

SUPERIOR CHARTER TOWNSHIP PARKS & RECREATION COMMISSION MEETING

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

SEPTEMBER 2019 meeting

will be held

MONDAY SEPTEMBER 23, 2019 @ 6:30 p.m.

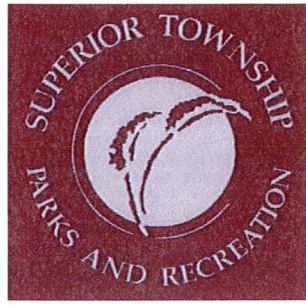
at

OLD TOWNSHIP HALL

(Corner of Cherry Hill & Prospect)



**For additional info call: (734) 480-5502
or email: superiorparks@superior-twp.org**



SUPERIOR CHARTER TOWNSHIP PARKS & RECREATION COMMISSION MEETING

Superior Township Parks & Recreation Commission
Regular

SEPTEMBER 2019 meeting

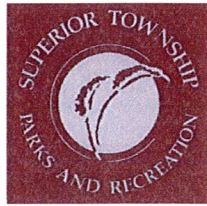
will be held on

MONDAY SEPTEMBER 23, 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
SEPTEMBER 23, 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) August 26, 2019
- 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: Know the Buzz About EEE
 - B) Thank You Letter from Food Gatherers
 - C) Pumpkin Carving Flyer
- 9) OLD BUSINESS**
- 10) NEW BUSINESS**
 - A) 2019 Tree Planting
 - B) Form Schock Park Working Group
 - C) 2020 Budget Proposals
- 11) BILLS FOR PAYMENT**
 - A) August 27, 2019 - September 23, 2019
- 12) FINANCIAL STATEMENTS**
 - A) August 2019 Revenue & Expenditure Report
 - B) Family Kickball Day Expenditures
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting Date: Monday October 28, 2019 @ 6:30 p.m.

5.A

Superior Charter Township Park Commission
Regular Meeting
August 26, 2019

Proposed Minutes

1. Call to Order

The meeting was called to order by Chair Paula Jefferson at 6:34 pm.

2. Roll Call

Park Commissioners present: Paula Jefferson, Marion Morris, Bernedia Word, Sandi Lopez, Terry Lee Lansing, Nahid Sanii-Yahyai, 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 Paula Jefferson led those assembled in the Pledge of Allegiance to the Flag.

4. Agenda Approval

It was moved by Nahid Sanii-Yahyai and supported by Sandi Lopez to approve the agenda with the addition of Communications 8.C. CHNP Reservation Form and New Business 10.B. 2020 Budget Prep. The motion carried.

5. Prior Meeting Minutes Approval

A. July 22, 2019

It was moved by Terry Lee Lansing and supported by Marion Morris to approve the minutes of 7/22/19 as drafted. The motion carried.

6. Citizen Participation

Ellen Kurath addressed the Park Commission about plants, both intentionally planted and invasive, found in North Prospect Park and Cherry Hill Nature Preserve (CHNP). She also delivered a memo to the commission that detailed her findings.

North Prospect Park

The following intentionally plants are still growing: Yellow Coneflower, Brown-eyed Susan, Black-eyed Susan, Purple Coneflower, several kinds of Grasses. Ellen planted Cup Plants and Compass Plants but they are gone. She thinks deer ate them. Redbud trees were planted, but did not survive. She recommends trying blue ash.

Cherry Hill Nature Preserve

Nuisance Plants

Stick Tights (Hakelia) are not as present. This is a biennial plant, and next year more may be present. Park staff removed some stick tights last year, and this should be helping.

Asian Bittersweet is present on the hillside near the SW corner of the park. Many young plants were present. Ellen recommends a controlled burn.

These plants have not seeded yet. The plants could be cut near the ground now, before the seeds mature. This will decrease the likelihood of spreading next year.

Supervisor Ken Schwartz addressed the Park Commission about plans for Schock Park. He presented copies of photo maps of the township properties in the northeast corner of Cherry Hill and Prospect Roads to each park commissioner. He reviewed the history of how the township acquired the property known as Schock Park and proposed changing it from a park maintained by the Park Commission to a part of the township grounds complex. Ken stated he was addressing the Park Commission now because the agenda tonight contained Schock Park Plans under New Business. Marion Morris asked if that meant turning Schock Park property over to the township board for their maintenance. Ken responded that he thought the Township Board and Park Commission should mutually consider this idea. Sandi Lopez asked if Ken had a sketch of his idea for the property in Schock Park. Ken did not. Nahid Sanii-Yahyai recommended we consider this suggestion from Ken Schwartz.

7. Reports

A. Chairperson

Chair Paula Jefferson reported that attendance at the Movie in Oakbrook Park on August 10 was low. Commissioners discussed possible reasons for this. Bernedia Word commented that the yard signs were very similar to the signs for the Dixboro movie in July, that some people may not have realized this was a different event. Other commissioners suggested a Marvel action movie may be more popular with families. Marion Morris suggested a craft event instead of a movie. Several other commissioners commented that children are into high-tech and we should appeal to that. Marion also suggested only hosting one movie event per year instead of two.

The block party in Harvest Moon Park took place on Saturday, August 24. Approximately 25 neighborhood residents attended. Several local elected officials and township fire fighters attended. Paula thanked Martha Kern-Boprie for attending. Several other community events took place on the same day as this block party. Patrick Pigott suggested that “freebies” such as food, prizes, t-shirts often draw participants to events.

B. Administrator

Juan Bradford submitted a written report. He spoke about a few items in more detail. Two events took place or will take place in Fireman’s Park that were hosted by other agencies. One event was hosted by Washtenaw County Health Department on August 22. It ended up having a much higher attendance than Juan expected, and there were some calls from concerned neighbors. The future event is planned for Saturday, September 7. A discussion took place about how much notice Juan should provide to park commissioners about events hosted by other organizations in township parks. Bernedia Word suggested emailing the park commission about all such events. Paula Jefferson suggested doing this only if a certain event size was expected. A consensus was not reached on this issue.

Juan participated in a wrap-up meeting with the Dixboro Green organization about the movie event in July. The group would like to plan a Christmas themed event with the Park Commission.

