

SUPERIOR CHARTER TOWNSHIP PARKS & RECREATION COMMISSION MEETING

The Superior Township Parks & Recreation Commission

JULY 2021

Regular Meeting

will be held

MONDAY JULY 26, 2021 @ 6:30 p.m.

at

SUPERIOR TOWNSHIP HALL

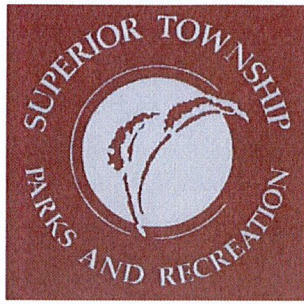
3040 N. Prospect Rd.

(Corner of Cherry Hill & Prospect)

Current COVID-19 protocols will be in place

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

JULY 2021

Regular Meeting

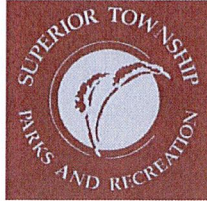
will be held

MONDAY, JULY 26, 2021 @ 6:30 p.m.

At

SUPERIOR TOWNSHIP HALL

Juan Bradford	Marion Morris
Guy Conti	Patrick Pigott
Martha Kern-Boprie	Nahid Sanii-Yahyai
Terry Lee Lansing	Riley Schofield
Bernice Lindke	Gregory Vessels



PARKS & RECREATION COMMISSION REGULAR MEETING
Via ZOOM
JULY 26, 2021 @ 6:30 P.M.
AGENDA

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) FLAG SALUTE**
- 4) AGENDA APPROVAL**
- 5) PRIOR MEETING MINUTES APPROVAL**
 - A) June 28, 2021
- 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: Diversity, Equity, and Inclusion in Parks & Recreation
 - B) Movies in the Park Flier
 - C) Park Reservation: Washtenaw Promise
 - D) Park Reservation: Ypsilanti Community Schools
 - E) Park Reservation: D. Joseph
- 9) OLD BUSINESS**
- 10) NEW BUSINESS**
 - A) Volunteer Signup: Movies in the Park, August 14th
- 11) BILLS FOR PAYMENT**
 - A) June 29, 2021 – July 26, 2021
- 12) FINANCIAL STATEMENTS**
 - A) June 2021 Revenue & Expenditure Report
 - B) June 2021 Balance Sheet
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting: August 23, 2021 @ 6:30 pm

5 A.

Superior Charter Township Park Commission
Regular Meeting
June 28, 2021
Conducted via Zoom Platform Technology

Proposed Minutes

1. Call to Order
The meeting was called to order by Vice-Chair Nahid Sanii-Yahyai at 6:30 pm.
2. Roll Call
Park Commissioners present: Nahid Sanii-Yahyai, Martha Kern-Boprie, Riley Schofield, Greg Vessels, Terry Lee Lansing

Park Commissioners absent: Marion Morris (excused), Guy Conti

Others present: Juan Bradford, Park Administrator; Patrick Piggott, Maintenance Supervisor and Recreation Coordinator
3. Flag Salute
Vice-Chair Nahid Sanii-Yahyai led those assembled in the Pledge of Allegiance to the Flag.
4. Agenda Approval
It was moved by Terry Lee Lansing and supported by Martha Kern-Boprie to approve the agenda as drafted. The motion carried.
5. Prior Meeting Minutes Approval
 - A. May 24, 2021
It was moved by Nahid Sanii-Yahyai and supported by Terry Lee Lansing to approve the minutes of 5/24/21 with correction to the Board Attendee Report. Nahid stated she wanted it recorded that she also attended this township board meeting and concurred with Martha Kern-Boprie's report.
6. Citizen Participation – none
7. Reports
 - A. Chairperson
Marion Morris was fatigued, and asked to be excused from tonight's meeting.
 - B. Administrator
Juan Bradford submitted a written report. He reviewed in more detail tree maintenance needed in several parks, including removal of dead trees. We budgeted \$15,000 this year to construct a sidewalk in Community Park. This sidewalk will be constructed with grant funds, so this \$15,000 in our budget can be used for other purposes. Juan recommends using it for tree maintenance. Martha Kern-Boprie asked if using it for tree maintenance rather than sidewalk construction would require a budget amendment to shift it to another activity. Juan responded no budget amendment would be necessary.
It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to use the \$15,000 in the Park Budget originally planned for sidewalk construction for tree maintenance in township parks. Terry Lee Lansing asked who would perform the tree maintenance. Juan responded an external contractor. Bids will be sought for the work. The motion carried.
 - C. Board Liaison
No report.

- D. Board Attendee
Terry Lee Lansing attended the 6/21/21 Township Board meeting. She reported the board approved a deceleration lane on Harris Road between Geddes and MacArthur to accommodate turns into the Ypsilanti District Library branch under construction on the east side of Harris Road. Township Board members congratulated Patrick Pigott on his new position as Park Maintenance Supervisor.
- E. Park Steward
No report. Juan Bradford sent a letter to Rick Collman thanking him for his service as Park Steward.
- F. Safety
Patrick Pigott reported there were no accidents or injuries in the past month.

8. Communications

- A. Educational: Improving Mental Health with Parks & Recreation
- B. Movies on the Green Flyer
- C. Dixboro Village Green Events Flyer
- D. Discover.Dixboro.Flyer
- E. Y on the Fly at Fireman’s Park
- F. Rare Bird at Cherry Hill Nature Preserve
- G. Memorial Request at Cherry Hill Nature Preserve
- H. Letter to Rick Collman

It was moved by Martha Kern-Boprie and supported by Greg Vessels to receive the communications. The motion carried.

9. Old Business

- A. Schock Park Transfer of Authority Resolution
It was moved by Nahid Sanii-Yahyai and supported by Greg Vessels to adopt Resolution Number 2021-20.

