

SUPERIOR CHARTER TOWNSHIP PARKS & RECREATION COMMISSION MEETING

The Superior Township Parks & Recreation Commission

FEBRUARY 2020

Regular Meeting

will be held

MONDAY FEBRUARY 24, 2020 @ 6:30 p.m.

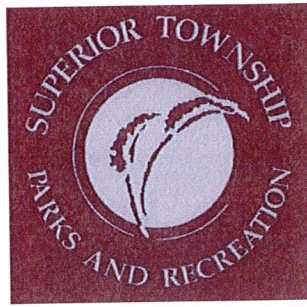
at

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

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Regular Meeting

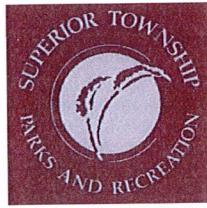
will be held

MONDAY FEBRUARY 24, 2020 @ 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
FEBRUARY 24, 2020 @ 6:30 P.M.
AGENDA**

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) FLAG SALUTE**
- 4) AGENDA APPROVAL**
- 5) PRIOR MEETING MINUTES APPROVAL**
 - A) January 27, 2020
- 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: NRPA Park Pulse; Link to Healthy Food
 - B) SLPS Building Reservation
 - C) 2020 Township Board Meeting Attendees UPDATED
- 9) OLD BUSINESS**
 - A) Schock Park Memo
- 10) NEW BUSINESS**
- 11) BILLS FOR PAYMENT**
 - A) January 21, 2020 – February 17, 2020
- 12) FINANCIAL STATEMENTS**
 - A) January 2020 Revenue & Expenditure Report
 - B) 2020 Parks & Recreation Budget AMENDED
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting Date: Monday March 23, 2020 @ 6:30 p.m.

5 A.

Superior Charter Township Park Commission
Regular Meeting
January 27, 2020

Proposed Minutes

1. Call to Order

The meeting was called to order by Chair Paula Jefferson at 6:32 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, Park Administrator Juan Bradford, Recreation Coordinator Patrick Pigott

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 Marion Morris to approve the agenda with the addition of Old Business (A) Memo to Township Board about Schock Park. The motion carried.

5. Prior Meeting Minutes Approval

A. December 16, 2019

It was moved by Nahid Sanii-Yahyai and supported by Sandi Lopez to approve the minutes of 12/16/19 as drafted. The motion carried.

6. Citizen Participation – none

7. Reports

A. Chairperson

Chair Paula Jefferson had no report at this time.

B. Administrator

Juan Bradford submitted a written report. Juan reminded commissioners that he will be at the mParks conference in Novi from Tuesday, January 28 – Friday, January 31. The final phase of the Cherry Hill Nature Preserve (CHNP) board walk was completed. Marion Morris asked if this is really the last phase of the board walk project. Juan confirmed that it is. There may be other projects proposed in the future. Discussion took place about the potential of repairing and rehabilitating the tennis courts in Community Park. Sandi Lopez commented that she supports Juan's recommendation to appoint Patrick Pigott as Acting Maintenance Supervisor during David Buterbaugh's leave.

C. Board Liaison

Trustee Alex Williams reported on two township board meetings that took place since the last park commission meeting on December 16.

The 12/16/19 township board meeting took place immediately after the park commission meeting. Discussion took place about the empty Cheney School building on Stamford Road. The structure is in such bad condition that demolition may be the only option. Washtenaw County may provide funding for the necessary environmental analysis. The Rock properties may become nature conservancies. The township is installing a new telephone system. It is a "Voice Over Internet Protocol (VOIP)"

system under Comcast business. In 2020 the township may seek another meeting with the Washtenaw County Road Commission at township hall. The water main work on MacArthur Blvd may be completed ahead of schedule because the weather has been milder than usual this winter. State Revolving Fund (SRF) funding will probably be awarded to cover the Clark Road Pump Station project. SRF is a low interest funding opportunity.