On 10/11/19 a ribbon cutting ceremony is planned for the Dixboro Pavilion.

On 10/12/19 the grand opening for Staebler Farm Park and Folk School is planned by Washtenaw County Parks & Recreation.

On 9/25/19 Washtenaw County Parks & Recreation is holding a public meeting on their Five Year Plan, in their facility on Platt Road.

C. Board Liaison

Trustee Alex Williams reported that Ellen Kurath addressed the township board about the dangers of Wild Parsnips. Bill McFarlane spoke about a rumor that the Washtenaw County Board of Commissioners would absorb the responsibilities of the county board of Road Commissioners, and dissolve the Road Commission. There is a window of opportunity in state law to do this, and that window closes 12/31/19. Greg Dill, County Administrator and County Commissioner Ricky Jefferson

were both present, and both said they did not support taking this action. Absorbing Road Commission responsibilities into Board of Commissioners is viewed as a cost saving tool for some counties. Commissioner Ricky Jefferson commented that the Washtenaw County Road Commission will not use herbicides this year on roadsides. Township Supervisor Ken Schwartz reported that the ribbon cutting for the Dixboro Pavilion is scheduled on 10/11/19 and the Washtenaw County Staebler Farm Park and Folk School grand opening is planned for 10/12/19. Supervisor Schwartz met with Sycamore Meadow management, which is trying to improve conditions in the apartment complex. The Huron River Watershed Council (HRWC) is seeking to decrease the phosphorus limit in the river. The township is hiring an attorney to review the township personnel policy. The Personal Development Rights (PDR) ordinance is undergoing review. Superior Township does have an adopted PDR ordinance. Superior Township hopes to use Connecting Community Grants to fund a non-motorized path along the east side of Prospect Road from Geddes to Berkshire. The township board approved paying the HRWC dues and replacing a culvert on Warren Road. The township is splitting the culvert cost with the county road commission. The township approved an agreement with the Ypsilanti Community Utilities Authority (YCUA) and a water rate increase with YCUA. The township approved a driveway placement for Fire Station #2, repaving several streets in Tanglewood subdivision and engineering for a sewer section on MacArthur Blvd near Harris Road. Discussion took place concerning a sewer replacement on Harvest Lane. This is the oldest segment of sewer in Superior Township. Cost is estimated at \$1,500,000. The township board is divided on how soon to begin this project. The sewer is currently functioning, but the whole street is likely to experience sink holes should the sewer break down. Replacing this sewer now would require either borrowing the funds or expending a significant portion of the fund balance. Glen Oaks housing coop on Stamford amended their development agreement to move their office to another unit.

Alex Williams offered a comment that outdoor movies are a positive community recreation experience.

D. Board Meeting Attendee

Bernedia Word attended the board meeting. She reported that Alex Williams' report was thorough, and she had nothing to add.

E. Park Steward – no report

F. Safety

Dave Buterbaugh reported there were no accidents or injuries in the past month. He added that some of the seasonal park maintenance staff have quit to return to school. We are down to four maintenance staff, and this is sufficient. Harvest Moon Park and Fireman's Park were mulched recently. Harvest Moon was in very good condition for the block party.

8. Communications

- A. Thank you letter from Oakbrook Sports, LLC
- B. Educational: Stinging Nettles/Poison Ivy/Poison Oak
- C. Kickball Day Flyer
- D. Fireman's Park Reservation Form: Washtenaw County Health Department
- E. Safety Social at Fireman's Park Flyer
- F. CHNP Reservation Form

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

9. Old Business

- A. Special Events Sign-Up Information

The list of all 2019 special events from August through December was presented for commissioner information. No action is needed. There is no one to staff the Dixboro Farmers Market on August 30, so the Park Department will not have a table that day.

10. New Business

A. Schock Park Plans

Commissioners discussed the suggestion made by Ken Schwartz during Citizen Participation. Marion Morris commented that Ken's suggestion is serious. She is concerned about giving up a park. Marion asked for Juan Bradford's opinion. Juan responded that there is much to absorb and contemplate. He noted that it can be hard to give something up, but there may be value in reconsidering uses. Some commissioners suggested a committee to consider options.

B. 2020 Budget Preparation

Juan presented a 2020 Budget Worksheet, with only salary information entered. We have not funding recommendation from the township board yet. Our preliminary budget recommendation is due to the township board by 9/16/19. Marion Morris will work with Juan Bradford to draft the preliminary budget.

11. Bills for Payment

It was moved by Nahid Sanii-Yahyai and supported by Marion Morris to pay the bills for a total of \$31,798.90. The motion carried.

12. Financial Statements

A. July 2019 Revenue & Expenditure Report

B. Movies on the Green 2019 Expenditures

C. Movies in the Park 2019 Expenditures

It was moved by Marion Morris and supported by Paula Jefferson to receive the Financial Statements. The motion carried.

13. Pleas and Petitions

Marion Morris reported that some people attending the Movie in Oakbrook Park asked if a power outlet was available. She asked if this could be accomplished. Juan Bradford said he would investigate, but it may be expensive to install and protect from illicit use of power and electrical accidents.

Paula Jefferson reported that the spot where a drinking fountain was removed from Harvest Moon Park has several sharp pieces of metal sticking out of it, and people tripped over them during the block party. Paula asked that these pieces be removed, or capped so they are no longer a trip/fall hazard. Juan and David Buterbaugh will investigate.

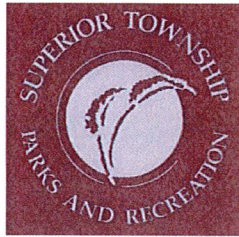
Martha Kern-Boprie informed commissioners of a large invasive weed called "common pokeweed" that grew nine feet tall in her front yard over just six weeks. The MSU Extension Staff helped her identify it, and made suggestions how to get rid of it. Martha dug out and burned the plant, berries and root.

