

**REGULAR PARKS & RECREATION COMMISSION MEETING  
OLD TOWNSHIP HALL  
JULY 24, 2017 @ 6:30 P.M.  
AGENDA**

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) FLAG SALUTE**
- 4) AGENDA APPROVAL**
- 5) PRIOR MEETING MINUTES APPROVAL**
  - A) June 26, 2017
- 6) CITIZEN PARTICIPATION**
- 7) REPORTS**
  - A) Chairperson
  - B) Administrator
  - C) Board Liaison
  - D) Board Meeting Attendee
  - E) Park Steward
  - F) Safety
- 8) COMMUNICATIONS**
  - A) Educational Info: First Aid/CPR/AED
  - B) Memo From Commissioner Lopez RE: Financial Statements
  - C) Accounts Payable Voucher
  - D) Bennett's Beavers
  - E) Fireman's Park Usage Request
- 9) OLD BUSINESS**
  - A) 2017 Park Development/Improvements Update
- 10) NEW BUSINESS**
  - A) Bennett's Beavers Donation
- 11) BILLS FOR PAYMENT**
  - A) June 27, 2017 – July 18, 2017- BS&A
- 12) FINANCIAL STATEMENTS**
  - A) June 2017 Revenue & Expenditure Report- BS&A
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

**Next Meeting Date: Monday, August 28, 2017 @ 6:30pm**

Proposed Minutes

SUPERIOR TOWNSHIP PARKS AND RECREATION COMMISSION

MINUTES OF MEETING, June 26, 2017

The meeting was called to order at 6:30 PM. A salute to the flag was made. Roll Call was taken. Martha Kern Boprie was absent with an excuse. Minutes were taken by Sandi Lopez, Vice Chair. Attendees present were: Marion Morris, Sandi Lopez, Paula Jefferson, Terry Lee Lansing, Nahid Sanii-Yahyai, Bernedia Wood, Juan Bradford, Dave Buterbaugh, Patrick Pigott and Alex Williams.

THE AMENDED AGENDA as passed out by Juan Bradford was approved following a motion by Nahid Sanii-Yahyai and a second by Sandi Lopez. The minutes were approved with some minor corrections following a motion by Nahid Sanii-Yahyai and a second by Sandi Lopez.

NO CITIZENS WERE PRESENT. Patty Pierce, Sandi Lopez's sister from Key west, FL was present.

CHAIRPERSON'S REPORT: We had the best attendance to date for Superior Day. The Township donated more money to pay for programs, 2 venues and for food. Advertising and word of mouth communications helped with attendance. Next year we should keep the gathering in Oakbrook Park, and get the Dixboro church involved and present. Patrick Pigott commented that parking is a problem at Oakbrook. Sandi Lopez commented that we need more tables and tents. (The township is buying 4 more tents. People should be put under trees. The cow milking and horse rides were very good. Nahid Sanii-Yahyai noted that we need more volunteers.

The ADMINISTRATOR'S REPORT was received.

THE BOARD LIAISON'S REPORT was provided by Alex Williams. Two employees have been hired for the summer. There is no movement on Cheney School. One side of McArthur Boulevard has its tree planting (6 trees) completed. McArthur Boulevard may be renamed. Seva Restaurant will be buying the old Lord Fox Restaurant utilizing Farm to table processes. The dispute over the Burley property continues. The Danbury Green owner will be paying the Sherriff overtime. Ken Schwartz will be on vacation. The new Township website is up and running (Superiortownship.org) Paula Jefferson is in charge of its maintenance. The new Comcast contract was signed. The township voted to sign the Principals of Government provided by the State. Township will work with the state to get new ballot equipment for which the state will pay. July was voted in as Parks and Recreation month by the Trustees.

Sandi Lopez had nothing to add. She attended the meeting in place of Bernedia Wood.

PARK STEWARD'S REPORT (Rick Collman): His report was submitted. Marion Morris and Juan Bradford reviewed it and discussed clearing a portion of the autumn olive trees at Cherry Hill. Not to be cleared all at once, butterflies use them to lay eggs and wildlife enjoys eating their berries which are edible and tasty (per Morris).

We may have a volunteer steward for Oakbrook and Norfolk Parks.

COMMUNICATIONS were accepted unanimously. They included Parks and Recreation Month information, Educational information on how kids learn in nature, the Summer playground weekly schedule a report of the Oakbrook usage and a volunteer waiver.

OLD BUSINESS: No action was taken yet, but Juan Bradford will get bids for work on developments and improvements.

NEW BUSINESS: The Parks and Recreation Resolution was moved by Nahid Sanii-Yahyai and seconded by Terry Lee Lansing. It was accepted unanimously.

Sandi Lopez moved and Nahid Sanii-Yahyai seconded and the commission voted unanimously to approve spending \$1,237.07 for Mower Repair. The old mower was sold for \$2,250.

BILLS FOR PAYMENT: Marion Morris moved we pay the bills in the amount of \$16,810.17 and Terry Lee Lansing seconded it. The financial Statements were moved by Terry Lee Lansing and seconded by Nahid Sanii-Yahyai. Both passed unanimously.

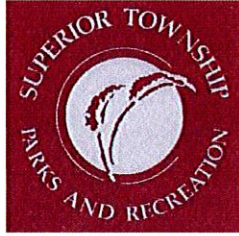
Sandi Lopez will meet with Juan Bradford to discuss the financial statements and reports. She will prepare a report for the commission on what she learns.

PLEAS AND PETITIONS: Nahid Sanii-Yahyai informed us that the Packard Health Services will hold a health fair on August 19 at 200 Arnet street. It was agreed we should invite them to Superior Day next year.

The Bird Watching class went well, there were 12 in attendance. The bird walk at LeFurge went well, 17 were in attendance, but there was no Commissioner present. May or early June is the best time for bird watching.

