

**SUPERIOR CHARTER TOWNSHIP  
PARKS & RECREATION COMMISSION MEETING**

**The Superior Township Parks & Recreation Commission  
Regular**

**APRIL 2018 meeting**

**will be held**

**MONDAY, APRIL 23, 2018 @ 6:30 p.m.**

**at**

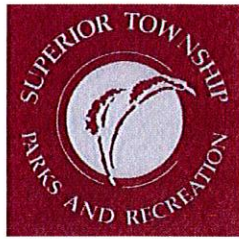
**OLD TOWNSHIP HALL**



**(Corner of Cherry Hill & Prospect)**

**For additional info call: (734) 480-5502**

**or email: [superiorparks@superior-twp.org](mailto:superiorparks@superior-twp.org)**



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PARKS & RECREATION COMMISSION MEETING**

**Superior Township Parks & Recreation Commission  
Regular**

**APRIL 2018 meeting**

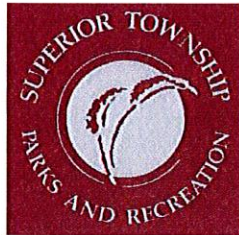
**will be held**

**MONDAY, APRIL 23, 2018 @ 6:30 p.m.**

**at**

**OLD TOWNSHIP HALL**

Dave Buterbaugh	Marion Morris
Paula Jefferson	Nahid Sanii-Yahyai
Martha Kern-Boprie	Patrick Pigott
Terry Lee Lansing	Alex Williams
Sandi Lopez	Bernedia Word



**PARKS & RECREATION COMMISSION REGULAR MEETING  
OLD TOWNSHIP HALL  
April 23, 2018 @ 6:30 P.M.  
AGENDA**

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) FLAG SALUTE**
- 4) AGENDA APPROVAL**
- 5) PRIOR MEETING MINUTES APPROVAL**
  - A) March 26, 2018
- 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: Zero Waste Events
  - B) 2018 Special Events Attendance Calendar
  - C) Oakbrook Park Baseball Reservation
- 9) OLD BUSINESS**
- 10) NEW BUSINESS**
  - A) Oakbrook Sports, LLC Donation Request
  - B) Prescribed Burn Bid for CHNP & Schroeter Park
  - C) Recess to Closed Meeting to Discuss Labor Issue
- 11) BILLS FOR PAYMENT**
  - A) March 27, 2018 – April 23, 2018
- 12) FINANCIAL STATEMENTS**
  - A) March 2018 Revenue & Expenditure Report
  - B) 2108 Easter Egg Budget Report
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting Date: TUESDAY, May 29, 2018 @ 6:30pm



5 A.

Superior Charter Township Parks & Recreation Commission  
Regular Meeting  
March 26, 2018

Proposed Minutes

1. Call to Order

The meeting was called to order by Chair Marion Morris at 6:40 pm.

2. Roll Call

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

Park Commissioners absent: none

Others present: Trustee Alex Williams; Juan Bradford, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Ellen Kurath

3. Flag Salute

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

4. Agenda Approval

It was moved by Nahid Sani-Yahyai and supported by Sandi Lopez to approve the agenda as drafted. The motion carried.

5. Prior Meeting Minutes Approval

A. February 26, 2018

It was moved by Nahid Sani-Yahyai and supported by Terry Lee Lansing to approve the minutes of 2/26/18 with a correction to New Business C. 2018 Building Rental by Superior Land Preservation Society (SLPS). The third sentence presently reads "The meetings are held Tuesday evenings and last approximately one hour." The sentence should be corrected to read "The meetings are held Wednesday evenings and last approximately one hour." The motion carried.

6. Citizen Participation

Ellen Kurath addressed the Park Commission about an invasive plant found in township parks. The plant is named "Maacai". It is often referred to informally as "Amar". Ellen brought in a sample of the plant, and noted that it is very prevalent in our parks. Ellen also reported that she provided maps of Cherry Hill Nature Preserve and Schroeter Park with areas of invasive plants noted. Invasive plants found there include bittersweet, garlic mustard and "stick-tites". She found evidence of these invasive plants in Weatherbee Woods as well. Ellen encouraged Park Commissioners to add staff to locate and remove these plants. Commissioner Martha Kern-Boprie noted that volunteer groups such as boy and girl scouts and other service organizations might be able to help remove some of these invasive plants. Marion Morris suggested college students as another group of potential volunteers.

7. Reports

A. Chairperson

Chair Marion Morris reported that the Crosswalk Resolution adopted by the Park Commission in February was presented to the Township board on March 19. Treasurer Brenda McKinney followed up with Marion the next day, seeking clarification as to the type of crosswalk protection the Park Commission was seeking. Marion explained the Park Commission sought a light that would flash when a pedestrian wished to cross the street, rather than a red/yellow/green light that stopped traffic whether a pedestrian was present or not.



Marion also reported on the Easter Egg Hunt held on March 24 in Fireman's Park. Over 200 people attended and 1,500 plastic Easter eggs filled with treats were distributed. Dan Allen who works for the township Utility Department and formerly served on the Park Commission filled the Easter eggs. His friend Gabriella dressed up as the Easter Bunny. Marion recommended that we plan to distribute about 3,000 eggs next year, and schedule a work session to fill the eggs. She also suggested we have more staff to manage the crowd next year, and two separate egg hunts to allow very young children more opportunity to find eggs. Bernedia Word asked that elected Park Commissioners be introduced at all future recreation events.

B. Administrator

Juan Bradford, Park Administrator submitted a written report. Nahid Sanii-Yahyai complimented Juan on statistical information about participation in recreational activity.