14. Adjournment

It was moved by Sandi Lopez and supported by Martha Kern-Boprie to adjourn the meeting at 8:25 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary

7B



**ADMINISTRATOR REPORT
SEPTEMBER 23, 2019**

- Next Board of Trustees Meeting: October 21, 2019 @ 7:00 p.m.
Attendee: Commission Chair Jefferson
- Thank you to the commissioners that volunteered at kickball day!
- Two weeks ago, I met with Ken Schwartz and Jack Smiley regarding a grant opportunity to combat invasive species. Jack has written the grant and submitted it to the State of Michigan DNR. Award announcements are not expected until January 2020. Jack will let us know when he hears anything.
- There will be a Ribbon Cutting for the new pavilion at the Dixboro Village Green. All are invited.
Friday, October 11, 2019
4:00pm
Dixboro Village Green
- Staebler Farm County Park will be hosting a Grand Opening. All are invited.
Saturday, October 12, 2019
1:00-3:00pm
Staebler Farm County Park, 7734 Plymouth Road, Ann Arbor, MI

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Juan Bradford", with a large, sweeping flourish extending upwards and to the right.

Juan Bradford

KNOW THE BUZZ ABOUT

EASTERN EQUINE ENCEPHALITIS (EEE)

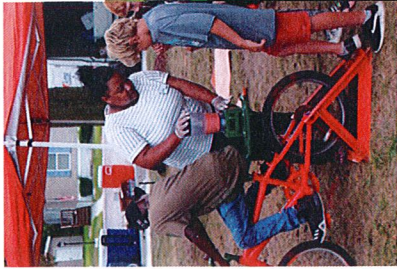
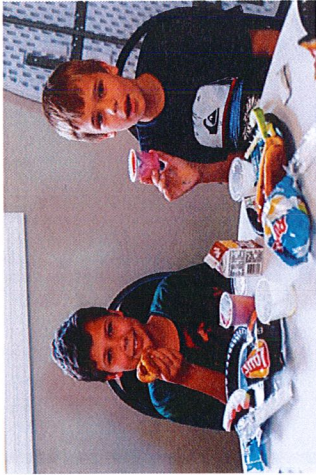
8A.

Protect yourself and your family from mosquito bites that spread the virus:

- All it takes is one bite from an infected mosquito to get EEE
- Be aware of your risk: anyone can get sick (young children and people age 50+ are at highest risk)
- Use mosquito repellent while outdoors
- Know that peak biting hours are from dusk to dawn
- Cover-up with long sleeves and pants
- Support community-based mosquito control programs
- Vaccinate horses against EEE and West Nile virus



FIGHT THE BITE

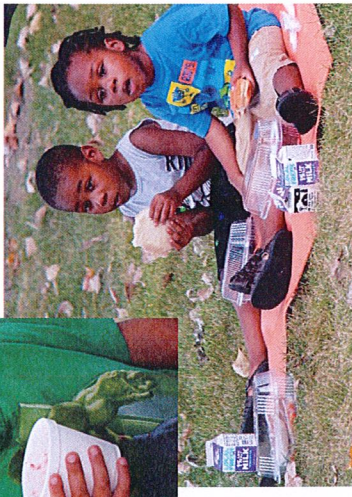
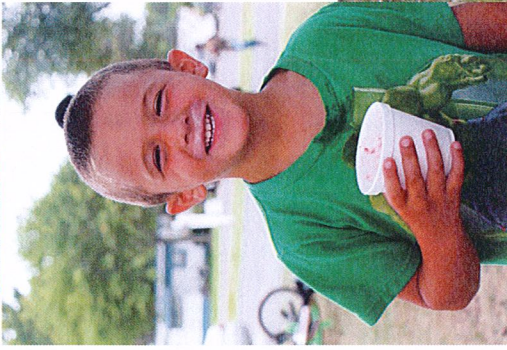
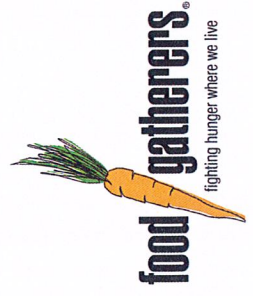


MEET UP and EAT UP™

Thank you for your hard work this summer!

You helped alleviate hunger by serving **2230** meals!

Have a great year and we'll see you next summer!



83



**SUPERIOR TOWNSHIP
PARKS & RECREATION
PUMPKIN CARVING
ARTS & CRAFTS**

SATURDAY OCT. 19th 11am - 2pm

Rain date: Oct 26th

NORFOLK PARK

1765 Norfolk Ave.

**FREE SNACKS, PUMPKINS,
AND CRAFT SUPPLIES**

For Additional Information

call: (734) 480-5502

103.



WARRANTY DEED—Statutory Form
C.L. 1948, 565.151 M.S.A. 26.571

KNOW ALL MEN BY THESE PRESENTS: That JULIA D. SCHOCK
whose address is 8115 Cherry Hill Road, Ypsilanti, Michigan 48197
Convey(s) and Warrant(s) to THE CHARTER TOWNSHIP OF SUPERIOR, a Michigan Municipal Corporation,
whose address is 3040 North Prospect Road, Ypsilanti, Michigan 48197
the following described premises situated in the Township of Superior
County of Washtenaw and State of Michigan, to-wit:

Commencing at the Southwest corner of Section, thence North 88 degrees 05' 30" East 350.00 feet in the South line of Section for a Place of Beginning; thence due North 709.30 feet; thence North 88 degrees 05'30" East 326.73 feet; thence due South 709.30 feet; thence South 88 degrees 05'30" West 326.73 feet to the Place of Beginning, being a part of the Southwest 1/4 of Section 15, Town 2 South, Range 7 East, Superior Township, Washtenaw County, Michigan.

Reserving and excepting therefrom, however, unto the Grantor the full use, control, income, and possession of the property for and during her natural life according to an agreement between Grantor and Grantee entered on the date hereof.

for the full consideration of FIFTY-FIVE THOUSAND AND NO/100 (\$55,000.00) DOLLARS.
subject to easements and restrictions of record, if any.

6050

Dated this 31st day of March 19 83

Witnesses:

Signed and Sealed:

Kay Williams
Kay Williams
Ruth L. Urton
RUTH L. URTON

Julia D Schock (L.S.)
JULIA D. SCHOCK

RECEIVED (L.S.)
FOR RECORD

APR 6 3 30 PM '83 (L.S.)

STATE OF MICHIGAN } ss.
COUNTY OF WASHTENAW

PATRICIA HEWKIRK HARDY
REGISTER OF DEEDS
WASHTENAW COUNTY, MICH (L.S.)

