



**SUPERIOR CHARTER TOWNSHIP
PARKS & RECREATION COMMISSION MEETING**

The Superior Township Parks & Recreation Commission

SEPTEMBER 2021

Regular Meeting

will be held

MONDAY SEPTEMBER 27, 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



PARKS &
RECREATION

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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

**PARKS & RECREATION COMMISSION REGULAR MEETING
SEPTEMBER 27, 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) August 23, 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: Doodle as a Stress Therapy
 - B) Park Reservation: Success by 6 Great Start Collaborative
- 9) OLD BUSINESS**
- 10) NEW BUSINESS**
 - A) 2022 PROPOSED Budget
 - B) 5-Year Plan Survey
 - C) Special Event Volunteer Sign-up
 - Nature Hunt Bingo: Saturday, October 9th 1:00pm - 3:00pm
 - Pumpkin Carving & Crafts: Saturday, October 23rd 11:00am – 2:00pm
- 11) BILLS FOR PAYMENT**
 - A) August 24, 2021 – September 27, 2021
- 12) FINANCIAL STATEMENTS**
 - A) August 2021 Revenue & Expenditure Report
 - B) August 2021 Balance Sheet
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting: October 25, 2021 @ 6:30 pm

5 A.

Superior Charter Township Park Commission
Regular Meeting
August 23, 2021
Conducted via Zoom platform technology

Proposed Minutes

1. Call to Order
The meeting was called to order by Chair Marion Morris at 6:37 pm.
2. Roll Call
Park Commissioners present: Marion Morris, Nahid Sanii-Yahyai, Martha Kern-Boprie, Terry Lee Lansing, Greg Vessels, Riley Schofield

Park Commissioners absent: Guy Conti

Others present: Trustee Bernice Lindke; Juan Bradford, Park Administrator; Patrick Pigott, Recreation Coordinator/Maintenance Supervisor; Chris Nordstrom of Carlisle-Wortman Associates
3. Flag Salute
Chair Morris led those assembled in the Pledge of Allegiance to the Flag.
4. Agenda Approval
It was moved by Nahid Sanii-Yahyai and supported by Greg Vessels to approve the agenda as drafted. The motion carried.
5. Prior Meeting Minutes Approval
A. July 26, 2021
It was moved by Nahid Sanii-Yahyai and supported by Terry Lee Lansing to approve the minutes of 7/26/2021 as drafted. The motion carried.
6. Citizens Participation – None
7. Presentation by Chris Nordstrom of Carlisle-Wortman Associates
Carlisle-Wortman Associates (CWA) is a professional planning consultant that works with local, county, and regional governments as well as non-profit groups throughout southeast Michigan. Chri Norstrom is a landscape architect who has worked with this firm for over six years and prepared over 30 plans during that time. Presently he is working with the Superior Township Board and Planning Commission on the township master plan. Mr. Nordstrom presented an outline of the services CWA will provide, which include all data gathering, arranging for all public forums, preparation of draft and final plans. The cost will be invoiced monthly based on hours and will not exceed \$16,044.

Park commissioners asked questions about how much of the work of plan preparation CWS would provide, and how much township park staff would have to do, and Mr. Nordstrom responded that CWA would do about 95% of plan preparation. Juan Bradford asked if there would be some cost savings to the park commission, in that some of the data gathered by CWA for the Township Master Plan could also be used in the Parks & Recreation Plan, and Mr. Nordstrom responded that would be the case.

Mr. Nordstrom noted that the State of Michigan now requires completed Park & Recreation Plans to be fully adopted and submitted by 2/01/2022 to be eligible for 2022 state grant funding. This is a very tight deadline. Mr. Nordstrom suggested that if there is not a specific project that the Superior Township Park Commission seeks state grant funds for in 2022, that the park commission consider deferring final submission of the Five-Year Plan to autumn of 2022. This will allow for preparation of a better plan with

more input. On this schedule the plan would effectively cover 2023 – 2028. He acknowledged that the timeline in the presentation document distributed to the Park Commission was prepared for a 2/01/22 submission and would be revised if we decided to pursue an autumn 2022 submission.

After answering all questions, Mr. Nordstrom left the Park Commission meeting.