C. Board Liaison

Trustee Alex Williams reported on the Township Board meeting held 3/19/18. The Board of Review completed work from March appeals. 44 applicants petitioned the Board of Review. Community Tourism Action Plan (CTAP) is reviewing the Dixboro Pavilion Plans. On 3/29/18 Ypsilanti Community Schools and the Washtenaw County Sheriff Office will meet to again review disposition of Cheney School. The Huron River Watershed Council will review Peninsula Dam and the potential impact on water flows and shorelines if the dam were removed. The Township Utility Department is reviewing the Geddes Road and Ridge Road water line. MacArthur Boulevard water valves were reviewed. Sava Restaurant is moving forward with obtaining permits to operate on the site of the former Lord Fox restaurant. Some progress has been made to improve the bicycle path near Plymouth Road and M153 (Ford Rd).

A public meeting was held to assess interest in revising township ordinances that regulate marijuana growth and processing. Few people attended the meeting.

Pinnacle Homes bought back undeveloped lots near Berkshire Street.

The former Fairfax Manor structures are undergoing renovation work. The current owner seeks to eliminate the access driveway onto Geddes Road. This facility will probably re-open sometime later this year.

The Washtenaw County Road Commission will hold its annual meeting with Superior Township on April 16.

The Township Board acted on several resolutions. The Washtenaw County Solid Waste Plan Update was approved. The preliminary agreement with Orchard, Hiltz & McCliment (OHM) for Harvest Lane Sewer Replacement was approved. Harvest Lane road surface above this sewer line is also in poor condition. The sewer replacement should not impact water quality.

Tree trimming on Gale Road and Dixboro Road was approved. One of the oldest water pipes in Superior Township runs along MacArthur Boulevard. This water line needs repair or replacement.

The Township Board received the Park Commission resolution about crosswalks at Harris and MacArthur Boulevard. Superior Township paid Washtenaw County our share of the settlement cost for the Harmon Drain correction. The township's share was \$9,000 of the entire \$200,000 legal cost. The drain work was in the vicinity of Cherry Hill and Berry Roads.

The Ann Arbor Women's Group sought a Charitable Gaming License. The Township Board approved it.

A work session of the Township Board is likely in the near future on Law Enforcement and Fire millages.

D. Board Meeting Attendee

Sandi Lopez attended the 3/19/18 Township Board meeting, and had nothing to add to Trustee Alex Williams' report.

E. Park Steward

Rick Collman sent email that all is well in the Cherry Hill Nature Preserve and in Schroeter Park.

F. Safety

David Buterbaugh reported there were no accidents or injuries in the past month.

8. Communications

A. Educational Info: State of Play Report for Southeast Michigan

B. 2018 Special Events flyer

It was moved by Nahid Sanii-Yahyai and supported by Paula Jefferson to receive the Communications. The motion carried.

9. Old Business – none

10. New Business

A. Oakbrook Sports, LLC

Oakbrook Sports, LLC has provided summer sports programming for children on summer evenings in Oakbrook Park for several years. This year a new person will coordinate the programming. No financial assistance has been requested from the township. It was moved by Martha Kern-Boprie and supported by Terry Lee Lansing to approve use of Oakbrook Park by Oakbrook Sports, LLC on Wednesday evenings between May 23 and August 8, 2018 for youth sports activities. No rent will be charged for this use. The motion carried.

B. Message Boards for Parks – update only

Park staff obtained quotes from four vendors to construct message boards in Oakbrook and Community Parks, to promote park activities and other township information. The low bid was from Allen Display. Their price for two message boards plus shipping was \$1,433.90 and is significantly less than the budget of \$2,500.

C. Special Event Sign-up: Spring/Summer 2018

Commissioners were asked to sign up as volunteers at recreation events through the month of June.

<u>Event</u>	<u>Date</u>	<u>Commissioner</u>
Backyard Bird Watching	4/21/18	Sandi Lopez Terry Lee Lansing
Backyard Bird Watching	4/28/18	Nahid Sanii-Yahyai Martha Kern-Boprie
Superior Day	6/09/18	Martha Kern-Boprie Nahid Sanii-Yahyai Sandi Lopez Paula Jefferson Marion Morris
Dixboro Farmers Market	5/25/18	Marion Morris
Dixboro Farmer’s Market	4/29/18	Nahid Sanii-Yahyai

11. Bills for Payment

It was moved by Marion Morris and supported by Martha Kern-Boprie to approve payment of the bills totaling \$10,153.12. The motion carried.

12. Financial Statements

Juan Bradford presented the 2/28/18 Revenue & Expenditure statement to Park Commissioners. The report in the packet was for March 2017 business. Martha Kern-Boprie noted that the column third from

the left headed "YTD Balance" is really "YTD Actual" data. It was moved by Sandi Lopez and supported by Terry Lee Lansing to receive the Financial Statements. The motion carried.

13. Pleas and Petitions

Terry Lee Lansing noted that Sandi Lopez is schedule as Board Attendee for the April 16 Township Board meeting, rather than herself. The Park Administrator's report had erroneously listed Terry Lee as Boafd Attendee in April.

Ellen Kurath commented about plants in the Jack Smiley Nature Preserve.

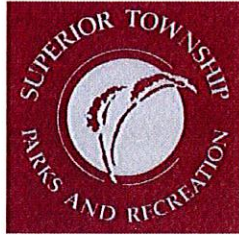
Sandi Lopez commented that today is Oberon Beer Day.

14. Adjournment

It was moved by Nahid Sanii-Yahyai and supported by Paula Jefferson to adjourn the meeting at 7:40 pm. The motion carried.

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





7.B.