We should talk to the township about getting a marquee at the Township Hall.

The MEETING WAS ADJOURNED at 7:45 on a motion by Nahid Sanii-Yahyai, seconded by Sandi Lopez.



7B.

**ADMINISTRATOR REPORT  
JULY 24, 2017**

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- Board of Trustees Meeting Attendee  
Next Meeting: August 21, 2017 @ 7:00pm – Commissioner Lopez
- A great big thank you to the staff, commissioners and volunteers that helped to make Kite & Rocket Day on July 15<sup>th</sup> a huge success. By the end of the event we were out of hot dogs, and just about all of the rest of the food was gone, so we know that people ate well. Additionally, most of the kites were also given away and it appeared that everyone was having a great time. Next month I will include the financial report for the event in your packet.
- Seasonal maintenance employee Herb Hamilton-Reed has left for other employment. To finish out the season the maintenance department has hired two new seasonal staff members: Ryan Brooks and Matt Szanti.
- At the request of Commissioner Lansing I have signed all commissioners up to receive the quarterly newsletter from the Washtenaw County Parks & Recreation Commission. You should begin receiving them in the mail with the fall edition.
- In you communications you will see some information from "Bennett's Beavers". They make and donate wood cutout figures to hospitals across the country for sick kids. They have donated 200 cutouts to us for our summer program and special events.
- The Summer Playground program is in full swing and the staff are doing a great job of keeping the kids active and entertained. We are averaging approximately 25-30 kids daily. Thursday August 10<sup>th</sup> will be our last day and we will be going to Ypsi Township's Community Park on Clark Rd. for a kickball tournament & cookout with the other two summer program sites. The event will begin at 11:00am and conclude at 3:00pm. Superior Township Fire Chief Vic Charrette will be the Superior Team's Honorary Captain. Please feel free to come by and see the kids in action.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Juan Bradford", is written over the typed name. The signature is fluid and cursive, with a large loop at the end.

Juan Bradford

8A.



# First Aid/CPR/AED

**READY REFERENCE (ADULT)**

**American Red Cross**

# Contents

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# Checking a Responsive Adult

1

Interview the person (or bystanders) using SAMPLE.

- **S** = Signs and symptoms
- **A** = Allergies
- **M** = Medications
- **P** = Pertinent medical history
- **L** = Last food or drink
- **E** = Events leading up to the incident



2

Do a head-to-toe check.

- Look and feel for signs of injury, including pain, bleeding, cuts, burns, bruising, swelling or deformities.



3

Provide care for any conditions found.

# Checking an Adult Who Appears to Be Unresponsive

1

Shout, tap and shout **again while checking for normal breathing.**

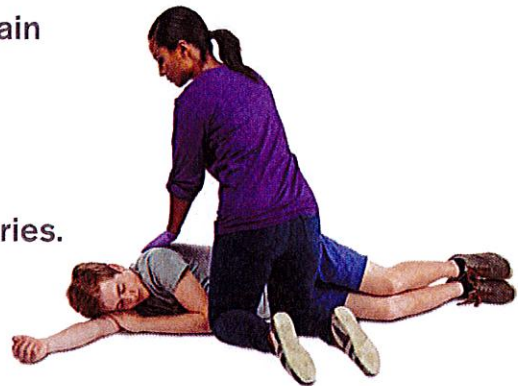
- Gasping is not normal breathing.
- Check for no more than 5 to 10 seconds.



2

If the person responds but is not fully awake:

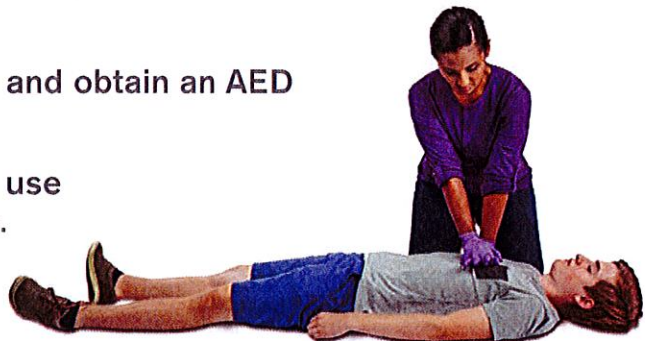
- Send someone to call 9-1-1 and obtain an AED and first aid kit.
- Do a head-to-toe check.
- Place the person into the recovery position if there are no apparent injuries.



3

If the person does not respond and is not breathing or is only gasping:

- Send someone to call 9-1-1 and obtain an AED and first aid kit.
- Immediately begin CPR and use an AED as soon as possible.





# CPR

1 Verify that the person is unresponsive **and is not breathing or is only gasping.**

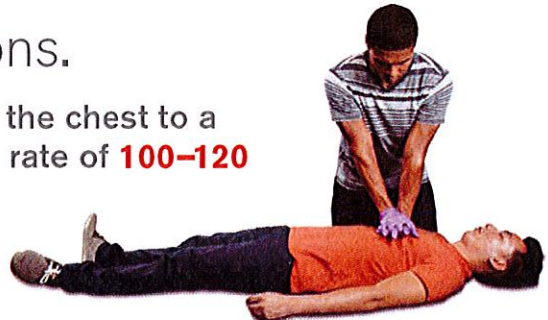
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2 Ensure that the person is face-up on a firm, flat surface.

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3 Give **30** chest compressions.