The Board of Review met and granted some poverty exemptions to property tax. The Superior Township Board sent a letter to Salem Township in response to an application filed by Salem Township to construct a sewer through Superior Township. Superior Township will not agree to anything until all issues are analyzed and considered. Superior Township hired a new permanent assessor named Bill Brandon. A new water service contract with Ypsilanti Community Utilities Authority (YCUA) was approved. The Fire Mutual Aid agreement was expanded to include Ypsilanti Township.

During the 1/21/20 township board meeting, Supervisor Schwartz reported that the Washtenaw County Road Commission may help pay for widening Harris Road near the township library branch. The new telephone system is installed in township offices, and staff are receiving training on use of the system. Sycamore Meadows apartments are owned by a different organization. These new owners want to improve the complex, and are investing structural repairs, landscaping improvements and collecting past due rent. Complex management is distributing grease collection cans to tenants, to prevent dumping grease in drains. Washtenaw County Parks approved the new pump station on Clark Road. County Parks' approval was necessary due to conservancy acquisition of adjacent real estate. The Township Board went into closed session for a portion of the meeting. When it went back into open session, it amended Ordinance 169 Utilities to clarify that a municipality seeking sewer must get township board approval. The township board authorized engineering services for pipe and manhole rehabilitation, the Clark Road pump station and the Harris Road widening. The Township Clerk is training more election workers. The board approved tree trimming in overgrown areas.

- D. Board Meeting Attendee
 - a. 12/16/19 Paula Jefferson attended. She had no additions to Trustee Williams' report.
 - b. 1/21/20 Martha Kern-Boprie was scheduled to attend, and forgot. She apologized to the Park Commission. Juan Bradford commented that he was present at the 1/21/20 meeting, and Trustee Williams' report was thorough.
 - E. Park Steward – no report
 - F. Safety
 - Patrick Pigott reported there have been no accidents or injuries. There are sore muscles from snow and ice removal.
8. Communications
- A. Educational: Challenges Faced by Small Park Districts
 - B. CHNP Park Reservation
 - C. 2020 Township Board Meeting Attendees
 - D. Parks & Recreation Contact Information
- It was moved by Nahid Sanii-Yahyai and supported by Marion Morris to receive the communications. The motion carried.
9. Old Business
- A. Memo to Township Board RE: Schock Park
 - During the November 2019 Park Commission meeting when the commission discussed the recommendations of the subcommittee that evaluated Supervisor Schwartz' proposal for Schock Park, Martha Kern-Boprie offered to draft a memo to the Township Board from the Park Commission,

containing our response to the proposal. Martha brought a draft memo to Park Commissioners. This draft was based on the subcommittee's report. Park Commissioners stated they wanted time to review the draft memo. It was moved by Sandi Lopez and supported by Marion Morris to table consideration of the draft memo to the February 2020 Park Commission meeting. The motion carried.

10. New Business

A. Patrick Pigott: Acting Maintenance Supervisor

Juan Bradford recommended appointing Patrick Pigott to the position of Acting Maintenance Supervisor during David Buterbaugh's leave of absence, and increasing Patrick's rate of compensation while serving in this capacity. Park Commissioners supported this, and clarified they want Patrick to be paid at the same rate as David while serving as Acting Maintenance Supervisor. It was moved by Martha Kern-Boprie and supported by Marion Morris to appoint Patrick Pigott to the position of Acting Maintenance Supervisor during David Buterbaugh's leave, and raise Patrick Pigott's rate of pay to the same as David Buterbaugh's rate, while serving as Acting Maintenance Supervisor. The motion carried.