Park Commissioners discussed adding to the New Business agenda to act on the proposal from CWA. It was moved by Martha Kern-Boprie and supported by Marion Morris to add to New Business Item C Contract with Carlisle-Wortman Associates to prepare Five Year Park & Recreation Plan. The motion carried and Item C was added to the agenda.

8. Reports

A. Chairperson

No report.

B. Administrator

Juan Bradford submitted a written report. There were no additions to the written report.

C. Board Liaison

Trustee Bernice Lindke submitted a written report. At the August 16, 2021 township board meeting, several residents spoke during Citizen Participation and requested more resources be focused on programming and infrastructure needs of residents of Sycamore Meadows and Danbury Green. One resident spoke about debris blocking a storm drain in front of his property which causes water back-ups during heavy rainfall.

The township hired firefighter Corey Oberstaedt and utility clerk Lisa Bradford, adopted the Superior Charter Township Principles of Governance, approved a request to issue a Request for Proposal (RFP) for Architectural and Engineering Services for a new fire station n #2 on MacArthur Boulevard and approved a request to retain David Landry, attorney to advise the township board on zoning issues.

D. Board Meeting Attendee

Riley Schofield attended the July Township Board meeting. She reported that four citizens addressed the township board, requesting that the \$4 million the township sought in COVID funding be dedicated to programming and infrastructure in the MacArthur Blvd area apartments. The township hired a new firefighter, who will begin working on August 30. The board discussed retaining legal counsel for the requested rezoning of over 600 acres in the vicinity of Geddes and LeForge Roads.

E. Park Steward

Ellen Kurath submitted a written report, detailing the presence of an invasive plant known as Asian Bittersweet in Cherry Hill Nature Preserve (CHNP).

F. Safety

Patrick Pigott reported there were no accidents or injuries in the past month.

9. Communications

A. Educational: Improving Mental Health with Parks & Recreation

B. Michigan Townships Association Open Meetings Act provisions

C. Park Reservation: Washtenaw Council for Children; Child Safety Camp

D. Park Reservation: Christian Love Fellowship; Bookbag Give-away

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

10. Old Business – None

11. New Business

A. Volunteer Sign-Up: Movies in the Park; September 11, 2021

The next Movies in the Park will take place on Saturday, 9/11/21 in Oakbrook Park. The following Park Commissioners volunteered to assist with this event.

Martha Kern-Boprie

Marion Morris

Nahid Sanii-Yahyai

Greg Vessels

Juan Bradford encouraged volunteers to bring jackets, as it is getting cooler at night.

B. 2022 Budget Preparation

Juan Bradford and Marion Morris have begun budget preparation. Draft spreadsheets are in today's park commission packet.

C. Carlisle-Wortman Associate proposal to prepare Five Year Park & Recreation Plan

Park commissioners asked Juan Bradford if delaying submission of the five-year plan to autumn 2022 would create a big problem. He responded that we do have other grant funding to cover the Community Park access project, so it would not be a major hindrance. It was moved by Martha Kern-Boprie and supported by Marion Morris to approve the contract with Carlisle-Wortman Associates to prepare the Superior Township Parks & Recreation Five Year Plan for an amount not to exceed \$16,044. The motion carried.

12. Bills for Payment

It was moved by Greg Vessels and supported by Terry Lee Lansing to approve payment of the bills totaling \$28,048.35 at 8/23/2021. The motion carried.

13. Financial Statements

A. July 2021 Revenue & Expenditure Report

B. July 2021 Balance Sheet

It was moved by Terry Lee Lansing and supported by Marion Morris to receive the July financial statements. The motion carried.

14. Pleas and Petitions

Nahid Sanii-Yahyai commented that both the Dixboro Event on July 30 and the Movies in the Park event on August 14 were well attended. There were many children present at the Movies in the Park event and they all appeared to enjoy both the kickball game before the movie and the movie itself

15. Adjournment

It was moved by Nahid Sanii-Yahyai and supported by Marion Morris to adjourn at 7:37 pm. The motion carried.

Submitted by,

Martha Kern-Boprie, Park Commissioner and Secretary



PARKS &
RECREATION

**ADMINISTRATOR REPORT
SEPTEMBER 27, 2021**

7.B.