**ADMINISTRATOR REPORT  
APRIL 23, 2018**

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- Board of Trustees Meeting Attendee  
Next Meeting: May 21 – Commissioner Word
- Please remember that we will be taking a Commission photo at this month's meeting.
- Note that next month's Commission meeting will be held on TUESDAY May 29<sup>th</sup> due to Monday being Memorial Day. Enjoy your holiday.
- On April 11<sup>th</sup> a 10 year old male got into a toddler swing at Harvest Moon Park and was not able to get himself out. Fire Department was called and had to cut the swing to get the child out. No one was injured and we have a copy of the report on file.
- On April 12<sup>th</sup> the Sheriff's Dept. was chasing a suspected home invader in the Oakbrook Park neighborhood. During the pursuit the patrol car became stuck in the mud on the path between Oakbrook Park & Norfolk Parks. Tow trucks were dispatched to remove the patrol car but while trying to recover it a total of three tow trucks also became stuck in Oakbrook Park. After all were eventually recovered there was/is substantial damage to the park turf. I will be forwarding all of the information regarding the event to Ken Schwarz so that he can present it to the township's insurance provider in the hopes that they will cover the cost of restoration.
- Park maintenance staff have resumed working summer hours which are 7:00am – 3:30pm Monday – Thursday. 2017 seasonal employee Matt Szanti has returned for this season. Well will advertising for and be adding an additional seasonal employee within the next month.

Respectfully submitted,

A handwritten signature in red ink, appearing to read "Juan Bradford", is written over the typed name. The signature is stylized and includes a large flourish that extends upwards and to the right.

Juan Bradford



# CONSERVATION

U.S. Green Building Council



## Zero-Waste Events

Making a big splash with a small footprint

By Sarah Stanley

“Leave no trace” is the motto for entering the great outdoors. Blue skies, open air and the view of mountains, a lapping lake or a babbling brook make the perfect setting for birthday parties, family reunions and celebrations. However, many of these events can harm those very resources we enjoy. Yet, with some advanced planning and commitment, we can help to restore our environment. From where to host to who is invited and all the logistics in between, critical decisions must be made to ensure a positive experience and successful event. The same goes for the type of products used and how they are disposed of afterward.

### What Is Zero Waste?

The Zero Waste International Alliance states: “Zero Waste is a goal that is ethical, economical, efficient and visionary, to guide people in changing their lifestyles and practices to emulate sustainable natural cycles, where all discarded materials are designed to become resources for others to use.”

There are straightforward steps planners and hosts can take to move toward a zero-waste event. Stephanie Barger, U.S.

Green Building Council director of market transformation and development for the TRUE Zero Waste program, offers some advice:

**Know the waste diversion services available in the area.** Consult the local parks administrator, government recycling coordinator and/or waste and recycling hauler. If the park only has trash bins, work with the local waste hauler to provide recycling and composting bins. Many provide cardboard

bins that easily can be set up and taken down. If the event is large enough, the waste hauler will set up and tear down bins for the event.

**Determine your zero-waste goal for the event.** Although 100 percent diversion is the goal, even diverting 90 percent, 70 percent or 50 percent can have a significant impact on the environment. Cities across the United States have started including waste management plans as part of the approval process for events. Developing a zero-waste plan can help expedite the process along with saving money. Reach out to the local government agency’s events department and see if it has sample zero-waste plans.

**Build a zero-waste team!** For a larger event, notify all your vendors of your zero-waste goal and provide guidelines for them to participate in the process. Ven-



dors might also have ideas if they have participated in other zero-waste events. Invite local nonprofits, including food banks and environmental organizations, that are more than willing to provide their expertise and resources for promotion and a donation. For smaller events, encourage your friends and family to provide ideas and assistance.

**Just REDUCE!** The zero-waste hierarchy is reduce, reuse and recycle. Reduction has the largest impact on the environment and on our budget. From mailing out invitations, printing out programs and giving out prizes to decorations, think of creative ways to keep the fun but reduce the impact. Electronic invitations not only save trees, but also help with managing RSVPs and sending reminders, and the natural environment — pinecones, leaves and twigs — make great table decorations.

**Buy reusable or bring your own.** Bring reusables from home or rent tablecloths, napkins and dishware from a local catering company. Use plastic bins to take dirty dishes and linens home to wash. For prizes or giveaways, provide guests with reusable drink bottles, silverware, etc., or have them bring their own. It will class up your event! Remember those red solo cups can easily be taken home and thrown in

the dishwasher to be used repeatedly.

**Go green when purchasing.** Buy products made from recycled material and that are easily recyclable and compostable. Avoid items that are dangerous to wildlife. Balloons not only can escape and cause damage, but, even when popped, the ribbon can cause harm through strangulation. Polystyrene (styrofoam) products are toxic to both humans and animals and break down into little pieces that mimic food for wildlife (fish eggs, seeds, etc.). Plastic wrappers and cigarette butts can also be ingested or cause injury.

**It's all about the food.** Most of the waste is around the type and amount of food provided. Encourage finger food and a menu that requires one plate. Review the type of food packaging and choose items in reusable, recyclable and compostable materials. Work with your caterers to limit the amount of packaging. Buy in bulk to reduce the amount of trash but, more importantly, small pieces of plastic that can escape into the environment. Make sure you plan for taking leftovers home by bringing extra containers for you and your guests. Work with your local food banks and shelters to donate any excess food. Wastenotoc.org provides detailed resources on the Good Samaritan food donation law and helpful tips. Remember to buy local and organic: many local farmers would be more than happy to take your compost.

**Zero Waste in Action:** Make sure all your guests know what goes in which bin through signage, and, for larger events, have volunteers at each zero-waste station. Make brief announcements or include instructions for the event at tables. Have fun!

**Cleanup is the most important step.** This provides an opportunity to make sure there is no contamination in your recycling and composting bins, all the litter is picked up, excess food is donated or

## Ditch the plastic bottle!

An easy way to reduce waste at the source is to eliminate single-use, disposable water bottles at events. Plastic water bottles are an unnecessary addition to the waste stream and add cost. Depending on the event, the caterer may be able to provide tap or filtered water. For larger events, consider hiring a water distributor to supply water.

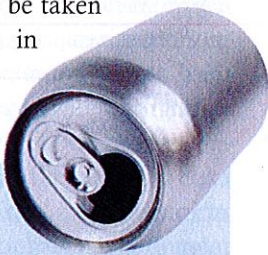


taken home and calculate your diversion. Don't forget to celebrate your success of diverting waste from landfills, incinerations (waste to energy) and the environment with your volunteers and follow-up communication with your guests.

