

SUPERIOR CHARTER TOWNSHIP PARKS & RECREATION COMMISSION MEETING

The Superior Township Parks & Recreation Commission

SEPTEMBER 2020

Regular Meeting

will be held

MONDAY SEPTEMBER 28, 2020 @ 6:30 p.m.

at

SUPERIOR TOWNSHIP HALL

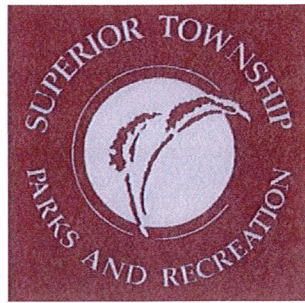
3040 N. Prospect Rd.

(Corner of Cherry Hill & Prospect)

**All Attendees Will Be Required to
Wear a Mask and Social Distance**

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

SEPTEMBER 2020

Regular Meeting

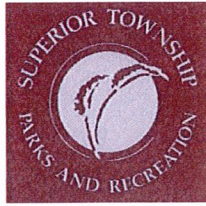
will be held

MONDAY SEPTEMBER 28, 2020 @ 6:30 p.m.

at

SUPERIOR 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
TOWNSHIP HALL
SEPTEMBER 28, 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) August 24, 2020
- 6) Citizens Participation**
 - A) Ellen Kurath; North Prospect Park
 - B) Hannah Webster; Little Free Library at Fireman's Park
- 7) REPORTS**
 - A) Chairperson
 - B) Administrator
 - C) Board Liaison
 - D) Board Meeting Attendee
 - E) Park Steward
 - F) Safety
- 8) COMMUNICATIONS**
 - A) Educational: Equitable Access to Parks & Recreation
 - B) Fireman's Park Reservation; Y on the Fly
 - C) Oakbrook Park Reservation; Abi S. Photography
 - D) Free Activity Packs Flier
- 9) OLD BUSINESS**
 - A) Fireman's Park Play Structure Completed
- 10) NEW BUSINESS**
 - A) 2020 PROPOSED Budget
- 11) BILLS FOR PAYMENT**
 - A) August 25, 2020 – September 28, 2020
- 12) FINANCIAL STATEMENTS**
 - A) August 2020 Revenue & Expenditure Report
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting Date: Monday October 26, 2020 @ 6:30 p.m.

SA

Superior Charter Township Park Commission
Regular Meeting
August 24, 2020

Proposed Minutes

1. Call to Order

The meeting was called to order by Chair Paula Jefferson at 6:30 pm.

2. Roll Call

Park Commissioners present: Paula Jefferson, Marion Morris, Terry Lee Lansing, Sandi Lopez, Bernedia Word, 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 Marion Morris to approve the agenda as drafted. The motion carried.

5. Prior Meeting Minutes Approval

A. July 27, 2020

It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to approve the minutes of 7/27/20 as drafted. The motion carried.

6. Citizen Participation

Ellen Kurath gave a detailed report to park commissioners about her efforts to remove "Stick Tites" from Cherry Hill Nature Preserve (CHNP) and Schroeter Park. "Stick Tites" are invasive plants that grow on a bi-annual cycle. Every two years they flourish, growing tall and producing many burrs that stick to animals, which spread them further. Ellen has spent at least 42 hours pulling "stick tites" from these two parks. July is the best time to pull these plants, as the horizontal seed bearing branches develop and are easy to distinguish from other plants. Ellen removes the seed burrs from the plant and bags them, so they are removed from the site. She then pulls up the plant and leaves the roots up in the air, which will kill the roots. "Stick Tites" are present in both parks. Other volunteers have removed some from Schroeter Park in addition to Ellen. More volunteers are needed. Ellen recommended teams of volunteers move through a site in parallel formation, to ensure all plants in an area are found and removed.

Marion Morris asked Ellen if the "stick tite" presence was as intense in areas that were burned this spring. Ellen responded the plants were present, but not as thickly. Ellen will work with Juan Bradford to prepare maps of areas containing "stick tites" and garlic mustard, for use by staff and volunteers.

7. Reports

A. Chairperson

Paula Jefferson spoke with Harold Gonzales about the Little Free Library he nailed to a tree in Fireman's Park. Their discussion included any potential liability the Park Commission may hold for contents of the Little Free Library. Paula has learned the Park Commission has no liability for the contents. Mr. Gonzales may attend a future Park Commission meeting.

B. Administrator

Juan Bradford submitted a written report. He further informed Park Commissioners that the signs purchased with funds from the Rapid Response Grant cost less than budget. Additional signs will be purchased. Park Commissioners also suggested preparing bookmarks with COVID-19 safety messages to hand out at recreation events. Park Commissioners supported installing security cameras at Schroeter Park to help apprehend vandals who continue to damage our signs with graffiti.

C. Board Liaison

Trustee Alex Williams reported on the Township Board meeting held 8/17/20 via zoom technology. The sewer repair on Stamford is nearly complete. Total cost exceeds one million dollars. Insurance will not cover any of this, and water/sewer rates will increase to cover the cost. The Clark Road pumping station replacement is underway. The township board approved sale of several used pick-up trucks owned by the Utility Department.

The 2019 audit of township funds is complete. The year closed well. A detailed report will be presented later. The Ypsilanti District Library (YDL) will give a presentation on its request to construct a turn lane at the entrance to the new library on Harris Road, due to the current Harris Road speed limit of 50 miles per hour. The Eyde Company is proposing a development plan for their properties in Superior Township. Salem Springs is the development in Salem Township seeking to bring a sewer line through Superior Township. Superior Township's attorney has met with their attorney.

Planning for the 2021 township budget is delayed due to lack of information on State Shared Revenue. Bill Fishbeck will hire professional deer hunters to cull some of the deer from his property. Limestone has been placed on several township roads.

Bernedia Word asked if the sale of used pick-up trucks was advertised to the general public. Alex responded it was not.

