

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

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

**JANUARY 2019 meeting**

**will be held**

**MONDAY, JANUARY 28, 2019 @ 6:30 p.m.**

**at**

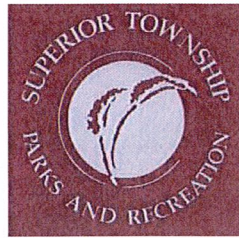
**OLD TOWNSHIP HALL**



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

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

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



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

**Superior Township Parks & Recreation Commission**

**Regular**

**JANUARY 2019 meeting**

**will be held**

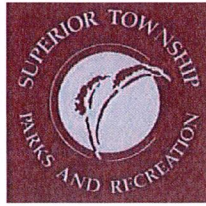
**MONDAY, JANUARY 28, 2019 @ 6:30 p.m.**

**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  
JANUARY 28, 2019 @ 6:30 P.M.  
AGENDA**

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) FLAG SALUTE**
- 4) AGENDA APPROVAL**
- 5) PRIOR MEETING MINUTES APPROVAL**
  - A) December 17, 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: State Water Trails
  - B) Oakbrook Sports Thank You Letter
  - C) Township 2019 Holiday Closing Schedule
  - D) 2019 Board Meeting Attendees List
- 9) OLD BUSINESS**
- 10) NEW BUSINESS**
  - A) 2019 Proposed Special Events
- 11) BILLS FOR PAYMENT**
  - A) December 17, 2018 – January 28, 2019
- 12) FINANCIAL STATEMENTS**
  - A) December 2018 Revenue & Expenditure Report
  - B) 2018 Development/Improvements Final Expenditures
  - C) 2018 Special Events Final Expenditures
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

**Next Meeting Date: Monday, February 25, 2019 @ 6:30 p.m.**

5A

Superior Charter Township Park Commission  
Regular Meeting  
December 17, 2018

Proposed Minutes

1. The meeting was called to order by Chair Marion Morris at 6:00 pm.
2. Roll Call  
Park Commissioners present: Marion Morris, Paula Jefferson, Sandi Lopez, Nahid Sanii-Yahai, Terry Lee Lansing, Martha Kern-Boprie, Bernedia Word  
  
Park Commissioners absent: none  
  
Others present: Juan Bradford, Parks Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator
3. Flag Salute  
Chair Marion Morris led those assembled in the Pledge of Allegiance to the Flag.
4. Agenda Approval  
It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to approve the agenda as drafted. The motion carried.
5. Prior Meeting Minutes Approval
  - A. November 26, 2018  
It was moved by Nahid Sanii-Yahyai and supported by Martha Kern-Boprie to approve the minutes of 11/26/18 with the following corrections:  
Reports D. Board Meeting Attendee In the last sentence, change the word "regulation" to "regulate" so the sentence will read "...which would regulate marijuana..."  
Pleas and Petitions In the first sentence, insert the word "entrance" between "lot" and "late" so it reads "...stuck in the township parking lot entrance late at night..." In the last sentence, insert the word "to" after "Commission" and before "be" so it reads "...photograph of the Park Commission to be displayed..."  
The motion carried.
6. Citizen Participation – none
7. Reports
  - A. Chairperson  
Chair Marion Morris thanked Patrick Pigott, all other staff and the Park Commissioners on the successful Tree Lighting Event. Staff adapted plans quickly to cope with the rain.
  - B. Administrator  
Juan Bradford submitted a written report.
  - C. Township Board Liaison  
No report. There has not been a township board meeting since the last Park Commission meeting.
  - D. Board Meeting Attendee  
No report. There has not been a township board meeting since the last Park Commission meeting.
  - E. Park Steward



No report. David Buterbaugh noted that the latest boardwalk segments in Cherry Hill Nature Preserve (CHNP) are complete.

F. Safety

There have been no accidents or injuries in the past month.

8. Communications

A. Educational Info: MOVE Your Way

It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to receive the communications. The motion carried.

9. Old Business – none

10. New Business

A. Election of Officers for 2019

Chairperson

Martha Kern-Boprie nominated Marion Morris for Chairperson. Nahid Sanii-Yahyai supported the nomination. Marion Morris declined the nomination, and recommended Paula Jefferson for the Chairperson office.

Martha Kern-Boprie nominated Paula Jefferson for Chairperson. Terry Lee Lansing supported the nomination. Paula Jefferson accepted the nomination. Paula Jefferson was elected Chairperson by unanimous vote.

Vice-Chairperson

Nahid Sanii-Yahyai nominated Marion Morris as Vice-Chairperson. Sandi Lopez supported the nomination. Marion Morris accepted the nomination. Marion Morris was elected Vice-Chairperson by unanimous vote.

Secretary

Sandi Lopez nominated Martha Kern-Boprie as Secretary. Terry Lee Lansing supported the nomination. Martha Kern-Boprie accepted the nomination. Martha Kern-Boprie was elected Secretary by unanimous vote.

B. 2019 Board of Trustees Meeting Attendees

| <u>Meeting Date</u> | <u>Park Commissioner Attending</u> |
|---------------------|------------------------------------|
| January 22 Tuesday  | Martha Kern-Boprie                 |
| February 19 Tuesday | Terry Lee Lansing                  |
| March 18 Monday     | Marion Morris                      |
| April 15 Monday     | Sandi Lopez                        |
| May 20 Monday       | Nahid Sanii-Yahyai                 |
| June 17 Monday      | Sandi Lopez                        |
| July 15 Monday      | Martha Kern-Boprie                 |
| August 19 Monday    | Bernedia Word                      |
| September 16 Monday | Nahid Sanii-Yahyai                 |
| October 21 Monday   | Paula Jefferson                    |
| November 18 Monday  | Marion Morris                      |
| December 16 Monday  | Paula Jefferson                    |