- Push hard and fast in the center of the chest to a depth of **at least 2 inches** and at a rate of **100–120 compressions per minute.**

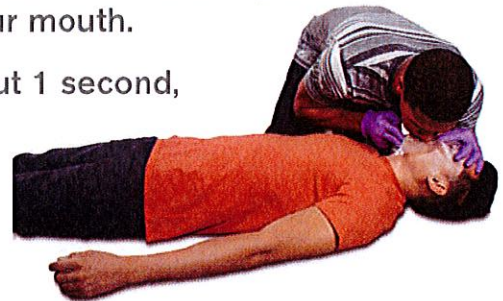


4 Give **2** rescue breaths.

- Open the airway, pinch the nose shut and make a complete seal over the person's mouth with your mouth.
- Blow into the person's mouth for about 1 second, ensuring that the chest rises.



*If the chest does not rise, retilt the head and ensure a proper seal before giving the second rescue breath.*



- Take a breath, make a seal and then give the second rescue breath.



*If the second breath does not make the chest rise, begin compressions. After the next set of chest compressions, open the mouth, look for an object and, if seen, remove it. Continue to check the mouth for an object after each set of compressions until the rescue breaths go in.*

5 Continue giving sets of **30** chest compressions and **2** rescue breaths.

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# AED

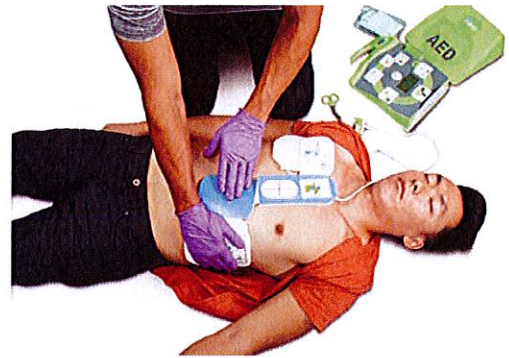
1 Turn on the AED and follow the voice prompts.

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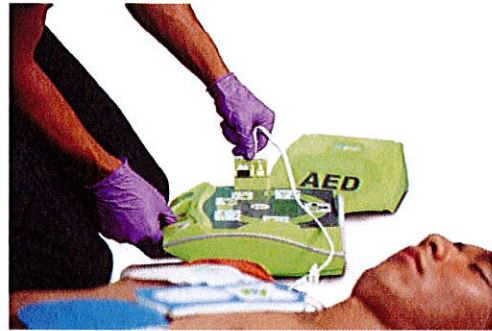
2 Remove all clothing covering the chest.

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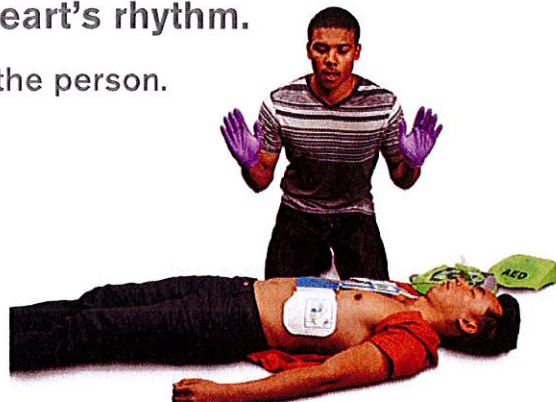
3 Place the pads.



4 Plug the connector cable into the AED if necessary.



5 Let the AED analyze the heart's rhythm.  
■ Make sure no one is touching the person.

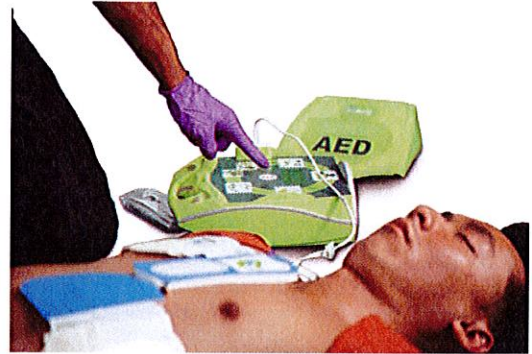


# AED (Continued)

6

**Deliver a shock if the AED determines one is needed.**

- Make sure no one is touching the person.
- Push the “shock” button to deliver the shock.



7

After the AED delivers the shock, or if no shock is advised:

- Immediately begin CPR, starting with compressions.
- Continue giving CPR and following the AED's prompts until you see an obvious sign of life or EMS personnel arrive.

# Choking

1 Verify **that the person is choking** and obtain consent.

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2 Give **5** back blows.




3 Give **5** abdominal thrusts.



4 Continue giving sets of **5** back blows and **5** abdominal thrusts until:

- The person can cough forcefully, speak, cry or breathe.
- The person becomes unresponsive.

 *If the person becomes unresponsive, lower him or her to the ground and begin CPR, starting with compressions. After each set of compressions and before attempting rescue breaths, open the person's mouth, look for the object and remove it if seen.*

# External Bleeding

1

**Cover the wound with a sterile gauze pad and apply direct pressure until the bleeding stops.**

- If blood soaks through the first gauze pad, put another one on top and apply additional direct pressure.



2

**Apply a roller bandage.**

- Check for circulation (feeling, warmth and color) beyond the injury.
- Wrap the bandage around the wound several times to hold the gauze pad(s) in place.
- Tie or tape the bandage to secure it.
- Check for circulation (feeling, warmth and color) beyond the injury and loosen the bandage if necessary.



*If the bleeding does not stop, call 9-1-1 if you have not already and give care for shock if necessary.*

# Burns

1

Stop.

- **Thermal burn:** Remove the source of the heat.
  - **Chemical burn:** Remove contaminated clothing. Flush the area with cool water for 20 minutes (wet chemical) or brush the chemical off and then flush with cool water for 15 minutes (dry chemical).
  - **Electrical burn:** Turn off the power at its source. Do not touch the person until the power has been turned off.
- 

2

Cool.

- Use cool or cold water that is suitable for drinking.
  - Cool the burn for at least 10 minutes.
- 

3

Cover.