- Next Board of Trustees Meeting: Monday, October 18, 2021 @ 7:00 p.m.
Attendee: Commission Chair Morris
- We will be offering "Introduction to Tennis" lessons for free to Superior Township youths on Monday and Wednesday evenings during the month of October. Information will be included in the fall edition of the Superior Scenes newsletter.
- The September "Movies in the Park" event was very well attended. We had a great game of kickball before the movie and all the kids had a chance to play and score a run. Thank you to Marion, Nahid, and Martha for staffing the information tent.
- We have spent nearly \$3,000.00 in repairs to two of our oldest riding mowers this year. I have included replacing one or two of our mowers in the 2022 budget. Our Park Maintenance & Repairs budget will be over budget this year due to a few unexpected repairs including the mower repairs, two garage door repairs, and some hazardous trees removed at CHNP near the walking trails.
- The Memorial Bench has been installed at CHNP. We are still waiting on delivery of the bike rack.
- Dixboro United Methodist Church will be hosting their annual Trunk-or-Treat on Friday, October 22nd

Respectfully Submitted,


Juan Bradford

Doodle As A Stress Therapy

GA

Arts and Crafts September 03, 2021



By [Kyla Stewart](#) on



Crafts are a popular way for people to have fun and show off their creativity. There are several different crafts ranging from some that [Craft Whack explains](#) to some as simple as drawing or doodling. But in addition to being a good way for children to have fun, doodling can also be incredibly good for helping people calm down and deal with stress.

And with [a large number of Americans](#) dealing with stress, finding things to reduce the stress is always a good idea. But just why is doodling so calming and often used as a stress therapy? Well, that is exactly what this article is going to take a closer look at.

It Takes Your Mind Off of Stressors

The first reason doodling is so great for calming down and helping with stress is that it simply takes your mind off of what is stressing you out. If we sit there and do nothing, our stressors can continue to impact us and we have nowhere else to focus our energy or thoughts. By focusing on the movements of the pen, or the sounds the paper makes, doodling can briefly take our minds off of things.

Even after only a few minutes of doodling, you should begin to feel relaxed and not have to worry about anything external like stressful events, your job, or anything like that. Even if you are not the best artist, you can still experience this relief. It isn't about creating museum-worthy art, but simply taking your mind off of what bothers you.

It Can Be a Joyful Experience

Another reason doodling is useful as a stress therapy is because it is a fun and joyful experience. When you are happy and joyful, it certainly helps you be less stressed. Whether you are drawing an abstract piece of art, doodling a picture of your family, or anything in between, it can be a lot of fun.

While this happiness and fun aren't stopping your stress, they can make it have less of an impact on your life for a short period of time, which is certainly better than nothing. Also, people are creative by nature and most of us simply aren't tapping into this creativity as much as we should as adults.

It Helps You Concentrate

Stress can also lead to [a lack of concentration](#) that can make it hard to focus on tasks at work or school. Thankfully, doodling can help with this, too. Because drawing and doodling often require a lot of repetitive movements and motions, it can build on your attention span and improve your ability to concentrate.

This little bit of time focusing on your creation can help you better be able to focus on other things in the future. If you find yourself in a rut and can't focus, break out the pen and paper and do a little doodling, and it should help you be able to concentrate. So this is essentially like dealing with both your stress and your concentration issues at once.

As you can see, doodling can be a great stress therapy for when you simply need to relax and calm down.



PARK RENTAL FORM

83

Renter's Name: Success by 6 Great Start Collaborative Trusted Adusors Phone: 734-474-2941

Address: 1819 S. Wagner Rd

City, State: Ann Arbor MI

E-mail: cklus@washtenawisd.org (Colleen Klus & Alisha Spencer)

Park Requested: Freeman's Park Date(s): September 15, 2021

Times: From: 4 wpm To: 7:30 pm

Event: Trusted Adusor Community Resource Event

No. of Participants: 50-100

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

Will food and/or beverages be served: Yes No If Yes, how often: Bagged meals if possible

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

Group will be completed by: Success by 6 Great Start Collaborative Phone: 734-474-2941

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.

