marquette Fence Co	No-climb Mine Safety Fencing 100'	-312.50
1835	U.P. Fabricating Co., Inc.		-983.00
Total 001-004 - nicoleet bank checking account			222,761.55
TOTAL			222,761.55