The foregoing instrument was acknowledged before me this 31st day of March 19 83
by JULIA D. SCHOCK

My commission expires MAY 19, 1984 Notary Public, Washtenaw County, Michigan
John N. Kirkendall
CALDER, KIRKENDALL & LOGEMAN
Notary Public Washtenaw County, Michigan
301 West Michigan Avenue, Suite 400
Ypsilanti, Michigan 48197

County Treasurer's Certificate
THE 1983 RETURN ROLL IS NOT YET AVAILABLE FOR EXAMINATION.
WASHTENAW COUNTY TREASURER
Washtenaw County Treasurer
Tax Certificate No. 9013-08

STATE OF MICHIGAN
DEPT. OF TAXATION
APR 6 '83
REAL ESTATE TRANSFER TAX
60.50
PB 10540



PARKS & RECREATION DEPARTMENT

| | ACTUALS Jan - Jun 2019 | B U D G E T | | % CHANGE 2020/2019 |
|---|---------------------------|-----------------|----------------|-----------------------|
| | | 2019 AMENDED | 2020 BUDGET | |
| Revenue: 588.000 - General Fund Contribution | 141,141 | 282,282 | 291,140 | 3.1% |
| 604.000 - Reimb. For Labor Costs | 408 | 1,000 | 1,000 | 0.0% |
| 663.000 - Interest on Reserves | 5,168 | 6,000 | 6,000 | 3.0% |
| 671.100 - Disposition of Assets Income | 0 | 0 | 0 | 100.0% |
| 673.000 - Insurance Reimbursements | 184 | 200 | 200 | 100.0% |
| 696.000 - Donations | 1,850 | 500 | 500 | 100.0% |
| 699.000 - Approp. from Reserves | 0 | 30,000 | 30,000 | 0.0% |
| Total Revenue | 148,751 | 319,982 | 328,840 | 2.8% |
| Expense: 751 - Administration Department: | | | | |
| 701.000 - Commission Stipends | 3,188 | 8,289 | 8,567 | 3.4% |
| 702.000 - Admin. Salary | 18,242 | 42,118 | 37,579 | -10.8% |
| 702.002 - Controller's Salary | 2,817 | 0 | 0 | #DIV/0! |
| 710.000 - Training | 1,096 | 1,000 | 1,300 | 100.0% |
| 727.000 - Office Supplies | 0 | 600 | 0 | -100.0% |
| 728.000 - Postage | 0 | 100 | 100 | 0.0% |
| 740.000 - Operating Supplies | 146 | 0 | 600 | #DIV/0! |
| 801.010 - Professional Services-Audit | 1,000 | 1,500 | 1,500 | 100.0% |
| 801.000 - Professional Services-Other | 1,989 | 2,200 | 3,000 | 36.4% |
| 850.000 - Telecommunications | 412 | 1,200 | 1,400 | 16.7% |
| 851.000 - Insurance and Bonds | 4,530 | 7,725 | 9,000 | 16.5% |
| 860.000 - Transportation | 557 | 1,100 | 1,200 | 9.1% |
| 900.000 - Printing & Publishing | 0 | 500 | 500 | 0.0% |
| 930.000 - Repairs & Maintenance | 0 | 500 | 500 | 0.0% |
| 945.000 - Office Rent | 0 | 6,000 | 6,000 | 100.0% |
| 958.000 - Memberships & Dues | 440 | 650 | 650 | 0.0% |
| 963.000 - Bank Fees & Charges | 8 | 100 | 100 | 100.0% |
| 981.000 - Equipment Under \$5,000 | 712 | 1,000 | 1,000 | 0.0% |
| 999.000 - Miscellaneous Expense | 200 | 0 | 200 | 0.0% |
| Total 751 - Administration Department | 35,336 | 74,582 | 73,196 | -1.9% |

105.



PARKS & RECREATION DEPARTMENT

| | ACTUALS Jan - Jun 2019 | B U D G E T | | % CHANGE 2020/2019 |
|--|---------------------------|----------------|----------------|-----------------------|
| | | 2019 | 2020 | |
| | | AMENDED | BUDGET | |
| 754. Recreation Department: | | | | |
| 702.000 · Staff Salaries | 4,459 | 10,341 | 10,651 | 3.0% |
| 710.000 - Training | 0 | 500 | 500 | 100.0% |
| 740.000 · Operating Supplies | 1,851 | 5,500 | 5,500 | 0.0% |
| 801.000 · Professional Services-Other | 675 | 0 | 2,000 | #DIV/0! |
| 850.000 Telecommunications | 192 | 400 | 400 | 0.0% |
| 860.000 · Transportation | 0 | 100 | 100 | 0.0% |
| 930.000 · Rep. & Maint. | 0 | 500 | 500 | 0.0% |
| 975.000 Signage | 0 | 600 | 1,000 | 66.7% |
| Total 754. · Recreation Department | 7,177 | 17,941 | 20,651 | 15.1% |
| 755. Parks Maintenance Department: | | | | |
| 702.000 · Staff | 49,382 | 112,998 | 116,370 | 3.0% |
| 710.000 - Training | 0 | 500 | 500 | 100.0% |
| 717.000 · Taxable Benefits -Staff | 3,985 | 1,900 | 1,900 | 0.0% |
| 740.000 · Operating Supplies | 1,966 | 3,500 | 4,500 | 28.6% |
| 740.003 · Herbicide (Non-Selective) | 0 | 500 | 500 | 0.0% |
| 740.004 · Sand, Gravel, Bark and Soil | 0 | 1,500 | 1,500 | 0.0% |
| 741.000 · Uniforms | 501 | 1,000 | 1,000 | 0.0% |
| 742.000 · Fuel - Lubricants | 1,415 | 5,000 | 5,000 | 0.0% |
| 801.000 - Professional Services-Other | 870 | 0 | 2,000 | #DIV/0! |
| 850.000 · Telecommunications | 197 | 500 | 1,200 | 140.0% |
| 860.000 · Transportation | 0 | 100 | 100 | 0.0% |
| 920.000 · Utilities | 215 | 850 | 850 | 0.0% |
| 930.000 · Repairs & Maintenance | 4,531 | 10,500 | 11,500 | 9.5% |
| 930.001 · Controlled Burns | 4,400 | 3,800 | 4,400 | 15.8% |
| 975.000 - Signage | 0 | 100 | 100 | 0.0% |
| 980.000 · Equipment Over \$5,000 | 0 | 25,000 | 23,500 | -6.0% |
| 981.000 - Equipment Under \$5,000 | 45 | 2,500 | 2,000 | -20.0% |
| Total 755. · Parks Maintenance Department | 67,507 | 170,248 | 176,920 | 3.9% |