WHEREAS, the property known as Schock Park, located on Cherry Hill Road and legally described as set forth in the attached deed: and,

WHEREAS, it is the mutual decision of the Superior Township Parks & Recreation Commission and the Superior Township Board of Trustees to transfer authority for all purposes of the described land to the Board of Trustees; and,

WHEREAS, it is the intent of the parties to abandon parklike activities on the site, and to use the site for governmental and institutional uses consistent with township government.

WHEREAS, upon the transfer of the described land the Board of Trustees agree to the following terms:

1. The Board of Trustees will remunerate the Parks & Recreation Commission budget for any maintenance performed on the former Schock Park at the usual wages paid to maintenance personnel for the hours that work was performed.
2. The Board of Trustees agrees to remunerate to the Parks & Recreation Commission budget for any maintenance performed at the township’s direction which is not park property at the usual wages paid to maintenance personnel for the hours that work was performed and will remunerate the Parks & Recreation budget for the use of equipment and supplies.
3. The Parks & Recreation Administrator shall itemize the above costs and submit to the Township Supervisor the estimated costs of wages and other expenses to be incurred for the following year by August 1st of each year to be added to the Parks & Recreation Budget for the next year.

4. The Parks & Recreation maintenance personnel may continue to use the structures on the former Schock Park for storage and maintenance activities until the township provides equal and comparable space elsewhere in the township.
5. The Township Board of Trustees shall notify the Parks & Recreation Commission of any improvements to the park. This notice is advisory only and will not affect the plans of the Board of Trustees.

NOW THEREFORE BE IT RESOLVED THAT the Superior Township Board of Trustees agree to the above conditions.

BE IT FURTHER RESOLVED THAT the transfer shall occur upon the Parks & Recreation Commission acceptance of this resolution by a majority vote at a regular meeting of the Parks & Recreation Commission.

BE IT FURTHER RESOLVED THAT the Parks & Recreation Administrator and the Township Supervisor shall meet to discuss adjustments to 2021 Parks & Recreation Budget for work to be performed in 2021 for non-park service areas.

	Yes	No	Absent
Marion Morris			X
Nahid Sani-Yahyai	X		
Martha Kern-Boprie	X		
Riley Schofield	X		
Guy Conti			X
Terry Lee Lansing	X		
Greg Vessels	X		

The motion carried and the resolution was adopted.

B. Community Park Tennis Court Restoration Update and Lesson Inquiry

Juan Bradford informed the park commission that restoration of the tennis courts in Community Park is nearly complete. A few more items and it should be finished within a week. Photographs of the tennis courts were provided. Martha Kern-Boprie asked if a rebound board could be attached to one of the fences surrounding the courts, to allow solo players to practice. Juan stated that could be done in the near future. Juan also informed commissioners that an individual who provides tennis instruction has contacted Juan about providing lessons at the Community Park courts.

C. Seed Quilt at Cherry Hill Nature Preserve

The individual working on the Seed Quilt in Cherry Hill Nature Preserve (CHNP) provided drawings and an update on his project. Seed Quilts will be installed in two locations in CHNP. Each quilt will be 2 feet by 12 feet, and composed of layers compostable fabric with flower seeds embedded. The fabric with embedded seeds will be planted. The flowers will grow up in patterns based on where the various seeds were embedded.

10. New Business

A. Resolution to Proclaim July 2021 as Parks & Recreation Month

It was moved by Nahid Sani-Yahyai and supported by Riley Schofield to adopt Parks & Recreation Resolution Number 2021-01

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including the Charter Township of Superior; and,

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS the Charter Township of Superior Parks & Recreation Commission recognizes the benefits derived from parks and recreation resources.

NOW THEREFORE BE IT RESOLVED BY Superior Township Parks & Recreation Commission that July is recognized as Park and Recreation Month in the Charter Township of Superior.

Roll Call Vote

	Yes	No	Absent
Marion Morris			X
Nahid Sani-Yahyai	X		
Martha Kern-Boprie	X		
Greg Vessels	X		
Riley Schofield	X		
Terry Lee Lansing	X		
Guy Conti			X

The motion carried and Park & Recreation Resolution Number 2021-01 is adopted.

B. July 2021 Parks & Recreation Commission Meeting Location

Juan Bradford asked park commissioners if they would feel comfortable and safe holding the July 26 commission meeting in person at township hall instead of via zoom. Township offices will re-open for in person business on July 6. Meeting in the township board room allows commissioners and audience members to sit safe distances apart. Microphones are available to allow commissioners to hear one another. The consensus of the park commission was to hold the July 26 Park & Recreation Commission meeting in-person in the township hall meeting room.

C. Volunteer Signup: Movies on the Dixboro Green July 10 Dixboro Market July 30

The following park commissioners volunteered to help with July events

Movies on the Dixboro Green July 10th
Nahid Sanii-Yahyai

Dixboro Market July 30th
Nahid Sanii-Yahyai
Greg Vessels
Terry Lee Lansing

D. Bicycle Rack Request at Cherry Hill Nature Preserve

A request was made to Juan Bradford from a township resident to install a bicycle rack near the entrance to Cherry Hill Nature Preserve (CHNP). Juan thought this was a reasonable request, and he could support it as long as it is clearly signed that bicycles cannot be ridden through CHNP. The cost of a bicycle rack is estimated at \$300 and our budget can afford this. The consensus of the park commission was to have a bicycle rack installed near the entrance to CHNP.

11. Bills for Payment

It was moved by Terry Lee Lansing and supported by Greg Vessels to approve payment of the bills totaling \$33,979.25 at 6/28/2021. The motion carried.

12. Financial Statements

- A. May 2021 Revenue & Expenditure Report
- B. May 2021 Balance Sheet

It was moved by Terry Lee Lansing and supported by Greg Vessels to receive the May financial statements. The motion carried.