B. Proposed 2020 Special Event Dates

Juan Bradford presented a proposed schedule of special events in 2020. Park Commissioners discussed the proposed schedule, and made a few changes. It was moved by Martha Kern-Boprie and supported by Marion Morris to approve the following schedule of special events in 2020:

<u>Event</u>	<u>Location</u>	<u>Date/Time</u>	<u>Rain Date</u>
Easter Egg Hunt	Fireman's Park	April 4 11:00 am	April 11
Backyard Birding	CHNP	May 9 10:00 am	May 16
Superior Day	Oakbrook Park	June 13 11:00 am	June 20
Kite & Rocket Day	Fireman's Park	June 27 11:00 am	June 28
Movie in the Park	Dixboro Green	July 11 8:00 pm	TBD
Kickball	Oakbrook Park	July 25 11:00 am	August 1
Movie in the Park	Oakbrook Park	August 8 8:00 pm	TBD
Pumpkin Carving	Norfolk Park	October 24 11:00 am	October 25
Christmas Tree Lighting	Old Township Hall	December 5 6:00 pm	N/A
Dixboro Farmers Market	Dixboro Green	June 26 July 31 August 28 September 25 October 30 Trunk or Treat	

The motion carried by a vote of 6 Yes to 1 No.

11. Bills for Payment

It was moved by Sandi Lopez and supported by Bernedia Word to approve payment of the bills for a total amount of \$42,392.56. The motion carried.

12. Financial Statements

A. December 2019 Revenue and Expense report

B. 2019 Christmas Tree Lighting Event expenditures

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

13. Pleas and Petitions

Nahid Sanii-Yahyai asked if someone could cover the Board Attendee role for her on June 15 as she has another commitment. Then Paula Jefferson and Sandi Lopez agreed to trade Board Attendee roles in July and August. The updated 2020 Board Attendee schedule for February through December is:

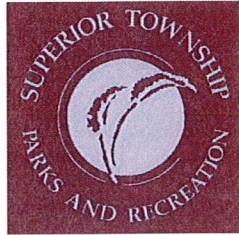
<u>Township Board Meeting Date</u>	<u>Park Commissioner attending</u>
February 18, 2020	Sandi Lopez
March 16, 2020	Terry Lee Lansing
April 20, 2020	Marion Morris
May 18, 2020	Terry Lee Lansing
June 15	Martha Kern-Boprie
July 20, 2020	Sandi Lopez
August 17, 2020	Paula Jefferson
September 21, 2020	Bernedia Word
October 19, 2020	Paula Jefferson
November 16, 2020	Martha Kern-Boprie
December 21, 2020	Nahid Sanii-Yahyai

14. Adjournment

It was moved by Marion Morris and supported by Nahid Sanii-Yahyai to adjourn at 7:40 pm. The motion carried.

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

7B



**ADMINISTRATOR REPORT
FEBRUARY 24, 2020**

- Next Board of Trustees Meeting: March 16, 2020 @ 7:00 p.m.
Attendee: Commissioner Lansing
- A resident contacted me regarding flying his drone in North Prospect Park. I informed him the we currently do not have an ordinance restricting drones, so it was permissible. I asked that he be cautious of his surroundings and respectful of the neighbors.
- Washtenaw County Conservation District was not selected to receive the Building & Sustaining Healthy Trees Grant. They have still expressed interest in holding a Tree Care Workshop in Superior Township the spring.
- I have forwarded estimates for the repair of the tennis courts at Community Park to Supervisor Schwartz to be considered for 2020 Community Development Block Grant (CDBG) funding. The two budget estimates were:

\$64,000	Resurface court
\$32,000	Repair court
- Destination Ann Arbor will be sponsoring Superior Day, Movies in the Park, and Movies on the Green again this year. As you recall they sponsored these events last year for \$250 each. They also requested that I submit sponsorship requests for Kickball Day, Kite & Rocket Day, and Pumpkin Carving. I will be completing those sponsorship requests this week.
- Last week I met with Supervisor Schwartz and Washtenaw County CDBG Management Analyst Tara Cohen to discuss the possibility of an improved pedestrian crosswalk at MacArthur & Harris being funded by CDBG funds. I will keep you updated on any progresses.
- On February 12th I attended an Ann Arbor Chamber of Commerce mixer that hosted a presentation by Michigan Works regarding providing summer employment opportunities for 16 - 24 year old participants.