C. 2019 Parks & Recreation Commission Meeting Schedule

Meetings are held on the fourth Monday of the month at 6:30 pm, except where noted

| <u>Meeting Date</u> | <u>Time</u> |
|---------------------|-------------|
| January 28 Monday   | 6:30 pm     |
| February 25 Monday  | 6:30 pm     |

|                       |                |
|-----------------------|----------------|
| March 25 Monday       | 6:30 pm        |
| April 22 Monday       | 6:30 pm        |
| May 28 <b>Tuesday</b> | 6:30 pm        |
| due to Memorial Day   |                |
| June 24 Monday        | 6:30 pm        |
| July 22 Monday        | 6:30 pm        |
| August 26 Monday      | 6:30 pm        |
| September 23 Monday   | 6:30 pm        |
| October 28 Monday     | 6:30 pm        |
| November 25 Monday    | 6:30 pm        |
| December 16 Monday    | <b>6:00 pm</b> |

third Monday and starting 30 minutes earlier

It was moved by Martha Kern-Boprie and supported by Marion Morris to approve the 2019 Parks & Recreation Commission meeting schedule detailed above. The motion carried.

11. Bills for Payment

It was moved by Marion Morris and supported by Terry Lee Lansing to approve payment of the bills totaling \$22,792.08. The motion carried.

12. Financial Statements

A. November 2018 Revenue & Expenditure Report

It was moved by Nahid Sanii-Yahyai and supported by Martha Kern-Boprie to receive the November 2018 Revenue & Expenditure Report. The motion carried.

B. Christmas Tree Lighting Expense

Commissioners reviewed the Christmas Tree Lighting Event Expense Report.

13. Pleas and Petitions

Sandi Lopez reported that David Reynolds of the Eastern Michigan University (EMU) faculty asked her to address a class on "Local Politics and Government" that he teaches. Sandi highlighted the Superior Township Master Plan and its support for protected Open Space in the form of parks and preserves. Sandi also reviewed the zoning and land use process with the class.

Marion Morris commented on a discussion she had with Canton Township residents and their regret over loss of farmland. The amount of money offered to farmers during the 1950s and 1960s by developers contributed to this loss.

Bernedia Word arrived just as the meeting was adjourning. She shared comments about a meeting she attended on design of the new Ypsilanti District Library planned for Superior Township. Bernedia also shared ideas about T-shirts for the Park Commissioners.

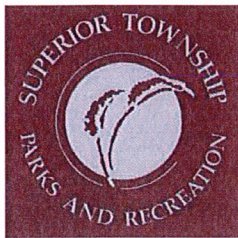
14. Adjournment

It was moved by Martha Kern-Boprie and supported by Terry Lee Lansing to adjourn at 6:20 pm. The motion carried.

Submitted by,

Martha Kern-Boprie, Park Commissioner and Secretary

7B  
/



**ADMINISTRATOR REPORT  
JANUARY 28, 2019**

---

- Board of Trustees Meeting Attendee: Commissioner Lansing  
Next Meeting: TUESDAY, February 19, 2019 @ 7:00 p.m.
- I hope you all enjoyed the holidays and are ready for 2019. We have a very active year ahead of us so get ready, here we go!
- I was able to meet with Supervisor Schwartz and Tom Freeman from the Dixboro Green Board to discuss the Community Tourism Action Plan (CTAP) funding for 2019. I will let you know if there are any funding possibilities for an Dixboro event as this progresses
- The State of Michigan Department of Natural Resources (DNR) have designated the first official water trails in the state. One of these is the Huron River Water Trail which flows through Washtenaw County and through the southwest corner of Superior Township. I have included an article from the DNR in your communications so you can learn more about it.  
Just one more thing that makes our township Superior!
- I will be attending the yearly mParks conference in Kalamazoo later this week. Even though I will be out of the office Wednesday-Friday I will be working and responding to emails and calls so if you need anything please feel free to contact me on my cell phone.
- The Township is currently in the process of switching over to a new server and the new IT company NIMBLE is facilitating this. Due to the switch we are experiencing a number of invoices that were not budgeted for. So far this has amounted to approximately \$3,626.00.
- During my recent vacation to Niagara Falls I was assessed international charges on my work phone. I will be reimbursing these charges in full.

Respectfully submitted,

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

Juan Bradford



7 D.  
/

To: Superior Township Parks & Recreation Commission  
From: Martha Kern-Boprie  
Subject: Township Board Attendee Report  
Date: January 22, 2019

I attended the Township Board meeting today, January 22. I arrived a few minutes late because I slid off a very icy Prospect Road at Cherry Hill. Fortunately one of our fire trucks was behind me, and our firefighter helped get me back on the road.

Supervisor Schwartz was giving his report, and speaking of the water/sewer line coming down from Salem Township through Superior Township. Apparently this is pushed by Schostak Development, and it sounded like there is a lot of state funding from the Michigan Economic Development Corp (MEDC) behind it. Supv. Schwartz has been in contact with the Salem Twp. Supv., who has been cooperative and doesn't like this project either, but finds himself in a difficult position.

Eyde Bros contacted Supv. Schwartz to say they wish to develop their entire 650 acres as a senior residential community. With some commercial uses included. There was an indication they may be interested in preserving some of the acreage as open space.

Ricky Harding of the Utility Department staff passed his "S2" license, which was a big accomplishment. The Utility Department will give a presentation at the February Township Board meeting. Several significant projects will be presented. The Utility Fund could cover all of these with cash available, but may choose to bond a portion of the cost.

The Ypsilanti Township Recreation Center is used by many Superior Township residents. This structure needs significant floor repair. Ypsilanti Township approached Superior Township about contributing \$3,500 toward the cost of the floor repair as part of the "Urban County Committee" projects. The township board approved contributing \$3,500 to the floor repair.

The Urban County Committee funded planting of trees along MacArthur and a portion of Stamford. The Stamford portion is between MacArthur and Dawn, on the side of Stamford where there are houses.

Brenda McKinney reported that a skate park will be developed in Ypsilanti Township near the intersection of Midway and Holmes. This skate park received funding from the Urban County Committee.