Teams interested in bringing a zero-waste event strategy to life can also learn more from the U.S. Green Building Council's work at the Greenbuild International Conference and Exposition. Each year, the organization brings to life the world's largest green building and business conference and implements plans to support seven sustainability objectives for the event, including waste. The 2016 conference set a record-breaking waste diversion rate of 90 percent. The full Greenbuild International Conference & Expo 2016 Sustainability Report can be viewed at <https://tinyurl.com/ydypkfge>. More information on zero waste can be found at <http://true.gbci.org/>.

**Sarah Stanley** is the Media and Communications Manager for the U.S. Green Building Council ([sstanley@usgbc.org](mailto:sstanley@usgbc.org)).

## Did you know?



Recycling one aluminum can saves enough energy to power a television for three hours and reduces the energy needed to make a new can by 95 percent, compared to a can made from raw materials. Source: Recycle Across America (<http://www.recycleacrossamerica.org/recycling-facts>)



8B.

## 2018 Special Events / Doxboro Market Attendance Calendar

<u>EVENT</u>	<u>EVENT TIME</u>	<u>EVENT DATE</u>	<u>COMMISSIONER(S)</u>
<i>Backyard Bird Watching</i>	<i>11:00am - 1:00pm</i>	<i>Saturday, April 21st</i>	<u><i>Sandi Lopez</i></u> <u><i>Terry Lee Lansing</i></u>
<i>Backyard Bird Watching</i>	<i>9:00am - 11:00am</i>	<i>Saturday, April 28th</i>	<u><i>Nahid Sanii-Yahyai</i></u> <u><i>Martha Kern-Boprie</i></u>
<i>Superior Day</i>	<i>11:00am - 2:00pm</i>	<i>Saturday, June 9th</i>	<u><i>Marion Morris</i></u> <u><i>Martha Kern-Boprie</i></u> <u><i>Paula Jefferson</i></u> <u><i>Sandi Lopez</i></u> <u><i>Nahid Sanii-Yahyai</i></u>
<i>Dixboro Farmers Market</i>	<i>3:00pm - 7:00pm</i>	<i>Friday, May 25th</i>	<u><i>Marion Morris</i></u>
<i>Dixboro Farmers Market</i>	<i>3:00pm - 7:00pm</i>	<i>Friday, June 29th</i>	<u><i>Nahid Sanii-Yahyai</i></u>





84

# Park Rental Form

Renter's Name: Andy Jobst Phone: 734.277.7635

Address: 9745 Geddes Rd

City, State: Ypsilanti, MI 48198

E-mail: James.jobst@gmail.com

Park Requested: Oakbrook Park baseball field only Date(s): Tuesdays in April & Occasional Tuesdays in May and June

Times: From: 6:00 pm To: 8:00 pm

Event: Little League baseball

No. of Participants: 10-15

Will admission be charged: Yes  No If Yes, what amount: \_\_\_\_\_

Will food and/or beverages be served: Yes  No If Yes, how often: \_\_\_\_\_

Please list any special equipment to be used (lighting, sound system, etc.):  
Not applicable

Cleanup will be completed by: Andy Jobst Phone: 734.277.7635

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: \$0

Rental Fee: \$0

Additional Fees: \$0 Description: \_\_\_\_\_

TOTAL FEE: \$0

Renter's Signature: [Signature] Date: 3/28/18

Superior Township's Approval: [Signature] Date: 4/11/18



  
SUPERIOR  
TOWNSHIP  
PARIS & RECREATION  
Parks Use Rules

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 set off 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 in writing 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: \_\_\_\_\_

Date: \_\_\_\_\_

3/28/18

Superior Township's Approval: \_\_\_\_\_

Date: \_\_\_\_\_

4/11/18



10A  
April 4<sup>th</sup> 2018

To Whom it may concern:

My name is Susanne Yocum. I am a resident of Superior Township. My husband and I have lived in Superior Township for over 26 years, when our 1st son, Michael, was born 2 days after we moved from an apartment into the house we now live in. Superior Township has been a gift to us as we have gotten to know a lot of the neighbors and variety of cultures. Our family participated in The Oakbrook Sports while the children were younger by coaching soccer and coach pitch for Joe, my husband and volleyball, softball, and soccer for myself. These Wednesday evening activities have been a big blessing for us and for many as they have fostered relationships for the parents and the children. Our 2 daughters have helped coach now that they are older. So have our 2 boys.

You might be familiar w/ Mary and Dave Flanagan who oversaw the Administration/running of OBS. They are passing that responsibility over to us and we are happy to serve the Families who participate. We (Oakbrook Sports) are a Non-Profit organization that is run by the parents/older Youth. There were about 60 children who participated in OBS....be it soccer, volleyball, frisbee, touch football, t-ball, and softball. That number doesn't include the many little ones who play around the swing set and slide and run around and use the drinking fountain. Most of the Families live in Oakbrook, but several of them do not. These have come because of friendships thru the families. The picnic tables are a blessing because some of the Families like to come early before OBS and have a picnic before the Sports begin. There are different ages that divide the groups: 3-5, 6-8, and 9-13 yrs. for both boys and girls sports.

Would The Parks and Recreation Commission be willing to donate \$100 for the use of The Oakbrook Sports?

We could use a new volleyball net and balls and what else, I'm not sure as I haven't visually seen all of the equipment yet to evaluate what really needs to be purchased and what can endure another year. I believe that the Community would benefit from the use of the money and it would be put to good use. I also promise that I will not spend it on dark chocolate!!!