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

8A

NRPA PARK PULSE

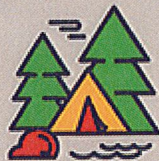
Parks and Recreation: A Link to Healthy Food

Nearly **9 IN 10** U.S. adults support their local government providing resources for healthy food and nutrition assistance to low-income families in their community.

Park and recreation professionals nationwide work to provide access to healthy food through a variety of options, including:

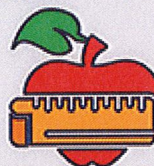
Summer Camps

82%



Nutrition Programs

57%



Afterschool Programs

56%



Community Gardens

46%



Farmers Markets

24%



Community Supported Agriculture (CSA) Systems

16%



Additionally, **2/3** of park and recreation-sponsored farmers markets accept supplemental nutrition benefits payments (e.g., SNAP).

Each month, through a poll of 1,000 U.S. residents focused on park and recreation issues, NRPA Park Pulse helps tell the park and recreation story. Questions span from the serious to the more lighthearted. The survey was conducted by Wakefield Research (www.wakefieldresearch.com).

Visit nrpa.org/ParkPulse for more information.



NRPA National Recreation and Park Association

Because everyone deserves a great park



SUPERIOR TOWNSHIP PARKS & RECREATION BUILDING RENTAL FORM



8B

Renter's Name: Superior Land Preservation Society Phone: 734-482-7414

Address: 8264 Vreeland Road

City, etc.: Ypsilanti, MI 48198

E-mail: _____

Date of Usage: 2020 / Monthly Day of Week: 3rd Wednesday Time: 7:00pm To: 9:00pm

Event: Monthly Superior Land Preservation Society Meeting

Will admission be charged: ___ Yes __X__ No If Yes, what amount: _____

Will food and/or beverages be served: ___ Yes __X__ No If Yes, how often: _____

Please list any special equipment to be used (lighting, sound system, etc.):



Cleanup will be completed by: _____ Phone: _____

In partial consideration for the use of Superior Township premises by any person and/or organization, and as a condition thereof, such person or organization or itself and its members, by acceptance of such use, forever releases and holds the Township of Superior harmless from any and all claims for personal injury or property damage.

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

Charges: None

Renter's Signature: _____ Date: _____
Approval: [Signature] _____ Date: 2/26/2020

2020

80/

Township Board Mtg. P&R Attendees Schedule

Meeting Date	Day Of Week	Commissioner
January 21, 2020	Tuesday	Martha Kern-Boprie
February 18, 2020	Tuesday	Sandi Lopez
March 16, 2020	Monday	Terry Lee Lansing
April 20, 2020	Monday	Marion Morris
May 18, 2020	Monday	Terry Lee Lansing
June 15, 2020	Monday	Martha Kern-Boprie
July 20, 2020	Monday	Sandi Lopez
August 17, 2020	Monday	Paula Jefferson
September 21, 2020	Monday	Bernedia Word
October 19, 2020	Monday	Paula Jefferson
November 16, 2020	Monday	Martha Kern-Boprie
December 21, 2020	Monday	Nahid Sanii-Yahyai

9/12

To: Superior Charter Township Board of Trustees
From: Superior Charter Township Park Commission
Subject: Proposed revisions to Schock Park use and maintenance responsibility
Date: XX-XX-XXXX

During summer 2019 Supervisor Ken Schwartz attended a Park Commission meeting and proposed turning Schock Park over to the township board for maintenance, and recognize that it would be used and considered part of the township hall campus. He commented that the parcel that composes Schock Park is not really used as a park now, and it does not appear likely to be used as a park in the future.

A subcommittee of park commissioners and the Park Administrator evaluated this proposal.

Subcommittee members noted that Schock Park property is not presently used for park purposes, and given its location, is not likely to be used for recreation. They could see merit to turning Schock Park property over to the township board to maintain. The subcommittee noted concerns they want addressed before recommending changes to Schock Park.

