

MEETING NOTICE
Superior Charter Township
Parks & Recreation Commission
Virtual Meeting
6:00 PM
Monday, December 21, 2020

NOTE: THIS MEETING WILL BE HELD ELECTRONICALLY. MEMBERS OF THE PUBLIC BODY AND MEMBERS OF THE PUBLIC MAY PARTICIPATE ELECTRONICALLY, AS DESCRIBED BELOW.

The Township will be utilizing the video/audio conferencing platform ZOOM. Members of the public body will be able to hear and speak to each other for the entire meeting. Except for any closed session portions of the meeting, members of the public will be able to hear (and possibly see) members of the public body during the entire meeting but will only be able to speak during a public comment period.

The following is a link to attend and participate in the meeting:

<https://us02web.zoom.us/j/7344805502>

Call in option: +1 312 626 6799 or +1 646 558 8656, Webinar ID: 734 480 5502

International numbers available: <https://us02web.zoom.us/j/7344805502>

For details on how to connect to the Zoom meeting please go to the township website under the "LATEST NEWS" tab and follow the links for the Board meeting.

Members of the public participating in the public comment via ZOOM will wait in a virtual queue until called during the public comment period. Because of limitations on un-muting and re-muting members of the public, there will be only one public comment period, *which will be at the end of the meeting* (unless there is a public hearing item, in which case the following procedures will apply to that portion of the meeting as well).

When public comment is permitted, members of the public will be called one at a time, as would happen during an in-person meeting. The Commission Chair will determine the order of public speakers. If you want to speak, you must use the "Raise Hand" feature for the Commission Chair to know you need to be unmuted. When you are unmuted, and you will have three (3) minutes to share your comments to the public body. At the conclusion of your comments or your three (3) minutes, you will be re-muted and then removed from the queue.

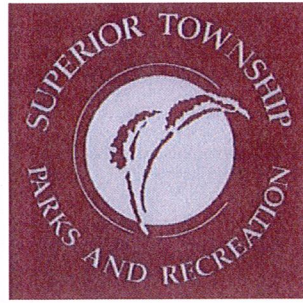
Participants may also choose to submit comments that can be read into the record. Comments can be submitted electronically via email to the Parks & Recreation Administrator at: jbradford@superior-twp.org
Comments shall be submitted prior to 5:00 p.m. on the day of the meeting.

Procedures by which persons may contact members of the public body prior to a meeting.

The Superior Charter Township government e-mail addresses of the members of all public bodies utilizing this means of meeting are available on the Township's website at:
<https://superiortownship.org/government>

Procedures for participation by persons with disabilities.

The Township will be following its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the Parks & Recreation Administrator at 734-482-5502 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.



SUPERIOR CHARTER TOWNSHIP PARKS & RECREATION COMMISSION MEETING

Superior Township Parks & Recreation Commission

December 2020

Regular Meeting

will be held

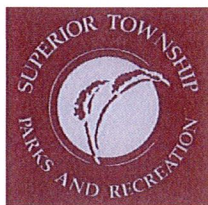
MONDAY DECEMBER 21, 2020 @ 6:00 p.m.

Via ZOOM

ZOOM Meeting ID# 7344805502

Call in option: 1(646) 558-8656 or 1(312) 626-6799

Dave Buterbaugh	Patrick Pigott
Guy Conti	Nahid Sanii-Yahyai
Martha Kern-Boprie	Riley Schofield
Terry Lee Lansing	Gregory Vessels
Marion Morris	



PARKS & RECREATION COMMISSION REGULAR MEETING

Via ZOOM

DECEMBER 21, 2020 @ 6:00 P.M.

AGENDA

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) FLAG SALUTE**
- 4) AGENDA APPROVAL**
- 5) PRIOR MEETING MINUTES APPROVAL**
 - A) November 23, 2020
- 6) CITIZENS PARTICIPATION**
- 7) REPORTS**
 - A) Chairperson
 - B) Administrator
 - C) Board Liaison
 - D) Board Meeting Attendee
 - E) Park Steward
 - F) Safety
- 8) COMMUNICATIONS**
 - A) Educational: Outdoor Gyms
 - B) 2021 Parks & Recreation Commission Contact Info
- 9) OLD BUSINESS**
 - A) Schock Park Memo
- 10) NEW BUSINESS**
 - A) 2021 P&R Commission Meeting Dates
 - B) P&R Commissioners Attendance at 2021 Board of Trustees Meetings
 - C) 2021 Special Events
- 11) BILLS FOR PAYMENT**
 - A) November 24, 2020 – December 21, 2020
- 12) FINANCIAL STATEMENTS**
 - A) November 2020 Revenue & Expenditure Report
 - B) November 2020 Balance Sheet
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting Date: Monday, January 25, 2021 @ 6:30 p.m.