Deposit: _____

Rental Fee: _____

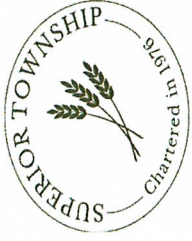
Additional Fees: _____ Description: _____

TOTAL FEE: _____

Signature: [Handwritten Signature]

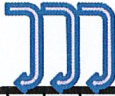
Date: 9-10-2021

9/15/21



PARKS & RECREATION DEPARTMENT

	ACTUALS Jan - Jun 2021	B U D G E T S	
		2021 AMENDED	2022 BUDGET
Revenue: 588.000 · General Fund Contribution	151,190	302,379	311,451
604.000 · Reimb. For Labor Costs	408	1,000	15,000
663.000 · Interest on Reserves	24	1,000	1,000
671.100 · Disposition of Assets Income	0	0	0
673.000 · Insurance Reimbursements	0	500	500
695.000 · Tennis Lesson Fees	0	0	2,000
696.000 · Donations	1,558	600	600
699.000 · Approp. from Reserves	0	15,000	0
Total Revenue	153,181	320,479	330,551
Expense: 751 · Administration Department:			
701.000 · Commission Stipends	3,591	8,793	9,057
702.000 · Admin. Salary	19,353	38,706	39,867
702.002 · Controller's Salary	3,173	6,084	6,216
710.000 - Training	0	1,000	1,000
728.000 · Postage	0	100	100
740.000 · Operating Supplies	196	600	1,000
801.010 · Professional Services-Audit	1,000	1,100	1,100
801.000 · Professional Services-Other	650	2,000	17,000
850.000 · Telecommunications	300	700	750
851.000 · Insurance and Bonds	4,494	10,000	10,000
860.000 · Transportation	267	1,200	1,200
900.000 · Printing & Publishing	0	500	3,000
930.000 · Repairs & Maintenance	0	500	500
945.000 - Office Rent	0	6,000	6,000
958.000 · Memberships & Dues	460	650	650
963.000 · Bank Fees & Charges	2	10	300
981.000 · Equipment Under \$5,000	0	1,000	1,000
999.000 - Miscellaneous Expense	0	200	200
Total 751 · Administration Department	33,486	79,143	98,940

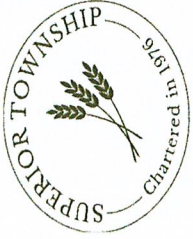


10A.



PARKS & RECREATION DEPARTMENT

	ACTUALS Jan - Jun 2021	B U D G E T S	
		2021 AMENDED	2022 BUDGET
754. Recreation Department:			
702.000 · Staff Salaries	1,681	11,014	10,277
717.000 - Taxable Benefits	0	200	200
740.000 · Operating Supplies	1,353	6,000	3,500
801.000 - Professional Services - Other	3,265	3,000	6,000
801.050 - Professional Services - Tennis Lessons	0	0	2,000
850.000 Telecommunications	300	600	600
860.000 · Transportation	0	100	100
930.000 · Rep. & Maint.	0	500	500
975.000 Signage	204	1,000	2,073
Total 754. · Recreation Department	6,803	22,414	25,250
755. Parks Maintenance Department:			
702.000 · Staff	48,935	125,834	94,764
710.000 - Training	0	700	700
717.000 · Taxable Benefits -Staff	11,208	4,899	3,047
740.000 · Operating Supplies	1,268	4,300	5,500
740.003 · Herbicide (Non-Selective)	0	500	500
740.004 · Sand, Gravel, Bark and Soil	0	1,500	8,000
741.000 · Uniforms	0	800	900
742.000 · Fuel - Lubricants	1,939	3,000	4,500
801.000 - Professional Services-Other	1,171	2,000	2,500
850.000 · Telecommunications	0	600	600
860.000 · Transportation	0	100	100
920.000 · Utilities	183	850	850
930.000 · Repairs & Maintenance	5,130	11,000	12,500
930.001 · Controlled Burns	4,600	4,400	5,000
975.000 - Signage	0	100	500
980.000 · Equipment Over \$5,000	0	10,000	35,000
981.000 - Equipment Under \$5,000	0	1,000	1,500
Total 755. · Parks Maintenance Department	74,434	171,583	176,461