Among subcommittee findings were the fact that park staff spend a significant portion of their time each year maintaining township owned, but non-park properties. During 2019 the hours spent on this maintenance totaled 275 and wage cost of these hours was \$5,115.00. Fringe Benefits associated with these wages expand the labor cost.

<u>Hours</u>	<u>Average Hourly Wage</u>	<u>Annual Wage Cost</u>
275	\$18.65	\$5,115.00

Properties maintained by Park Staff include:

NW and NE corners of Prospect and Geddes Roads
Non-motorized path on Harris Road: MacArthur to Geddes
Non-motorized path on Geddes Road: Prospect to Harris to Andover
Roundabout at Superior and Geddes Roads
Township Hall and NW corner of Ford and Prospect Roads

Subcommittee members also noted that the park maintenance barn sits on Schock Park, and access to this barn should be continued and limited to park staff.

The Park Commission is willing to discuss turning Schock Park over to the Township Board, provided the following objectives are met:

1. Park Staff do a good job maintaining non-park properties, and this should continue. However, the Park Fund should be compensated for the labor spent maintaining non-park properties. This could take the form of charging hours to General Fund accounts, or by increasing the budget allocation to the Park Fund. \$5,000 per year would go a long way toward improving our parks, such as providing barrier-free sidewalks in them.
2. Continued access to the Park Maintenance barn by park staff. This access should be limited to park staff.
3. The Park Commission wishes to know what the Township Board plans to do with the property that composes Schock Park.

The Park Commission welcomes a work session discussion of the future of Schock Park with the Township Board.

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
01/22/2020	GENL	42538	12320-G	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 1/23/20 PAY	289.000	000	7,605.29
01/22/2020	GENL	42541	002198	WALMART COMMUNITY/SYNCB	PRINTER CABLE	740.000	755	5.48
01/28/2020	GENL	42551	A-126112	PARKWAY SERVICES	PORTAJOHN @ FIREMAN'S PARK - JAN 20	20740.000	755	115.00
01/28/2020	GENL	42552	DEC 19	PATRICK PIGOTT	CELL PHONE STIPEND - DEC 19	850.000	754	32.00
01/28/2020	GENL	42553	008611	SAM'S CLUB	PRINTER/SHOP SUPPLIES	740.000	755	76.01
01/28/2020	GENL	42554	295903	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES/NEW CHAIRS FOR TOWN	740.000	751	61.89
01/28/2020	GENL	42556	JANUARY 2020	SUPERIOR TWP PAYROLL FUND	PENSION - -JANUARY 2020	289.000	000	1,263.80
01/28/2020	GENL	42557#	2020-02	SUPERIOR TWP UTILITY DEPARTMENT	CELL PHONES - JAN 2020	850.000	751	51.02
			2020-02		CELL PHONES - JAN 2020	850.000	755	1.68
					CHECK GENL 42557 TOTAL FOR FU			52.70
02/04/2020	GENL	42562	63615249	WEX BANK	FUEL - JANUARY 2020	742.000	755	126.38
02/04/2020	GENL	42576	2620-G	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 2/6/20 PAYROLL	289.000	000	6,564.68
02/11/2020	GENL	42592	JAN 20	PATRICK PIGOTT	CELL PHONE STIPEND - JAN 20	850.000	754	32.00
02/11/2020	GENL	42594	80757	STANDARD PRINTING	BUSINESS CARDS - BRADFORD	740.000	754	68.00
02/11/2020	GENL	42599	116025	YPSILANTI ACE HARDWARE	SHOP SUPPLIES	740.000	755	28.98
					Total for fund 508 PARKS & RECREATION			16,032.21