5/1

Superior Charter Township Park Commission
Regular Meeting
November 23, 2020
Conducted via Zoom technology

Proposed Minutes

1. Call to Order

The meeting was called to order by Vice-Chair Marion Morris at 6:30 pm.

2. Roll Call

Park Commissioners present: Marion Morris, Terry Lee Lansing, Greg Vessels, Riley Schofield, Nahid Sani-Yahyai, Guy Conti, Martha Kern-Boprie

Park Commissioners absent: none

Others present: Juan Bradford, Park Administrator; Patrick Pigott, Recreation Coordinator

3. Flag Salute

Vice-Chair Marion Morris led those assembled in the Pledge of Allegiance to the Flag.

Juan Bradford read rules governing public meetings held virtually via electronic platforms.

4. Agenda Approval

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

5. Prior Meeting Minutes Approval

A. October 26, 2020

It was moved by Nahid Sani-Yahyai and supported by Terry Lee Lansing to approve the minutes of 10/26/20 as drafted. Guy Conti requested a roll call vote.

Marion Morris	Yes	
Nahid Sani-Yahyai	Yes	
Terry Lee Lansing	Yes	
Martha Kern-Boprie	Yes	
Riley Schofield	Yes	
Guy Conti		Abstain
Greg Vessels	Yes	

The motion carried.

6. Citizen Participation – none

7. Reports

A. Chairperson

Marion Morris reported that Paula Jefferson (Park Commission chair through 11/20/20), Juan Bradford and she met regarding financial matters. She will provide more updates on these matters in time. Marion encouraged the new park commissioners to read the five year Parks and Open Space Plan.

- B. Administrator
Juan Bradford submitted a written report. He also noted that three positive COVID-19 diagnoses have been reported in the Utility Department building. Staff will decorate the township tree with Christmas lights, but there will be no event planned due to the COVID-19 pandemic.
 - C. Township Board Liaison – The township board has not appointed a liaison to the Park Commission yet.
 - D. Township Board Meeting Attendee – Martha Kern-Boprie attended the 11/16/20 Township Board meeting, and submitted a written report.
 - E. Park Steward – Rick Collman did not submit a report. Ellen Kurath has indicated interest in serving as Steward for Cherry Hill Nature Preserve (CHNP).
 - F. Safety – Patrick Pigott reported there have been no accidents or injuries in the past month.
8. Communications
- A. Educational: Substitute for Senate Bill No. 1108; Open Meetings Act
It was moved by Nahid Sanii-Yahyai and supported by Terry Lee Lansing to receive the Communications. The motion carried.
9. Old Business
- A. Schock Park Memo
 1. Martha Kern-Boprie email
 2. Feb 24, 2020 Parks & Recreation Commission minutes
 3. Schock Park Memo: Draft #1
 4. Schock Park Memo: Draft #2

Marion Morris reported that she will meet with Township Supervisor Ken Schwarz to clarify the current township board's intentions concerning Schock Park. Marion suggested the Park Commission table action on this issue until after she meets with Supervisor Schwartz. Guy Conti requested an overview of the history of this issue. Martha Kern-Boprie provided an outline of the history.
10. New Business
- A. Welcome new Park Commissioners
Marion Morris welcomed new Park Commissioners Riley Schofield, Greg Vessels and Guy Conti and asked them each to introduce themselves.
- Guy Conti – moved into Superior Township 6/07/08. He and his wife have four dogs. He is an attorney with a practice that focuses on municipal law and bankruptcy.
- Riley Schofield – moved into Superior Township 22 years ago as a small child. Her family owns Superior Stables and farm store. She is in college studying accounting.
- Greg Vessels – moved into Superior Township in 2000. He works as a prosthetics technician for Michigan Medicine. He and his wife have children and grandchildren, and are especially fond of Cherry Hill Nature Preserve (CHNP).
- Nahid Sanii-Yahyai also welcomed the new park commissioners. Juan Bradford asked if all their paperwork was complete. This paperwork must be turned into the township for payroll purposes. Juan will ensure that Five Year Parks and Open Space Plans are available in the township hall lobby racks for each of the new commissioners, by Tuesday afternoon.