PARKS & RECREATION DEPARTMENT

| | ACTUALS Jan - Jun 2019 | B U D G E T S | | % CHANGE 2020/2019 |
|---|---------------------------|-----------------|----------------|-----------------------|
| | | 2019 AMENDED | 2020 BUDGET | |
| 756 - Park Development/Improvement: | | | | |
| 740.000 Operating Supplies | 0 | 0 | 0 | 0.0% |
| 951.000 - Projects | 0 | 30,000 | 30,000 | 0.0% |
| Total 756 - Park Development/Improvement | 0 | 30,000 | 30,000 | 0.0% |
| 966 - Unallocated Expenses: | TRUE | | | |
| 715.000 - FICA | 6,279 | 13,475 | 13,649 | 1.3% |
| 858.000 - Pension | 6,732 | 13,736 | 14,424 | 5.0% |
| Total 966 - Unallocated Expenses | 13,011 | 27,211 | 28,073 | 100.0% |
| Total 755.999 - TOTAL EXPENSES | 123,031 | 319,982 | 328,840 | 2.8% |
| Net of Revenues and Expenditures | 25,720 | 0 | (0) | 0.0% |





2020 Budget - PROPOSED / SUPERVISOR



PARKS & RECREATION DEPARTMENT

| | ACTUALS Jan - Jun 2019 | B U D G E T | | | % CHANGE 2020/2019 |
|---|---------------------------|-----------------|----------------|-------------|-----------------------|
| | | 2019 AMENDED | 2020 BUDGET | | |
| | | | | | |
| Revenue: 588.000 · General Fund Contribution | 141,141 | 282,282 | 290,876 | 3.0% | |
| 604.000 · Reimb. For Labor Costs | 408 | 1,000 | 1,000 | 0.0% | |
| 663.000 · Interest on Reserves | 5,168 | 6,000 | 10,000 | 3.0% | |
| 671.100 · Disposition of Assets Income | 0 | 0 | 0 | 100.0% | |
| 673.000 · Insurance Reimbursements | 184 | 200 | 200 | 100.0% | |
| 696.000 · Donations | 1,850 | 500 | 500 | 100.0% | |
| 699.000 · Approp. from Reserves | 0 | 30,000 | 30,000 | 0.0% | |
| Total Revenue | 148,751 | 319,982 | 332,576 | 3.9% | |
| Expense: 751 · Administration Department: | | | | | |
| 701.000 · Commission Stipends | 3,188 | 8,289 | 8,567 | 3.4% | |
| 702.000 · Admin. Salary | 18,242 | 42,118 | 37,579 | -10.8% | |
| 702.002 · Controller's Salary | 2,817 | 0 | 5,859 | -100.0% | |
| 710.000 · Training | 1,096 | 1,000 | 1,300 | 100.0% | |
| 727.000 · Office Supplies | 0 | 600 | 0 | -100.0% | |
| 728.000 · Postage | 0 | 100 | 100 | 0.0% | |
| 740.000 · Operating Supplies | 146 | 0 | 500 | 100.0% | |
| 801.010 · Professional Services-Audit | 1,000 | 1,500 | 1,040 | 100.0% | |
| 801.000 · Professional Services-Other | 1,989 | 2,200 | 3,000 | 36.4% | |
| 850.000 · Telecommunications | 412 | 1,200 | 800 | -33.3% | |
| 851.000 · Insurance and Bonds | 4,530 | 7,725 | 9,000 | 16.5% | |
| 860.000 · Transportation | 557 | 1,100 | 1,200 | 9.1% | |
| 900.000 · Printing & Publishing | 0 | 500 | 500 | 0.0% | |
| 930.000 · Repairs & Maintenance | 0 | 500 | 500 | 0.0% | |
| 945.000 · Office Rent | 0 | 6,000 | 6,000 | 0.0% | |
| 958.000 · Memberships & Dues | 440 | 650 | 880 | 35.4% | |
| 963.000 · Bank Fees & Charges | 8 | 100 | 10 | -90.0% | |
| 981.000 · Equipment Under \$5,000 | 712 | 1,000 | 1,000 | 0.0% | |
| 999.000 · Miscellaneous Expense | 200 | 0 | 200 | 0.0% | |
| Total 751 · Administration Department | 35,336 | 74,582 | 78,035 | 4.6% | |