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

114

GL NUMBER	DESCRIPTION	2020		ACTIVITY FOR MONTH	YTD BALANCE	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE
		ORIGINAL BUDGET	2020 AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Revenues								
Dept 000 - REVENUE								
508-000-588.000	GENERAL FUND CONTRIBUTION	290,876.00	290,750.00	24,229.13	24,229.13	266,520.87	8.33	23,523.50
508-000-604.000	REIMBURSEMENT FOR LABOR COSTS	1,000.00	1,000.00	81.68	81.68	918.32	8.17	0.00
508-000-663.000	INTEREST ON RESERVES INCOME	10,000.00	8,000.00	0.00	0.00	8,000.00	0.00	769.53
508-000-673.000	INSURANCE REIMBURSEMENTS INCOM	200.00	200.00	0.00	0.00	200.00	0.00	0.00
508-000-696.000	DONATIONS	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-000-699.000	APPROPRIATION FROM FUND BALANC	30,000.00	34,147.00	0.00	0.00	34,147.00	0.00	0.00
Total Dept 000 - REVENUE		332,576.00	334,597.00	24,310.81	24,310.81	310,286.19	7.27	24,293.03
TOTAL REVENUES		332,576.00	334,597.00	24,310.81	24,310.81	310,286.19	7.27	24,293.03
Expenditures								
Dept 751 - PARK & REC. ADMINISTRATION								
508-751-701.000	COMMISSION STIPENDS	8,567.00	8,567.00	0.00	0.00	8,567.00	0.00	0.00
508-751-702.000	SALARIES	37,579.00	37,579.00	2,890.68	2,890.68	34,688.32	7.69	2,806.48
508-751-702.002	CONTROLLER SALARY	5,859.00	5,859.00	314.29	314.29	5,544.71	5.36	364.93
508-751-710.000	TRAINING	1,300.00	1,300.00	370.00	370.00	930.00	28.46	450.00
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	500.00	500.00	(22.46)	(22.46)	522.46	(4.49)	0.00
508-751-800.010	PROFESSIONAL SERVICES - AUDIT	1,040.00	1,040.00	0.00	0.00	1,040.00	0.00	0.00
508-751-801.000	PROFESSIONAL SERVICES - OTHER	3,000.00	3,000.00	12.50	12.50	2,987.50	0.42	440.84
508-751-850.000	TELECOMMUNICATIONS	800.00	1,400.00	51.02	51.02	1,348.98	3.64	235.12
508-751-851.000	INSURANCE & BONDS	9,000.00	9,000.00	811.77	811.77	8,188.23	9.02	754.91
508-751-860.000	TRANSPORTATION	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	0.00
508-751-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	0.00	500.00	0.00	0.00
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	0.00	0.00	6,000.00	0.00	0.00
508-751-958.000	MEMBERSHIPS & DUES	880.00	650.00	350.00	350.00	300.00	53.85	340.00
508-751-963.000	BANK FEES & CHARGES	10.00	10.00	0.00	0.00	10.00	0.00	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	0.00
508-751-999.000	MISCELLANEOUS EXPENSE	200.00	200.00	0.00	0.00	200.00	0.00	0.00
Total Dept 751 - PARK & REC. ADMINISTRATION		78,035.00	78,405.00	4,777.80	4,777.80	73,627.20	6.09	5,392.28
Dept 754 - RECREATION								
508-754-702.000	SALARIES	10,651.00	10,651.00	125.40	125.40	10,525.60	1.18	142.03
508-754-710.000	TRAINING	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-754-717.000	TAXABLE BENEFITS	0.00	206.00	0.00	0.00	206.00	0.00	0.00
508-754-740.000	OPERATING SUPPLIES	4,400.00	5,500.00	0.00	0.00	5,500.00	0.00	45.72
508-754-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00	12.50	12.50	1,987.50	0.63	0.00
508-754-850.000	TELECOMMUNICATIONS	400.00	359.00	32.00	32.00	327.00	8.91	32.00
508-754-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-754-930.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-754-975.000	SIGNAGE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
Total Dept 754 - RECREATION		19,551.00	20,816.00	169.90	169.90	20,646.10	0.82	219.75
Dept 755 - PARK MAINTENANCE								
508-755-702.000	SALARIES	116,370.00	116,370.00	5,847.01	5,847.01	110,522.99	5.02	4,892.00
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	4,497.00	4,444.00	4,506.52	4,506.52	(62.52)	101.41	3,984.79