D. Board Meeting Attendee

Paula Jefferson attended the 8/17/20 township board meeting. Paula commented that the truck sales should have been noticed to the public via the township clerk's office.

E. Park Steward

Rick Collman submitted a written report. He complimented park staff on good maintenance of Cherry Hill Nature Preserve (CHNP) and Schroeter Park. He also liked the small maps in CHNP at several points along trails.

F. Safety

There were no accidents or injuries in the past month.

8. Communications

- A. Educational: Benefits of Risky Play
- B. Norfolk Park Reservation
- C. Community Park Bridge Graffiti Pictures

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

9. Old Business

- A. Pumpkin Carving and Christmas Tree Lighting events

Juan Bradford asked park commissioners what their thoughts were about holding the Pumpkin Carving and Christmas Tree Lighting events. The consensus was to hold the Pumpkin Carving event, but simply give each child a pumpkin with a pattern and a treat. By not carving the pumpkins on site, it will minimize contact and the risk of COVID-19 infection. Decisions about the Christmas Tree Lighting event can be made later in the autumn.

10. New Business

- A. Riding Mower Quotes

Juan Bradford and David Buterbaugh presented three quotes from Weingartz for a riding mower. The lowest price option also has the feature of shooting grass clippings out the side, which is desired by staff. It was moved by Martha Kern-Boprie and supported by Paula Jefferson to approve purchase of Lazer S-Series Diesel 3TNV80FT Yanmar 72" riding mower for an amount not to exceed \$17,878.00. The motion carried.

B. Fireman's Park Sidewalk Quotes

Bids were obtained from two vendors to construct a sidewalk in Fireman's Park. The bids were:

Vendor

Midwest Construction, Concrete & General Contractors, Inc from Saline MI

Option #1	towards driveway approach	\$17,255.00
Option #2	towards parking area	\$17,255.00

Mike Andrews Concrete Construction, LLC from Tecumseh MI

Option #1	towards driveway approach	\$15,200.00
Option #2	towards parking area	\$16,750.00

During discussion there was consensus to choose Option #2 and orient the sidewalk toward the parking area. It was moved by Martha Kern-Boprie and supported by Sandi Lopez to approve the bid from Mike Andrews Concrete Construction, LLC - Option #2 for an amount not to exceed \$16,750.00. The motion carried. Juan Bradford reminded commissioners that we have the Building Healthy Places grant for \$10,000 to cover a portion of the cost. The remaining \$6,750 will come from Park Funds.

C. 2021 Budget Ideas

Park Commissioners were asked for idea for the 2021 budget. Martha Kern-Boprie noted that it will be reasonable to expect a reduced allocation from the Township General Fund, as all local governments are facing revenue challenges due to the COVID-19 pandemic. We have saved some by canceling several recreation events this year, and those savings may help us fund programs next year. There was a general consensus that we probably will not seek any capital improvements in 2021. Real budget planning cannot take place until we have more information on funding from the township general fund.

11. Bills for Payment

It was moved by Marion Morris and supported by Nahid Sanii-Yahyai to approve payment of the bills totaling \$26,428.40. The motion carried.

12. Financial Statements

A. July 2020 Revenue & Expenditure Report

It was moved by Sandi Lopez and supported by Terry Lee Lansing to receive the July 2020 Revenue & Expenditure Report. The motion carried.

13. Pleas and Petitions

Paula Jefferson commented that during her discussion with Harold Gonzalez he asked if there was a fee to use the park for an organized purpose. We have not charged a fee in the past, and may want to make this more formal.

14. Adjournment

It was moved by Terry Lee Lansing and supported by Bernedia Word to adjourn at 7:45 pm. The motion carried.

Submitted by,
Martha Kern-Boprie Park Commissioner and Secretary

E. KURATH

2203 HICKMAN ROAD
YPSILANTI, MICHIGAN
48198

8 September 2020

To: Superior Township Parks Department
Superior Township Parks Commission

Re: North Prospect Park

1. Near the north boundary under electric wires are many buckthorns which are large and dense, in a line about 700 feet long. Removal would need a large brush hog. This letter asks if this could be planned as a budget item.
2. History of this park:
The Township acquired this, which is difficult ground, after the developer decided it was not usable. Test pits and deep ruts existed. Parks people and Bill Fishbeck filled and smoothed these places. These were then bare soil, where seeds for flowers and grasses were put and are now growing.

A pattern of mowed trails is for walking.

Attempts to plant trees along the South and West parts of the property mostly failed (severe winters, difficult summers, also eaten by animals). Last winter deer (presumably who) ate the tops out of some of the surviving spruce trees.
3. An early concept for this park:
The low middle area would be flowers and grass. The high ground along south and west edges would have trees. As seen by somebody going along Prospect Road, the view would look across the valley with flowers and grass as a meadow, and distant trees would be on the far off high ground.
4. Observed 4 September (last week):
This summer, new trees grew more than average. Compared to last year, new trees formerly too small to be noticeable have now become actual trees, some 6 feet high or more, and these are in the high places of the park where Concept #3 wanted trees. This letter suggests that these zones be left as tree zones, not mowed (except for the walk path) allowing the existing trees and shrubs to grow, as is. Meanwhile, the lower meadow area would be brush hogged periodically so that it remains meadow. This is what was hoped for in the original early concept.

E. KURATH

2203 HICKMAN ROAD
YPSILANTI, MICHIGAN
48198

8 September 2020

5. As of 4 September 2020: what is there now

Pear: these appear to be seedlings of kinds which are planted as ornamentals or street trees. They are moderately small trees, and fruit is more like berries.

Thorn Apple: These are small trees. There are many species, and the botanists say this is confusing. Some are native and others are not, some kinds being planted as ornamentals. This letter does not try to identify exactly. They have thorns.