B. Election of Officers

Chairperson – Martha Kern-Boprie nominated Marion Morris as Chairperson. Nahid Sanii-Yahyai supported the nomination. Marion Morris was elected Chairperson on a unanimous vote.

Vice-Chairperson – Marion Morris nominated Nahid Sanii-Yahyai as Vice-Chairperson. Martha Kern-Boprie supported the nomination. Nahid Sanii-Yahyai was elected Vice-Chairperson on a unanimous vote.

Secretary – Marion Morris nominated Martha Kern-Boprie as Secretary. Nahid Sanii-Yahyai supported the nomination. Martha Kern-Boprie was elected Secretary on a unanimous vote.

11. Bills for Payment

It was moved by Martha Kern-Boprie and supported by Marion Morris to pay the bills for a total of \$54,595.55. The motion carried.

12. Financial Statements

A. October 2020 Revenue & Expenditure Report

B. October 2020 Balance Sheet

It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to receive the October 2020 financial reports. The motion carried.

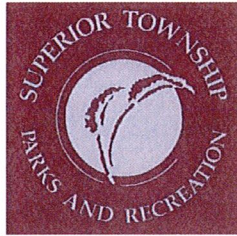
13. Pleas and Petitions

Guy Conti asked about the timeline for developing the next five year Parks and Open Space Plan, as he noted the current plan expires in 2021. Marion Morris responded that the current plan remains in effect through 2021, and development of the next plan will be a focus of the Park Commission during 2021.

14. Adjournment

Marion Morris adjourned the meeting at 7:10 pm.

Submitted by Martha Kern-Boprie, Park Commissioner and Secretary



13-

ADMINISTRATOR REPORT DECEMBER 21, 2020

- Next Board of Trustees Meeting: Tuesday, January 19, 2021 @ 7:00 p.m.
Attendee: Commissioner TBD
- Township offices are operational but remain closed to the public currently.
- We have received the reimbursement check from Washtenaw County in the amount of \$32,836.00 for the play structure at Fireman's Park. This revenue will be reflected on the December 2020 Revenue & Expenditure Report.
- I have begun preparing the Request for Proposals (RFP) packet for the restoration of the two tennis courts at Community Park. The RFP is currently scheduled to go out February 18th. Being as this is a Community Development Block Grant funded project this date will be contingent on Washtenaw County's completion of the required Environmental Study of the site. This is the same process that we went through with the play structure at Fireman's Park this year. I will keep you advised as this project moves forward.
- Unfortunately, Superior Township was not selected to receive a 2021 grant from the Michigan Natural Resources Trust Fund that was submitted on the township's behalf by Jack Smiley. The grant did receive a positive score and was next on the list to receive funding.
- I would like to thank each of you for your continued support during this past year. While it has been difficult at times due to the Covid-19 pandemic, we have still managed to move forward. Three of the highlights from this past year include:
 - Awarded mParks Rapid Response Grant funding to provide COVID-19 educational signage and Personal Protective Equipment
 - Awarded mParks Building Healthy Places Grant to assist with funding the ADA sidewalk at Fireman's Park
 - The installation of a new play structure at Fireman's Park through a Community Development Block Grant.
- I would like to wish you and your families a Merry Christmas and a Happy and Healthy New Year.

Respectfully Submitted,



Juan Bradford

8/12

How to Make Your Outdoor Gyms Appealing to Everyone

nrpa.org/blog/how-to-make-your-outdoor-gyms-appealing-to-everyone/

By Allison Abel | Posted on December 14, 2020



What are some good things that have come out of 2020? For one thing, I think most of us spent more time outside in nature. It's well documented that time outdoors is great for our mental and emotional health, but in the park and recreation field, we want to make sure that time outdoors enhances physical health, as well. Some groups, such as children playing on playgrounds and athletes using sports fields — will naturally engage in physical activity in parks. Others, unfortunately, such as parents, older adults and people with disabilities, often become mere bystanders. Though some members of these groups may be athletes, many often visit parks only as spectators and don't engage in physical activity themselves. How can we change that?

Outdoor gyms are unique in their ability to promote activity in parks in such a way that appeals to a wide variety of demographics. What do they hold for the often-passive park visitors, and how can we design them to get the highest return on our investment on the space?