2020 Budget - PROPOSED / SUPERVISOR



PARKS & RECREATION DEPARTMENT

| | ACTUALS Jan - Jun 2019 | B U D G E T | | % CHANGE 2020/2019 |
|--|---------------------------|-----------------|----------------|-----------------------|
| | | 2019 AMENDED | 2020 BUDGET | |
| 754. Recreation Department: | | | | |
| 702.000 · Staff Salaries | 4,459 | 10,341 | 10,651 | 3.0% |
| 710.000 - Training | 0 | 500 | 500 | 100.0% |
| 740.000 · Operating Supplies | 1,851 | 5,500 | 4,400 | -20.0% |
| 801.000 · Professional Services-Other | 675 | 0 | 2,000 | 100.0% |
| 850.000 Telecommunications | 192 | 400 | 400 | 0.0% |
| 860.000 · Transportation | 0 | 100 | 100 | 0.0% |
| 930.000 · Rep. & Maint. | 0 | 500 | 500 | 0.0% |
| 975.000 Signage | 0 | 600 | 1,000 | 66.7% |
| Total 754. · Recreation Department | 7,177 | 17,941 | 19,551 | 9.0% |
| 755. Parks Maintenance Department: | | | | |
| 702.000 · Staff | 49,382 | 112,998 | 116,370 | 3.0% |
| 710.000 - Training | 0 | 500 | 500 | 100.0% |
| 717.000 · Taxable Benefits -Staff | 3,985 | 1,900 | 4,497 | 136.7% |
| 740.000 · Operating Supplies | 1,966 | 3,500 | 4,300 | 22.9% |
| 740.003 · Herbicide (Non-Selective) | 0 | 500 | 500 | 0.0% |
| 740.004 · Sand, Gravel, Bark and Soil | 0 | 1,500 | 1,500 | 0.0% |
| 741.000 · Uniforms | 501 | 1,000 | 1,000 | 0.0% |
| 742.000 · Fuel - Lubricants | 1,415 | 5,000 | 3,000 | -40.0% |
| 801.000 - Professional Services-Other | 870 | 0 | 2,000 | 1000.0% |
| 850.000 · Telecommunications | 197 | 500 | 800 | 60.0% |
| 860.000 · Transportation | 0 | 100 | 100 | 0.0% |
| 920.000 · Utilities | 215 | 850 | 850 | 0.0% |
| 930.000 · Repairs & Maintenance | 4,531 | 10,500 | 11,500 | 9.5% |
| 930.001 · Controlled Burns | 4,400 | 3,800 | 4,400 | 15.8% |
| 975.000 - Signage | 0 | 100 | 100 | 0.0% |
| 980.000 · Equipment Over \$5,000 | 0 | 25,000 | 23,500 | -6.0% |
| 981.000 - Equipment Under \$5,000 | 45 | 2,500 | 2,000 | -20.0% |
| Total 755. · Parks Maintenance Department | 67,507 | 170,248 | 176,917 | 3.9% |



2020 Budget - PROPOSED / SUPERVISOR



PARKS & RECREATION DEPARTMENT

| | ACTUALS Jan - Jun 2019 | B U D G E T S | | | % CHANGE 2020/2019 |
|---|---------------------------|-----------------|----------------|--|-----------------------|
| | | 2019 AMENDED | 2020 BUDGET | | |
| 756 - Park Development/Improvement: | | | | | |
| 740.000 Operating Supplies | 0 | 0 | 0 | | 0.0% |
| 951.000 - Projects | 0 | 30,000 | 30,000 | | 0.0% |
| Total 756 - Park Development/Improvement | 0 | 30,000 | 30,000 | | 0.0% |
| 966 - Unallocated Expenses: | TRUE | | | | |
| 715.000 - FICA | 6,279 | 13,475 | 14,097 | | 4.6% |
| 858.000 - Pension | 6,732 | 13,736 | 14,424 | | 5.0% |
| Total 966 - Unallocated Expenses | 13,011 | 27,211 | 28,073 | | 100.0% |
| Total 755.999 - TOTAL EXPENSES | 123,031 | 319,982 | 332,576 | | 3.9% |
| Net of Revenues and Expenditures | 25,720 | 0 | 0 | | 0.0% |



| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|------------|------|---------|-----------------|---------------------------------|--|---------|------|-----------|
| 08/27/2019 | GENL | 42057 | 9057132580 | BSN SPORTS | TENNIS NET COMMUNITY PARK | 930.000 | 755 | 238.07 |
| 08/27/2019 | GENL | 42058 | 12997160-637456 | DAVID BUTERBAUGH | REIMBURSEMENT FOR POLE SAW REPAIR | 930.000 | 755 | 6.78 |
| 08/27/2019 | GENL | 42064 | A-122889 | PARKWAY SERVICES | PORTA-JOHN FOR KICKBALL DAY | 740.000 | 755 | 115.00 |
| 08/27/2019 | GENL | 42069 | AUG 19 - G | SUPERIOR TWP PAYROLL FUND | PENSION - AUGUST 2019 | 289.000 | 000 | 1,157.44 |
| 08/27/2019 | GENL | 42070# | 2019-013 | SUPERIOR TWP UTILITY DEPARTMENT | CELL PHONES - AUG 19 | 850.000 | 751 | 51.16 |
| | | | 2019-012 | | ADMIN OFFICE RENT - 2019 | 945.000 | 751 | 6,000.00 |
| | | | 2019-011A | | DIESEL FUEL - AUG 19 | 742.000 | 755 | 161.70 |
| | | | 2019-58 | | DIESEL FUEL - JULY 19 | 742.000 | 755 | 332.81 |
| | | | 2019-013 | | CELL PHONES - AUG 19 | 850.000 | 755 | 104.22 |
| | | | | | CHECK GENL 42070 TOTAL FOR FU | | | 6,649.89 |
| 08/27/2019 | GENL | 42072 | 108137770 | TRUGREEN PROCESSING CENTER | MOSQUITO DEFENSE SERVICE - OAKBROOK | 740.000 | 754 | 309.00 |
| 08/27/2019 | GENL | 42074# | 4752 74 | WALMART COMMUNITY/SYNCB | SHOP SUPPLIES /OAKBROOK MOVIE NIGHT | 740.000 | 754 | 53.18 |
| | | | 4752 74 | | SHOP SUPPLIES /OAKBROOK MOVIE NIGHT | 740.000 | 755 | 40.11 |
| | | | | | CHECK GENL 42074 TOTAL FOR FU | | | 93.29 |
| 08/27/2019 | GENL | 42076 | 60913750 | WEX BANK | FUEL - AUG 19 & ICE FOR DAY CAMP | 742.000 | 755 | 385.70 |
| 09/04/2019 | GENL | 42078 | AUG 2019 | DTE ENERGY | ELECTRIC - PARKS BARN -AUGUST 2019 | 920.000 | 755 | 37.15 |
| 09/04/2019 | GENL | 42084 | 910400 | LOWE'S | WEED KILLER | 740.000 | 755 | 52.25 |
| 09/04/2019 | GENL | 42086 | 3434196799 | O'REILLY AUTOMOTIVE, INC. | OIL CHANGE FOR PICKUP | 742.000 | 755 | 25.48 |
| 09/04/2019 | GENL | 42096 | 9519-G | SUPERIOR TWP PAYROLL FUND | CASH TRANSFER 9/5/19 PAYROLL | 289.000 | 000 | 8,512.45 |
| 09/10/2019 | GENL | 42110 | JULY-AUG | JUAN BRADFORD | MILEAGE REIMBURSEMENT 7/1/19-8/28/1860.000 | 860.000 | 751 | 151.38 |
| 09/10/2019 | GENL | 42115 | A-123191 | PARKWAY SERVICES | PORTA-JOHN - HARVEST MOON PARK | 740.000 | 755 | 115.00 |
| 09/10/2019 | GENL | 42116 | AUG 19 | PATRICK FIGOTT | CELL PHONE STIPEND - AUG 2019 | 850.000 | 754 | 32.00 |
| 09/10/2019 | GENL | 42119 | AUG 19 | SAM'S CLUB/SYNCHRONY BANK | SHOP SUPPLIES | 740.000 | 755 | 99.74 |
| 09/17/2019 | GENL | 42130 | 752233284 | GORDON FOOD SERVICE, INC. | KICKBALL FOOD | 740.000 | 754 | 79.87 |
| 09/17/2019 | GENL | 42136 | 8160205 | MML WORKERS' COMP FUND | BALANCE DUE 7/2018-6/2019 PREMIUM | 851.000 | 751 | 879.42 |
| 09/17/2019 | GENL | 42142 | 11798664 | SPARTAN DISTRIBUTORS INC | TORO MOWER CASTOR ARM | 930.000 | 755 | 584.07 |
| 09/17/2019 | GENL | 42145 | 91919-G | SUPERIOR TWP PAYROLL FUND | CASH TRANSFER 9/19/19 PAY | 289.000 | 000 | 7,356.60 |
| | | | | | Total for fund 508 PARKS & RECREATION | | | 26,880.58 |