13. Pleas and Petitions

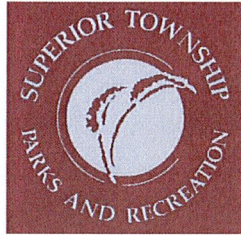
Martha Kern-Boprie asked when we will have a potluck lunch to celebrate David Buterbaugh's service to the park department and wish him well in retirement. Juan Bradford responded he spoke with David about this, and David does not want an event of this nature. Martha then suggested that perhaps the park commission could host a lunch for all the park staff near the end of summer to thank all of them for their efforts this season. We could invite David to participate if he wished.

Greg Vessels asked when he is scheduled to attend a Township Board Meeting as a park commissioner. He is scheduled for July 19.

14. Adjournment

It was moved by Greg Vessels and supported by Riley Schofield to adjourn the meeting at 7:18 pm. The motion carried.

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



7B

**ADMINISTRATOR REPORT
JULY 26, 2021**

- Next Board of Trustees Meeting: Monday, AUGUST 16, 2021 @ 7:00 p.m.
Attendee: Commissioner Schofield
- The Township Board of Trustees passed a resolution at their July meeting recognizing July 2021 as Parks & Recreation Month in Superior Township. The Board of Trustees have done a great job of supporting the parks & recreation program and should be commended.
- The Summer Playground Camp is entering it's sixth week and continues to be successful. Staff from both Washtenaw County Parks & Recreation and Christian Love Church are always great to work with. I anticipate this program continuing for many years to come.
- New basketball rims and nets have been ordered for Harvest Moon Park. Additionally, a new bike rack has been ordered for Cherry Hill Nature Preserve.
- The "Discover. Dixboro." event will be taking place this Friday, July 30th, during and after the Farmers Market. We will have our informational tent set up and a game for the kids.
- All township offices are once again open for business as usual!!!

Respectfully Submitted,

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

Juan Bradford

E. KURATH

7E

2203 HICKMAN ROAD
YPSILANTI, MICHIGAN
48198

24 June 2021

Remarks about brown dog ticks
Superior Township, Section 30, Spring 2021

I put each tick in a clear plastic pot with a tight lid
(from the grocery store) and watched it. When it is warm, they
move quickly.

Inside the pot:

- 70 ° F Tick climbs toward the top. Then I turn the pot
upside down and the tick goes up the side of the
pot to what is now upward. Etc. etc. Going UP
- 60 ° F Tick goes horizontally around the inside of the pot
- 55 ° F Tick goes downward to the bottom of the pot

What the tick is doing, depending on temperature:

- 50 ° F Legs folded, tick is in a lump, not moving
- 53 ° F Legs somewhat extended but not doing anything else
- 55 ° F Tick is walking slowly

Moves faster at higher temperature.

- 70 ° F Moves quickly and good at escaping

24 June 2021

In 2019 I sent three ticks to the State for identification. They said they were brown dog ticks. So far, that is the only kind I have had here.

In early April 2021 was some unusually warm weather. I did not put on repellent or do any other precautions, thinking it was too early for ticks to be a concern. I think I picked up several ticks on my clothing. Then it turned cool and I think they stayed on those garments, which I did not use again right away.

Tick No. 1: It turned warm, and at night, I woke up and found a tick on my leg above my knee, because it itched. Still sleepy; I slid my hand across and picked up the tick under my thumb nail. I saw it was a tick and this woke me up. I put the tick in a plastic pot with a lid and subsequently watched it.

Tick No. 2: A couple of nights later, a tick was inside my left elbow and woke me up because the place itched. Again I picked it up under my thumb nail and saw it was a tick.. I put it in a different plastic pot to watch it.

I later found several other ticks walking around inside the house or getting onto me, but not attached. I put them in plastic pots. The first tick was the one I watched the most. The others acted in a similar way.

These remarks are about a small number of ticks, all of this same kind. I think all of these ticks were picked up in the warm time in early April, became inactive when it turned cool, and then when it turned warm, they became active.

More about Tick No. 1 and No. 2:

Each time I woke at night because the place itched. Each time I put Listerine on the place with absorbent cotton and a Band Aid.

Tick No. 1: At the place where the tick had been, a very small fine barb projected out of the skin and stayed there. This place itched for a couple of weeks and healed with a small scab.

Tick No. 2: I picked up the tick when I slid my thumb nail across the place. When I put the tick in the pot, it had white filmy material projecting out the front end of the tick. Perhaps this was some of my skin which the tick removed to make a hole. At that place, a small round hole was in my skin, red at the bottom. The place itched for a couple of weeks and healed with a small scab.

ek

E. KURATH

2203 HICKMAN ROAD
YPSILANTI, MICHIGAN
48198

26 June 2021

Superior Township Parks

Re: Schroeter Park, Weeds in Spring of 2021

Last year's summary of weeds had it that garlic mustard and the stick tight (hackelia) were present in the southeast area along the south mowed trail. The accompanying map showed this, and said that they were fewer than in the previous year.

This spring there were very few of the garlic mustard and the hackelia. However there was a lot of bedstraw. Before this, I had not noticed it as being a concern. The area is shown on the accompanying map. I went there four times and pulled most of it, but this will need to be watched.