Consider a park in your area that you'd like to see more heavily used. Who makes up the local community, and who are the ones who pass by the park regularly? Are they parents dropping their kids off at the school next door? Individuals in wheelchairs from a rehab facility down the street? Neighborhood teens? Older adults from an adjacent senior center? In some cases, you might see *all* those demographics. Therefore, it's important to find exercise equipment that meets the needs of each.

Parents

Moms and dads have a multitude of demands on their time. When they take children to school and stop by the park with younger siblings, having fitness equipment next to the playground is a great way for them to both watch the children play and engage in physical activity themselves. Units with adjustable resistance are perfect for this. Look for machines with bidirectional resistance, which enhance the workout.

Users in wheelchairs

Individuals with mobility impairments often have challenges finding fitness equipment that meets their needs even in *indoor* gyms. This is concerning, as those with disabilities are at a greater risk of obesity and related health challenges than the rest of the population. By providing inclusive fitness equipment outdoors, parks can give this at-risk population some great ways to stay healthy *and* provide a way for them to interact with the rest of the community. On this note, it's important to not just provide inclusive fitness equipment, but also to make sure the area has accessible surfacing and adequate clearances between units, and that there is an accessible route to the gym from the parking lot.

Teens

Teens love socializing! Many outdoor fitness units are designed to accommodate multiple users at the same time. Functional fitness rigs feature many activities in a small footprint, which encourages social interaction. And an outdoor gym that's designed as a cluster — rather than single stations along a trail — will allow teens to work out with their friends or even (gasp!) mom and dad.

Older adults

Older adults in particular love exercising outdoors. There are plenty of low-impact outdoor gym units available for this demographic. Resistance-free units are a good idea, as well, as they are designed to increase range of motion and help older adults recover some of their lost agility.

Athletes

These park visitors are often found using sports courts and fields, but they also enjoy the opportunity to participate in strength training at outdoor gyms. There is now a multitude of functional fitness activities available for outdoor use — everything from suspension trainers to kickboxing stations! For even more of a challenge, ninja courses take workouts to advanced levels, and obstacle courses introduce the sort of competitive element found in sports.

Putting it all Together

Many outdoor gyms feature only one or two types of fitness equipment and therefore are limited in their appeal and the value they offer to the community. By using many different types of fitness equipment, you can ensure that all the visitors to your park have something for their needs.

Once you've accomplished that, how do you make your gym not just a place to get a bit of exercise, but a true fitness destination?

Shade makes a big difference in the number of hours that an outdoor gym can comfortably be used. For extra credit, incorporate lighting into the shade structure to extend use well into the evening. Benches, trash receptacles and bike racks further enhance the area to provide a complete and well-rounded amenity. Signage can be used to acknowledge donors, list safety guidelines, give a sample workout plan or display tips for healthy lifestyles.

By thoughtfully considering your park visitors and tailoring the outdoor gym to their needs, you can create a fitness destination that will be used and enjoyed by your community for years to come.

Allison Abel is the director of marketing for Greenfields Outdoor Fitness. She draws from years of experience assisting in project planning and interactions with end users in the field to inform her knowledge base of proven strategies to increase the effectiveness of outdoor gyms. Allison has presented on the topic of outdoor gym design at the NRPA Annual Conference, California Park & Recreation Society Annual Conference, and the Conference on the Value of Play.