PARKS & RECREATION DEPARTMENT

	ACTUALS Jan - Jun 2021	B U D G E T S	
		2021 AMENDED	2022 BUDGET
756 - Park Development/Improvement:			
740.000 Operating Supplies	0	442	0
951.000 - Projects	34,600	15,000	5,000
Total 756 - Park Development/Improvement	34,600	15,442	5,000
966 - Unallocated Expenses:			
715.000 - FICA	6,728	15,032	12,578
858.000 - Pension	7,534	16,865	12,321
Total 966 - Unallocated Expenses	14,262	31,897	24,900
Total 755.999 - TOTAL EXPENSES	163,584	320,479	330,551
Net of Revenues and Expenditures	(10,403)	0	(0)



CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR
 CHECK DATE FROM 08/24/2021 - 09/27/2021

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
08/31/2021	GENL	44450	195296	ALL SEASONS LANDSCAPING CO.	I WEED WHIP HEAD	930.000	755	21.99
08/31/2021	GENL	44451	302-757129	AUTO VALUE YPSILANTI	TRAILER REPAIR	930.000	755	10.89
08/31/2021	GENL	44454	10203076	CERTASITE, LLC	ANNUAL FIRE EXTINGUISHER INSPECTION	930.000	755	350.15
08/31/2021	GENL	44462	7199	KURT'S CAPS, LLC	DODGE RAM PV STEP BARS	930.000	755	299.00
08/31/2021	GENL	44463	1	LAWRENCE HENDRICKS	TENNIS LESSONS FOR SUMMER PLAYGROUN	801.000	755	112.50
08/31/2021	GENL	44464	256591	NATIONAL RECREATION & PARK ASCRPR	CERTIFICATION RENEWAL	710.000	751	65.00
08/31/2021	GENL	44465	A-138668	PARKWAY SERVICES	PORTAJOHN @ OAKBROOK PARK MOVIES	IN801.000	754	120.00
08/31/2021	GENL	44469	000742	SAM'S CLUB/SYNCHRONY BANK	SHOP SUPPLIES	740.000	755	99.21
08/31/2021	GENL	44470	22451237	SPARTAN DISTRIBUTORS INC	TORO MOWER REPAIR	930.000	755	952.34
08/31/2021	GENL	44471	9221-GB	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 9/2/21 PAYROLL	289.000	000	8,483.35
08/31/2021	GENL	44472#	082021-02	SUPERIOR TWP UTILITY DEPARTMENT	CELL PHONE - BRADFORD AUG 21	850.000	751	50.01
			080221-01		DIESEL FUEL	742.000	755	352.05
					CHECK GENL 44472 TOTAL FOR FU			402.06
08/31/2021	GENL	44473	BO 1824851	SWANK MOTION PICTURES, INC	MOVIES IN THE PARK - SOUL	801.000	754	450.00
08/31/2021	GENL	44475	2992088	THE REINHALT-THOMAS CORPORATI	TORO MOWER TIRE	930.000	755	112.50
08/31/2021	GENL	44476	144499665	TRUGREEN PROCESSING CENTER	MOSQUITO SPRAY @ OAKBROOK MOVIES	IN801.000	754	324.45
08/31/2021	GENL	44479	134704	YPSILANTI ACE HARDWARE	SHOP SUPPLIES	740.000	755	50.64
09/07/2021	GENL	44481#	73685594	WEX BANK	FUEL - AUGUST 2021	740.000	754	4.99
			73685594		FUEL - AUGUST 2021	742.000	755	460.36
					CHECK GENL 44481 TOTAL FOR FU			465.35
09/07/2021	GENL	44486	SORCO67223	BARCO PRODUCTS COMPANY	TENNIS COURT SIGNS	975.000	755	266.82
09/07/2021	GENL	44488	AUG 2021 - P	DTE ENERGY	ELECTRIC - PARKS BARN - AUG 2021	920.000	755	36.74
09/07/2021	GENL	44492	907113	LOWE'S	GENERATOR & SHOP SUPPLIES	740.000	755	160.52
			907113		GENERATOR & SHOP SUPPLIES	930.000	755	645.04
					CHECK GENL 44492 TOTAL FOR FU			805.56
09/07/2021	GENL	44494	3434293120	O'REILLY AUTOMOTIVE, INC.	OIL CHANGE SUPPLIES	742.000	755	52.16
09/07/2021	GENL	44497	1637454295	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	740.000	751	36.98