Clerk Lynette Findlay introduced her new Deputy Clerk Denise Terrell. Ms. Terrell serves on the Romulus School Board and has a background in organizational management.

Fire Captain David Judson will retire on March 15 after 33 years with the Fire Department. 8 applications have come in to fill this opening.

Ellen Kurath sent a memo to the Township Board about the proposed new YDL branch library in Superior Township. Supv. Schwartz noted that 25 people attended the forum on the new branch library held earlier this month, and there was a lot of positive energy expressed about the library. A public hearing on the petition to rezone the two acres planned for the library is scheduled on 1/25/19. If all goes well, construction of the library branch should begin in September. Supv. Schwartz also mentioned that when the two acres dedicated to the library is cleared, he anticipates clearing the remaining ten acres to be retained by Superior Twp. for future use by the Parks Department.

#### New Business

- A. Poverty Exemptions for 2019 – The board approved an update to the financial standards under which a property owner could petition for exemption from property tax. If someone applies for this exemption, the Board of Review makes the decision to grant or not grant an exemption. The exemption could be

100% of tax, or a smaller percentage of the tax. Presently the income maximum to qualify for a poverty exemption is \$22,000 for a single person household.

- B. 2019 HCSP change for Lance Pierce – authorized firefighter Pierce to empty his Health Care Savings Plan (HCSP) and redirect the funds to his retirement.
- C. Pay Raise for Assistant Assessor – Saxon Lee is the Assistant Twp. Assessor. He has attained a Level 3 certification, which is sufficient to do all assessing tasks in Superior Twp. Supv. Schwartz proposed giving him a 5% pay raise, and adding duties to his job description to add to his background and justify the additional compensation. Everyone seemed pleased with his work, but said he needed more experience. The pay raise was approved.
- D. Reclassify Laura Bennett from temporary part-time to permanent part-time. Laura Bennett has worked for the township for some time as a temporary part-time employee. She works 20 hours per week. Everyone was pleased with her work, and Supv. Schwartz proposed making her permanent part-time, with no pay increase, but eligible for some retirement and vacation benefits. He also proposed adding to her duties, including managing the website. Clerk Findlay objected to this, stating her deputy is capable of handling the website, and this action is an attempt to remove that function from the Clerk's Office. The board went into closed session for approximately 30 minutes to discuss this issue. When the board returned to open session, they voted 5 yes to 1 no to approve Resolution 2019-04 reclassifying Laura Bennett to permanent part-time. Trustee Caviston stated that Laura will be web manager, but the Supervisor, Clerk and Treasurer may have her post things on the website.

During Pleas & Petitions Clerk Findlay stated that since becoming Clerk two years ago, she has brought issues forward to Supv Schwartz and Treasurer McKinney. She finds they have alienated her, as have other staff. She went on to say that the work environment at Superior Twp. Hall is hostile and toxic. Supv. Schwartz responded that the Clerk has no examples of the situation she complains of.

The meeting adjourned at 8:35 pm.



8A/

## Juan Bradford

**From:** Michigan DNR <MIDNR@govsubscriptions.michigan.gov>  
**Sent:** Thursday, December 20, 2018 1:07 PM  
**To:** Juan Bradford  
**Subject:** First Michigan waterways designated as state water trails

[Share or view as webpage](#) | [Update preferences](#)



MICHIGAN DEPARTMENT OF

# NATURAL RESOURCES

## - DNR NEWS -

Dec. 20, 2018

Contact: [Paul Yauk](#), 517-284-6141

### First Michigan waterways designated as state water trails



Eight waterways totaling 540-plus miles that flow through more than a dozen counties have been selected as the first state-designated water trails in Michigan, the Department of Natural Resources announced today.

The DNR and the Office of the Great Lakes partnered on the effort to finalize this first round of designations, which includes:

- Central River Raisin Water Trail, 11 miles in Monroe County.
- Chain of Lakes Water Trail, more than 80 miles in Antrim and Kalkaska counties.
- Huron River Water Trail, 104 miles in Livingston, Oakland, Washtenaw and Wayne counties.
- Island Loop Route, 10 miles in St. Clair County.
- Flint River Trail, 72 miles in Genesee and Lapeer counties.
- Middle Grand River Water Trail, 87 miles in Clinton, Eaton, Ingham and Ionia counties.

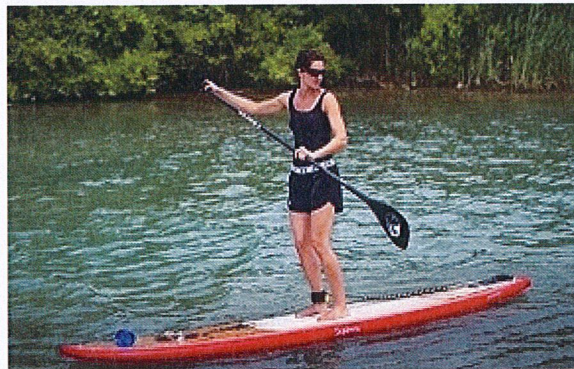


- Shiawassee River Trail, 88 miles in Genesee, Oakland, Saginaw and Shiawassee counties.
- Upper Grand River Water Trail, 91 miles in Eaton, Ingham and Jackson counties.

A water trail is a designated route on a navigable waterway such as a lake, river, canal or bay, that is designed and managed to create a positive outdoor recreation experience for the user. Water trails feature well-developed access points, often are near significant historical, environmental or cultural points of interest and often have nearby amenities like restaurants, hotels and campgrounds.

“Water trails naturally are an increasing trend in Michigan and throughout the country, as interest in paddle sports and other water-based recreation continues to grow,” said DNR Parks and Recreation Chief Ron Olson. “We are pleased to help advance these opportunities by recognizing model public water trails that set the standard for future of Michigan’s water trails program.”

Over the last several months, the DNR has worked on creating a water trails program with the goal of announcing the first designations in 2018. Local water trail organizations with established water trail plans were invited to submit applications for designation. That outreach process was handled collaboratively with the Michigan State Parks Advisory Committee, the Michigan State Waterways Commission, the Michigan Trails Advisory Council and the Nonmotorized Advisory Workgroup.



