



**PARKS & RECREATION COMMISSION REGULAR MEETING
MAY 27, 2025 @ 6:30 P.M.
AGENDA**

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) FLAG SALUTE**
- 4) AGENDA APPROVAL**
- 5) PRIOR MEETING MINUTES APPROVAL**
 - A) April 28, 2025; Regular Meeting
- 6) CITIZENS PARTICIPATION**
- 7) REPORTS**
 - A) Chairperson
 - B) Director
 - C) Board Liaison
 - D) Board Meeting Attendee
 - E) Park Steward
 - F) Safety
- 8) COMMUNICATIONS**
 - A) Dixboro Summer Days Series
- 9) OLD BUSINESS**
 - A) Vreeland Property & Open House Update
- 10) NEW BUSINESS**
 - A) Superior Day Volunteers: Saturday, June 14th, 11:00am – 2:00pm
 - B) Parks & Recreation Branding and Apparel
- 11) BILLS FOR PAYMENT**
 - A) April 29, 2025 – May 27, 2025
- 12) FINANCIAL STATEMENT**
 - A) April 2025 Revenue & Expenditure Report
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting: Monday, June 23, 2025 @ 6:30pm

SA

Superior Charter Township Park Commission
Regular Meeting
April 28, 2025

Proposed Minutes

1. Call to Order

The meeting was called to order at 6:30 pm by Chair Nahid Sanii-Yahyai

2. Roll Call

Park Commissioners present: Nahid Sanii-Yahyai, Greg Vessels, Martha Kern-Boprie, Curtis Freeman, Matthew Yahyai, Jack Smiley, Sharon Bryant-Phillips

Park Commissioners absent: none

Others present: Township Treasurer Lisa Lewis; Juan Bradford, Park & Rec Director; Brenda Baker; Susan LaCroix

3. Flag Salute

Chair Nahid Sanii-Yahyai led those assembled in the Pledge of Allegiance to the Flag.

4. Agenda Approval

It was moved by Curtis Freeman and supported by Matthew Yahyai to approve the agenda with the addition of New Business D. Memorial Discussion to recognize Marion Morris. The motion carried.

5. Prior Meeting Minutes Approval

A. March 24, 2025 Regular Meeting

It was moved by Matthew Yahyai and supported by Curtis Freeman to approve the minutes of 3/24/2025 as drafted. The motion carried.

6. Citizen Participation

There was none.

7. Reports

A. Chairperson

Chair Nahid Sanii-Yahyai reported she attended the Township Board meeting on April 21, and noted the Dixboro Village Green DBA Dixboro Farmers Market was approved. She also attended the Easter Egg Hunt on April 12, which was well attended. She asked Juan Bradford how many eggs were distributed, and he said 2,000 the same as last year. Nahid attended the Tree Planting and Kite & Rocket Event in Fireman's Park on April 26. She noted that several attendees were confused, and thought both events were continuing for the entire four hours. It was cold outdoors, but bright and sunny. Twelve trees were planted in Fireman's Park. Nahid noted she will follow up with Ben Margolis about a quote for the cost of trees and bushes for the memorial tree program.

B. Director

Juan Bradford, Parks & Recreation Director submitted a written report. He added to this report an update that the City of Ann Arbor wants a survey and a Level One Environmental Assessment for Birdsong Preserve, and will pay for it. Ducks Unlimited authorized \$400,000.00 for the Birdsong Preserve: \$300,000 will go toward the purchase and \$100,000 will go toward restoration.

C. Board Liaison

Township Treasurer Lisa Lewis attended in place of Trustee Sarah Devereaux who was traveling. There was a flood in the old Township Hall. Balfour company is working on cleaning and restoration. Trinity

Health is working with Parks on a potential trail project collaboration. A meeting with Township Supervisor Dabish-Yahkind and Park Director Bradford is planned in the near future. Treasurer Lewis noted that the roadside clean-up will take place on Saturday, May 10 and encouraged all Park Commissioners to participate. People can register on-line, or on May 10 in person.

D. Board Meeting Attendee

Martha Kern-Boprie attended the April 21 township board meeting, and submitted a written report.

E. Park Steward

Ellen Kurath stopped by the Park Department office with literature on plants growing in the township nature preserves.

F. Safety

There were no accidents or injuries in the past month.

It was moved by Curtis Freeman and supported by Greg Vessels to receive the reports. The motion carried.

8. Communications

A. Dixboro Farmers Market Letter of Support

B. Birdsong Forest Therapy

It was moved by Sharon Bryant-Phillips and supported by Greg Vessels to receive the communications. The motion carried.

9. Old Business

A. Commemorative Tree & Bench Program

Juan Bradford presented an amended Commemorative Tree, Bush, & Bench Program for park commissioners to consider. Items that may be purchased to commemorate a person or event and the current cost are:

Trees 3" to 4" caliper	\$800.00
Trees <2.5" caliper	\$450.00
Bush	\$200.00
Plaque for Trees and Bushes	\$550.00
Bench with plaque	\$2,500.00

Jack Smiley identified several grammatical errors that required correction.