Thank you for considering Oakbrook Sports for donating to the Non Profit Families.  
Susanne and Joe Yocum H 734-484-1379  
1742 Sheffield Dr.  
Ypsilanti, MI. 48198





**David  
Borneman** LLC

10B

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

2854 Parkridge, Ann Arbor, MI 48103  
734.994.3475, Cell: 734.845.0634  
davidborneman@yahoo.com

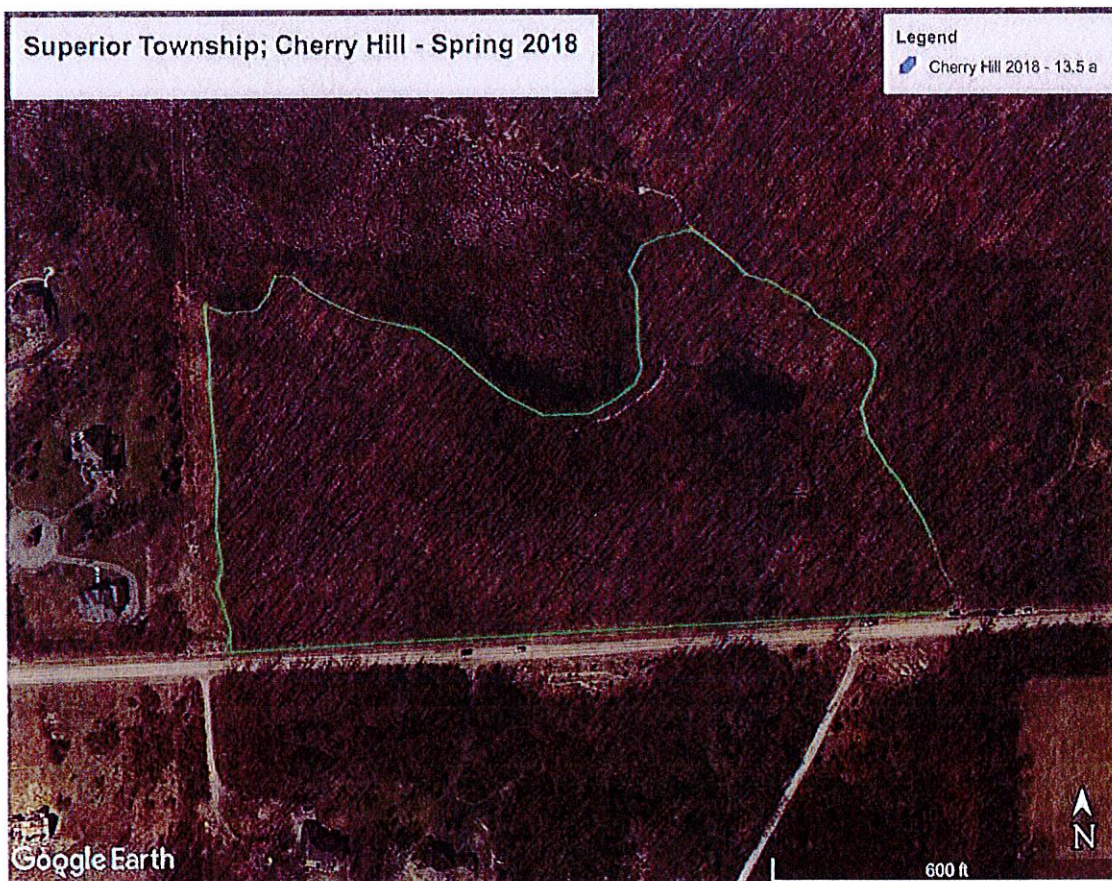
## PRESCRIBED BURN PROPOSAL

**Prepared for:** Superior Township  
Cherry Hill Nature Preserve & Shroeter Park  
6735 Cherry Hill Rd  
Ypsilanti, MI 48198

**Contact:** Juan Bradford and John Copley

**Prepared by:** David Borneman, L.L.C.  
2854 Parkridge, Ann Arbor, MI 48103  
PH: 734-994-3475, Mobile: 734-845-0634  
[davidborneman@yahoo.com](mailto:davidborneman@yahoo.com)  
FEIN: 37-1566550