A horticulture book says both of the above do not want to grow in wet places. This would explain why they put themselves in the high areas. They have managed to cope with the difficulties of this piece of land.

Possible diseases: Fire blight (both could get it) or Cedar apple rust (apple, maybe on thorn apples), all look OK now.

Also present: Cedar and shrub dogwood

6. See accompanying diagram.

———— Existing mowed paths

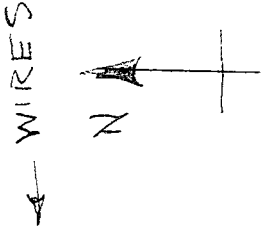
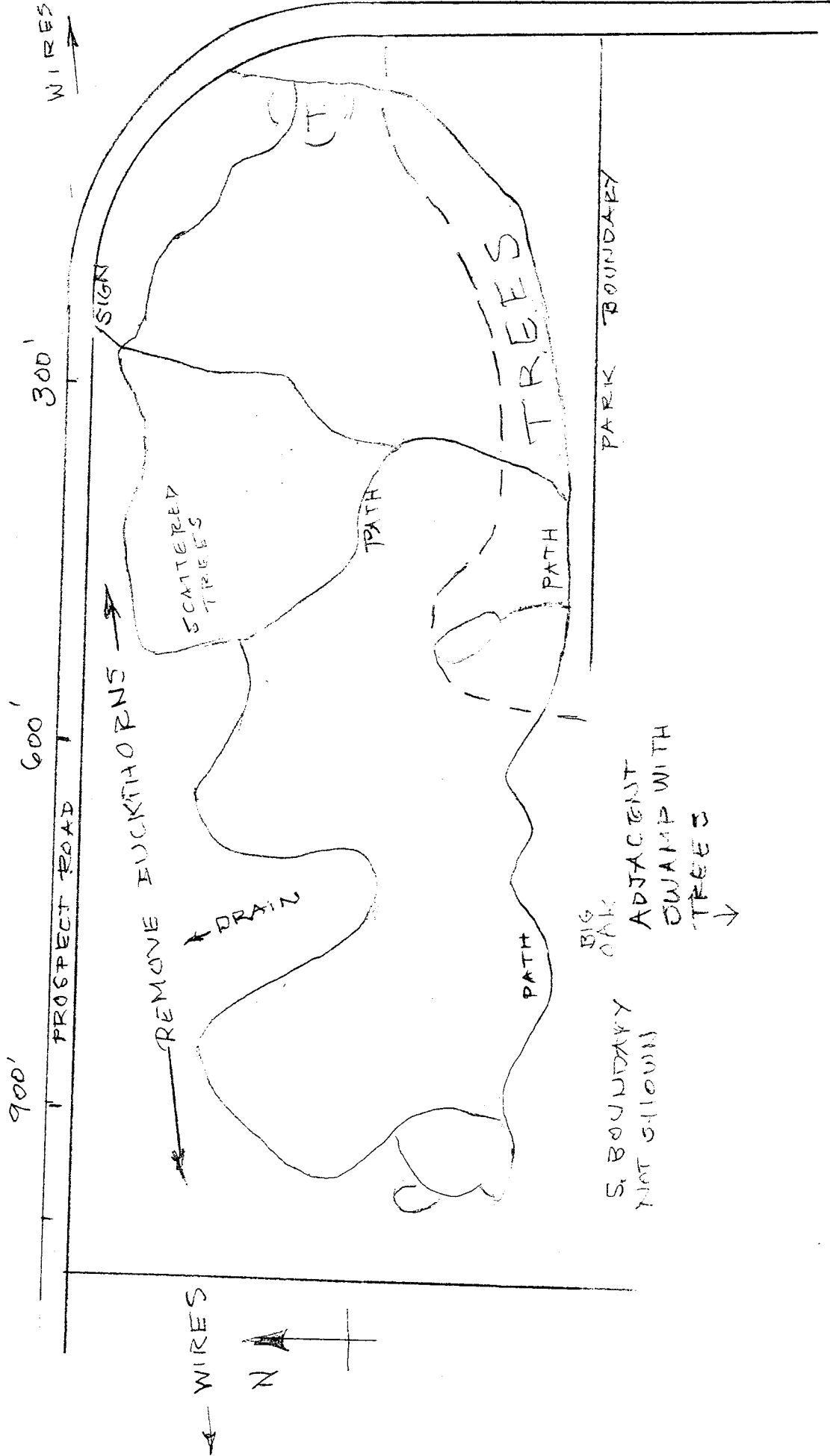
— — — — New tree zones, do not mow

Elsewhere is meadow. Brush hog periodically. Scattered trees elsewhere can remain where they are.

E. Kurath

734-4826398

850 FT - 2020



BIG OAK
 ADJACENT
 DWAMP WITH
 TREES
 ↓

PARK BOUNDARY

S. BOUNDARY
NOT SHOWN

REMOVE EUCALYPTUS →

↓ DRAIN

SCATTERED
TREES

PATH

PATH

PATH

TRESSES

SIGN

300'

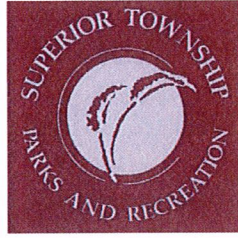
600'

900'

PROSPECT ROAD

WIRES →

← WIRES



1B

**ADMINISTRATOR REPORT
SEPTEMBER 28, 2020**

- Next Board of Trustees Meeting: October 26, 2020 @ 7:00 p.m.
Attendee: Commission Chair Jefferson
- The COVID-19 educational signs that we purchased with the Rapid Response Grant have been posted in Township Parks. We had additional funds and were able to purchase six Touchless Hand Sanitizing Stations to use at our special events and two hundred COVID-19 educational book markers for kids.
- The new play structure at Fireman's Park has been completed. I have included pictures for you in the Old Business section of the agenda. The next thing to be completed is the sidewalk. We hope this to be finished within the next 2-3 weeks.
- The YMCA's "Y on the Fly" program will be operation at Fireman's Park this fall on Mondays and Thursdays. I have included a flier for you in the Communications section of the agenda.
- All final reporting for the Building Healthy Places Grant has been completed and submitted to mParks. Final reporting for the Rapid Response for Support Grant is due to be completed and submitted next week.
- Our new zero-turn mower was delivered September 3rd and has been put into service.
- Mask Up!