2021 Parks & Recreation Contact Information

Name	Title	Address	Home # (734)	Work # (734)	Cell/Fax # (734)	Email Address
Bradford, Juan	Parks & Recreation Administrator	3147 S. Newburgh Wayne, MI 48184	(734) 326-2204	(734) 480-5502	Cell: (734) 649-1991 Fax: (734) 484-4883	jbradford@superior-twp.org
Buterbaugh, Dave	Maintenance Supervisor	31335 Barton Garden City, MI 48135	(734) 522-9557	(734) 480-5502	Cell: (734) 660-9992 Fax: (734) 484-4883	dbuterbaugh@superior-twp.org
Collman, Rick	CHNP Park Steward		(734) 453-5069		Cell: (734) 453-5069	rick@thecollmans.com
Conti, Guy	Commissioner	8372 Barrington Dr. Superior Twp. MI 48198			(734) 657-1910	superiortwp@casadelconti.com
Kern-Boprie, Martha	Commission Secretary	1659 Sheffield Dr. Superior Twp. MI 48198	(734) 433-3621	(734) 647-8006	(734) 330-0520	kernm@umich.edu
Lansing, Terry Lee	Commissioner	9805 Geddes Rd. Superior Twp. MI 48198	(734) 484-6481			Terryleeisme7@gmail.com
Morris, Marion	Commission Chair	8264 Vreeland Rd. Superior Twp. MI 48198	(734) 432-7414			petermorris201@comcast.net
Pigott, Patrick	Recreation Coordinator	41391 Southwind Dr. Canton, MI 48188		(734) 480-5502	Cell: (734) 652-0929 Fax: (734) 484-4883	ppigott@superior-twp.org
Schofield, Riley	Commissioner	8690 Cherry Hill Rd, Superior Twp., MI 48198			(734) 660-7349	rrs903@gmail.com
Sanii-Yahyai, Nahid	Commission Vice-Chair	3500 Blue Heron Ct. Superior Twp. MI 48198	(734) 922-5911		(734) 272-2854	nyahyai@comcast.net
Vessels, Gregory K.	Commissioner	333 E. Clark Rd. Superior Twp. MI 48198			(734) 645-9180	ypsirish@yahoo.com
Parks & Recreation Office		575 E. Clark Road Superior Twp. MI 48198		(734) 480-5502	Fax: (734) 484-4883	superiorparks@superior-twp.org jbradford@superior-twp.org

Updated 12/16/2020

83

9A

To: Superior Charter Township Board of Trustees
From: Superior Charter Township Parks & Recreation Commission
Subject: Schock Park Use and Maintenance Responsibilities
Date: 12/21/2020

During summer 2019 Supervisor Ken Schwartz attended a Parks & Recreation 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 Parks & Recreation Commissioners and the Parks & Recreation Administrator evaluated this proposal.

Subcommittee members noted that Schock Park property is not presently used for active park purposes, and given its location, has only been used for passive recreation, most often by town hall staff. They could see possible 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, non-park properties. During 2019 the time spent on this maintenance amounted to 275 hours and the wage cost of these hours was \$5,115.00. This total does not include any fringe benefits, which would expand the labor cost. Additionally, this figure does not take into account money spent on fuel, equipment maintenance and replacement, consumables.

<u>Hours</u>	<u>Average 2019 Hourly Wage</u>	<u>Annual 2019 Cost (excluding fringe benefits)</u>
275	\$18.65	\$5,115.00

Township 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 and storage garage sit on Schock Park property, and access to both of these should be continued in perpetuity and limited to park staff.

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

1. Park staff do an excellent job maintaining the non-park properties, and this should continue. However, the Park Fund should be compensated for all labor and equipment costs associated with maintaining the 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. This would go a long way toward improving our parks, such as providing barrier-free sidewalks, upgraded amenities, and additional special events.
2. Continued unlimited access to the park maintenance barn, park storage garage and Old Township Hall by park staff now and in the future. Access to these structures should be limited to park staff.
3. The Parks & Recreation Commission would like a written plan from the Township Board outlining their plans and timelines for the property that composes Schock Park.

The Parks & Recreation Commission welcomes a work session with members of the Board of Trustees to discuss of the future of Schock Park.

10A

Parks & Recreation Commission 2021 Regular Meeting Schedule

All meetings are held on the 4th Monday of the month at 6:30pm at Old Township Hall.

**unless otherwise noted*

Monday, January 25th @ 6:30pm

Monday, February 22nd @ 6:30pm

Monday, March 22nd @ 6:30pm

Monday, April 26th @ 6:30pm

Tuesday, May 24th @ 6:30pm

Monday, June 28th @ 6:30pm

Monday, July 26th @ 6:30pm

Monday, August 23rd @ 6:30pm

Monday, September 27th @ 6:30pm

Monday, October 25th @ 6:30pm

Monday, November 22nd @ 6:30pm

Monday, December 20th @ 6:00pm

**Meeting held the third Monday due to Christmas Holiday*

2021

10B

Township Board Mtg. P&R Attendees Schedule

Meeting Date	Day Of Week	Commissioner
January 19, 2021	Tuesday	
February 16, 2021	Tuesday	
March 15, 2021	Monday	
April 19, 2021	Monday	
May 17, 2021	Monday	
June 21, 2021	Monday	
July 19, 2021	Monday	
August 16, 2021	Monday	
September 20, 2021	Monday	
October 18, 2021	Monday	
November 15, 2021	Monday	
December 20, 2021	Monday	