- Cover the burn loosely with a sterile dressing.

# Stroke

1

## Think FAST.

- **Face.** Ask the person to smile. Is there weakness or drooping on one side of the face?
- **Arm.** Ask the person to raise both arms. Does one arm drift downward or appear to be weak?
- **Speech.** Ask the person to repeat a simple sentence, such as “The sky is blue.” Does the person have trouble speaking, or is his or her speech slurred?
- **Time.** If the person has difficulty performing any of these actions or shows any other signs and symptoms of stroke, call 9-1-1 immediately.

2

## Stay with the person **until EMS personnel arrive.**

- If the person is responsive but not fully awake, put the person in the recovery position.

# Anaphylaxis

- 1 Check the label and the medication.

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- 2 Locate the injection site (outside middle of one thigh).

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- 3 Grasp the auto injector firmly with one hand and pull off the safety cap.

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- 4 Have the person hold the tip of the auto injector at a 90-degree angle to the thigh.

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- 5 Have the person quickly and firmly push the tip straight into the outer thigh.
  - Hold the auto injector in place for the recommended amount of time.

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- 6 Remove the auto injector and massage the injection site for several seconds.

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- 7 Check the person's condition and response to the medication.



*Help to administer a second dose only if EMS personnel are delayed and the person is still having signs and symptoms of anaphylaxis 5 to 10 minutes after the first dose.*



S.B.

To: Parks and Recreation Commissioners

From: Sandi Lopez

Re: Financial Statements

Date: June 29, 2017

I met with Juan on Thursday, June 28<sup>th</sup>, and reviewed the two financial statements we have been receiving in our packets each month. One is prepared using Quickbooks, as done by Keith Lockie. The other is done using BS&A software as used by the rest of the township. The statement prepared using the BS&A software is more complete than the Quickbooks report. The Quickbooks report is neater, more concise, and contains less information. It is quicker to prepare.

The forms prepared using BS&A are what the auditors need to see, so that form will continue to be prepared, even if it is not distributed to us. It contains more information on the expenses. That information includes:

- The Parks and Rec Fund code

- The department number

- The account number, which indicates what type of expense is being paid.

- The check number

One other difference between the reports is that they are not starting and ending on the same dates, so it is hard to compare them to each other.

I recommend that the financial reports presented to us should be prepared using the BS&A software. I also suggest that for consistency, the monthly Bills for Payment report should have a monthly start and stop date of the Monday before our meetings. That would make the June reports complete through June 19, 2017. The July report would be complete through July 17. August would be complete through August 14. Etcetera.

Additionally, for your information I have attached to this memo is a copy of the Accounts Payable Voucher that Juan completes and Marion signs off on for all expenditures, this voucher lists the department, account numbers and type of expense covered.



# ACCOUNTS PAYABLE VOUCHER <sup>80.</sup>

VENDOR NAME	INVOICE DATE
	Reference #
	Amount

Explanation				
Fund	Department	Account #	Suffix #	Amount
508-	-	-		.
508-	-	-		.
508-	-	-		.
Administrator:				
Chair/Vice-Chair:				
Controller:				
Account	751- (Admin.)	754- (Rec.)	755- (Maint.)	756- (Park Dev.)
Projects				951-000
Capital Improvements	961-001			
Controlled Burns			930-001	
Equipment Over \$5,000			977-000	
Equipment Under \$5,000	974-000		974-000	
Fuel & Lubricants			742-000	
Herbicides			740-003	
Insurance & Bonds	851-000			
Memberships & Dues	958-000			
Office Supplies	727-000			
Operating Supplies		740-000	740-000	740-000
Postage	728-000			
Printing & Publishing	900-000			
Professional Services	801-000			
Project Costs - General				
Repairs & Maintenance	930-000	930-000	930-000	
Sand, Gravel, Bark & Soil			740-004	
Signage		975-000	975-000	
Telecommunications	850-000		850-000	
Transportation	860-000	860-000	860-000	
Uniforms			741-000	
Utilities			920-000	

## Meet Bennett's Beavers



**Seated officers:** Jim Bennett, Marilyn Bennett, Bill Grove  
**Left to right standing:** Carl Baker, Dan Kempf, Gary Brewer, Ray Crews, Jim Ball, Bob Hartwig, Ken Watson, Neil Tenpas, Darryl Folding, Paul Blackford, Walt Cannon, Dean Peters, Roger Evans, Rudy Anderson, Jerry Fisher, Jeno Rizzolo, Larry Ahnert, Walt Mehler, Butch Bennett, Joe Hovorka, Tom Heinrichs, Jim Pettit, Dave Sackett, Not shown: Bill Bishop

## Contact Us at

Bennett's Beavers  
P.O. Box 216  
Hamburg, Michigan 48139  
810-231-2972  
mjebent@charter.net

For more information,  
photos, updates, or to  
make a donation,  
please visit our website:

[www.bennettsbeavers.com](http://www.bennettsbeavers.com)

## How We Are Funded

Bennett's Beavers is a registered 501(c)(3) non-profit organization. All donations received are tax deductible and 100% of all funding received goes directly toward our operating costs, utility bills, property and liability insurance, property taxes, supplies, tools, wood acquisition, etc. All labor is provided by our unpaid volunteers.

The majority of funding comes from our annual golf outing, courtesy of the Livingston County Conservation Club. We are grateful for all donations received, large or small.

