

Superior Charter Township Park Commission
Special Budget Meeting
September 7, 2017

Adopted Minutes

I. Call to Order

Chair Marion Morris called the meeting to order at 6:35 pm.

II. Roll Call

Park Commissioners present: Marion Morris, Bernedia Word, Terry Lee Lansing, Sandi Lopez, Paula Jefferson, Nahid Sanii-Yahyai, Martha Kern-Boprie

Park Commissioners absent: none

Others present: Juan Bradford, Park Administrator

III. Flag Salute

Chair Morris led those assembled in the Pledge of Allegiance to the flag.

IV. Agenda Approval

It was moved by Nahid Sanii-Yahyai and supported by Terry Lee Lansing to approve the agenda as drafted. The motion carried.

V. New Business

A. 2018 Parks & Recreation Budget

1. Proposed Budget

Park Commissioners reviewed the proposed budget presented by Juan Bradford, Marion Morris and Sandi Lopez. Detailed questions were asked about the various line items, and how the budget would facilitate program and park maintenance goals the various commissioners sought.

2. Proposed Park Development/Improvements

The 2018 proposed Park Development/Improvement Budget is \$80,000

<u>Park</u>	<u>Project</u>	<u>Expenditure</u>
Fireman's	Additional Play Equipment	\$10,000.00
Community	Replace Play Structure	\$30,000.00
Oakbrook	Information Kiosk	\$ 1,250.00
Community	Information Kiosk	\$ 1,250.00
Cherry Hill Nature Preserve	Trail Erosion Mitigation	\$ 7,500.00
Cherry Hill Nature Preserve	Boardwalk Extension Phase 4	\$10,000.00
Cherry Hill Nature Preserve	Brush Clearing	\$ 7,500.00
Schroeter Park	Brush Clearing	\$ 7,500.00
Various	Tree Planting	<u>\$ 5,000.00</u>
		\$80,000.00

3. Park Maintenance Staff Recommendations

The 2018 proposed Maintenance Equipment under \$5,000 budget is \$5,000

Tires (double Toro trailer)	5 @ \$200.00 each	\$1,000.00
Back Pack Blower	replace 2007 model	\$ 400.00
Pole Saw		\$ 600.00
Pruning Shears	3 sets ratchet \$45.00 each	\$ 150.00
Lithium Batteries	2 each Ryobi Tools	\$ 99.00
Power Edger		\$ 300.00
Weed Whip		\$ 270.00

Approved by Superior Charter Township Park Commission on 9/25/2017.

Power Mower (push)		\$ 375.00
Office Chairs (small for lunch room)	3 at \$40.00 each	\$ 120.00
Air Hose Reel	Industrial for Compressor	\$ 300.00
Bench Vises	2 at \$90.00 each	\$ 180.00
Brooms, Shovels, Rakes	2 each at approximately \$18.00	\$ 110.00
Die Grinder	Electric	\$ 300.00
Safety Equipment	goggles, muffs, hard hats, etc.	<u>\$ 300.00</u>
		\$4,644.00

Recreation Equipment		
Waterproof storage containers: 6 at \$15.00 each		\$ 90.00
Small propane grill		<u>\$ 200.00</u>
		\$ 290.00

Maintenance Equipment total		\$4,644.00
Recreation Equipment total		<u>\$ 290.00</u>
Equipment total		\$4,734.00

Staff also request an increase in uniform allowance from \$600.00 to \$1,000.00.

A member of the park staff may seek education at the MSU Extension as a horticulturalist. The Park Department would pay for training and mileage to attend the classes.

It was moved by Martha Kern-Boprie and supported by Paula Jefferson to recommend to the Township Board approval of the proposed 2018 Park Fund Budget:

Revenue \$338,089.00

Expense

Administration	\$ 58,801.00
Recreation	\$ 15,544.00
Park Maintenance	\$ 162,578.00
Park Development/Improvement	<u>\$ 80,000.00</u>
	\$338,089.00

A roll call vote was taken on the motion.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Morris	X			
Lansing	X			
Jefferson	X			
Lopez	X			
Word	X			
Sanii-Yahyai	X			
Kern-Boprie	X			

The motion carried.

The Township Board will discuss the 2018 Budget at its 9/18/17 meeting.

VI. Adjournment

It was moved by Martha Kern-Boprie and supported by Sandi Lopez to adjourn at 7:15 pm. The motion carried.

Submitted by,
Martha Kern-Boprie, Park Commissioner and Secretary