All applications were scored based on criteria including whether a proposed trail:

- Provides a quality trail experience.
- Offers clear information for users.
- Enjoys broad community support.
- Has an appropriate water trail plan in place that addressed components like safety, stewardship, historic and cultural resources, education opportunities, funding, signage, management and development, local land and water use laws, and marketing and promotion.

Paul Yauk, the DNR’s state trails coordinator, said that Michigan is in a great position to work with partners to create a statewide water trails program that complements Michigan’s broader trails system.

“Outdoor recreation-based tourism is experiencing major growth right now,” Yauk said. “Designating these rivers as official water trails shines an even brighter light on some incredible natural resources. We fully expect that offering – and expanding – water trail opportunities in Michigan will encourage more outdoor



recreation and healthier lifestyles, and also serve as regional destinations that will give a boost to local economies.”

Michigan has more miles of Great Lakes coastline than any other state and thousands of miles of rivers and streams. The use of waterways for transportation in Michigan is not new. Native Americans first used them for sustenance and trade; early European settlers used them to transport goods and timber; and, water resources were the foundation of Michigan’s earliest manufacturing and shipping industries.

“Today’s announcement celebrates our state’s connections to the Great Lakes coast and Michigan’s inland waters,” said Office of the Great Lakes Director Jon Allan. “We have made significant investments with community partners to build, market and maintain water trails. This program is the culmination of a commitment to public access and opportunities for recreation on Great Lakes waters – especially important as we see paddle sports gain tremendously in popularity.”

Ribbon cuttings for the newly designated water trails will take place during the 2019 paddling season. Watch [michigan.gov/dnrtrails](http://michigan.gov/dnrtrails) for more information, which will be provided early in 2019, on the application process for next year’s designations.

**/Note to editors:** An accompanying map showing locations of the water trails and photos of some water-based recreation activities are available below for download./

- [Map - First state-designated water trails](#)
- [Woman in kayak](#)
- [Stand-up paddle-boarding](#)

Was this email useful?



The Michigan Department of Natural Resources is committed to the conservation, protection, management, use and enjoyment of the state’s natural and cultural resources for current and future generations. For more information, go to [michigan.gov/dnr](http://michigan.gov/dnr).



If you wish to no longer receive emails from us,  
please update your preferences here:  
[Manage Preferences](#) | [Delete Profile](#) | [Help](#)

Need further assistance?  
[Contact Us](#) | [Provide Feedback](#)





# State-Designated Water Trails

12/17/2018



**State Designated Water Trails**

- Central River Raisin 11 Miles
- Flint River 72 Miles
- The Island Loop Route 10 Miles
- Huron River 104 Miles
- Chain of Lakes 80+ Miles
- Shiawassee River 88 Miles
- Middle Grand River 87 Miles
- Upper Grand River 91 Miles
- Great Lakes
- County



87.

December 19, 2018

Dear Parks & Recreation Commissioners,

Finally taking a minute to thank you personally & on behalf of all the children, parents, and families who participated in The OBS-Oakbrook Sports this past spring/summer. Thank you for the \$100.00 donation that allowed us to buy a new soccer goal as the old one collapsed after the 1st session was over. Thank you so much to the men who brought the portable bathroom over!!! There are so many little ones.

Merry Christmas!

Respectfully,

Joe and Susanne Yocum

86

**CHARTER TOWNSHIP OF SUPERIOR  
2019 HOLIDAY CLOSINGS SCHEDULE**

|   |                             |
|---|-----------------------------|
| Tuesday, January 1, 2019                | New Year's Day              |
| Wednesday, January 2, 2019              | Day after New Year's Day    |
| Monday, January 21, 2019                | Martin Luther King, Jr. Day |
| Monday, February 18, 2019               | President's Day             |
| Friday, April 19, 2019*                 | Good Friday                 |
| Monday, May 27, 2019                    | Memorial Day                |
| Thursday, July 4, 2019                  | Independence Day            |
| Friday, July 5, 2019                    | Day after Independence Day  |
| Monday, September 2, 2019               | Labor Day                   |
| Monday, October 14, 2019                | Columbus Day                |
| Monday, November 11, 2019               | Veteran's Day               |
| Wednesday, November 27, 2019*           | Day before Thanksgiving     |
| Thursday, November 28, 2019             | Thanksgiving Day            |
| Friday, November 29, 2019               | Day after Thanksgiving      |
| Tuesday, December 24, 2019              | Christmas Eve               |
| Wednesday, December 25, 2019            | Christmas Day               |
| Thursday-Friday, December 26 & 27, 2019 | Days after Christmas        |
| Tuesday, December 31, 2019              | New Year's Eve              |

\* denotes ½ day, offices close at 12:00 noon

Lynette Findley, Clerk  
Charter Township of Superior  
3040 N. Prospect  
Superior Township, MI 48198  
734-482-6099

2019

80-

# Township Board Mtg. P&R Attendees

| Meeting Date       | Day Of Week | Commissioner       |
|--------------------|-------------|--------------------|
| January 22, 2019   | Tuesday     | Martha Kern-Boprie |
| February 19, 2019  | Tuesday     | Terry Lee Lansing  |
| March 18, 2019     | Monday      | Marion Morris      |
| April 15, 2019     | Monday      | Sandi Lopez        |
| May 20, 2019       | Monday      | Nahid Sanii-Yahyai |
| June 17, 2019      | Monday      | Sandi Lopez        |
| July 15, 2019      | Monday      | Martha Kern-Boprie |
| August 19, 2019    | Monday      | Bernedia Word      |
| September 16, 2019 | Monday      | Nahid Sanii-Yahyai |
| October 21, 2019   | Monday      | Paula Jefferson    |
| November 18, 2019  | Monday      | Marion Morris      |
| December 16, 2019  | Monday      | Paula Jefferson    |