User: NANCY

CHECK DATE FROM 11/24/2020 - 12/21/2020

DB: Superior Twp

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
11/24/2020	GENL	43539	#BP200009308	BARCO PRODUCTS COMPANY	PET WASTE BAGS	740.000	755	383.14
11/24/2020	GENL	43548	A-132756	PARKWAY SERVICES	PORTAJOHN @ FIREMAN'S PARK - NOV 20801.000	289.000	755	120.00
11/24/2020	GENL	43554	112520	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 11/25/20 PAYROLL	289.000	000	5,310.74
11/24/2020	GENL	43555	112320-01	SUPERIOR TWP UTILITY DEPARTMENT	NEW CELL PHONE JUAN BRADFORD	850.000	751	479.92
11/24/2020	GENL	43558	098559	WALMART COMMUNITY/SYNCH	PUMPKIN GIVEAWAY SUPPLIES	740.000	754	41.91
12/01/2020	GENL	43572	1631985734	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	740.000	751	50.35
12/08/2020	GENL	43581	68897656	WEX BANK	FUEL - NOVEMBER 2020	742.000	755	139.11
12/08/2020	GENL	43587	NOV 2020 - P	DTE ENERGY	ELECTRIC - PARKS BARN - NOV 2020	920.000	755	45.21
12/08/2020	GENL	43598	NOV 20	PATRICK FIGOTT	CELL PHONE STIPEND -NOVEMBER 2020	850.000	754	32.00
12/08/2020	GENL	43605	2020-080	SUPERIOR TOWNSHIP CREDIT CARDZOOM	- NOVEMBER 2020	205.001	000	14.99
12/08/2020	GENL	43607	NOV - 20	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - NOVEMBER 2020	289.000	000	1,073.60
			121020	CASH TRANSFER	12/10/20 PAYROLL	289.000	000	7,593.16
				CHECK GENL 43607	TOTAL FOR FU			8,666.76
12/08/2020	GENL	43610	12320	YPSILANTI ACE HARDWARE	SNOW BLOWER REPAIR	930.000	755	89.58
12/15/2020	GENL	43634	20336709-00	WEINGARTZ	NEW RIDING LAWN MOWER	980.000	755	17,878.00
					Total for fund 508 PARKS & RECREATION			33,251.71

11A.