## Many Thanks to Our Generous Supporters

The Woodworkers Shoppe, Comins Lumber  
[www.woodworkersshoppe.com](http://www.woodworkersshoppe.com)  
800-818-9971

Doors & Drawers, Commercial Casework  
[www.doorsanddrawers.net](http://www.doorsanddrawers.net)  
734-426-0005

Seyco, The Scroll Saw Specialist, Inc  
[www.seyco.com](http://www.seyco.com)  
800-462-3353

Pégas, Precision Saw Blades  
[www.scies.ch](http://www.scies.ch)  
+41 21-843-19-88  
[www.grobetausa.com](http://www.grobetausa.com)  
800-243-2432

McNaughton & Gunn, Printing  
[www.mcnaughton-gunn.com](http://www.mcnaughton-gunn.com)  
734-429-5411



## Improving the Lives of Hospitalized Children

### About Us

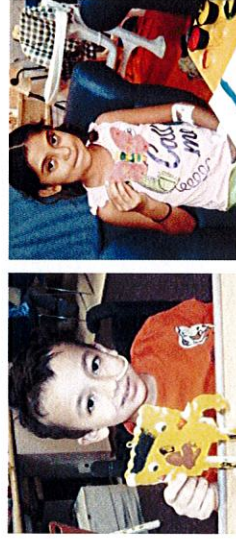
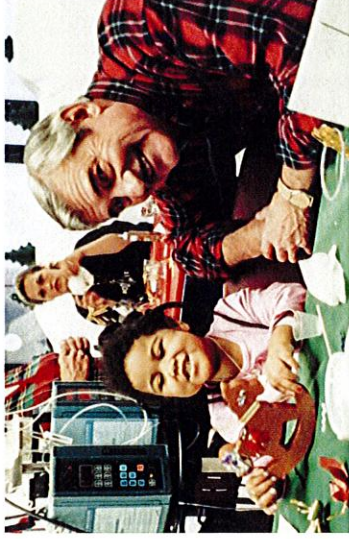
Bennett's Beavers was started in 1995 when Jim Bennett began making simple wood cutouts for patients at C.S. Mott Children's Hospital in Ann Arbor, MI. The pieces quickly became a favorite arts and crafts project for the patients. Over the years, the size of our group has grown, as has the demand for our product. In 2010, the Hamburg Township Board of Directors agreed to lease to us an unused fire house. We moved into our new expanded facility in September 2010. In December 2014, Hamburg Township donated the building and property to Bennett's Beavers, ensuring our ability to grow and meet the needs of hospitalized children for years to come.

Bennett's Beavers now has 27 volunteers providing over 55,000 pieces annually to 30 children's hospitals, camps, and other facilities nationwide.

80.

## Our participating institutions include

- \* C. S. Mott Children's Hospital - Ann Arbor, MI
- \* St. Joseph Mercy Hospital - Ann Arbor, MI
- \* Helen DeVos Children's Hospital  
Grand Rapids, MI
- \* St. Jude Children's Research Hospital  
Memphis, TN
- \* St. Jude Niswonger Children's Hospital  
Johnson City, TN
- \* Cincinnati Children's Hospital  
Cincinnati, OH
- \* Children's Hospital of Michigan - Detroit, MI
- \* Hurley Hospital - Flint, MI
- \* Kingswood Hospital - Detroit, MI
- \* Nationwide Children's Hospital  
Columbus, OH
- \* Rainbow Babies and Children's Hospital  
Cleveland, OH
- \* Children's Memorial Hospitals of Chicago  
Chicago, IL (2 locations)
- \* Philadelphia Children's Hospital  
Philadelphia, PA
- \* Children's Healthcare of Atlanta  
Atlanta, GA (2 locations)
- \* Children's Hospital of Pittsburgh  
Pittsburgh, PA
- \* Northern Michigan Regional Hospital  
Petoskey, MI
- \* Children's Mercy Hospital & Clinics  
Kansas City, MO
- \* Riley Hospital for Children Indiana University  
Indianapolis, IN
- \* Honor Health Hospital - Scottsdale, AZ
- \* Valley Baptist Medical Center - Harlingen, TX
- \* Give Kids The World - Kissimmee, FL
- \* Toledo Children's Hospital - Toledo, OH
- \* Children's Hospital & Clinics of Minnesota  
Minneapolis, MN
- \* Arnold Palmer Hospital for Children  
Orlando, FL
- \* Connecticut Children's Hospital - Hartford, CT
- \* Munson Medical Center - Traverse City, MI
- \* Texas Children's Hospital - Houston, TX
- \* North Star Reach - Camp - Pinckney, MI
- \* Walter Reuther Psychiatric Hospital  
Westland, MI
- \* St. John Providence Children's Hospital  
Grosse Pointe, MI



## From the Hospitals

*"Not only have the Beavers blessed Mott with countless wonderful wood cutouts and special projects, but through their kindness, generosity and huge hearts they have become our dear friends and an incredible asset to our programs."*

Anne Mende, Activity Therapist,  
C.S. Mott Children's Hospital

*"To our Beloved Wood Cutting Beavers: Please always remember that with every wooden shape you cut out, there is one more smile on one sick child's face."*

Jodi Bowers, Child Life Manager,  
Helen DeVos Children's Hospital

*"What a lovely thing you and your group do for these children! We appreciate it more than words can express!"*

Deanna Scanlon, Child Life Specialist,  
Children's Hospital of Michigan

## From the Children and Families

*"I want to take a moment to express appreciation for the wooden characters during our stay at Mott. Our son is a 5-year old who just went through his third open heart surgery. We enjoyed painting each day. With your kindness and generosity you have made our son's stay a little brighter."*

*"Nine-year-old Brett and his 5-year-old brother Blake are what their mom describes as 'frequent fliers' at Mott. Both of the boys have cystic fibrosis and for their own protection they are not allowed to go to some of the areas that the other patients enjoy. A favorite pastime is painting the wood cutouts donated by Bennett's Beavers."*

8E.