# Superior Township Parks & Recreation Special Events 2019 Dates

10A

| <b>EVENT</b>                           | <b>LOCATION</b>   | <b>DATE/TIME</b>   | <b>RAIN DATE</b>     |
|--|-------------------|--|----------------------|
| Easter Egg Hunt                        | Fireman's Park    | April 13 @ 11:00am<br>Saturday   | April 20<br>Saturday |
| Backyard Birding                       | LeFurge Woods??   | May 11 @ 10:00am<br>Saturday   | May 18<br>Saturday   |
| Superior Day                           | Oakbrook Park     | June 8 @ 11:00am<br>Saturday   | June 15<br>Saturday  |
| Kite & Rocket Day                      | Fireman's Park    | June 22 @ 11:00am<br>Saturday  | June 29<br>Saturday  |
| Movie in the Park                      | Dixboro Green     | July 13 @ 8:00pm<br>Saturday   | TBD                  |
| Movie in the Park                      | Oakbrook Park     | Aug 10 @ 8:00pm<br>Saturday  | TBD                  |
| Kickball                               | Oakbrook Park     | Sept 14 @ 11:00am<br>Saturday  | Sept 21<br>Saturday  |
| Pumpkin Carving                        | Norfolk Park      | Oct 19 @ 11:00am<br>Saturday   | Oct 26<br>Saturday   |
| Christmas Tree Lighting                | Old Township Hall | December 7 @ 6:00pm<br>Saturday  | N/A                  |
| Dixboro Farmers Market @ Dixboro Green |                   | June 28<br>July 26<br>August 30<br>September 27<br>October 25 @ Trunk or Treat |                      |

User: NANCY  
 DB: Superior Twp  
 CHECK DATE FROM 12/18/2018 - 01/28/2019

| Check Date                   | Bank | Check # | Invoice          | Payee                           | Description                                | Account  | Dept | Amount   |
|------------------------------|------|---------|------------------|---------------------------------|--|----------|------|----------|
| Fund: 508 PARKS & RECREATION |      |         |                  |                                 |  |          |      |          |
| 12/18/2018                   | GENL | 41233   | 2228             | DECKER AGENCY                   | MUNICIPAL INSURANCE 2019                   | 123.050  | 000  | 6,666.68 |
| 12/18/2018                   | GENL | 41245   | A-117689         | PARKWAY SERVICES                | PORTA-JOHN @ FIREMAN'S PARK - NOV 2740.000 | 2740.000 | 755  | 115.00   |
| 12/27/2018                   | GENL | 41257   | 122718G          | SUPERIOR TWP PAYROLL FUND       | CASH TRANSFER 12/27/18 PAY                 | 289.000  | 000  | 5,159.52 |
| 12/28/2018                   | GENL | 41265   | 1182             | GLEMP, INC.                     | SUPERIOR DAYS/MANUFACTURED HOMES NO740.000 | 740.000  | 754  | 30.00    |
| 12/28/2018                   | GENL | 41269   | NOV/DEC 18       | JUAN BRADFORD                   | MILEAGE REIMBURSEMENT 11/5/18-12/20860.000 | 860.000  | 751  | 98.10    |
| 12/28/2018                   | GENL | 41270   | 2018             | LUCAS NURSERIES & LANDSCAPING   | TREE PLANTING                              | 951.000  | 756  | 5,325.00 |
| 12/28/2018                   | GENL | 41272   | FINAL - CH       | MARK BARRETT BUILDING CO        | FINAL PAYMENT -CHERRY HILL NATURE          | 951.000  | 756  | 5,000.00 |
| 12/28/2018                   | GENL | 41273   | 5171             | MCLENNAN LANDSCAPE & NURSERY    | PATH CLEARING @ SCHROETER PARK             | 951.000  | 756  | 2,450.00 |
|                              |      |         | 5172             |                                 | PATH CLEARING @ CHNP                       | 951.000  | 756  | 6,250.00 |
|                              |      |         |                  |                                 | CHECK GENL 41273 TOTAL FOR FU              |          |      | 8,700.00 |
| 12/28/2018                   | GENL | 41276   | 7209207887-0-2-P | STAPLES BUSINESS CREDIT         | OFFICE SUPPLIES                            | 727.000  | 751  | 144.22   |
| 12/28/2018                   | GENL | 41280#  | 2018-P&R-17      | SUPERIOR TWP UTILITY DEPARTMENT | CELL PHONES - DEC 2018                     | 850.000  | 751  | 56.28    |
|                              |      |         | 2018-P&R-17      |                                 | CELL PHONES - DEC 2018                     | 850.000  | 755  | 31.97    |
|                              |      |         |                  |                                 | CHECK GENL 41280 TOTAL FOR FU              |          |      | 88.25    |
| 12/28/2018                   | GENL | 41282   | 6852             | WALMART COMMUNITY/SYNCB         | CHRISTMAS TREE LIGHTING                    | 740.000  | 754  | 120.50   |
| 12/28/2018                   | GENL | 41284   | 57136152         | WEX BANK                        | FUEL - DECEMBER 2018                       | 742.000  | 755  | 169.50   |
| 01/08/2019                   | GENL | 41305   | DECEMBER 2018    | SUPERIOR TWP PAYROLL FUND       | PENSION /HCSP - DECEMBER 2018              | 289.000  | 000  | 911.14   |
|                              |      |         | 011019           |                                 | CASH TRANSFER 01/10/19 PAY                 | 289.000  | 000  | 6,491.35 |
|                              |      |         |                  |                                 | CHECK GENL 41305 TOTAL FOR FU              |          |      | 7,402.49 |
| 01/15/2019                   | GENL | 41318   | 8023260          | HOME DEPOT CREDIT SERVICES      | CHRISTMAS TREE LIGHTING SUPPLIES           | 740.000  | 754  | 104.62   |
| 01/15/2019                   | GENL | 41321   | 92618            | LUCAS NURSERIES & LANDSCAPING   | 2 ARBERVITIES                              | 930.000  | 755  | 83.98    |
| 01/15/2019                   | GENL | 41322   | 5196             | MCLENNAN LANDSCAPE & NURSERY    | CHNP TRAIL STABILIZATION                   | 951.000  | 756  | 378.00   |
| 01/15/2019                   | GENL | 41323   | 0360             | MPARKS                          | 2019 MEMBERSHIP                            | 958.000  | 751  | 340.00   |
| 01/15/2019                   | GENL | 41324   | DEC 18           | PATRICK PIGOTT                  | CELL PHONE STIPEND - DEC 2018              | 850.000  | 754  | 32.00    |
| 01/15/2019                   | GENL | 41327   | 8655             | SAM'S CLUB/SYNCHRONY BANK       | CHRISTMAS TREE LIGHTING SUPPLIES/PA        | 740.000  | 754  | 23.88    |
|                              |      |         | 8655             |                                 | CHRISTMAS TREE LIGHTING SUPPLIES/PA        | 740.000  | 754  | 231.75   |
|                              |      |         |                  |                                 | CHECK GENL 41327 TOTAL FOR FU              |          |      | 255.61   |