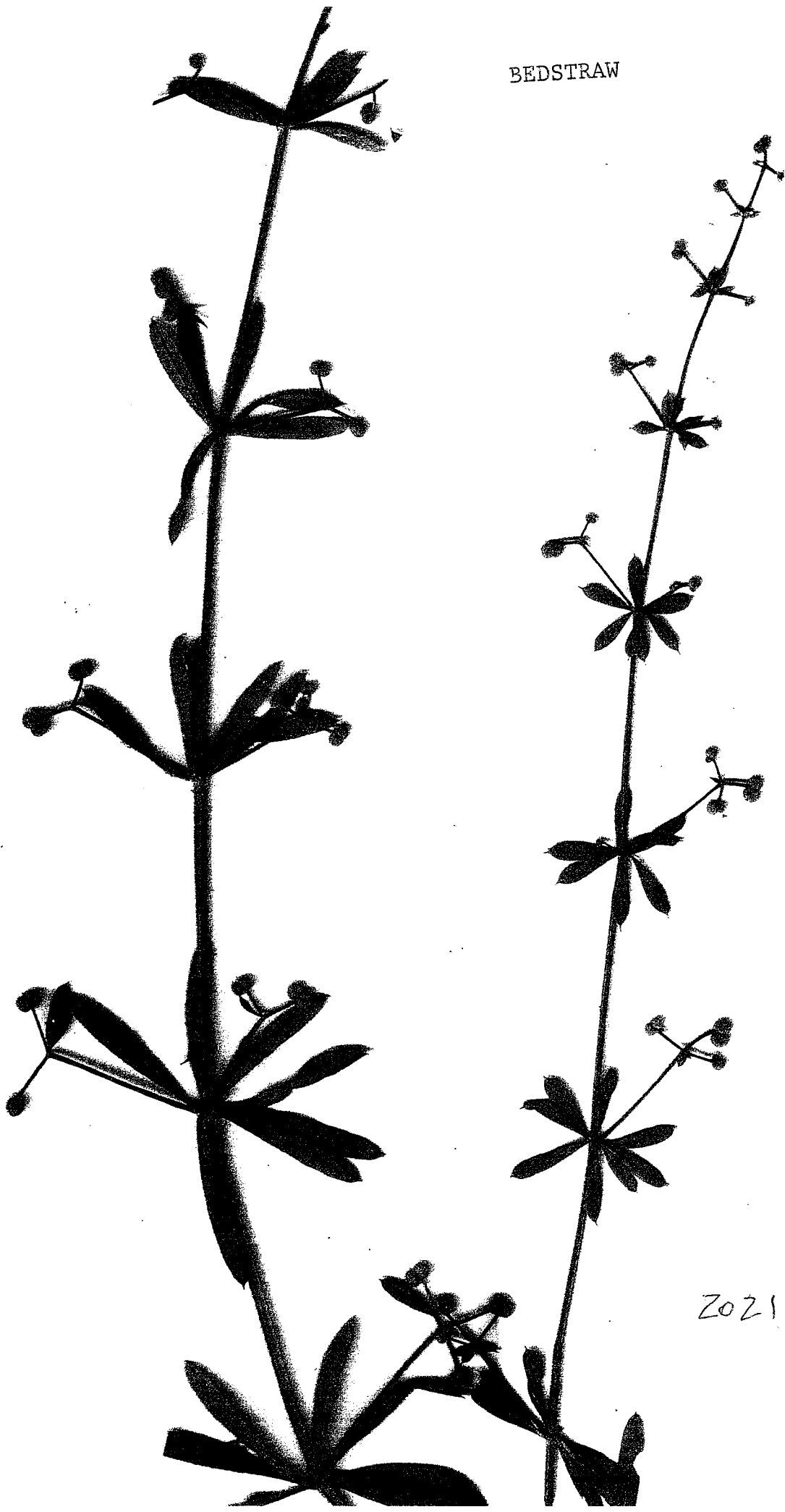
See the Figure. This particular bedstraw is a nuisance. At first it looks delicate, but it is not. It grows fast and as it becomes mature it is prickly like nettles.

A reason for coming back several times is partly because of the amount, and also because it re-appears and grows fast. One trip will not eliminate it.

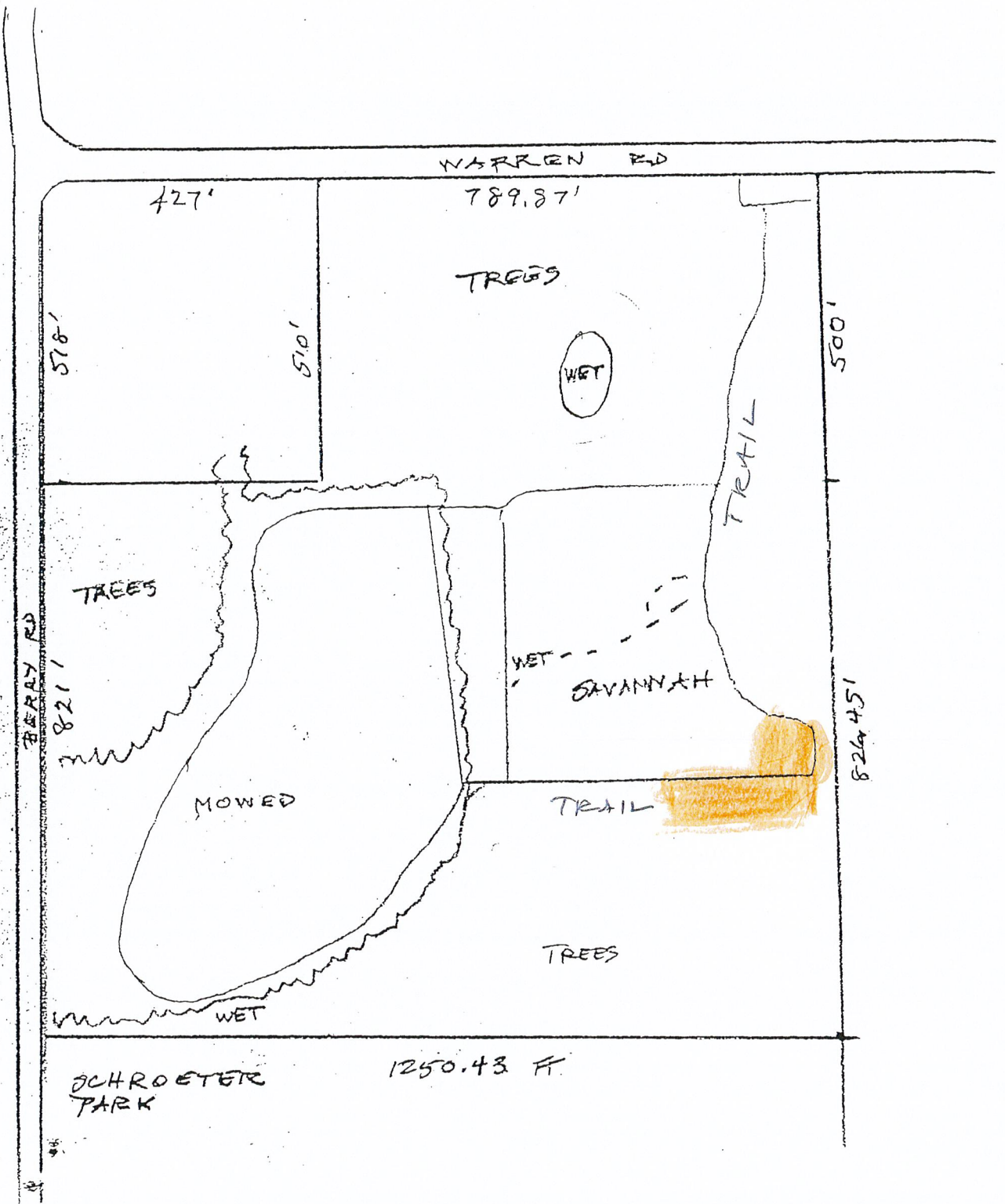
The botanical name for the genus is Galium. Voss says that telling exact species is confusing in this genus, and I make no attempt to do so. This is one which is successful enough to be a nuisance. Another kind is also present, with wider leaflets which are smooth, and it is not so aggressive.