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| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE 08/31/2019 | ACTIVITY FOR MONTH 08/31/19 | AVAILABLE BALANCE | % BDGT USED | YTD BALANCE 08/31/2018 |
|--|--------------------------------|--------------------|-------------------|---------------------------|-----------------------------------|----------------------|----------------|---------------------------|
| | | ORIGINAL BUDGET | AMENDED BUDGET | | | | | |
| Fund 508 - PARKS & RECREATION | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 - REVENUE | | | | | | | | |
| 508-000-588.000 | GENERAL FUND CONTRIBUTION | 282,282.00 | 282,282.00 | 188,188.00 | 23,523.50 | 94,094.00 | 66.67 | 172,835.32 |
| 508-000-604.000 | REIMBURSEMENT FOR LABOR COSTS | 1,000.00 | 1,000.00 | 571.76 | 81.68 | 428.24 | 57.18 | 571.76 |
| 508-000-663.000 | INTEREST ON RESERVES INCOME | 6,000.00 | 6,000.00 | 5,908.18 | 0.00 | 91.82 | 98.47 | 4,462.32 |
| 508-000-673.000 | INSURANCE REIMBURSEMENTS INCOM | 200.00 | 200.00 | 183.97 | 0.00 | 16.03 | 91.99 | 156.95 |
| 508-000-696.000 | DONATIONS | 500.00 | 500.00 | 2,350.00 | 500.00 | (1,850.00) | 470.00 | 600.00 |
| 508-000-699.000 | APPROPRIATION FROM FUND BALANC | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.00 | 0.00 |
| Total Dept 000 - REVENUE | | 319,982.00 | 319,982.00 | 197,201.91 | 24,105.18 | 122,780.09 | 61.63 | 178,626.35 |
| TOTAL REVENUES | | 319,982.00 | 319,982.00 | 197,201.91 | 24,105.18 | 122,780.09 | 61.63 | 178,626.35 |
| Expenditures | | | | | | | | |
| Dept 751 - PARK & REC. ADMINISTRATION | | | | | | | | |
| 508-751-701.000 | COMMISSION STIPENDS | 8,289.00 | 8,289.00 | 4,188.23 | 549.52 | 4,100.77 | 50.53 | 4,247.72 |
| 508-751-702.000 | SALARIES | 42,118.00 | 42,118.00 | 23,855.08 | 2,806.48 | 18,262.92 | 56.64 | 25,572.05 |
| 508-751-702.002 | CONTROLLER SALARY | 0.00 | 0.00 | 3,680.65 | 459.01 | (3,680.65) | 100.00 | 0.00 |
| 508-751-710.000 | TRAINING | 1,000.00 | 1,000.00 | 1,095.80 | 0.00 | (95.80) | 109.58 | 753.36 |
| 508-751-727.000 | OFFICE SUPPLIES | 600.00 | 600.00 | 0.00 | 0.00 | 600.00 | 0.00 | 252.65 |
| 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 | 169.31 | 0.00 | (169.31) | 100.00 | 0.00 |
| 508-751-800.010 | PROFESSIONAL SERVICES - AUDIT | 1,500.00 | 1,500.00 | 1,000.00 | 0.00 | 500.00 | 66.67 | 1,205.00 |
| 508-751-801.000 | PROFESSIONAL SERVICES - OTHER | 2,200.00 | 2,200.00 | 2,175.30 | 93.29 | 24.70 | 98.88 | 66.25 |
| 508-751-850.000 | TELECOMMUNICATIONS | 1,200.00 | 1,200.00 | 514.08 | 51.16 | 685.92 | 42.84 | 439.55 |
| 508-751-851.000 | INSURANCE & BONDS | 7,725.00 | 7,725.00 | 6,144.72 | 860.11 | 1,580.28 | 79.54 | 5,509.72 |
| 508-751-860.000 | TRANSPORTATION | 1,100.00 | 1,100.00 | 708.76 | 151.38 | 391.24 | 64.43 | 660.98 |
| 508-751-900.000 | PRINTING & PUBLISHING | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | 78.48 |
| 508-751-930.000 | REPAIR & MAINTENANCE | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 |
| 508-751-945.000 | OFFICE RENT | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 0.00 | 100.00 | 0.00 |
| 508-751-958.000 | MEMBERSHIPS & DUES | 650.00 | 650.00 | 440.00 | 0.00 | 210.00 | 67.69 | 430.00 |
| 508-751-963.000 | BANK FEES & CHARGES | 100.00 | 100.00 | 8.38 | 0.00 | 91.62 | 8.38 | 10.47 |
| 508-751-981.000 | EQUIPMENT UNDER \$5,000 | 1,000.00 | 1,000.00 | 711.71 | 0.00 | 288.29 | 71.17 | 0.00 |
| 508-751-999.000 | MISCELLANEOUS EXPENSE | 0.00 | 0.00 | 200.00 | 0.00 | (200.00) | 100.00 | 100.00 |
| Total Dept 751 - PARK & REC. ADMINISTRATION | | 74,582.00 | 74,582.00 | 50,892.02 | 10,970.95 | 23,689.98 | 68.24 | 39,326.23 |
| Dept 754 - RECREATION | | | | | | | | |
| 508-754-702.000 | SALARIES | 10,341.00 | 10,341.00 | 6,507.28 | 1,114.41 | 3,833.72 | 62.93 | 5,359.89 |
| 508-754-710.000 | TRAINING | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 |
| 508-754-740.000 | OPERATING SUPPLIES | 5,500.00 | 5,500.00 | 4,835.82 | 1,621.23 | 664.18 | 87.92 | 3,347.98 |
| 508-754-801.000 | PROFESSIONAL SERVICES - OTHER | 0.00 | 0.00 | 699.93 | 12.50 | (699.93) | 100.00 | 0.00 |
| 508-754-850.000 | TELECOMMUNICATIONS | 400.00 | 400.00 | 256.00 | 32.00 | 144.00 | 64.00 | 302.17 |
| 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 | 300.00 |
| 508-754-975.000 | SIGNAGE | 600.00 | 600.00 | 0.00 | 0.00 | 600.00 | 0.00 | 755.80 |
| Total Dept 754 - RECREATION | | 17,941.00 | 17,941.00 | 12,299.03 | 2,780.14 | 5,641.97 | 68.55 | 10,065.84 |
| Dept 755 - PARK MAINTENANCE | | | | | | | | |
| 508-755-702.000 | SALARIES | 112,998.00 | 112,998.00 | 70,644.29 | 10,775.22 | 42,353.71 | 62.52 | 66,101.63 |
| 508-755-710.000 | TRAINING | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 |
| 508-755-717.000 | TAXABLE BENEFITS | 1,900.00 | 1,900.00 | 3,984.79 | 0.00 | (2,084.79) | 209.73 | 1,820.56 |