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR  
 CHECK DATE FROM 12/18/2018 - 01/28/2019

| Check Date                   | Bank | Check # | Invoice    | Payee                  | Description                                | Account | Dept | Amount    |
|------------------------------|------|---------|------------|------------------------|--|---------|------|-----------|
| Fund: 508 PARKS & RECREATION |      |         |            |                        |  |         |      |           |
| 01/15/2019                   | GENL | 41328   | 2019       | STATE OF MICHIGAN      | PLATE FOR 2019 FORD TRUCK                  | 740.000 | 755  | 13.00     |
| 01/23/2019                   | GENL | 41338   | 102492     | CONGDON'S ACE HARDWARE | SHOP SUPPLIES                              | 740.000 | 755  | 28.16     |
|                              |      |         | 102339     |                        | TOOL BOX REPAIR                            | 930.000 | 755  | 12.36     |
|                              |      |         |            | CHECK GENL 41338       | TOTAL FOR FU                               |         |      | 40.52     |
| 01/23/2019                   | GENL | 41345   | E03007COSQ | MICROSOFT              | ONLINE SERVICES - JANUAR 2019              | 801.000 | 751  | 15.00     |
| 01/23/2019                   | GENL | 41348   | A-118179   | PARKWAY SERVICES       | PORTA-JOHN @ FIREMAN'S PARK - JAN 2740.000 |         | 755  | 115.00    |
|                              |      |         |            |                        | Total for fund 508 PARKS & RECREATION      |         |      | 40,396.99 |