E. Kurath

BEDSTRAW



2021



BEDSTRAW
 SPRING 2021



8 A

Diversity, Equity and Inclusion in Parks and Recreation

By Kevin Roth

Park and recreation professionals are essential, serving on the front lines of many of today's most pressing challenges. Given your agency's mission to make communities better places to live, learn, work and play, you are in a unique position to champion efforts that advance diversity, equity and inclusion (DEI). Across the profession, however, gaps remain in understanding how systemic racism, unfair power structures, and a lack of cultural competency and humility affect DEI and access to quality park and recreation spaces and programs.

In April, NRPA published a new report, *Diversity, Equity and Inclusion in Parks and Recreation* (nrpa.org/DEIReport) that highlights the state of DEI activities at agencies across the United States. Results from a 14-question survey present a snapshot of agency DEI activities (if any), professional development opportunities provided to staff, and the challenges organizations face in promoting these practices.

The survey found that one in three park and recreation agencies currently have formal DEI programs, and another third intend to establish such activities within the next two years. Sixty-two percent of agencies serving more than 100,000 residents have established formal DEI activities, compared to a quarter of agencies serving 50,000 or fewer people indicating the same.

Whether or not they have a *formal* DEI program, nine in 10 park and recreation agencies currently have established activities and policies that promote DEI practices. The most common DEI activity is the development of hiring practices and policies (reported by 66 percent of survey respondents), followed by including an expressed commitment to DEI

in foundational documents, such as vision and mission statements and strategic plans (50 percent). Other common DEI activities include:

- Staff education/skill development (50 percent)
- Professional staff and volunteer education/skill development on DEI topics (46 percent)
- Community engagement policies (45 percent)
- Recreation programming policies (38 percent)
- Contracting and procurement requirements (32 percent)
- Volunteer recruitment practices and policies (25 percent)

Looking to the future, 37 percent of park and recreation leaders anticipate conducting an equity assessment within the next two years. Agencies located in more populous locales are more likely to have conducted a DEI assessment — 17 percent of agencies that serve more than 100,000 people compared to just six percent of agencies that serve fewer than 50,000 people.

The most common methods for staff DEI education are webinars and in-person trainings — being offered at 52 percent and 44 percent of agencies, respectively. Slightly more

than a third of agencies provide staff with financial support (e.g., tuition, travel reimbursement) to participate in external professional development activities. Topics covered in agencies' DEI education offerings include:

- Implicit bias
- Adaptive and inclusive programming
- Hiring practices
- Equity versus equality
- Systematic racism

Park and recreation agencies take several actions to ensure accountability with their DEI initiatives, including measuring and tracking progress against goals. Approximately half of agencies take the following actions regarding race, ethnicity, gender, disability and income level:

- Assess communications and products for appropriate messaging (55 percent)
- Analyze key operational decisions to determine their impact (52 percent)
- Analyze key programmatic decisions to determine their impact (49 percent)
- Incorporate DEI commitment into new staff and stakeholder orientation (49 percent)
- Collect data on staff and other stakeholders (e.g., partners, vendors, community) (26 percent)

NRPA is developing and implementing a research-informed professional development and membership engagement strategy to ensure that the more than 160,000 full-time park and recreation professionals, along with hundreds of thousands of part-time and seasonal workers, stay relevant, adapt to the needs of and reflect the communities they serve. 🌱

Kevin Roth is NRPA's Vice President of Research, Evaluation and Technology (krath@nrpa.org).



SUPERIOR TOWNSHIP PARKS & RECREATION



MOVIES IN THE PARK

Saturday, August 14th @ Oakbrook Park
8460 Berkshire Dr. east of Prospect Rd.

Enjoy a Family friendly game of kickball beginning at
8:00pm followed by a showing of Disney's RAYA & THE
LAST DRAGON at 9:00pm on a giant 21' screen.

Bring your picnic blankets, chairs, coolers, and snacks!

(NO ALCOHOL)



PARKS & RECREATION

373 E. Clark • Ypsilanti, MI 48198

PARK RENTAL FORM

80.