**Site #1:** Cherry Hill, 13.5 acres of woodland

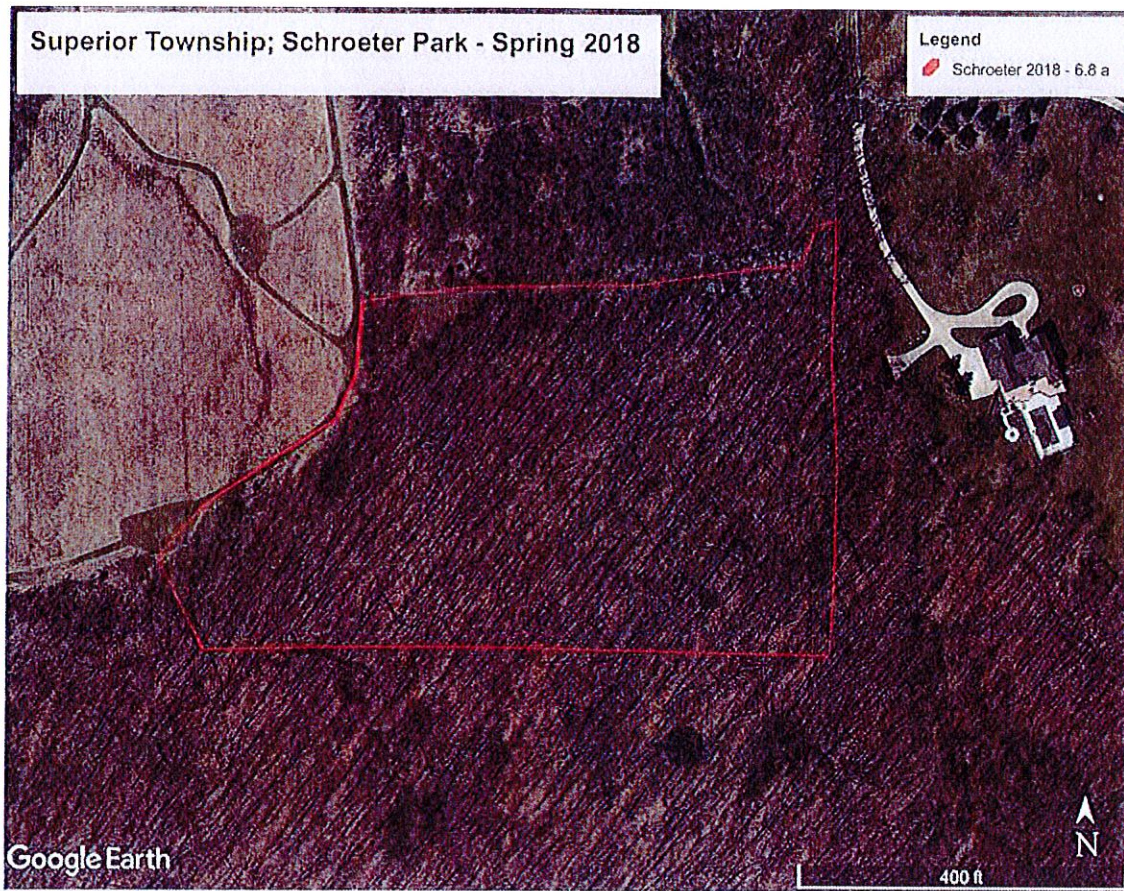


**David  
Borneman** LLC

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



Site #2: Shroeter Park, 6.8 acres of woodland



**Project Proposal:**

My fee includes the following services:

- Coordinating with Fire Department
- Site Preparation – If needed, using a leaf blower to remove leaves from trails serving as burn breaks around the perimeter of the burn unit. Following N side of blue unit with leaf blower to create a burn break. Remove leaves close to boardwalk along N edge of yellow unit.
- Posting “Caution-Smoke Ahead” signs on the nearest road during the burn
- Conducting the prescribed burn during spring 2016 including provision of all necessary equipment and personnel required to conduct the burn
  - All personnel assisting me will have prior burn experience and be adequately trained and briefed to participate in this burn safely.
  - All burn personnel will be equipped with the following personal protective equipment: fire retardant clothing, hardhat, face protectors, leather boots, and leather gloves.
  - I will provide one full-size, 4-wheel-drive truck equipped with a 300-gallon water tank and gasoline-powered water pump with hose; *Argo* ATV with mounted 65-gallon water tank, as needed, depending on site.
  - A full complement of additional hand tools and equipment will also be on hand to use as needed, including backpack water sprayers, drip torches, leaf blowers, rakes, two-way radios, cellular phone, etc.



**Property Owner is responsible for:**

- Notifying neighbors and others in the immediate vicinity in advance about the upcoming burn, including phoning them on the day of the burn *if they request it*. (A sample neighbor notification letter is provided with this proposal.)
- Assisting with “PR” on-site during the burn, if possible.

**Timing/Conditions:**

I anticipate that the burn would happen sometime in the afternoon/early evening (between 12:00 noon and 7:00 pm.) spring 2016.

Please remember that scheduling too far in advance is difficult because of the need for specific weather parameters during the burn. I would try to coordinate schedules with you a day or two in advance, and then confirm plans and exact times on the morning of the burn day.

**Insurance:**

Commercial General Liability – \$1,000,000 per occurrence policy/\$2,000,000 general aggregate

Workers’ Compensation - \$500,000

Commercial Auto Liability - \$1,000,000

**Prescribed Fire Credentials:**

- 27 years of professional experience conducting prescribed, ecological burns on thousands of acres.
- 22 years as Prescribed Burn Leader for City of Ann Arbor, Natural Area Preservation Division. In that capacity I coordinate the City’s entire Prescribed Burn Program, including leading burn trainings and overseeing a burn crew of up to 15 members.
- 16 years (over 400 burns on close to 10,000 acres) as Private Contractor conducting prescribed burns in Michigan, Ohio, Indiana, and Illinois.
- 16 years on the Michigan Prescribed Fire Council’s Steering Committee. Past Chair.
- Certified as a Prescribed Burn Leader in Ohio and Illinois (no certification program exists in Michigan)

**Prescribed Burn Training:**

National Wildfire Coordinating Group:

- Introduction to Incident Command System (S-130)
- Squad Boss Training (S-131)
- Beginning Wildland Fire Behavior (S-190) – Certified at Level I
- Crew Boss/Single Incident Command (S-230)
- Intermediate Wildland Fire Behavior (S-290) – Certified at Level I
- Introduction to Wildland Fire Behavior Calculations (S-390) – Certified at Level I
- Smoke Management Techniques (RX 410)
- Introduction to Fire Effects (RX-310)
- Applied Fire Effects (RX-510)

The Nature Conservancy and Tall Timbers Research Station:

- Ecological Burning for Burn Leaders (10 days; equivalent to RX-300)

**Date of proposal/estimate:** March 15, 2018

<b>Cost: Cherry Hill</b>	<b>- \$3700</b>
<b>Shroeter Park</b>	<b>- \$2800</b>
<b>Bundled 10% discount</b>	<b>- \$5850</b>

*If the local fire department charges a permit fee that will be an additional cost*

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR  
 CHECK DATE FROM 03/27/2018 - 04/23/2018