Respectfully Submitted,

Juan Bradford

NRPA PARK PULSE

Equitable Access to Parks and Recreation Is Vital to Communities Everywhere

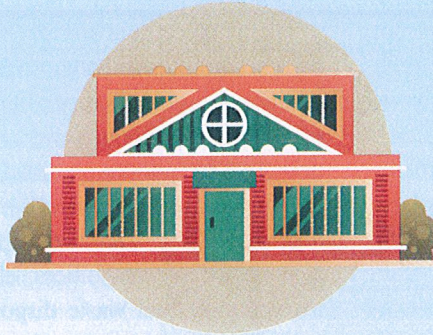
A large majority (87%) of U.S. adults say it's important for people to have fair and just access to high-quality park and recreation programs, services and facilities that create healthy, resilient and economically vibrant communities.

87%

Essential programs, services and facilities include (but are not limited to):



Parks and
Green Spaces



Recreation
Facilities



Youth Sports
and Programs



2/3 (67%) of U.S. adults think fair and just access to these types of programs, services and facilities is **extremely or very important**.

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

8 B.

PARK RENTAL FORM

Renter's Name: Jermaine Wells Phone: (248)5068599

Address: 400 West Washington St

City, State: Ann Arbor YMCA

E-mail: jwells@annarborymca.org

Park Requested: Fireman's Park Date(s): September 14-October 30 on Mondays and Thursdays

Times: From: 5:15pm To: 630pm

Event: Sports Port/ Y on the fly

No. of Participants: 24

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

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

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

Cleanup will be completed by: Ann Arbor YMCA staff 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. All users MUST adhere to Township noise ordinances and MUST leave the park in the same condition as originally found, including all pickup and disposal of trash. No bathroom facilities will be provided by the Parks & Recreation Department and is the responsibility of the party renting the park.

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

Cleaning & Security Deposit will be returned ONLY in the event all conditions of this form are met. Additional charges WILL be charged if any damage is found to have happened during the usage of the park.

Charges: Deposit: 0

Rental Fee: 0

Additional Fees: 0 Description: _____

TOTAL FEE: 0

Renter's Signature: Jermaine Wells Date: 8-28-2020

Superior Township's Approval: [Signature] Date: 8/31/2020



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PROJECT PLAY
SOUTHEAST MICHIGAN



**Community
Foundation**
FOR SOUTHEAST MICHIGAN

BRINGING THE FUN TO YOU!



Ann Arbor YMCA

SportPort Fall 2020: September 14–October 30

The Sport Port Program provides sport sampling and access to equipment to kids at local parks and community centers in Ypsilanti! Trained and caring Y staff will be present to encourage free play. More information at www.annarborymca.org/SportPort **Please note, if there is heavy rain, thunder or lightening, the session will be cancelled**

MONDAYS:

Prospect Park, 550 North Prospect Road, Ypsilanti 48197:

3:30–4:45pm

Ypsilanti District Library–Superior Branch (Fireman’s Park), 8795 MacArthur Boulevard, Superior Charter Twp 48198:

5:15–6:30pm

TUESDAYS:

Ypsilanti District Library–Whittaker Branch, 5577 Whittaker Road, Ypsilanti 48197:

3:30–4:45pm

Golfside Lake Apartments, 2345 Woodridge Way, Ypsilanti 48197:

5:15–6:30pm

WEDNESDAYS:

Parkridge Park: Harriet Street, Ypsilanti 48197:

3:30–4:45pm

Ypsilanti Second Baptist Church, 301 South Hamilton Street, Ypsilanti 48197:

5:15–6:30pm

THURSDAYS:

Sauk Trail Pointe, 928 West Michigan Avenue, Ypsilanti 48197:

3:30–4:45pm

Ypsilanti District Library–Superior Branch (Fireman’s Park), 8795 MacArthur Boulevard, Superior Charter Twp 48198:

5:15–6:30pm

FRIDAYS:

Schooner Cove Apartments, 5050 Schooner Cove Boulevard, Ypsilanti, MI 48197:

3:30–4:45pm

Sugarbrook Park, Andrea Street (north of George Avenue), Ypsilanti, MI 48198:

5:15–6:30pm

Register online at: bit.ly/YSportPort

or by QR code below. *Registration is encouraged!

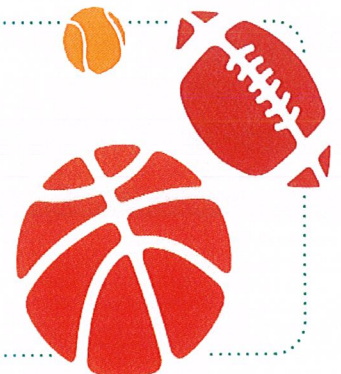


Questions? Contact Jermaine Wells at
jwells@annarborymca.org or
248.506.8599

Sport Port is

FREE

for youth ages 5–13



86.