Renter's Name: Washtenaw Promise Phone:

Address: 8949 Whittaker rd

City, State: Ypsilanti, MI 48197

E-mail: @ washtenawpromise.org

Park Requested: Firemans Park Date(s): August 20, 2021

Times: From: 4pm To: 8pm

Event: Summer back to school block party

No. of Participants: 150

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

Will food and/or beverages be served: Yes No If Yes, how often: not dogs, chips, water will be served during the duration of the event

Please list any special equipment to be used (lighting, sound system, etc.): water access if possible for dunk tank

Cleanup will be completed by: Washtenaw Promise Phone: 3138156306

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:
Rental Fee:
Additional Fees: Description:
TOTAL FEE:

Renter's Signature James-Bennett Date: 7/7/21

Superior Township's Approval: [Signature] Date: 7/8/21



87

PARK RENTAL FORM

Renter's Name: _____ Ypsilanti Community Schools _____ Phone: 734-221-1221

Address: 1885 Packard Road

City, State: Ypsilanti Michigan,

E-mail: _____ @ycschools.us

Park Requested: Oakbrook Date(s): July 17, 2021

Times: From: 11am To: 1pm

Event: YCS Boots on the Ground

No. of Participants: 30

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.):

_____ NO Requirements _____

Cleanup will be completed by: Ypsilanti Community Schools Phone: 734-221-1212

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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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: _____

Rental Fee: _____

Additional Fees: ~~_____~~ ~~_____~~

Description: _____

TOTAL FEE: _____

Renter's Signature: _____ Date: _____

Superior Township's Approval: _____ Date: 7/13/21



PARKS & RECREATION

575 E. Clark • Ypsilanti, MI 48198

PARK RENTAL FORM

8E

Renter's Name: D. Joseph Phone: 734.

Address: Sheffield Dr.

City, State: Ypsilanti MI

E-mail: _____

Park Requested: Saturday Date(s): July 17, 2021

Times: From: 12 noon To: 6 pm

Event: Family Reunion

No. of Participants: ~10

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

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

Please list any special equipment to be used (lighting, sound system, etc.):
None

Cleanup will be completed by: Family Phone: Same as Above

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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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: _____

Rental Fee: _____

Additional Fees: 00 Description: _____

TOTAL FEE: 00

Renter's Signature: [Signature] Date: June 29, 2021

Superior Township's Approval: [Signature] Date: 6/29/21

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR
 CHECK DATE FROM 06/29/2021 - 07/26/2021

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
06/29/2021	GENL	44230	A-136724	PARKWAY SERVICES	PORTAJOHN @ FIREMAN'S PARK -JUNE 21	21801.000	755	120.00
06/29/2021	GENL	44231	1000057329	PFEFFER, HANNIFORD & PALKA	2020 AUDIT	800.010	751	1,000.00
06/29/2021	GENL	44234#	756 616	SAM'S CLUB/SYNCHRONY BANK	SHOP SUPPLIES & KITE AND ROCKET DAY	740.000	754	31.92
			756 616		SHOP SUPPLIES & KITE AND ROCKET DAY	740.000	755	38.82
			756 616		SHOP SUPPLIES & KITE AND ROCKET DAY	740.000	755	118.38
				CHECK GENL 44234 TOTAL FOR FU				189.12
06/29/2021	GENL	44236	2021-035	SUPERIOR TOWNSHIP CREDIT CARD	ZOOM -MAY 2021	205.001	000	14.99
06/29/2021	GENL	44237	JUNE 21-GBP	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - JUNE 2021	289.000	000	1,079.34
06/29/2021	GENL	44238	BO 1813815	SWANK MOTION PICTURES, INC	MOVIE LICENSE FOR MOVIE ON THE GREE	801.000	754	435.00
07/06/2021	GENL	44243#	72573968	WEX BANK	FUEL - JUNE 2021	740.000	754	14.97
			72573968		FUEL - JUNE 2021	742.000	755	488.13
				CHECK GENL 44243 TOTAL FOR FU				503.10
07/06/2021	GENL	44244	13XF-MIN7-XJYT	AMAZON CAPITAL SERVICES	KITE & ROCKET DAY	740.000	754	64.97
07/06/2021	GENL	44248	JUNE 2021 - P	DTE ENERGY	ELECTRIC - PARKS BARN - JUNE 2021	920.000	755	44.38
07/06/2021	GENL	44253	906790	LOWE'S	SHOP SUPPLIES	740.000	755	88.98
07/06/2021	GENL	44254	3434285381	O'REILLY AUTOMOTIVE, INC.	OIL CHANGE SUPPLIES	742.000	755	22.97
07/06/2021	GENL	44256	A-137169	PARKWAY SERVICES	PORTAJOHN @ OAKBROOK PARK JULY 2021	801.000	755	120.00
07/06/2021	GENL	44257	JUNE 21	PATRICK PIGOTT	CELL PHONE STIPEND -JUNE 21	850.000	754	50.00
07/06/2021	GENL	44259	2021-040	SUPERIOR TOWNSHIP CREDIT CARD	ZOOM -JUNE 2021	205.001	000	14.99
07/06/2021	GENL	44260	062521-01	SUPERIOR TWP UTILITY DEPART	MEDIESEL FUEL THRU 6/7/21	742.000	755	588.35
07/07/2021	GENL	44264	1636175033	WALMART	SHOP SUPPLIES	740.000	755	39.66
07/13/2021	GENL	44271	INVRCO19431	BARCO PRODUCTS COMPANY	MEMORIAL BENCH @ CHNP	930.000	755	908.11
07/13/2021	GENL	44284	MAY/JUNE	JUAN BRADFORD	MILEAGE REIMBURSEMENT 5/4-6/30/21	860.000	751	130.48
07/13/2021	GENL	44285	1032	LASER STRIPING AND SPORT SURF	COMMUNITY PARK TENNIS COURT RESTORA	951.000	756	34,600.00
07/13/2021	GENL	44294	22449284	SPARTAN DISTRIBUTORS INC	TORO MOWER REPAIR	930.000	755	478.26
07/13/2021	GENL	44296	7821	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 7/8/21 PAYROLL	289.000	000	8,994.97
07/13/2021	GENL	44297	1813815	SWANK MOTION PICTURES, INC	MOVIE LICENSING - ONWARD	801.000	754	435.00