12/17

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP
 PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2020		YTD BALANCE. 01/31/2020	ACTIVITY FOR MONTH 01/31/20	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 01/31/2019
		ORIGINAL BUDGET	AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Expenditures								
508-755-740.000	OPERATING SUPPLIES	4,300.00	4,300.00	225.47	225.47	4,074.53	5.24	156.16
508-755-740.003	HERBICIDE (NON-SELECTIVE)	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-755-740.004	SAND-GRAVEL-BARK-SOIL	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
508-755-741.000	UNIFORMS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
508-755-742.000	FUEL-LUBRICANTS	3,000.00	3,000.00	126.38	126.38	2,873.62	4.21	55.72
508-755-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00	12.50	12.50	1,987.50	0.63	49.40
508-755-850.000	TELECOMMUNICATIONS	800.00	800.00	1.68	1.68	798.32	0.21	32.45
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	0.00	0.00	850.00	0.00	56.09
508-755-930.000	REPAIR & MAINTENANCE	11,500.00	11,500.00	0.00	0.00	11,500.00	0.00	12.36
508-755-930.001	CONTROLLED BURNS	4,400.00	4,400.00	0.00	0.00	4,400.00	0.00	0.00
508-755-975.000	SIGNAGE	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-755-980.000	EQUIPMENT OVER \$5,000	23,500.00	23,500.00	0.00	0.00	23,500.00	0.00	0.00
508-755-981.000	EQUIPMENT UNDER \$5,000	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00
Total Dept 755 - PARK MAINTENANCE		176,917.00	176,864.00	10,719.56	10,719.56	166,144.44	6.06	9,238.97
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	0.00
Dept 966 - UNALLOCATED EXPENSES								
508-966-715.000 FICA								
508-966-858.000 PENSION								
Total Dept 966 - UNALLOCATED EXPENSES		28,521.00	28,512.00	2,310.60	2,310.60	26,201.40	8.10	2,115.09
TOTAL EXPENDITURES		333,024.00	334,597.00	17,977.86	17,977.86	316,619.14	5.37	16,966.09
Fund 508 - PARKS & RECREATION:								
TOTAL REVENUES		332,576.00	334,597.00	24,310.81	24,310.81	310,286.19	7.27	24,293.03
TOTAL EXPENDITURES		333,024.00	334,597.00	17,977.86	17,977.86	316,619.14	5.37	16,966.09
NET OF REVENUES & EXPENDITURES		(448.00)	0.00	6,332.95	6,332.95	(6,332.95)	100.00	7,326.94