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



PERIOD ENDING 12/31/2018

PREPARED BY: KEITH LOCKIE, CONTROLLER

ACTIVITY FOR

| GL NUMBER  | DESCRIPTION                    | 2018 ORIGINAL BUDGET | 2018 AMENDED BUDGET | YTD BALANCE 12/31/2018 | ACTIVITY FOR MONTH 12/31/18 | AVAILABLE BALANCE | % BGDGT USED | YTD BALANCE 12/31/2017 |
|--|--------------------------------|----------------------|---------------------|------------------------|-----------------------------|-------------------|--------------|------------------------|
| <b>Fund 508 - PARKS &amp; RECREATION</b>               |                                |                      |                     |                        |                             |                   |              |                        |
| <b>Revenues</b>  |                                |                      |                     |                        |                             |                   |              |                        |
| Dept 000 - REVENUE                                     |                                |                      |                     |                        |                             |                   |              |                        |
| 508-000-587.000  | GENERAL FUND CONT- SPECIAL #1  | 0.00                 | 11,000.00           | 11,000.00              | 0.00                        | 0.00              | 100.00       | 0.00                   |
| 508-000-588.000  | GENERAL FUND CONTRIBUTION      | 259,253.00           | 259,253.00          | 259,253.00             | 21,604.42                   | 0.00              | 100.00       | 251,702.00             |
| 508-000-604.000  | REIMBURSEMENT FOR LABOR COSTS  | 927.00               | 927.00              | 898.48                 | 81.68                       | 28.52             | 96.92        | 1,061.84               |
| 508-000-663.000  | INTEREST ON RESERVES INCOME    | 670.00               | 6,413.64            | 6,413.64               | 0.00                        | 256.36            | 96.16        | 2,095.35               |
| 508-000-671.100  | DISPOSITION OF ASSETS          | 0.00                 | 0.00                | 0.00                   | 0.00                        | 0.00              | 0.00         | 2,150.00               |
| 508-000-673.000  | INSURANCE REIMBURSEMENTS INCOM | 0.00                 | 0.00                | 156.95                 | 0.00                        | (156.95)          | 100.00       | 246.31                 |
| 508-000-696.000  | DONATIONS                      | 0.00                 | 600.00              | 600.00                 | 0.00                        | 0.00              | 100.00       | 5,100.00               |
| 508-000-699.000  | APPROPRIATION FROM FUND BALANC | 77,238.00            | 68,638.00           | 0.00                   | 0.00                        | 68,638.00         | 0.00         | 0.00                   |
| <b>Total Dept 000 - REVENUE</b>                        |                                | <b>338,088.00</b>    | <b>347,088.00</b>   | <b>278,322.07</b>      | <b>21,686.10</b>            | <b>68,765.93</b>  | <b>80.19</b> | <b>262,355.50</b>      |
| <b>TOTAL REVENUES</b>                                  |                                | <b>338,088.00</b>    | <b>347,088.00</b>   | <b>278,322.07</b>      | <b>21,686.10</b>            | <b>68,765.93</b>  | <b>80.19</b> | <b>262,355.50</b>      |
| <b>Expenditures</b>                                    |                                |                      |                     |                        |                             |                   |              |                        |
| <b>Dept 751 - PARK &amp; REC. ADMINISTRATION</b>       |                                |                      |                     |                        |                             |                   |              |                        |
| 508-751-701.000  | COMMISSION STIPENDS            | 8,047.00             | 8,047.00            | 7,342.87               | 1,238.06                    | 704.13            | 91.25        | 7,378.00               |
| 508-751-702.000  | SALARIES                       | 33,104.00            | 39,604.00           | 39,649.18              | 3,112.26                    | (45.18)           | 100.11       | 36,603.91              |
| 508-751-710.000  | TRAINING                       | 1,000.00             | 1,000.00            | 753.36                 | 0.00                        | 246.64            | 75.34        | 944.00                 |
| 508-751-717.000  | TAXABLE BENEFITS               | 0.00                 | 0.00                | 354.22                 | 0.00                        | (354.22)          | 100.00       | 321.36                 |
| 508-751-727.000  | OFFICE SUPPLIES                | 500.00               | 500.00              | 518.75                 | 144.22                      | (18.75)           | 103.75       | 366.23                 |
| 508-751-728.000  | POSTAGE                        | 100.00               | 100.00              | 0.00                   | 0.00                        | 100.00            | 0.00         | 0.00                   |
| 508-751-740.000  | OPERATING SUPPLIES             | 0.00                 | 0.00                | 0.00                   | 0.00                        | 0.00              | 0.00         | 46.83                  |
| 508-751-800.010  | PROFESSIONAL SERVICES - AUDIT  | 1,300.00             | 1,300.00            | 1,205.00               | 0.00                        | 95.00             | 92.69        | 1,205.00               |
| 508-751-801.000  | PROFESSIONAL SERVICES - OTHER  | 2,400.00             | 2,400.00            | 2,133.09               | 45.00                       | 266.91            | 88.88        | 140.35                 |
| 508-751-850.000  | TELECOMMUNICATIONS             | 1,200.00             | 1,200.00            | 666.60                 | 56.28                       | 533.40            | 55.55        | 1,557.04               |
| 508-751-851.000  | INSURANCE & BONDS              | 7,500.00             | 7,500.00            | 8,412.21               | 697.06                      | (912.21)          | 112.16       | 7,053.48               |
| 508-751-860.000  | TRANSPORTATION                 | 1,000.00             | 1,000.00            | 911.76                 | 98.10                       | 88.24             | 91.18        | 994.66                 |
| 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                  |
| 508-751-980.000  | EQUIPMENT OVER \$5,000         | 0.00                 | 0.00                | 596.57                 | 596.57                      | (596.57)          | 100.00       | 0.00                   |
| 508-751-981.000  | EQUIPMENT UNDER \$5,000        | 1,000.00             | 1,000.00            | 0.00                   | 0.00                        | 1,000.00          | 0.00         | 149.99                 |
| 508-751-999.000  | MISCELLANEOUS EXPENSE          | 0.00                 | 0.00                | 100.00                 | 0.00                        | (100.00)          | 100.00       | 0.00                   |
| <b>Total Dept 751 - PARK &amp; REC. ADMINISTRATION</b> |                                | <b>58,801.00</b>     | <b>65,301.00</b>    | <b>63,162.56</b>       | <b>5,987.55</b>             | <b>2,138.44</b>   | <b>96.73</b> | <b>57,790.05</b>       |
| <b>Dept 754 - RECREATION</b>                           |                                |                      |                     |                        |                             |                   |              |                        |
| 508-754-702.000  | SALARIES                       | 9,744.00             | 11,744.00           | 10,964.94              | 1,417.55                    | 779.06            | 93.37        | 7,828.46               |
| 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             | 5,000.00            | 4,898.59               | 667.53                      | 101.41            | 97.97        | 3,221.07               |
| 508-754-850.000  | TELECOMMUNICATIONS             | 400.00               | 400.00              | 398.17                 | 32.00                       | 1.83              | 99.54        | 383.67                 |
| 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              | 300.00                 | 0.00                        | 200.00            | 60.00        | 122.34                 |
| 508-754-975.000  | SIGNAGE                        | 1,000.00             | 1,000.00            | 755.80                 | 0.00                        | 244.20            | 75.58        | 330.40                 |
| <b>Total Dept 754 - RECREATION</b>                     |                                | <b>15,544.00</b>     | <b>19,544.00</b>    | <b>17,317.50</b>       | <b>2,117.08</b>             | <b>2,226.50</b>   | <b>88.61</b> | <b>12,435.94</b>       |
| <b>Dept 755 - PARK MAINTENANCE</b>                     |                                |                      |                     |                        |                             |                   |              |                        |
| 508-755-702.000  | SALARIES                       | 103,662.00           | 107,162.00          | 108,582.78             | 5,497.16                    | (1,420.78)        | 101.33       | 92,768.12              |