PARK RENTAL FORM

Renter's Name: Abi Schmit DBA Abi S Photography Phone: _____
989-640-2428

Address: 8273 Berkshire Drive

City, State: Ypsilanti, MI

E-mail: abischmit.photo@gmail.com

Park Requested: Oakbrook Date(s): _____
Saturday, September 26, 2020 (Raindate - 10/3, 9-12)

Times: From: 9 AM To: 12 PM

Event: School Portrait Mini Sessions

No. of Participants: see attached

Will admission be charged: Yes No. If Yes, what amount:
\$ 25 sitting fee, paid online in advance

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

Please list any special equipment to be used (lighting, sound system, etc.):
photo backdrop and pop-up canopy shade

Cleanup will be completed by: Abi Schmit Phone: _____
989-640-2428

In partial consideration for the use of Superior Township premises by any person and/or organization, and as a condition thereof, such person or organization or itself and its members, by acceptance of such use, forever releases and holds the Township of Superior harmless from any and all claims for personal injury or property damage. All users MUST adhere to Township noise ordinances and MUST leave the park in the same condition as originally found, including all pickup and disposal of trash. No bathroom facilities will be provided by the Parks & Recreation Department and is the responsibility of the party renting the park.

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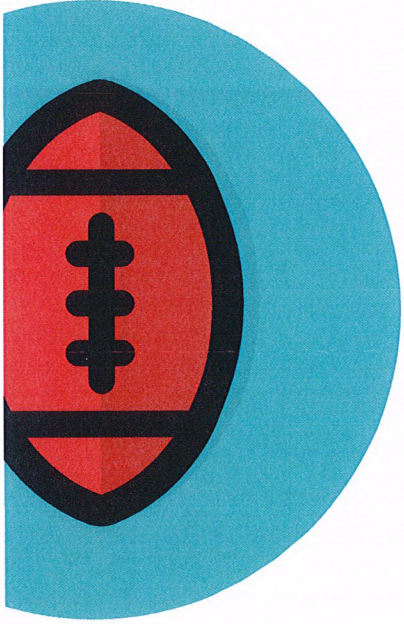
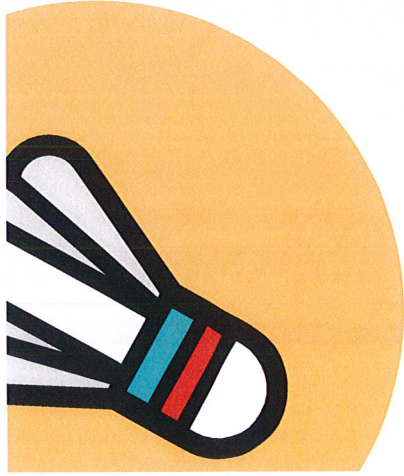
Charges: Deposit: _____

Rental Fee: _____

Additional Fees: _____

Description: _____

TOTAL FEE: \$ _____

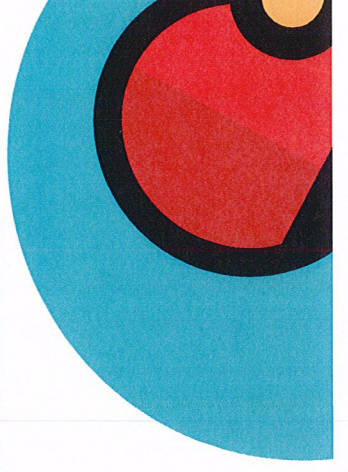
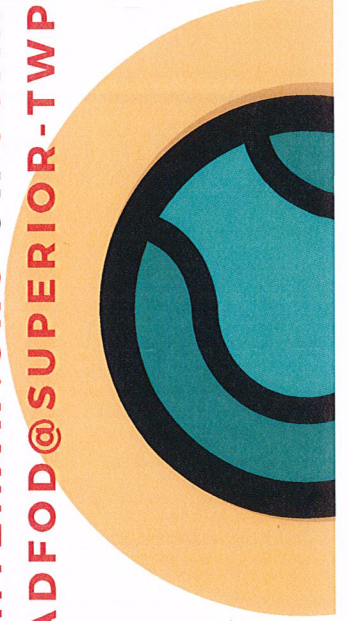
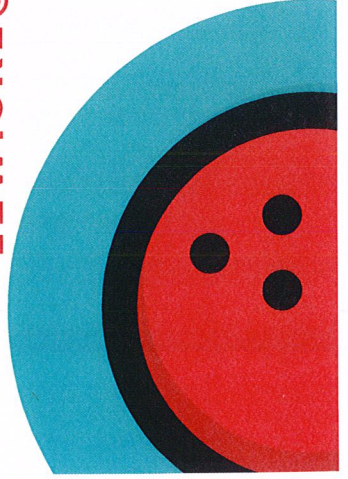


FREE ACTIVITY KITS!

**Calling ALL Summer Playground
Participants. Washtenaw County**

**Parks is providing your children with a
bag full of goodies.**

**INTERESTED?? EMAIL KAREN LEWIS AT:
LEWISK2@WASHTENAW.ORG OR JUAN BRADFORD AT:
JBRADFOD@SUPERIOR-TWP.ORG**



8/1

9A



2021 Budget -PROPOSED - 1ST Iteration



PARKS & RECREATION DEPARTMENT

	ACTUALS Jan - Jun 2020	B U D G E T		Change
		2020 AMENDED	2021 BUDGET	
Revenue: 588.000 · General Fund Contribution	145,375	290,750	302,380	4.0%
604.000 · Reimb. For Labor Costs	408	1,000	1,000	0.0%
663.000 · Interest on Reserves	1,666	8,000	1,000	3.0%
671.100 · Disposition of Assets Income	0	0	0	100.0%
673.000 · Insurance Reimbursements	444	200	500	100.0%
696.000 · Donations	100	500	600	100.0%
699.000 · Approp. from Reserves	0	34,147	15,000	-56.1%
Total Revenue	147,994	334,597	320,480	-4.2%
Expense: 751 · Administration Department:				
701.000 · Commission Stipends	3,283	8,567	8,793	2.6%
702.000 · Admin. Salary	19,086	37,579	38,706	3.0%
702.002 · Controller's Salary	2,645	5,859	6,084	-100.0%
710.000 · Training	370	1,300	1,000	100.0%
728.000 · Postage	0	100	100	0.0%
740.000 · Operating Supplies	174	500	600	100.0%
801.010 · Professional Services-Audit	1,000	1,040	1,100	100.0%
801.000 · Professional Services-Other	560	3,000	2,000	-33.3%
850.000 · Telecommunications	306	1,400	700	-50.0%
851.000 · Insurance and Bonds	4,871	9,000	10,000	11.1%
860.000 · Transportation	196	1,200	1,200	0.0%
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	450	650	650	0.0%
963.000 · Bank Fees & Charges	5	10	10	0.0%
981.000 · Equipment Under \$5,000	0	1,000	1,000	0.0%
999.000 · Miscellaneous Expense	0	200	200	0.0%
Total 751 · Administration Department	32,945	78,405	79,143	0.9%

10A.