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PERIOD ENDING 08/31/2019

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE 08/31/2019 | ACTIVITY FOR MONTH 08/31/19 | AVAILABLE BALANCE | % BDGT USED | YTD BALANCE 08/31/2018 |
|--|-------------------------------|--------------------|----------------|---------------------------|-----------------------------------|----------------------|----------------|---------------------------|
| | | ORIGINAL BUDGET | AMENDED BUDGET | | | | | |
| Fund 508 - PARKS & RECREATION | | | | | | | | |
| Expenditures | | | | | | | | |
| 508-755-740.000 | OPERATING SUPPLIES | 3,500.00 | 3,500.00 | 2,908.57 | 537.10 | 591.43 | 83.10 | 1,908.88 |
| 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 | 132.82 |
| 508-755-741.000 | UNIFORMS | 1,000.00 | 1,000.00 | 501.00 | 0.00 | 499.00 | 50.10 | 340.00 |
| 508-755-742.000 | FUEL-LUBRICANTS | 5,000.00 | 5,000.00 | 2,631.09 | 572.88 | 2,368.91 | 52.62 | 2,964.36 |
| 508-755-801.000 | PROFESSIONAL SERVICES - OTHER | 0.00 | 0.00 | 948.42 | 39.43 | (948.42) | 100.00 | 0.00 |
| 508-755-850.000 | TELECOMMUNICATIONS | 500.00 | 500.00 | 369.56 | 104.22 | 130.44 | 73.91 | 259.31 |
| 508-755-860.000 | TRANSPORTATION | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 |
| 508-755-920.000 | UTILITIES | 850.00 | 850.00 | 438.91 | 186.47 | 411.09 | 51.64 | 424.66 |
| 508-755-930.000 | REPAIR & MAINTENANCE | 10,500.00 | 10,500.00 | 8,074.00 | 244.85 | 2,426.00 | 76.90 | 4,845.99 |
| 508-755-930.001 | CONTROLLED BURNS | 3,800.00 | 3,800.00 | 4,400.00 | 0.00 | (600.00) | 115.79 | 5,850.00 |
| 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 | 0.00 |
| 508-755-981.000 | EQUIPMENT UNDER \$5,000 | 2,500.00 | 2,500.00 | 44.99 | 0.00 | 2,455.01 | 1.80 | 1,209.72 |
| Total Dept 755 - PARK MAINTENANCE | | 170,248.00 | 170,248.00 | 94,945.62 | 12,460.17 | 75,302.38 | 55.77 | 85,857.93 |
| Dept 756 - PARK DEVELOPMENT/IMPROVEMENT | | | | | | | | |
| 508-756-951.000 PROJECTS | | | | | | | | |
| Total Dept 756 - PARK DEVELOPMENT/IMPROVEMENT | | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.00 | 1,433.90 |
| Dept 966 - UNALLOCATED EXPENSES | | | | | | | | |
| 508-966-715.000 FICA | | | | | | | | |
| 508-966-858.000 PENSION | | | | | | | | |
| Total Dept 966 - UNALLOCATED EXPENSES | | 27,211.00 | 27,211.00 | 17,656.27 | 2,358.86 | 9,554.73 | 64.89 | 15,982.59 |
| TOTAL EXPENDITURES | | 319,982.00 | 319,982.00 | 175,792.94 | 28,570.12 | 144,189.06 | 54.94 | 152,666.49 |
| Fund 508 - PARKS & RECREATION: | | | | | | | | |
| TOTAL REVENUES | | 319,982.00 | 319,982.00 | 197,201.91 | 24,105.18 | 122,780.09 | 61.63 | 178,626.35 |
| TOTAL EXPENDITURES | | 319,982.00 | 319,982.00 | 175,792.94 | 28,570.12 | 144,189.06 | 54.94 | 152,666.49 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.00 | 21,408.97 | (4,464.94) | (21,408.97) | 100.00 | 25,959.86 |