PERIOD ENDING 11/30/2020

ACTIVITY FOR

2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 11/30/2020	MONTH 11/30/20	AVAILABLE BALANCE	% BDDT USED	YTD BALANCE 11/30/2019
Fund 508 - PARKS & RECREATION								
Revenues								
Dept 000 - REVENUE								
508-000-588.000	GENERAL FUND CONTRIBUTION	290,876.00	290,750.00	266,520.83	24,229.17	24,229.17	91.67	258,758.50
508-000-590.000	GRANTS	0.00	0.00	12,925.00	2,925.00	(12,925.00)	100.00	0.00
508-000-604.000	REIMBURSEMENT FOR LABOR COSTS	1,000.00	1,000.00	816.80	81.68	183.20	81.68	816.80
508-000-663.000	INTEREST ON RESERVES INCOME	10,000.00	8,000.00	2,276.16	0.00	5,723.84	28.45	8,300.72
508-000-673.000	INSURANCE REIMBURSEMENTS INCOM	200.00	200.00	443.92	0.00	(243.92)	221.96	183.97
508-000-696.000	DONATIONS	500.00	500.00	100.00	0.00	400.00	20.00	2,350.00
508-000-698.000	MISCELLANEOUS INCOME	0.00	0.00	326.18	0.00	(326.18)	100.00	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	283,408.89	27,235.85	51,188.11	84.70	270,409.99
TOTAL REVENUES								
Total Dept 000 - REVENUE		332,576.00	334,597.00	283,408.89	27,235.85	51,188.11	84.70	270,409.99
Expenditures								
Dept 751 - PARK & REC. ADMINISTRATION								
508-751-701.000	COMMISSION STIPENDS	8,567.00	8,567.00	6,476.21	656.69	2,090.79	75.59	6,012.89
508-751-702.000	SALARIES	37,579.00	37,579.00	34,984.66	(2,609.09)	2,594.34	93.10	33,677.76
508-751-702.002	CONTROLLER SALARY	5,859.00	5,859.00	5,117.60	480.33	741.40	87.35	5,260.11
508-751-710.000	TRAINING	1,300.00	1,300.00	920.00	0.00	380.00	70.77	1,095.80
508-751-717.000	TAXABLE BENEFITS	0.00	0.00	751.58	0.00	(751.58)	100.00	729.68
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	355.54	69.34	144.46	71.11	169.31
508-751-800.010	PROFESSIONAL SERVICES - AUDIT	1,040.00	1,040.00	1,000.00	0.00	40.00	96.15	1,000.00
508-751-801.000	PROFESSIONAL SERVICES - OTHER	3,000.00	3,000.00	1,108.13	108.28	1,891.87	36.94	2,578.17
508-751-850.000	TELECOMMUNICATIONS	800.00	1,400.00	479.92	479.92	411.26	70.62	667.72
508-751-851.000	INSURANCE & BONDS	9,000.00	9,000.00	8,766.74	811.80	233.26	97.41	9,446.79
508-751-860.000	TRANSPORTATION	1,200.00	1,200.00	423.21	0.00	776.79	35.27	839.84
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	6,000.00	0.00	0.00	100.00	6,000.00
508-751-958.000	MEMBERSHIPS & DUES	880.00	650.00	450.00	0.00	200.00	69.23	440.00
508-751-961.001	CAPITAL IMPROVEMENT	0.00	0.00	1,681.50	0.00	(1,681.50)	100.00	0.00
508-751-963.000	BANK FEES & CHARGES	10.00	10.00	42.26	0.00	(32.26)	422.60	28.06
508-751-981.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	711.71
508-751-999.000	MISCELLANEOUS EXPENSE	200.00	200.00	300.00	0.00	(100.00)	150.00	200.00
Total Dept 751 - PARK & REC. ADMINISTRATION		78,035.00	78,405.00	69,366.17	(2.73)	9,038.83	88.47	68,857.84
Dept 754 - RECREATION								
508-754-702.000	SALARIES	10,651.00	10,651.00	4,551.78	1,504.65	6,099.22	42.74	10,196.90
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	2,207.44	14.82	3,292.56	40.14	6,455.07
508-754-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00	1,977.50	12.50	22.50	98.88	737.43
508-754-850.000	TELECOMMUNICATIONS	400.00	359.00	352.00	32.00	7.00	98.05	352.00
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	9,088.72	1,563.97	11,727.28	43.66	17,741.40

12A

PERIOD ENDING 11/30/2020

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 11/30/2020	ACTIVITY FOR MONTH 11/30/20	AVAILABLE BALANCE	% BDC USED	YTD BALANCE 11/30/2019
		ORIGINAL BUDGET	2020 AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Expenditures								
Dept 755 - PARK MAINTENANCE								
508-755-702.000	SALARIES	116,370.00	116,370.00	110,236.58	13,423.03	6,133.42	94.73	102,668.85
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	0.00	(62.52)	101.41	3,984.79
508-755-740.000	OPERATING SUPPLIES	4,300.00	4,300.00	2,862.62	226.93	1,437.38	66.57	3,302.38
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	335.00	0.00	665.00	33.50	501.00
508-755-742.000	FUEL-LUBRICANTS	3,000.00	3,000.00	2,905.25	139.11	94.75	96.84	3,443.88
508-755-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00	1,723.73	159.43	276.27	86.19	1,066.71
508-755-850.000	TELECOMMUNICATIONS	800.00	800.00	1.68	0.00	798.32	0.21	470.16
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	560.61	45.21	289.39	65.95	553.12
508-755-930.000	REPAIR & MAINTENANCE	11,500.00	11,500.00	5,773.19	425.00	5,726.81	50.20	9,453.05
508-755-930.001	CONTROLLED BURNS	4,400.00	4,400.00	3,400.00	0.00	1,000.00	77.27	4,400.00
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	17,878.00	17,878.00	5,622.00	76.08	0.00
508-755-981.000	EQUIPMENT UNDER \$5,000	2,000.00	2,000.00	279.96	0.00	1,720.04	14.00	44.99
Total Dept 755 - PARK MAINTENANCE		176,917.00	176,864.00	150,463.14	32,296.71	26,400.86	85.07	129,888.93
Dept 756 - PARK DEVELOPMENT/IMPROVEMENT								
508-756-951.000 PROJECTS								
Total Dept 756 - PARK DEVELOPMENT/IMPROVEMENT		30,000.00	30,000.00	50,292.95	0.00	(20,292.95)	167.64	4,489.50
Total Dept 966 - UNALLOCATED EXPENSES		28,521.00	28,512.00	26,002.82	2,102.93	2,509.18	91.20	25,430.41
TOTAL EXPENDITURES		333,024.00	334,597.00	305,213.80	35,960.88	29,383.20	91.22	246,408.08
Fund 508 - PARKS & RECREATION:								
TOTAL REVENUES		332,576.00	334,597.00	283,408.89	27,235.85	51,188.11	84.70	270,409.99
TOTAL EXPENDITURES		333,024.00	334,597.00	305,213.80	35,960.88	29,383.20	91.22	246,408.08
NET OF REVENUES & EXPENDITURES		(448.00)	0.00	(21,804.91)	(8,725.03)	21,804.91	100.00	24,001.91