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
09/07/2021	GENL	44498	2021-050	SUPERIOR TOWNSHIP CREDIT CARDZOOM - AGUST		205.001	000	14.99
09/07/2021	GENL	44502#	1637219282	WALMART	SHOP SUPPLIES/MOVIES IN THE PARK	740.000	754	24.96
			1637219282		SHOP SUPPLIES/MOVIES IN THE PARK	740.000	755	38.60
				CHECK GENL 44502 TOTAL FOR FU				63.56
09/14/2021	GENL	44505	1RT7-HW64-7TTP	AMAZON CAPITAL SERVICES	MOVIES IN THE PARK/PUMPKIN CARVING	740.000	754	73.92
09/14/2021	GENL	44508	SORCO67484	BARCO PRODUCTS COMPANY	TENNIS COURT NUMBER SIGNS	975.000	755	180.26
09/14/2021	GENL	44518	JULY/AUG 21	JUAN BRADFORD	MILEAGE REIMBURSEMENT JULY 6 - AUG	860.000	751	157.36
09/14/2021	GENL	44524	AUG 21	PATRICK PIGOTT	CELL PHONE STIPEND -AUG 21	850.000	754	50.00
09/14/2021	GENL	44528	21-53213	SIGNS BY TOMORROW	MOVIES IN THE PARK BANNER	975.000	754	108.00
09/14/2021	GENL	44531	91421	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 9/16/21 PAY	289.000	000	6,049.93
09/14/2021	GENL	44536	135296	YESILANTI ACE HARDWARE	GRAFITTI REMOVER	740.000	755	9.99
09/21/2021	GENL	44552	4158206	MML WORKERS' COMP FUND	JULY 2020 - JULY 2021 ADDITIONAL PR851.000		751	(121.70)
09/21/2021	GENL	44562	031321-01	SUPERIOR TWP UTILITY DEPARTME	DIESEL FUEL THRU 9/1/21	742.000	755	399.54
09/21/2021	GENL	44565	2998458	THE REINHALT-THOMAS CORPORATI	TRAILER AND TORO MOWER TIRE	930.000	755	253.50
09/21/2021	GENL	44569	96529	WOLVERINE RENTAL & SUPPLY	KABUTO MOWER TIRE	930.000	755	103.35
09/21/2021	GENL	44570	135641	YESILANTI ACE HARDWARE	PADLOCKS	740.000	755	167.88
				Total for fund 508 PARKS & RECREATION				21,028.27

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

ACTIVITY FOR MONTH 08/31/21

2021

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2021 AMENDED BUDGET	YTD BALANCE 08/31/2021	AVAILABLE BALANCE	% BDTG USED	YTD BALANCE 08/31/2020
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Fund 508 - PARKS & RECREATION

Revenues							
Dept 000 - REVENUE							
508-000-588.000	GENERAL FUND CONTRIBUTION	302,380.00	302,380.00	201,586.68	100,793.32	66.67	193,833.32
508-000-590.000	GRANTS	0.00	0.00	34,600.00	(34,600.00)	100.00	0.00
508-000-604.000	REIMBURSEMENT FOR LABOR COSTS	1,000.00	1,000.00	571.76	428.24	57.18	571.76
508-000-663.000	INTEREST ON RESERVES INCOME	1,000.00	1,000.00	27.69	972.31	2.77	2,261.27
508-000-673.000	INSURANCE REIMBURSEMENTS INCOM	500.00	500.00	0.00	500.00	0.00	443.92
508-000-696.000	DONATIONS	600.00	600.00	1,558.23	(958.23)	259.71	100.00
508-000-699.000	APPROPRIATION FROM FUND BALANC	14,999.00	14,999.00	0.00	14,999.00	0.00	0.00

Total Dept 000 - REVENUE		320,479.00	320,479.00	238,344.36	82,134.64	74.37	197,210.27
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TOTAL REVENUES		320,479.00	320,479.00	238,344.36	82,134.64	74.37	197,210.27
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Expenditures