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
07/13/2021	GENL	44298	2095	SWEAT SHOP CUSTOM EMBROIDERY, MAINTENANCE STAFF SHIRTS & HATS		741.000	755	469.00
07/20/2021	GENL	44316	31539	MARGOLIS COMPANIES, INC.	TOPSOIL & SEED	930.000	755	74.59
07/20/2021	GENL	44318	A-137452	PARKWAY SERVICES	PORTAJOHN @ FIREMAN'S PARK -JULY 21	21801.000	755	120.00
07/20/2021	GENL	44323	72221	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 7/22/2021	289.000	000	7,372.13
07/20/2021	GENL	44324	BO 1817446	SWANK MOTION PICTURES, INC	MOVIES IN THE PARK - RAYA	801.000	754	450.00
07/20/2021	GENL	44329	95476	WOLVERINE RENTAL & SUPPLY	FRONT TIRES FOR KUBOTA MOWER	930.000	755	198.74
Total for fund 508 PARKS & RECREATION								58,607.13

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

GL NUMBER	DESCRIPTION	2021		ACTIVITY FOR MONTH	AVAILABLE BALANCE	% BGD	YTD BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 508 - PARKS & RECREATION							
Revenues							
Dept 000 - REVENUE							
508-000-588.000	GENERAL FUND CONTRIBUTION	302,380.00	302,380.00	25,198.33	151,189.98	50.00	145,374.98
508-000-588.025	GENERAL FUND CONT PARK MAIT	0.00	0.00	81.68	(81.68)	100.00	0.00
508-000-604.000	REIMBURSEMENT FOR LABOR COSTS	1,000.00	1,000.00	0.00	673.28	32.67	408.40
508-000-663.000	INTEREST ON RESERVES INCOME	1,000.00	20.84	0.00	979.16	2.08	1,725.65
508-000-673.000	INSURANCE REIMBURSEMENTS INCOM	500.00	0.00	0.00	500.00	0.00	443.92
508-000-696.000	DONATIONS	600.00	1,558.23	0.00	(958.23)	259.71	100.00
508-000-699.000	APPROPRIATION FROM FUND BALANC	14,999.00	0.00	0.00	14,999.00	0.00	0.00
Total Dept 000 - REVENUE		320,479.00	153,177.49	25,280.01	167,301.51	47.80	148,052.95
TOTAL REVENUES							
320,479.00		320,479.00	153,177.49	25,280.01	167,301.51	47.80	148,052.95
Expenditures							
Dept 000 - REVENUE							
508-000-702.002	CONTROLLER SALARY	0.00	0.00	0.00	(256.54)	100.00	0.00
Total Dept 000 - REVENUE		0.00	256.54	0.00	(256.54)	100.00	0.00
Dept 751 - PARK & REC. ADMINISTRATION							
508-751-701.000	COMMISSION STIPENDS	8,793.00	3,591.29	582.98	5,201.71	40.84	3,283.45
508-751-702.000	SALARIES	38,706.00	19,353.10	2,977.40	19,352.90	50.00	19,085.92
508-751-702.002	CONTROLLER SALARY	6,084.00	2,916.56	464.20	3,167.44	47.94	2,644.78
508-751-710.000	TRAINING	1,000.00	0.00	0.00	1,000.00	0.00	370.00
508-751-728.000	POSTAGE	100.00	0.00	0.00	100.00	0.00	0.00
508-751-740.000	OPERATING SUPPLIES	600.00	196.33	0.00	403.67	32.72	174.45
508-751-800.010	PROFESSIONAL SERVICES - AUDIT	1,100.00	1,000.00	1,000.00	100.00	90.91	1,000.00
508-751-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	649.68	108.28	1,350.32	32.48	559.74
508-751-850.000	TELECOMMUNICATIONS	700.00	300.00	50.01	400.00	42.86	305.87
508-751-851.000	INSURANCE & BONDS	10,000.00	4,494.38	749.07	5,505.62	44.94	4,870.77
508-751-860.000	TRANSPORTATION	1,200.00	266.56	130.48	933.44	22.21	195.51
508-751-900.000	PRINTING & PUBLISHING	500.00	0.00	0.00	500.00	0.00	0.00
508-751-930.000	REPAIR & MAINTENANCE	500.00	0.00	0.00	500.00	0.00	0.00
508-751-945.000	OFFICE RENT	6,000.00	0.00	0.00	6,000.00	0.00	0.00
508-751-958.000	MEMBERSHIPS & DUES	650.00	460.00	0.00	190.00	70.77	450.00
508-751-963.000	BANK FEES & CHARGES	10.00	1.68	0.00	8.32	16.80	5.00
508-751-981.000	EQUIPMENT UNDER \$5,000	1,000.00	0.00	0.00	1,000.00	0.00	0.00
508-751-999.000	MISCELLANEOUS EXPENSE	200.00	0.00	0.00	200.00	0.00	0.00
Total Dept 751 - PARK & REC. ADMINISTRATION		79,143.00	33,229.58	6,062.42	45,913.42	41.99	32,945.49
Dept 754 - RECREATION							
508-754-702.000	SALARIES	11,014.00	1,680.84	692.00	9,333.16	15.26	250.80
508-754-717.000	TAXABLE BENEFITS	200.00	0.00	0.00	200.00	0.00	0.00
508-754-740.000	OPERATING SUPPLIES	6,000.00	1,352.61	411.86	4,647.39	22.54	934.46
508-754-801.000	PROFESSIONAL SERVICES - OTHER	3,000.00	3,265.06	1,242.50	(265.06)	108.84	75.00
508-754-850.000	TELECOMMUNICATIONS	600.00	300.00	50.00	300.00	50.00	192.00
508-754-860.000	TRANSPORTATION	100.00	0.00	0.00	100.00	0.00	0.00
508-754-930.000	REPAIR & MAINTENANCE	500.00	0.00	0.00	500.00	0.00	0.00
508-754-975.000	SIGNAGE	1,000.00	204.00	204.00	796.00	20.40	0.00
Total Dept 754 - RECREATION		22,414.00	6,802.51	2,600.36	15,611.49	30.35	1,452.26

12A.