2021 Budget -PROPOSED - 1ST Iteration



PARKS & RECREATION DEPARTMENT

	ACTUALS Jan - Jun 2020	B U D G E T		Change
		2020	2021	
		AMENDED	BUDGET	
754. Recreation Department:				
702.000 · Staff Salaries	251	10,651	11,014	3.4%
710.000 - Training	0	500	0	100.0%
717.000 - Taxable Benefits	0	206	200	100.0%
740.000 · Operating Supplies	934	5,500	6,000	9.1%
801.000 - Professional Services - Other	75	2,000	3,000	100.0%
850.000 Telecommunications	192	359	600	67.1%
860.000 · Transportation	0	100	100	0.0%
930.000 · Rep. & Maint.	0	500	500	0.0%
975.000 Signage	0	1,000	1,000	0.0%
Total 754. Recreation Department	1,452	20,816	22,414	7.7%
755. Parks Maintenance Department:				
702.000 · Staff	52,122	116,370	125,834	8.1%
710.000 - Training	0	500	700	100.0%
717.000 · Taxable Benefits -Staff	4,507	4,444	4,899	10.2%
740.000 · Operating Supplies	577	4,300	4,300	0.0%
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	0	1,000	800	-20.0%
742.000 · Fuel - Lubricants	1,051	3,000	3,000	0.0%
801.000 - Professional Services-Other	927	2,000	2,000	1000.0%
850.000 · Telecommunications	2	800	600	-25.0%
860.000 · Transportation	0	100	100	0.0%
920.000 · Utilities	183	850	850	0.0%
930.000 · Repairs & Maintenance	3,200	11,500	11,000	-4.3%
930.001 · Controlled Burns	0	4,400	4,400	0.0%
975.000 - Signage	0	100	100	0.0%
980.000 · Equipment Over \$5,000	0	23,500	10,000	-57.4%
981.000 - Equipment Under \$5,000	0	2,000	1,000	-50.0%
Total 755. Parks Maintenance Department	62,568	176,864	171,584	-3.0%



2021 Budget -PROPOSED - 1ST Iteration



PARKS & RECREATION DEPARTMENT

	ACTUALS Jan - Jun 2020	B U D G E T		Change
		2020 AMENDED	2021 BUDGET	
756 - Park Development/Improvement:				
740.000 Operating Supplies	0	0	442	0.0%
951.000 - Projects	0	30,000	15,000	-50.0%
Total 756 - Park Development/Improvement	0	30,000	15,442	-48.5%
966 - Unallocated Expenses:				
715.000 - FICA	6,265	14,093	15,032	6.7%
858.000 - Pension	6,727	14,419	16,865	17.0%
Total 966 - Unallocated Expenses	12,992	28,512	31,896	100.0%
Total 755.999 - TOTAL EXPENSES	109,958	334,597	320,480	-4.2%
Net of Revenues and Expenditures	38,036	0	0	0.0%



CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR
 CHECK DATE FROM 08/25/2020 - 09/28/2020

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
09/01/2020	GENL	43201	1-A-76200	FASTSIGNS	COVID-19 SIGNS (RAPID RESPONSE GRAN	961.001	751	1,681.50
09/01/2020	GENL	43206#	6013902	HOME DEPOT CREDIT SERVICES	OIL/MARKING PAINT	066.000	000	11.96
			6013902		OIL/MARKING PAINT	740.000	754	48.55
			6013902		OIL/MARKING PAINT	740.000	755	61.81
			6013902		OIL/MARKING PAINT	742.000	755	52.31
				CHECK GENL 43206 TOTAL FOR FU				<u>174.63</u>
09/01/2020	GENL	43209	JULY/AUG 20	JUAN BRADFORD	MILEAGE REIMBURSEMENT 7/1-8/31/20	860.000	751	124.20
09/01/2020	GENL	43215	22440754	SPARTAN DISTRIBUTORS INC	MOWER REPAIR	930.000	755	688.35
09/01/2020	GENL	43216#	1630574340	STAPLES BUSINESS CREDIT	OFFICE/OPERATING SUPPLIES	740.000	751	89.79
			1630574340		OFFICE/OPERATING SUPPLIES	740.000	755	47.88
				CHECK GENL 43216 TOTAL FOR FU				<u>137.67</u>
09/01/2020	GENL	43218	9320	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 9/3/20 PAYROLL	289.000	000	8,640.51
09/01/2020	GENL	43219	7	SUPERIOR TWP UTILITY DEPARTMEJ BRADFORD	- CELL PHONE AUG 20	850.000	751	51.54
09/01/2020	GENL	43220	1712	SWEAT SHOP CUSTOM EMBROIDERY, STAFF SHIRTS/HATS		741.000	755	335.00
09/08/2020	GENL	43225#	67238347	WEX BANK	FUEL - AUGUST 2020 & ICE MOVIES IN	740.000	754	9.98
			67238347		FUEL - AUGUST 2020 & ICE MOVIES IN	742.000	755	240.84
				CHECK GENL 43225 TOTAL FOR FU				<u>250.82</u>
09/08/2020	GENL	43231	AUG 2020 - P	DTE ENERGY	ELECTRIC - PARKS BARN -AUG 2020	920.000	755	37.52
09/08/2020	GENL	43237	3434246279	O'REILLY AUTOMOTIVE, INC.	OIL & FILTERS	742.000	755	116.41
09/08/2020	GENL	43238	AUG 20	PATRICK PIGOTT	CELL PHONE STIPEND AUG 2020	850.000	754	32.00
09/08/2020	GENL	43241#	000710	SAM'S CLUB	WATER - MOVIES IN THE PARK & SHOP	740.000	754	15.00
			000710		WATER - MOVIES IN THE PARK & SHOP	740.000	755	62.76
				CHECK GENL 43241 TOTAL FOR FU				<u>77.76</u>
09/08/2020	GENL	43242	2020-052	SUPERIOR TOWNSHIP CREDIT CARDZOOM	- AUGUST 2020	205.001	000	14.99
09/08/2020	GENL	43244	41311	TRACTOR SUPPLY CO.	SHOP SUPPLIES	740.000	755	89.98
09/15/2020	GENL	43249	191714	ALL SEASONS LANDSCAPING CO. I WEED WHIP PARTS		930.000	755	73.63
09/15/2020	GENL	43270	91720-GB	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 9/17/20 PAYROLL	289.000	000	8,061.71



Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
09/15/2020	GENL	43271	8	SUPERIOR TWP UTILITY DEPARTME	DIESEL FUEL	742.000	755	354.65
09/15/2020	GENL	43276	123158	YPSILANTI ACE HARDWARE	SHOP SUPPLIES	740.000	755	7.82
			123293		SHOP SUPPLIES	740.000	755	6.16
				CHECK GENL 43276 TOTAL FOR FU				13.98
09/22/2020	GENL	43282	PI185362	DAVID BUTERBAUGH	RIM FOR TRAILER REIMBURSEMENT BIG T	930.000	755	95.00
09/22/2020	GENL	43291	A-131261	PARKWAY SERVICES	PORTAJOHN @ FIREMAN'S PARK - SEPT	2801.000	755	120.00
09/22/2020	GENL	43294	11819255	SPARTAN DISTRIBUTORS INC	TORO MOWER WHEEL	930.000	755	56.49
09/22/2020	GENL	43296	83132	SUMMIT SUPPLY CORPORATION	BIKE RACK FOR FIREMAN'S PARK	951.000	756	706.95
09/22/2020	GENL	43298	SEPT 2020	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - SEPTEMBER 2020	289.000	000	1,176.56
				Total for fund 508 PARKS & RECREATION				23,111.85

*# - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

GL NUMBER	DESCRIPTION	YTD BALANCE 08/31/2020	2020 AMENDED BUDGET	ACTIVITY FOR MONTH 08/31/20	AVAILABLE BALANCE	% BDDT USED	YTD BALANCE 08/31/2019
Fund 508 - PARKS & RECREATION							
Revenues							
Dept 000 - REVENUE		193,833.32	290,750.00	24,229.17	96,916.68	66.67	188,188.00
508-000-588.000	GENERAL FUND CONTRIBUTION	571.76	1,000.00	81.68	428.24	57.18	571.76
508-000-604.000	REIMBURSEMENT FOR LABOR COSTS	1,758.52	8,000.00	0.00	6,241.48	21.98	6,585.79
508-000-663.000	INTEREST ON RESERVES INCOME	443.92	200.00	0.00	(243.92)	221.96	183.97
508-000-673.000	INSURANCE REIMBURSEMENTS INCOME	100.00	500.00	0.00	400.00	20.00	2,350.00
508-000-696.000	DONATIONS	0.00	34,147.00	0.00	34,147.00	0.00	0.00
508-000-699.000	APPROPRIATION FROM FUND BALANCE						
Total Dept 000 - REVENUE		196,707.52	334,597.00	24,310.85	137,889.48	58.79	197,879.52
TOTAL REVENUES							
		196,707.52	334,597.00	24,310.85	137,889.48	58.79	197,879.52
Expenditures							
Dept 751 - PARK & REC. ADMINISTRATION		4,506.14	8,567.00	656.69	4,060.86	52.60	4,188.23
508-751-701.000	COMMISSION STIPENDS	30,367.05	37,579.00	2,890.68	7,211.95	80.81	23,855.08
508-751-702.000	SALARIES	3,528.35	5,859.00	438.82	2,330.65	60.22	3,680.65
508-751-710.000	CONTROLLER SALARY	920.00	1,300.00	550.00	380.00	70.77	1,095.80
508-751-710.000	TRAINING	0.00	100.00	0.00	100.00	0.00	0.00
508-751-728.000	POSTAGE	286.20	500.00	89.79	213.80	57.24	169.31
508-751-740.000	OPERATING SUPPLIES	1,000.00	1,040.00	0.00	40.00	96.15	1,000.00
508-751-800.010	PROFESSIONAL SERVICES - AUDIT	783.29	3,000.00	108.28	2,216.71	26.11	2,175.30
508-751-801.000	PROFESSIONAL SERVICES - OTHER	408.95	1,400.00	51.54	991.05	29.21	514.08
508-751-850.000	TELECOMMUNICATIONS	6,494.37	9,000.00	811.80	2,505.63	72.16	6,144.72
508-751-851.000	INSURANCE & BONDS	319.71	1,200.00	124.20	880.29	26.64	708.76
508-751-860.000	TRANSPORTATION	0.00	500.00	0.00	500.00	0.00	0.00
508-751-900.000	PRINTING & PUBLISHING	0.00	500.00	0.00	500.00	0.00	0.00
508-751-930.000	REPAIR & MAINTENANCE	6,000.00	6,000.00	6,000.00	0.00	100.00	6,000.00
508-751-945.000	OFFICE RENT	450.00	650.00	0.00	200.00	69.23	440.00
508-751-958.000	MEMBERSHIPS & DUES	1,681.50	0.00	1,681.50	(1,681.50)	100.00	0.00
508-751-961.001	CAPITAL IMPROVEMENT	5.00	10.00	0.00	5.00	50.00	8.38
508-751-963.000	BANK FEES & CHARGES	0.00	1,000.00	0.00	1,000.00	0.00	711.71
508-751-981.000	EQUIPMENT UNDER \$5,000	300.00	200.00	0.00	(100.00)	150.00	200.00
508-751-999.000	MISCELLANEOUS EXPENSE						
Total Dept 751 - PARK & REC. ADMINISTRATION		57,050.56	78,405.00	13,403.30	21,354.44	72.76	50,892.02
Dept 754 - RECREATION							
508-754-702.000	SALARIES	2,106.63	10,651.00	865.77	8,544.37	19.78	6,507.28
508-754-710.000	TRAINING	0.00	500.00	0.00	500.00	0.00	0.00
508-754-717.000	TAXABLE BENEFITS	0.00	206.00	0.00	206.00	0.00	0.00
508-754-740.000	OPERATING SUPPLIES	1,436.66	5,500.00	73.53	4,063.34	26.12	4,835.82
508-754-801.000	PROFESSIONAL SERVICES - OTHER	1,820.00	2,000.00	932.50	180.00	91.00	699.93
508-754-850.000	TELECOMMUNICATIONS	256.00	359.00	32.00	103.00	71.31	256.00
508-754-860.000	TRANSPORTATION	0.00	100.00	0.00	100.00	0.00	0.00
508-754-930.000	REPAIR & MAINTENANCE	0.00	500.00	0.00	500.00	0.00	0.00
508-754-975.000	SIGNAGE	0.00	1,000.00	0.00	1,000.00	0.00	0.00
Total Dept 754 - RECREATION		5,619.29	20,816.00	1,903.80	15,196.71	27.00	12,299.03
Dept 755 - PARK MAINTENANCE							
508-755-702.000	SALARIES	67,816.79	116,370.00	10,371.48	48,553.21	58.28	70,644.29
508-755-710.000	TRAINING	0.00	500.00	0.00	500.00	0.00	0.00