12.15

GL Number	Description	PERIOD ENDED 11/30/2019	PERIOD ENDED 11/30/2020
*** Assets ***			
Cash			
508-000-013.000	CHASE 5503 - DAILY OPERATING CHECKING	74,425.64	48,848.17
508-000-013.001	CHASE 5503 - GENERAL RESERVE	0.00	73,994.99
508-000-013.002	CHASE 5503 - ACCRUED ABSENCES	0.00	3,577.69
508-000-015.050	CHASE 2453 CD - GENERAL	72,874.36	0.00
508-000-015.100	CHASE 1076 CD - ACCRUED ABSENCES	3,523.55	0.00
508-000-017.000	COMERICA 1274 J-FUND - BUILDING RESERVE	399,448.44	401,721.33
	Cash	<u>550,271.99</u>	<u>528,142.18</u>
Accounts Receivable			
	Accounts Receivable	<u>0.00</u>	<u>0.00</u>
Other Assets			
508-000-123.050	PREPAID INSURANCE	2,319.49	1,834.68
	Other Assets	<u>2,319.49</u>	<u>1,834.68</u>
Due From Other Funds			
	Due From Other Funds	<u>0.00</u>	<u>0.00</u>
	Total Assets	<u>552,591.48</u>	<u>529,976.86</u>
*** Liabilities ***			
Accounts Payable			
508-000-201.000	A/P - VENDORS	1,074.09	19,233.26
	Accounts Payable	<u>1,074.09</u>	<u>19,233.26</u>
Liabilities-ST			
	Liabilities-ST	<u>0.00</u>	<u>0.00</u>
Liabilities-LT (under 1 year)			
	Liabilities-LT (under 1 year)	<u>0.00</u>	<u>0.00</u>
Other Liabilities			
	Other Liabilities	<u>0.00</u>	<u>0.00</u>
Due To Other Funds			
508-000-285.000	DUE TO UTILITY FUND	85.47	0.00
508-000-289.000	DUE TO PAYROLL FUND	994.84	0.00
	Due To Other Funds	<u>1,080.31</u>	<u>0.00</u>
	Total Liabilities	<u>2,154.40</u>	<u>19,233.26</u>
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	131,686.45	137,618.69
	Unassigned	<u>131,686.45</u>	<u>137,618.69</u>
Assigned			
508-000-393.010	FUND BALANCE - BUILDING RESERVE	383,157.12	383,157.12
508-000-393.050	FUND BALANCE - ACCRUED ABSENCES	9,041.60	9,222.70
	Assigned	<u>392,198.72</u>	<u>392,379.82</u>

GL Number	Description	PERIOD ENDED 11/30/2019	PERIOD ENDED 11/30/2020
*** Fund Balance ***			
508-000-393.055	Restricted FUND BALANCE - SCHROETER	2,550.00	2,550.00
	Restricted	<u>2,550.00</u>	<u>2,550.00</u>
	Total Fund Balance	<u>526,435.17</u>	<u>532,548.51</u>
	Beginning Fund Balance	526,435.17	532,548.51
	Net of Revenues VS Expenditures	24,001.91	(21,804.91)
	Fund Balance Adjustments	0.00	0.00
	Ending Fund Balance	550,437.08	510,743.60
	Total Liabilities And Fund Balance	552,591.48	529,976.86