PERIOD ENDING 06/30/2021

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 06/30/21	ACTIVITY FOR MONTH 06/30/21	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 06/30/2020
		ORIGINAL BUDGET	AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Expenditures								
Dept 755 - PARK MAINTENANCE								
508-755-702.000	SALARIES	125,834.00	125,834.00	48,934.73	10,693.63	76,899.27	38.89	52,122.00
508-755-710.000	TRAINING	700.00	700.00	0.00	0.00	700.00	0.00	0.00
508-755-717.000	TAXABLE BENEFITS	4,899.00	4,899.00	11,208.34	0.00	(6,309.34)	228.79	4,506.52
508-755-740.000	OPERATING SUPPLIES	4,300.00	4,300.00	1,268.19	490.85	3,031.81	29.49	577.40
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-PARK-SOIL	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
508-755-741.000	UNIFORMS	800.00	800.00	0.00	0.00	800.00	0.00	0.00
508-755-742.000	FUEL-LUBRICANTS	3,000.00	3,000.00	1,938.91	1,099.45	1,061.09	64.63	1,050.61
508-755-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00	1,170.58	146.93	829.42	58.53	926.58
508-755-850.000	TELECOMMUNICATIONS	600.00	600.00	0.00	0.00	600.00	0.00	1.68
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	182.86	44.38	667.14	21.51	183.02
508-755-930.000	REPAIR & MAINTENANCE	11,000.00	11,000.00	5,130.25	2,586.37	5,869.75	46.64	3,200.47
508-755-930.001	CONTROLLED BURNS	4,400.00	4,400.00	4,600.00	0.00	(200.00)	104.55	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	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
508-755-981.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
Total Dept 755 - PARK MAINTENANCE		171,583.00	171,583.00	74,433.86	15,061.61	97,149.14	43.38	62,568.28
Dept 756 - PARK DEVELOPMENT/IMPROVEMENT								
508-756-740.000	OPERATING SUPPLIES	442.00	442.00	0.00	0.00	442.00	0.00	0.00
508-756-951.000	PROJECTS	15,000.00	15,000.00	34,600.00	34,600.00	(19,600.00)	230.67	0.00
Total Dept 756 - PARK DEVELOPMENT/IMPROVEMENT		15,442.00	15,442.00	34,600.00	34,600.00	(19,158.00)	224.06	0.00
Dept 966 - UNALLOCATED EXPENSES								
508-966-715.000	FICA	15,032.00	15,032.00	6,727.54	1,178.88	8,304.46	44.75	6,264.88
508-966-858.000	PENSION	16,865.00	16,865.00	7,534.36	1,079.34	9,330.64	44.67	6,727.02
Total Dept 966 - UNALLOCATED EXPENSES		31,897.00	31,897.00	14,261.90	2,258.22	17,635.10	44.71	12,991.90
TOTAL EXPENDITURES		320,479.00	320,479.00	163,584.39	60,582.61	156,894.61	51.04	109,957.93
Fund 508 - PARKS & RECREATION:								
TOTAL REVENUES		320,479.00	320,479.00	153,177.49	25,280.01	167,301.51	47.80	148,052.95
TOTAL EXPENDITURES		320,479.00	320,479.00	163,584.39	60,582.61	156,894.61	51.04	109,957.93
NET OF REVENUES & EXPENDITURES		0.00	0.00	(10,406.90)	(35,302.60)	10,406.90	100.00	38,095.02

GL Number	Description	PERIOD ENDED 06/30/2020	PERIOD ENDED 06/30/2021
*** Assets ***			
Cash			
508-000-013.000	CHASE 5503 - DAILY OPERATING CHECKING	88,305.50	95,344.47
508-000-013.001	CHASE 5503 - GENERAL RESERVE	73,520.24	73,994.99
508-000-013.002	CHASE 5503 - ACCRUED ABSENCES	3,554.78	3,577.69
508-000-017.000	COMERICA 1274 J-FUND - BUILDING RESERVE	401,668.48	401,751.37
	Cash	567,049.00	574,668.52
Accounts Receivable			
	Accounts Receivable	0.00	0.00
Other Assets			
508-000-123.050	PREPAID INSURANCE	5,730.65	5,270.27
	Other Assets	5,730.65	5,270.27
Due From Other Funds			
	Due From Other Funds	0.00	0.00
	Total Assets	572,779.65	579,938.79
*** Liabilities ***			
Accounts Payable			
508-000-201.000	A/P - VENDORS	2,099.66	37,969.25
	Accounts Payable	2,099.66	37,969.25
Liabilities-ST			
	Liabilities-ST	0.00	0.00
Liabilities-LT (under 1 year)			
	Liabilities-LT (under 1 year)	0.00	0.00
Other Liabilities			
	Other Liabilities	0.00	0.00
Due To Other Funds			
508-000-205.001	DUE TO GENERAL FUND	36.46	0.00
	Due To Other Funds	36.46	0.00
	Total Liabilities	2,136.12	37,969.25
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	137,618.69	136,915.02
	Unassigned	137,618.69	136,915.02
Assigned			
508-000-393.010	FUND BALANCE - BUILDING RESERVE	383,157.12	401,730.53
508-000-393.050	FUND BALANCE - ACCRUED ABSENCES	9,222.70	11,180.89
	Assigned	392,379.82	412,911.42
Restricted			
508-000-393.055	FUND BALANCE - SCHROETER	2,550.00	2,550.00
	Restricted	2,550.00	2,550.00

GL Number	Description	PERIOD ENDED 06/30/2020	PERIOD ENDED 06/30/2021
*** Fund Balance ***			
	Total Fund Balance	532,548.51	552,376.44
	Beginning Fund Balance	532,548.51	552,376.44
	Net of Revenues VS Expenditures	38,095.02	(10,406.90)
	Fund Balance Adjustments	0.00	0.00
	Ending Fund Balance	570,643.53	541,969.54
	Total Liabilities And Fund Balance	572,779.65	579,938.79