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
03/27/2018	GENL	40291	48673	GENE BUTMAN FORD SALES, INC.	DODGE PICKUP REPAIR	930.000	755	110.00
03/27/2018	GENL	40292	1104	JOSH'S BARREL COMPANY, LLC	PARK TRASH BARRELS	930.000	755	175.00
03/27/2018	GENL	40296	47320	PARHELION TECHNOLOGIES	EMAIL SERVER - MARCH 2018	801.000	751	5.00
			47347		INSTALL B S & A ON JUAN'S COMPUTER	801.000	751	31.25
				CHECK GENL 40296 TOTAL FOR FU				36.25
03/27/2018	GENL	40297	A-111378	PARKWAY SERVICES	PORT-A-JOHN RENTAL - MARCH 2018	740.000	755	115.00
03/27/2018	GENL	40298	FEB 18	PATRICK PIGOTT	CELL PHONE STIPEND - FEB 2019	850.000	754	32.00
03/27/2018	GENL	40299	21-46396	SIGNS BY TOMORROW	EASTER EGG HUNT SIGNS	975.000	754	255.30
03/27/2018	GENL	40301	MARCH 2018	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - MARCH 2018	289.000	000	700.24
03/27/2018	GENL	40302	2097	WALMART COMMUNITY/SYNCB	DODGE PICK UP REPAIR	930.000	755	17.92
03/27/2018	GENL	40304	53626882	WEX BANK	FUEL - MARCH 2018	742.000	755	140.54
04/03/2018	GENL	40314	3434122623	O'REILLY AUTOMOTIVE, INC.	PAINT FOR DODGE PICK UP	740.000	755	17.98
04/03/2018	GENL	40320	1110123226	SUPERIOR TOWNSHIP CREDIT CARDAMAZON - DOGIFOT		205.001	000	271.68
04/03/2018	GENL	40321	4318	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 4/5/18 PAY	289.000	000	5,266.81
04/10/2018	GENL	40329	Q-030230	ALLEN DISPLAY	(2) OUTDOOR MESSAGE CENTERS	951.000	756	1,433.90
04/10/2018	GENL	40336	6809787387872522	DANIEL ALLEN	REIMBURSEMENT FOR EASTER EGG HUNT S	740.000	754	204.74
04/10/2018	GENL	40338	MARCH 18	DTE ENERGY	ELECTRIC - PARKS BARN -FEB-MAR 2018	920.000	755	50.12
04/10/2018	GENL	40339#	27443162971	HOME DEPOT CREDIT SERVICES	SHOP SUPPLIES/EASTER SUPPLIES	740.000	754	17.96
			27443162971		SHOP SUPPLIES/EASTER SUPPLIES	740.000	755	177.97
				CHECK GENL 40339 TOTAL FOR FU				195.93
04/10/2018	GENL	40344	MARCH 19	PATRICK PIGOTT	CELL PHONE STIPEND - MARCH 2018	850.000	754	32.00
04/10/2018	GENL	40348	158537	SPEARS FIRE & SAFETY	FIRE EXTINGUISHER MAINTENANCE	930.000	755	71.00
04/17/2018	GENL	40366	47395	PARHELION TECHNOLOGIES	EMAIL SERVER - APRIL 2018	801.000	751	5.00
04/17/2018	GENL	40371	41118	SUPERIOR TOWNSHIP CREDIT CARD	CREDIT CARD ANNUAL FEE	205.001	000	10.47
04/17/2018	GENL	40373	41718	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 4/19/18 PAY	289.000	000	6,239.33
04/17/2018	GENL	40374#	2018-P&R-02	SUPERIOR TWP UTILITY DEPARTMENT	CELL PHONES - MARCH 2018	850.000	754	46.17
			2018-P&R-02		CELL PHONES - MARCH 2018	850.000	755	32.65

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04/18/2018 09:20 AM

User: NANCY

DB: Superior Twp

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR

CHECK DATE FROM 03/27/2018 - 04/23/2018

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
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Fund: 508 PARKS & RECREATION

CHECK GENL 40374 TOTAL FOR FU

78.82

Total for fund 508 PARKS & RECREATION

15,460.03

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

PERIOD ENDING 03/31/2018

2018

ACTIVITY FOR MONTH

ORIGINAL BUDGET 2018 AMENDED BUDGET YTD BALANCE 03/31/2018

AVAILABLE BALANCE

% BDGT USED

YTD BALANCE 03/31/2017

Fund 508 - PARKS & RECREATION

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	2018 YTD BALANCE 03/31/2018	ACTIVITY FOR MONTH 03/31/18	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 03/31/2017
Revenues								
Dept 000 - REVENUE								
508-000-588.000	GENERAL FUND CONTRIBUTION	259,253.00	259,253.00	64,813.22	21,604.42	194,439.78	25.00	62,925.47
508-000-604.000	REIMBURSEMENT FOR LABOR COSTS	927.00	927.00	81.68	0.00	845.32	8.81	245.04
508-000-663.000	INTEREST ON RESERVES INCOME	670.00	670.00	771.00	0.00	(101.00)	115.07	236.24
508-000-696.000	DONATIONS	0.00	0.00	100.00	100.00	100.00	100.00	100.00
508-000-699.000	APPROPRIATION FROM FUND BALANC	77,238.00	77,238.00	0.00	0.00	77,238.00	0.00	0.00
<b>Total Dept 000 - REVENUE</b>		<b>338,088.00</b>	<b>338,088.00</b>	<b>65,765.90</b>	<b>21,704.42</b>	<b>272,322.10</b>	<b>19.45</b>	<b>63,506.75</b>

TOTAL REVENUES

<b>338,088.00</b>		<b>338,088.00</b>	<b>65,765.90</b>	<b>21,704.42</b>	<b>272,322.10</b>	<b>63,506.75</b>
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Expenditures