### Park Usage Form

Renter's Name: Pastor Harold Wimberly Phone: (734) 545-5341  
Address: 1601 STAMFORD BLVD  
City, etc.: Ypsilanti  
E-mail: hwimberlyjr@comcast.net

Park Requested: ~~August 26, 2017~~ FIREMAN'S PARK Date(s): August 26, 2017  
Times: From: 1pm To: 4pm (Setup time 11<sup>30</sup> AM)  
Event: Common Ground Youth and Family Picnic  
No. of Participants: 80-150

Will admission be charged:  Yes  No If Yes, what amount: \_\_\_\_\_  
Will food and/or beverages be served:  Yes  No If Yes, how often: The entire event time  
Please list any special equipment to be used (lighting, sound system, etc.):  
Grills, DJ will have his equipment w/ generator, Bounce House equipment

Cleanup will be completed by: Picnic Committee Phone: (734) 545-5341

In partial consideration for the use of Superior Township premises by any person and/or organization, and as a condition thereof, such person or organization or itself and its members, by acceptance of such use, forever releases and holds the Township of Superior harmless from any and all claims for personal injury or property damage. All users MUST adhere to Township noise ordinances, and MUST leave the park in the same condition as originally found, including all pickup and disposal of trash. No bathroom facilities will be provided by the Parks & Recreation Department and is the responsibility of the party renting the park.

I also understand that it is my responsibility to inform the members of the group about these restrictions and will so inform them. I further understand that Superior Township has the right to terminate this contract at any time they deem it necessary in the best interests of the Township.

Cleaning & Security Deposit will be returned ONLY in the event all conditions of this form are met. Additional charges WILL be charged if any damage is found to have happened during the usage of the park.

Charges: **Deposit: NONE**  
**PLUS:**  
**Rental Fee: NONE**

Renter's Signature: Pastor Harold Wimberly Date: 7/3/17

Superior Township's Approval: [Signature] Date: 7/10/17

The Charter Township of Superior has agreed to allow township parks to be used for community gatherings. The following rules, effective December 1, 2000, govern the use of this park:

1. Signed contracts are due from potential renters before consideration will be given.
2. Office personnel shall review the application for approval. In the event the application is approved, the following distribution will apply:
  - a. One copy will remain in the Parks and Recreation Rental File.
  - b. One copy shall be given to the applicant. This copy must be presented in order to enter the facility at the designated time of usage.
  - c. One copy shall be given to the Superior Township Hall to be held on file.
3. There will be a walk-through of the park before the function and after the function to verify condition of the park.
4. The Sheriff's Department will be notified of the function's location, date and time.  
*Please Note: Failure to vacate the property at the predetermined, designated time will result in automatic charges beginning at one-quarter hour. Such charges will be at the hourly rate of \$40.00.*
5. Cleanup of the park and control of the group's conduct is the sole responsibility of the person and/or group identified on the application.
6. Bathroom facilities will be the sole responsibility of the renter.
7. No alcoholic beverages and/or drugs of any kind are permitted on township property.
8. If the park is requested to be used for money making purposes, or if admission to the facility and/or grounds will be charged, such use **MUST** be approved in writing by the Parks Commission.
9. The use of any electronic equipment **MUST** be approved by the Parks Commission.
10. Any misuse of the park, or abuse of the rules will result in a loss of 100% of the deposit. If the cost to repair damages exceeds the deposit, the township will request additional payment. In the event that the additional payment is not received, the township shall seek legal remedy.
11. No person shall engage in any violent, abusive, loud, boisterous, vulgar, lewd, wanton, obscene, or otherwise disorderly conduct tending to create a breach of the peace, or to disturb or annoy others while on township property.
12. No person shall at any time bring onto township property nor have in their possession, nor discharge, nor setoff anywhere upon township property a firearm, bow, or other weapon that discharges projectiles either by air, explosive substance, or any other force (does not apply to officers of the law).
13. Cancellations must be submitted to the Parks Department a minimum of 10 business days prior to the rental date in order to receive a full refund of the security deposit and rental fee. Cancellations made in less than 10 working days will be subject to a cancellation fee as follows: 50% if between five and 10 working days, or 100% if less than five working days.
14. Any exceptions to these rules must be approved in writing by the Parks Commission.

**I HAVE READ AND AGREE TO THE RULES FOR THE RENTAL OF TOWNSHIP PARKS**

Renter's Signature: Pastor Harold Stumberg Date: 7/3/17

Superior Township's Approval: [Signature] Date: 7/10/17

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Check 39437 508-755-741.000	UNIFORMS	CLASSIC T'S	STAFF SHIRTS	318.00	39437
		Total For Check 39437		318.00	
Check 39438 508-755-740.000	OPERATING SUPPLIES	CONGDON'S ACE HARDWARE	HARDWARE	7.26	39438
		Total For Check 39438		7.26	
Check 39450 508-000-289.000	DUE TO PAYROLL FUND	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/29/17	6,738.21	39450
		Total For Check 39450		6,738.21	
Check 39451 508-751-850.000	TELECOMMUNICATIONS	SUPERIOR TWP UTILITY DEPAI PHONES ADMIN BUILDING - JUNE 17		99.27	39451
508-755-850.000	TELECOMMUNICATIONS	SUPERIOR TWP UTILITY DEPAI CELL PHONES - JUNE 2017		31.83	39451
		Total For Check 39451		131.10	
Check 39470 508-754-740.000	OPERATING SUPPLIES	GORDON FOOD SERVICE, INC.	HAND SANITIZER	39.98	39470
		Total For Check 39470		39.98	
Check 39474 508-751-860.000	TRANSPORTATION	JUAN BRADFORD	MILEAGE REIMBURSEMENT 5/3/17-6/29/17	156.76	39474
		Total For Check 39474		156.76	
Check 39482 508-754-850.000	TELECOMMUNICATIONS	PATRICK PIGOTT	CELL PHONE STIPEND - JUNE 2017	31.97	39482
		Total For Check 39482		31.97	
Check 39487 508-755-930.000	REPAIR & MAINTENANCE	SPARTAN DISTRIBUTORS INC	TORO REPAIRS	988.41	39487
		Total For Check 39487		988.41	
Check 39492 508-000-289.000	DUE TO PAYROLL FUND	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 7/13/17 PAY	8,394.01	39492
		Total For Check 39492		8,394.01	
Check 39493 508-755-742.000	FUEL-LUBRICANTS	SUPERIOR TWP UTILITY DEPAI DIESEL FUEL		320.96	39493
		Total For Check 39493		320.96	
Check 39500 508-755-920.000	UTILITIES	DTE ENERGY	ELECTRIC - PARKS BARN JUNE 2017	40.45	39500
		Total For Check 39500		40.45	
--- FUND TOTALS BY VENDOR ---				17,167.11	
				<b>Total For All Funds:</b>	