Dept 751 - PARK & REC. ADMINISTRATION							
508-751-701.000	COMMISSION STIPENDS	8,793.00	8,793.00	4,663.84	4,129.16	53.04	4,506.14
508-751-702.000	SALARIES	38,706.00	38,706.00	25,307.90	13,398.10	65.38	30,367.05
508-751-702.002	CONTROLLER SALARY	6,084.00	6,084.00	4,226.74	1,857.26	69.47	3,528.35
508-751-710.000	TRAINING	1,000.00	1,000.00	65.00	935.00	6.50	920.00
508-751-728.000	POSTAGE	100.00	100.00	0.00	100.00	0.00	0.00
508-751-740.000	OPERATING SUPPLIES	600.00	600.00	313.64	286.36	52.27	286.20
508-751-800.010	PROFESSIONAL SERVICES - AUDIT	1,100.00	1,100.00	1,000.00	100.00	90.91	1,000.00
508-751-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00	955.12	1,044.88	47.76	783.29
508-751-850.000	TELECOMMUNICATIONS	700.00	700.00	400.01	299.99	57.14	408.95
508-751-851.000	INSURANCE & BONDS	10,000.00	10,000.00	5,924.17	4,075.83	59.24	6,494.37
508-751-860.000	TRANSPORTATION	1,200.00	1,200.00	423.92	776.08	35.33	319.71
508-751-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	500.00	0.00	0.00
508-751-930.000	REPAIR & MAINTENANCE	500.00	500.00	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	100.00	6,000.00
508-751-958.000	MEMBERSHIPS & DUES	650.00	650.00	460.00	190.00	70.77	450.00
508-751-961.001	CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	1,681.50
508-751-963.000	BANK FEES & CHARGES	10.00	10.00	1.68	8.32	16.80	5.00
508-751-981.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00	0.00	1,000.00	0.00	0.00
508-751-999.000	MISCELLANEOUS EXPENSE	200.00	200.00	0.00	200.00	0.00	300.00

Total Dept 751 - PARK & REC. ADMINISTRATION		79,143.00	79,143.00	49,742.02	29,400.98	62.85	57,050.56
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Dept 754 - RECREATION

508-754-702.000	SALARIES	11,014.00	11,014.00	3,749.22	7,264.78	34.04	2,106.63
508-754-717.000	TAXABLE BENEFITS	200.00	200.00	0.00	200.00	0.00	0.00
508-754-740.000	OPERATING SUPPLIES	6,000.00	6,000.00	1,741.67	4,258.33	29.03	1,436.66
508-754-801.000	PROFESSIONAL SERVICES - OTHER	3,000.00	3,000.00	4,824.96	(1,824.96)	160.83	1,820.00
508-754-850.000	TELECOMMUNICATIONS	600.00	600.00	400.00	200.00	66.67	256.00
508-754-860.000	TRANSPORTATION	100.00	100.00	0.00	100.00	0.00	0.00
508-754-930.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	500.00	0.00	0.00
508-754-975.000	SIGNAGE	1,000.00	1,000.00	312.00	688.00	31.20	0.00

Total Dept 754 - RECREATION		22,414.00	22,414.00	11,027.85	11,386.15	49.20	5,619.29
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Dept 755 - PARK MAINTENANCE

508-755-702.000	SALARIES	125,834.00	125,834.00	69,551.98	56,282.02	55.27	67,816.79
508-755-710.000	TRAINING	700.00	700.00	0.00	700.00	0.00	0.00