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GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET
ESTIMATED REVENUES			
Dept 000 - REVENUE			
508-000-588.000	GENERAL FUND CONTRIBUTION	290,876.00	290,750.00
508-000-604.000	REIMBURSEMENT FOR LABOR COSTS	1,000.00	1,000.00
508-000-663.000	INTEREST ON RESERVES INCOME	10,000.00	8,000.00
508-000-673.000	INSURANCE REIMBURSEMENTS INCOME	200.00	200.00
508-000-696.000	DONATIONS	500.00	500.00
508-000-699.000	APPROPRIATION FROM FUND BALANCE	30,000.00	34,147.00
Totals for dept 000 - REVENUE		332,576.00	334,597.00
TOTAL ESTIMATED REVENUES		332,576.00	334,597.00
APPROPRIATIONS			
Dept 751 - PARK & REC. ADMINISTRATION			
508-751-701.000	COMMISSION STIPENDS	8,567.00	8,567.00
508-751-702.000	SALARIES	37,579.00	37,579.00
508-751-702.002	CONTROLLER SALARY	5,859.00	5,859.00
508-751-710.000	TRAINING	1,300.00	1,300.00
508-751-728.000	POSTAGE	100.00	100.00
508-751-740.000	OPERATING SUPPLIES	500.00	500.00
508-751-800.010	PROFESSIONAL SERVICES - AUDIT	1,040.00	1,040.00
508-751-801.000	PROFESSIONAL SERVICES - OTHER	3,000.00	3,000.00
508-751-850.000	TELECOMMUNICATIONS	800.00	1,400.00
508-751-851.000	INSURANCE & BONDS	9,000.00	9,000.00
508-751-860.000	TRANSPORTATION	1,200.00	1,200.00
508-751-900.000	PRINTING & PUBLISHING	500.00	500.00
508-751-930.000	REPAIR & MAINTENANCE	500.00	500.00
508-751-945.000	OFFICE RENT	6,000.00	6,000.00
508-751-958.000	MEMBERSHIPS & DUES	880.00	650.00
508-751-963.000	BANK FEES & CHARGES	10.00	10.00
508-751-981.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00
508-751-999.000	MISCELLANEOUS EXPENSE	200.00	200.00
Totals for dept 751 - PARK & REC. ADMINISTRATION		78,035.00	78,405.00
Dept 754 - RECREATION			
508-754-702.000	SALARIES	10,651.00	10,651.00
508-754-710.000	TRAINING	500.00	500.00
508-754-717.000	TAXABLE BENEFITS	0.00	206.00
508-754-740.000	OPERATING SUPPLIES	4,400.00	5,500.00
508-754-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00
508-754-850.000	TELECOMMUNICATIONS	400.00	359.00
508-754-860.000	TRANSPORTATION	100.00	100.00
508-754-930.000	REPAIR & MAINTENANCE	500.00	500.00
508-754-975.000	SIGNAGE	1,000.00	1,000.00
Totals for dept 754 - RECREATION		19,551.00	20,816.00
Dept 755 - PARK MAINTENANCE			
508-755-702.000	SALARIES	116,370.00	116,370.00
508-755-710.000	TRAINING	500.00	500.00
508-755-717.000	TAXABLE BENEFITS	4,497.00	4,444.00
508-755-740.000	OPERATING SUPPLIES	4,300.00	4,300.00
508-755-740.003	HERBICIDE (NON-SELECTIVE)	500.00	500.00
508-755-740.004	SAND-GRAVEL-BARK-SOIL	1,500.00	1,500.00
508-755-741.000	UNIFORMS	1,000.00	1,000.00
508-755-742.000	FUEL-LUBRICANTS	3,000.00	3,000.00
508-755-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00
508-755-850.000	TELECOMMUNICATIONS	800.00	800.00
508-755-860.000	TRANSPORTATION	100.00	100.00
508-755-920.000	UTILITIES	850.00	850.00
508-755-930.000	REPAIR & MAINTENANCE	11,500.00	11,500.00
508-755-930.001	CONTROLLED BURNS	4,400.00	4,400.00
508-755-975.000	SIGNAGE	100.00	100.00
508-755-980.000	EQUIPMENT OVER \$5,000	23,500.00	23,500.00
508-755-981.000	EQUIPMENT UNDER \$5,000	2,000.00	2,000.00
Totals for dept 755 - PARK MAINTENANCE		176,917.00	176,864.00
Dept 756 - PARK DEVELOPMENT/IMPROVEMENT			
508-756-951.000	PROJECTS	30,000.00	30,000.00
Totals for dept 756 - PARK DEVELOPMENT/IMPROVEMENT		30,000.00	30,000.00
Dept 966 - UNALLOCATED EXPENSES			
508-966-715.000	FICA	14,097.00	14,093.00
508-966-858.000	PENSION	14,424.00	14,419.00

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET
APPROPRIATIONS			
Dept 966 - UNALLOCATED EXPENSES			
Totals for dept 966 - UNALLOCATED EXPENSES		28,521.00	28,512.00
TOTAL APPROPRIATIONS		333,024.00	334,597.00
NET OF REVENUES/APPROPRIATIONS - FUND 508		(448.00)	0.00
BEGINNING FUND BALANCE			
ENDING FUND BALANCE			