N.A.

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP
 PERIOD ENDING 08/31/2020

GL NUMBER	DESCRIPTION	YTD BALANCE 08/31/2020	2020 AMENDED BUDGET	ACTIVITY FOR MONTH 08/31/20	AVAILABLE BALANCE	% BGD USED	YTD BALANCE 08/31/2019
Fund 508 - PARKS & RECREATION							
Expenditures							
508-755-717.000	TAXABLE BENEFITS	4,506.52	4,444.00	0.00	(62.52)	101.41	3,984.79
508-755-740.000	OPERATING SUPPLIES	961.54	4,300.00	293.99	3,338.46	22.36	2,908.57
508-755-740.003	HERBICIDE (NON-SELECTIVE)	0.00	500.00	0.00	500.00	0.00	0.00
508-755-740.004	SAND-GRAVEL-BARK-SOIL	0.00	1,500.00	0.00	1,500.00	0.00	0.00
508-755-741.000	UNIFORMS	335.00	1,000.00	335.00	665.00	33.50	501.00
508-755-742.000	FUEL-LUBRICANTS	2,081.31	3,000.00	764.21	918.69	69.38	2,631.09
508-755-801.000	PROFESSIONAL SERVICES - OTHER	1,245.44	2,000.00	159.43	754.56	62.27	948.42
508-755-850.000	TELECOMMUNICATIONS	1.68	800.00	0.00	798.32	0.21	369.56
508-755-860.000	TRANSPORTATION	0.00	100.00	0.00	100.00	0.00	0.00
508-755-920.000	UTILITIES	261.51	850.00	37.52	588.49	30.77	438.91
508-755-930.000	REPAIR & MAINTENANCE	3,983.28	11,500.00	688.35	7,516.72	34.64	8,074.00
508-755-930.001	CONTROLLED BURNS	3,400.00	4,400.00	0.00	1,000.00	77.27	4,400.00
508-755-975.000	SIGNAGE	0.00	100.00	0.00	100.00	0.00	0.00
508-755-980.000	EQUIPMENT OVER \$5,000	0.00	23,500.00	0.00	23,500.00	0.00	0.00
508-755-981.000	EQUIPMENT UNDER \$5,000	279.96	2,000.00	0.00	1,720.04	14.00	44.99
Total Dept 755 - PARK MAINTENANCE		84,873.03	176,864.00	12,649.98	91,990.97	47.99	94,945.62
Dept 756 - PARK DEVELOPMENT/IMPROVEMENT							
508-756-951.000	PROJECTS	0.00	30,000.00	0.00	30,000.00	0.00	0.00
Total Dept 756 - PARK DEVELOPMENT/IMPROVEMENT		0.00	30,000.00	0.00	30,000.00	0.00	0.00
Dept 966 - UNALLOCATED EXPENSES							
508-966-715.000	FICA	8,631.66	14,093.00	1,164.61	5,461.34	61.25	8,633.79
508-966-858.000	PENSION	9,150.02	14,419.00	1,235.94	5,268.98	63.46	9,022.48
Total Dept 966 - UNALLOCATED EXPENSES		17,781.68	28,512.00	2,400.55	10,730.32	62.37	17,656.27
TOTAL EXPENDITURES		165,324.56	334,597.00	30,357.63	169,272.44	49.41	175,792.94
Fund 508 - PARKS & RECREATION:							
TOTAL REVENUES		196,707.52	334,597.00	24,310.85	137,889.48	58.79	197,879.52
TOTAL EXPENDITURES		165,324.56	334,597.00	30,357.63	169,272.44	49.41	175,792.94
NET OF REVENUES & EXPENDITURES		31,382.96	0.00	(6,046.78)	(31,382.96)	100.00	22,086.58