12-A



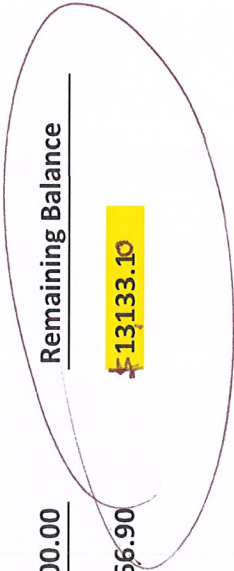
PREPARED BY: KEITH LOCKIE, CONTROLLER

| GL NUMBER  | DESCRIPTION                | 2018               |                | YTD BALANCE<br>12/31/2018 | ACTIVITY FOR<br>MONTH<br>12/31/18 | AVAILABLE<br>BALANCE | % BDGT<br>USED | YTD BALANCE<br>12/31/2017 |
|--|----------------------------|--------------------|----------------|---------------------------|-----------------------------------|----------------------|----------------|---------------------------|
|  |                            | ORIGINAL<br>BUDGET | AMENDED BUDGET |                           |                                   |                      |                |                           |
| <b>Fund 508 - PARKS &amp; RECREATION</b>             |                            |                    |                |                           |                                   |                      |                |                           |
| <b>Expenditures</b>                                  |                            |                    |                |                           |                                   |                      |                |                           |
| 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                  |
| 508-755-719.000                                      | MISC UNEMPLOYMENT BENEFITS | 0.00               | 0.00           | 0.00                      | 0.00                              | 0.00                 | 0.00           | 326.18                    |
| 508-755-740.000                                      | OPERATING SUPPLIES         | 3,000.00           | 3,000.00       | 2,982.98                  | 146.57                            | 17.02                | 99.43          | 2,720.97                  |
| 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       | 132.82                    | 0.00                              | 1,367.18             | 8.85           | 3,872.00                  |
| 508-755-741.000                                      | UNIFORMS                   | 1,000.00           | 1,000.00       | 340.00                    | 0.00                              | 660.00               | 34.00          | 468.00                    |
| 508-755-742.000                                      | FUEL-LUBRICANTS            | 5,000.00           | 5,000.00       | 4,293.36                  | 169.50                            | 706.64               | 85.87          | 3,613.69                  |
| 508-755-850.000                                      | TELECOMMUNICATIONS         | 480.00             | 480.00         | 388.73                    | 31.97                             | 91.27                | 80.99          | 402.65                    |
| 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         | 543.12                    | 0.00                              | 256.88               | 67.89          | 485.02                    |
| 508-755-930.000                                      | REPAIR & MAINTENANCE       | 10,000.00          | 10,000.00      | 8,047.36                  | 83.98                             | 1,952.64             | 80.47          | 4,223.99                  |
| 508-755-930.001                                      | CONTROLLED BURNS           | 3,800.00           | 3,800.00       | 5,850.00                  | 0.00                              | (2,050.00)           | 153.95         | 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      | 24,198.00                 | 0.00                              | 802.00               | 96.79          | 23,593.45                 |
| 508-755-981.000                                      | EQUIPMENT UNDER \$5,000    | 5,000.00           | 5,000.00       | 1,209.72                  | 0.00                              | 3,790.28             | 24.19          | 694.96                    |
| <b>Total Dept 755 - PARK MAINTENANCE</b>             |                            | 162,578.00         | 166,078.00     | 158,389.43                | 5,929.18                          | 7,688.57             | 95.37          | 134,895.34                |
| <b>Dept 756 - PARK DEVELOPMENT/IMPROVEMENT</b>       |                            |                    |                |                           |                                   |                      |                |                           |
| 508-756-740.000                                      | OPERATING SUPPLIES         | 0.00               | 0.00           | 0.00                      | 0.00                              | 0.00                 | 0.00           | 344.40                    |
| 508-756-951.000                                      | PROJECTS                   | 80,000.00          | 70,000.00      | 65,066.90                 | 19,403.00                         | 4,933.10             | 92.95          | 44,968.23                 |
| <b>Total Dept 756 - PARK DEVELOPMENT/IMPROVEMENT</b> |                            | 80,000.00          | 70,000.00      | 65,066.90                 | 19,403.00                         | 4,933.10             | 92.95          | 45,312.63                 |
| <b>Dept 966 - UNALLOCATED EXPENSES</b>               |                            |                    |                |                           |                                   |                      |                |                           |
| 508-966-715.000                                      | FICA                       | 11,989.00          | 13,489.00      | 12,905.09                 | 861.78                            | 583.91               | 95.67          | 11,208.90                 |
| 508-966-858.000                                      | PENSION                    | 9,176.00           | 12,676.00      | 12,004.72                 | 0.00                              | 671.28               | 94.70          | 11,821.40                 |
| <b>Total Dept 966 - UNALLOCATED EXPENSES</b>         |                            | 21,165.00          | 26,165.00      | 24,909.81                 | 861.78                            | 1,255.19             | 95.20          | 23,030.30                 |
| <b>TOTAL EXPENDITURES</b>                            |                            | 338,088.00         | 347,088.00     | 328,846.20                | 34,298.59                         | 18,241.80            | 94.74          | 273,464.26                |
| <b>Fund 508 - PARKS &amp; RECREATION:</b>            |                            |                    |                |                           |                                   |                      |                |                           |
| <b>TOTAL REVENUES</b>                                |                            | 338,088.00         | 347,088.00     | 278,322.07                | 21,686.10                         | 68,765.93            | 80.19          | 262,355.50                |
| <b>TOTAL EXPENDITURES</b>                            |                            | 338,088.00         | 347,088.00     | 328,846.20                | 34,298.59                         | 18,241.80            | 94.74          | 273,464.26                |
| <b>NET OF REVENUES &amp; EXPENDITURES</b>            |                            | 0.00               | 0.00           | (50,524.13)               | (12,612.49)                       | 50,524.13            | 100.00         | (11,108.76)               |

# 2018 Park Development/Improvement Budget

The 2018 Park Development/Improvement Budget is \$80,000.00

| <u>Park</u>                 | <u>Project</u>               | <u>Proposed</u> | <u>Actual</u>            |
|-----------------------------|------------------------------|-----------------|--------------------------|
| Community Park              | Message Center               | \$1,250         | \$716.95                 |
| Oakbrook Park               | Message Center               | \$1,250         | \$716.95                 |
| Various                     | Tree Planting Program        | \$5,000         | \$5,325.00               |
| Cherry Hill Nature Preserve | Trail Erosion Mitigation     | \$7,500         | \$378.00                 |
| Cherry Hill Nature Preserve | Brush Clearing               | \$7,500         | \$6,250.00               |
| Schroeter Park              | Trail Extension              | \$7,500         | \$4,250.00               |
| Cherry Hill Nature Preserve | Boardwalk Extension Phase #4 | \$10,000        | \$10,000.00              |
| Fireman's Park              | Additional Play Equipment    | \$10,000        | \$11,230.00              |
| Community Park              | Replace Playstructure        | \$30,000        | \$28,000.00              |
|                             |                              | \$80,000.00     | \$66,866.90              |
|                             |                              |                 | <b>Remaining Balance</b> |
|                             |                              |                 | <b>\$13,133.10</b>       |



12 B.