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PERIOD ENDING 08/31/2021

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 08/31/2021	ACTIVITY FOR MONTH 08/31/21	AVAILABLE BALANCE	% BDT USED	YTD BALANCE 08/31/2020
		ORIGINAL BUDGET	AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Expenditures								
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	1,949.06	348.97	2,350.94	45.33	961.54
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	800.00	800.00	469.00	0.00	331.00	58.63	335.00
508-755-742.000	FUEL-LUBRICANTS	3,000.00	3,000.00	3,231.15	864.57	(231.15)	107.71	2,081.31
508-755-801.000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00	1,718.32	280.81	281.68	85.92	1,245.44
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	446.97	225.88	403.03	52.58	261.51
508-755-930.000	REPAIR & MAINTENANCE	11,000.00	11,000.00	10,342.40	2,334.88	657.60	94.02	3,983.28
508-755-930.001	CONTROLLED BURNS	4,400.00	4,400.00	4,600.00	0.00	(200.00)	104.55	3,400.00
508-755-975.000	SIGNAGE	100.00	100.00	266.82	266.82	(166.82)	266.82	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	279.96
Total Dept 755 - PARK MAINTENANCE		171,583.00	171,583.00	103,784.04	15,366.18	67,798.96	60.49	84,873.03
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	0.00	(19,600.00)	230.67	0.00
Total Dept 756 - PARK DEVELOPMENT/IMPROVEMENT		15,442.00	15,442.00	34,600.00	0.00	(19,158.00)	224.06	0.00
Dept 966 - UNALLOCATED EXPENSES								
508-966-715.000	FICA	15,032.00	15,032.00	9,081.18	1,190.54	5,950.82	60.41	8,631.66
508-966-858.000	PENSION	16,865.00	16,865.00	9,736.98	1,089.52	7,128.02	57.73	9,150.02
Total Dept 966 - UNALLOCATED EXPENSES		31,897.00	31,897.00	18,818.16	2,280.06	13,078.84	59.00	17,781.68
TOTAL EXPENDITURES		320,479.00	320,479.00	217,972.07	24,388.42	102,506.93	68.01	165,324.56
Fund 508 - PARKS & RECREATION:								
TOTAL REVENUES		320,479.00	320,479.00	238,344.36	25,280.01	82,134.64	74.37	197,210.27
TOTAL EXPENDITURES		320,479.00	320,479.00	217,972.07	24,388.42	102,506.93	68.01	165,324.56
NET OF REVENUES & EXPENDITURES		0.00	0.00	20,372.29	891.59	(20,372.29)	100.00	31,885.71

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: KEITH LOCKIE, CONTROLLER
 Fund 508 PARKS & RECREATION

12.3

GL Number	Description	PERIOD ENDED 08/31/2020	PERIOD ENDED 08/31/2021
*** Assets ***			
Cash			
508-000-013.000	CHASE 5503 - DAILY OPERATING CHECKING	85,203.11	83,151.52
508-000-013.001	CHASE 5503 - GENERAL RESERVE	73,994.99	73,994.99
508-000-013.002	CHASE 5503 - ACCRUED ABSENCES	3,577.69	3,577.69
508-000-017.000	COMERICA 1274 J-FUND - BUILDING RESERVE	401,706.44	401,758.22
	Cash	<u>564,482.23</u>	<u>562,482.42</u>
Accounts Receivable			
	Accounts Receivable	<u>0.00</u>	<u>0.00</u>
Other Assets			
508-000-123.050	PREPAID INSURANCE	4,107.05	3,840.48
	Other Assets	<u>4,107.05</u>	<u>3,840.48</u>
Due From Other Funds			
508-000-066.000	DUE FROM FIRE FUND	11.96	0.00
	Due From Other Funds	<u>11.96</u>	<u>0.00</u>
	Total Assets	<u>568,601.24</u>	<u>566,322.90</u>
*** Liabilities ***			
Accounts Payable			
508-000-201.000	A/P - VENDORS	3,745.84	2,057.52
	Accounts Payable	<u>3,745.84</u>	<u>2,057.52</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			
508-000-205.001	DUE TO GENERAL FUND	14.99	0.00
508-000-285.000	DUE TO UTILITY FUND	406.19	0.00
508-000-289.000	DUE TO PAYROLL FUND	0.00	(8,483.35)
	Due To Other Funds	<u>421.18</u>	<u>(8,483.35)</u>
	Total Liabilities	<u>4,167.02</u>	<u>(6,425.83)</u>
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	137,618.69	136,915.02
	Unassigned	<u>137,618.69</u>	<u>136,915.02</u>
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	<u>392,379.82</u>	<u>412,911.42</u>

GL Number	Description	PERIOD ENDED 08/31/2020	PERIOD ENDED 08/31/2021
*** 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	532,548.51	552,376.44
	Beginning Fund Balance	532,548.51	552,376.44
	Net of Revenues VS Expenditures	31,885.71	20,372.29
	Fund Balance Adjustments	0.00	0.00
	Ending Fund Balance	564,434.22	572,748.73
	Total Liabilities And Fund Balance	568,601.24	566,322.90