Dept 751 - PARK & REC. ADMINISTRATION								
508-751-701.000	COMMISSION STIPENDS	8,047.00	8,047.00	1,238.06	619.03	6,808.94	15.39	1,202.00
508-751-702.000	SALARIES	33,104.00	33,104.00	8,926.55	2,972.75	24,177.45	26.97	8,405.77
508-751-710.000	TRAINING	1,000.00	1,000.00	753.36	0.00	246.64	75.34	944.00
508-751-727.000	OFFICE SUPPLIES	500.00	500.00	87.30	0.00	412.70	17.46	91.34
508-751-728.000	POSTAGE	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-751-800.010	PROFESSIONAL SERVICES - AUDIT	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00	0.00
508-751-801.000	PROFESSIONAL SERVICES - OTHER	2,400.00	2,400.00	41.25	36.25	2,358.75	1.72	5.00
508-751-850.000	TELECOMMUNICATIONS	1,200.00	1,200.00	156.95	0.00	1,043.05	13.08	277.00
508-751-851.000	INSURANCE & BONDS	7,500.00	7,500.00	2,057.81	685.94	5,442.19	27.44	1,784.70
508-751-860.000	TRANSPORTATION	1,000.00	1,000.00	211.59	0.00	788.41	21.16	229.52
508-751-900.000	PRINTING & PUBLISHING	500.00	500.00	78.48	0.00	421.52	15.70	477.48
508-751-930.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-751-958.000	MEMBERSHIPS & DUES	600.00	600.00	430.00	0.00	170.00	71.67	518.00
508-751-963.000	BANK FEES & CHARGES	50.00	50.00	10.47	0.00	39.53	20.94	33.72
508-751-981.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
<b>Total Dept 751 - PARK &amp; REC. ADMINISTRATION</b>		<b>58,801.00</b>	<b>58,801.00</b>	<b>13,991.82</b>	<b>4,313.97</b>	<b>44,809.18</b>	<b>23.80</b>	<b>13,968.53</b>

Dept 754 - RECREATION

508-754-702.000	SALARIES	9,744.00	9,744.00	0.00	0.00	9,744.00	0.00	57.39
508-754-710.000	TRAINING	800.00	800.00	0.00	0.00	800.00	0.00	550.00
508-754-740.000	OPERATING SUPPLIES	3,000.00	3,000.00	222.70	222.70	2,777.30	7.42	(37.00)
508-754-850.000	TELECOMMUNICATIONS	400.00	400.00	142.17	78.17	257.83	35.54	95.91
508-754-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-754-930.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-754-975.000	SIGNAGE	1,000.00	1,000.00	255.30	255.30	744.70	25.53	0.00
<b>Total Dept 754 - RECREATION</b>		<b>15,544.00</b>	<b>15,544.00</b>	<b>620.17</b>	<b>556.17</b>	<b>14,923.83</b>	<b>3.99</b>	<b>666.30</b>

Dept 755 - PARK MAINTENANCE

508-755-702.000	SALARIES	103,662.00	103,662.00	13,976.08	4,456.00	89,685.92	13.48	13,639.57
508-755-710.000	TRAINING	800.00	800.00	0.00	0.00	800.00	0.00	0.00
508-755-717.000	TAXABLE BENEFITS	1,836.00	1,836.00	1,820.56	0.00	15.44	99.16	1,726.31
508-755-740.000	OPERATING SUPPLIES	3,000.00	3,000.00	776.52	610.58	2,223.48	25.88	430.00
508-755-740.003	HERBICIDE (NON-SELECTIVE)	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-755-740.004	SAND-GRAVEL-BARK-SOIL	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
508-755-741.000	UNIFORMS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
508-755-742.000	FUEL-LUBRICANTS	5,000.00	5,000.00	373.58	140.54	4,626.42	7.47	341.97
508-755-850.000	TELECOMMUNICATIONS	480.00	480.00	97.83	32.65	382.17	20.38	119.55

12A



PERIOD ENDING 03/31/2018

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 03/31/2018	ACTIVITY FOR MONTH 03/31/18	AVAILABLE BALANCE	% BGD USED	YTD BALANCE 03/31/2017
		ORIGINAL BUDGET	2018 AMENDED BUDGET					
<b>Fund 508 - PARKS &amp; RECREATION</b>								
Expenditures								
508-755-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-755-920.000	UTILITIES	800.00	800.00	104.40	50.12	695.60	13.05	99.49
508-755-930.000	REPAIR & MAINTENANCE	10,000.00	10,000.00	439.57	181.00	9,560.43	4.40	135.51
508-755-930.001	CONTROLLED BURNS	3,800.00	3,800.00	0.00	0.00	3,800.00	0.00	0.00
508-755-975.000	SIGNAGE	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-755-980.000	EQUIPMENT OVER \$5,000	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00	23,192.00
508-755-981.000	EQUIPMENT UNDER \$5,000	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00
<b>Total Dept 755 - PARK MAINTENANCE</b>		162,578.00	162,578.00	17,588.54	5,470.89	144,999.46	10.82	39,684.40
<b>Dept 756 - PARK DEVELOPMENT/IMPROVEMENT</b>								
508-756-951.000	PROJECTS	80,000.00	80,000.00	1,433.90	1,433.90	78,566.10	1.79	0.00
<b>Total Dept 756 - PARK DEVELOPMENT/IMPROVEMENT</b>		80,000.00	80,000.00	1,433.90	1,433.90	78,566.10	1.79	0.00
<b>Dept 966 - UNALLOCATED EXPENSES</b>								
508-966-715.000	FICA	11,989.00	11,989.00	1,985.66	615.46	10,003.34	16.56	1,908.54
508-966-858.000	PENSION	9,176.00	9,176.00	2,308.78	700.24	6,867.22	25.16	2,301.26
<b>Total Dept 966 - UNALLOCATED EXPENSES</b>		21,165.00	21,165.00	4,294.44	1,315.70	16,870.56	20.29	4,209.80
<b>TOTAL EXPENDITURES</b>		338,088.00	338,088.00	37,928.87	13,090.63	300,159.13	11.22	58,529.03
<b>Fund 508 - PARKS &amp; RECREATION:</b>								
<b>TOTAL REVENUES</b>		338,088.00	338,088.00	65,765.90	21,704.42	272,322.10	19.45	63,506.75
<b>TOTAL EXPENDITURES</b>		338,088.00	338,088.00	37,928.87	13,090.63	300,159.13	11.22	58,529.03
<b>NET OF REVENUES &amp; EXPENDITURES</b>		0.00	0.00	27,837.03	8,613.79	(27,837.03)	100.00	4,977.72