Fund 508 PARKS & RECREATION  
 BRAFORD J - JUAN BRADFORD 156.76  
 CLASSIC - CLASSIC T'S 318.00  
 CONGDON - CONGDON'S ACE HARDWARE 7.26  
 DTE ENERGY - DTE ENERGY 40.45  
 GORDONFOOD - GORDON FOOD SERVICE, INC. 39.98  
 PIGOTT - PATRICK PIGOTT 31.97  
 SPARTANDIS - SPARTAN DISTRIBUTORS INC 988.41

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PAID

CHECK REGISTER

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
		SUPPLY	- SUPERIOR TWP PAYROLL FUND	15,132.22	
		SUPUTIL	- SUPERIOR TWP UTILITY DEPARTMENT	452.06	
		TOTAL FUND 508	PARKS & RECREATION	17,167.11	



REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP  
 PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2017	2017 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 06/30/2016
<b>Fund 508 - PARKS &amp; RECREATION</b>							
<b>Revenues</b>							
<b>Dept 000--REVENUE</b>							
508-000-588.000	GENERAL FUND CONTRIBUTION	125,850.98	251,702.00	20,975.17	125,851.02	50.00	122,185.50
508-000-604.000	REIMBURSEMENT FOR LABOR COSTS	408.40	900.00	81.68	491.60	45.38	490.08
508-000-663.000	INTEREST ON RESERVES INCOME	396.44	650.00	0.00	253.56	60.99	326.85
508-000-671.100	DISPOSITION OF ASSETS	2,150.00	0.00	2,150.00	(2,150.00)	100.00	0.00
508-000-673.000	INSURANCE REIMBURSEMENTS INCOME	246.31	0.00	246.31	(246.31)	100.00	215.21
508-000-696.000	DONATIONS	100.00	100.00	0.00	0.00	100.00	1,151.35
508-000-699.000	APPROPRIATION FROM FUND BALANCE	0.00	54,071.00	0.00	54,071.00	0.00	0.00
<b>Total Dept 000--REVENUE</b>		<b>129,152.13</b>	<b>307,423.00</b>	<b>23,453.16</b>	<b>178,270.87</b>	<b>42.01</b>	<b>124,368.99</b>
<b>TOTAL REVENUES</b>							
<b>Total Dept 000--REVENUE</b>		<b>129,152.13</b>	<b>307,423.00</b>	<b>23,453.16</b>	<b>178,270.87</b>	<b>42.01</b>	<b>124,368.99</b>
<b>Expenditures</b>							
<b>Dept 751-PARK &amp; REC. ADMINISTRATION</b>							
508-751-701.000	COMMISSION STIPENDS	3,005.00	7,813.00	601.00	4,808.00	38.46	3,500.00
508-751-702.000	SALARIES	18,115.08	32,140.00	4,205.67	14,024.92	56.36	15,602.08
508-751-710.000	TRAINING	944.00	0.00	0.00	(944.00)	100.00	0.00
508-751-727.000	OFFICE SUPPLIES	91.34	500.00	0.00	408.66	18.27	342.09
508-751-728.000	POSTAGE	0.00	100.00	0.00	100.00	0.00	0.00
508-751-800.010	PROFESSIONAL SERVICES - AUDIT	1,205.00	0.00	0.00	(1,205.00)	100.00	0.00
508-751-801.000	PROFESSIONAL SERVICES - OTHER	75.35	2,400.00	0.00	2,324.65	3.14	2,280.00
508-751-850.000	TELECOMMUNICATIONS	574.75	1,200.00	99.27	625.25	47.90	621.99
508-751-851.000	INSURANCE & BONDS	3,569.46	7,100.00	594.92	3,530.54	50.27	3,550.30
508-751-860.000	TRANSPORTATION	626.50	600.00	156.76	(26.50)	104.42	631.80
508-751-900.000	PRINTING & PUBLISHING	477.48	1,000.00	0.00	522.52	47.75	0.00
508-751-930.000	REPAIR & MAINTENANCE	0.00	500.00	0.00	500.00	0.00	0.00
508-751-958.000	MEMBERSHIPS & DUES	518.00	500.00	0.00	(18.00)	103.60	100.00
508-751-963.000	BANK FEES & CHARGES	33.72	50.00	0.00	16.28	67.44	42.46
508-751-981.000	EQUIPMENT UNDER \$5,000	0.00	2,000.00	0.00	2,000.00	0.00	0.00
<b>Total Dept 751-PARK &amp; REC. ADMINISTRATION</b>		<b>29,235.68</b>	<b>55,903.00</b>	<b>5,657.62</b>	<b>26,667.32</b>	<b>52.30</b>	<b>26,670.72</b>
<b>Dept 754-RECREATION</b>							
508-754-702.000	SALARIES	1,716.48	9,461.00	1,418.09	7,744.52	18.14	1,436.80
508-754-710.000	TRAINING	550.00	0.00	0.00	(550.00)	100.00	0.00
508-754-740.000	OPERATING SUPPLIES	669.66	3,000.00	221.42	2,330.34	22.32	568.37
508-754-850.000	TELECOMMUNICATIONS	191.82	400.00	31.97	208.18	47.96	191.82
508-754-860.000	TRANSPORTATION	0.00	100.00	0.00	100.00	0.00	0.00
508-754-930.000	REPAIR & MAINTENANCE	122.34	500.00	0.00	377.66	24.47	0.00
508-754-975.000	SIGNAGE	0.00	500.00	0.00	500.00	0.00	150.00
<b>Total Dept 754-RECREATION</b>		<b>3,250.30</b>	<b>13,961.00</b>	<b>1,671.48</b>	<b>10,710.70</b>	<b>23.28</b>	<b>2,346.99</b>
<b>Dept 755-PARK MAINTENANCE</b>							
508-755-702.000	SALARIES	40,992.30	100,655.00	14,149.88	59,662.70	40.73	44,276.64
508-755-717.000	TAXABLE BENEFITS	1,726.31	1,945.00	0.00	218.69	88.76	1,956.09
508-755-740.000	OPERATING SUPPLIES	1,333.53	2,000.00	566.63	666.47	66.68	1,412.43
508-755-740.003	HERBICIDE (NON-SELECTIVE)	0.00	500.00	0.00	500.00	0.00	0.00
508-755-740.004	SAND-GRAVEL-BARK-SOIL	267.00	4,000.00	248.00	3,733.00	6.68	93.10
508-755-741.000	UNIFORMS	468.00	600.00	318.00	132.00	78.00	200.00
508-755-742.000	FUEL-LUBRICANTS	1,686.59	5,000.00	575.57	3,313.41	33.73	1,528.77

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PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2017	2017 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 06/30/2016
<b>Fund 508 - PARKS &amp; RECREATION</b>							
<b>Expenditures</b>							
508-755-850.000	TELECOMMUNICATIONS	215.78	480.00	31.83	264.22	44.95	218.70
508-755-860.000	TRANSPORTATION	0.00	50.00	0.00	50.00	0.00	0.00
508-755-920.000	UTILITIES	238.02	350.00	40.45	111.98	68.01	155.90
508-755-930.000	REPAIR & MAINTENANCE	2,020.91	10,000.00	993.35	7,979.09	20.21	3,988.16
508-755-930.001	CONTROLLED BURNS	0.00	3,800.00	0.00	3,800.00	0.00	3,700.00
508-755-975.000	SIGNAGE	0.00	100.00	0.00	100.00	0.00	600.00
508-755-980.000	EQUIPMENT OVER \$5,000	23,593.45	36,000.00	0.00	12,406.55	65.54	19,420.00
508-755-981.000	EQUIPMENT UNDER \$5,000	694.96	1,000.00	0.00	305.04	69.50	0.00
<b>Total Dept 755-PARK MAINTENANCE</b>		<b>73,236.85</b>	<b>166,480.00</b>	<b>16,923.71</b>	<b>93,243.15</b>	<b>43.99</b>	<b>77,549.79</b>
<b>Dept 756-PARK DEVELOPMENT/IMPROVEMENT</b>							
508-756-740.000	OPERATING SUPPLIES	0.00	500.00	0.00	500.00	0.00	1,051.53
508-756-951.000	PROJECTS	0.00	50,000.00	0.00	50,000.00	0.00	383.04
<b>Total Dept 756-PARK DEVELOPMENT/IMPROVEMENT</b>		<b>0.00</b>	<b>50,500.00</b>	<b>0.00</b>	<b>50,500.00</b>	<b>0.00</b>	<b>1,434.57</b>
<b>Dept 759-BHC GRANT</b>							
508-759-702.000-BHCG	SALARIES	0.00	0.00	0.00	0.00	0.00	1,647.00
508-759-975.000-BHCG	SIGNAGE	0.00	0.00	0.00	0.00	0.00	1,440.00
508-759-977.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	16.00
<b>Total Dept 759-BHC GRANT</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,103.00</b>
<b>Dept 966-UNALLOCATED EXPENSES</b>							
508-966-715.000	FICA	5,008.33	11,654.00	1,558.53	6,645.67	42.98	5,234.06
508-966-858.000	PENSION	4,116.72	8,925.00	0.00	4,808.28	46.13	5,591.34
<b>Total Dept 966-UNALLOCATED EXPENSES</b>		<b>9,125.05</b>	<b>20,579.00</b>	<b>1,558.53</b>	<b>11,453.95</b>	<b>44.34</b>	<b>10,825.40</b>
<b>TOTAL EXPENDITURES</b>		<b>114,847.88</b>	<b>307,423.00</b>	<b>25,811.34</b>	<b>192,575.12</b>	<b>37.36</b>	<b>121,930.47</b>
<b>Fund 508 - PARKS &amp; RECREATION:</b>							
<b>TOTAL REVENUES</b>		<b>129,152.13</b>	<b>307,423.00</b>	<b>23,453.16</b>	<b>178,270.87</b>	<b>42.01</b>	<b>124,368.99</b>
<b>TOTAL EXPENDITURES</b>		<b>114,847.88</b>	<b>307,423.00</b>	<b>25,811.34</b>	<b>192,575.12</b>	<b>37.36</b>	<b>121,930.47</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>14,304.25</b>	<b>0.00</b>	<b>(2,358.18)</b>	<b>(14,304.25)</b>	<b>100.00</b>	<b>2,438.52</b>