On page 2 or 5, in Step 3, third sentence, it currently reads "The plaque manufacturer will create a digital mockup of your plaque and will be sent to you for approval or edits via email." Insert the word "it" between "plaque and" and "will" so that it reads "The plaque manufacturer will create a digital mockup of your plaque and it will be sent to you for approval or edits via email."

On page 2 of 5, in the section headed How do I get additional information or start the process? At the end of the sentence that currently reads "...please contact the Parks & Recreation Department at" insert a colon after the word "at" so the sentence reads "...please contact the Parks & Recreation Department at:"

On page 3 of 5 in the section headed "Why support the Commemorative Tree or Bush Program?" in the first sentence that currently reads "**By planting a tree or bush, you are creating a living memory that will last for generations..." delete the words "living memory" and replace them with "commemoration" so the sentence will read

"**By planting a tree or bush, you are creating a commemoration that will last for generations..."

On page 4 of 5, in the section headed "Why support the Commemorative Bench Program?" in the first sentence that currently reads "...you can honor your loved one, or special occasion one while enhancing..." insert a comma after the word "occasion" and delete the word "one" so the sentence reads "...you can honor your loved one, or special occasion, while enhancing..."

On page 4 of 5, in the section headed "How much does the Commemorative Bench Program cost?" in the second sentence that currently reads "The cost includes the bench, a bronze plaque designed by the purchaser, installation, and perpetual care." Delete the comma after installation and replace the words "perpetual care" with maintenance, so the sentence reads "The cost includes the bench, a bronze plaque designed by the purchaser, installation and maintenance."

On page 4 of 5, in the section headed "What if my bench becomes destroyed?" in the last sentence that currently reads "When contact information is available, the Township will attempt to contact the donor to discuss options for a replacement at the purchaser's cost." Delete the word "cost" and replace it with "expense" so the sentence reads "When contact information is available, the Township will attempt to contact the donor to discuss options for a replacement at the purchaser's expense."

It was moved by Curtis Freeman and supported by Greg Vessels to approve the Commemorative Tree, Bush and Bench Program with the edits noted. The motion carried.

B. Mission Statement 2025

Juan Bradford presented the Mission Statement approved by the Park Commission on March 24, 2025. Sharon Bryant-Phillips disagreed with the text of the first sentence, which currently reads "The Superior Township Parks and Recreation Commission is dedicated to enhancing the quality of life for our residents and future generations by maintaining the highest standards of excellence in public service." Sharon wanted the word "highest" replaced with the word "high".

It was moved by Sharon Bryant-Phillips and supported by Jack Smiley to amend the Mission Statement by changing the first sentence to "The Superior Township Parks and Recreation Commission is dedicated to enhancing the quality of life for our residents and future generations by maintaining high standards of excellence in public service." The motion carried with six Yes votes and one No vote.

C. "Birdsong" Property Appraisals and Update

Two appraisals were obtained for the "Birdsong" property. One appraisal produced a value of \$1,618,000.00 and the other a value of \$1,780,000.00. Both appraisals were submitted to Ducks Unlimited and the City of Ann Arbor as part of seeking funding for the acquisition and restoration of the property.

D. Vreeland Property Committee Update

The property previously referred to as "the Rock Property" is now referred to as "the Vreeland Property". Two public presentations on the property and potential uses will be held in May.

May 20 6:30 pm Township Hall

May 22 6:30 pm Ypsilanti District Library on Harris Road

Trustee Sarah Devereaux will help prepare the presentations.

Jack Smiley met with a representative from the Audubon society about placing bluebird boxes. Jack also reported a whippoorwill call was heard recently on the Birdsong Property.

10. New Business

A. Roadside Clean-Up Day Volunteers: Saturday, May 10

Volunteers are needed for the Roadside Clean-Up Day on Saturday, May 10 beginning at 9:30 am. The following park commissioners volunteered:

Nahid Sanii-Yahyai

Matthew Yahyai

Curtis Freeman

Greg Vessels

Jack Smiley

Go to the Township Hall at 9:30 am, give your Liability Waiver to organizers, if you have not done so already, pick up supplies, and receive a road assignment. A hot dog lunch will be provided after the clean-up. Martha Kern-Boprie mentioned that she cannot participate on May 10, so she will clean along Geddes Road during the week before May 10.

- B. Birdwatching for Beginners on May 17 in CHNP Volunteers
The Birdwatching for Beginners event on Saturday May 17 at 10:00 am takes place in Cherry Hill Nature Preserve (CHNP). Nahid Sanii-Yahyai and Matthew Yahyai volunteered to assist with this event.
- C. U.S. Fish & Wildlife Service Contract
It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to authorize Juan Bradford, Parks & Recreation Director to sign the Partners for Fish and Wildlife Program Landowner Agreement. The motion carried.
- D. Memorial Discussion to recognize Marion Morris
Jack Smiley suggested a boulder with a plaque to recognize the many contributions Marion Morris made to Superior Township and the parks and preserves. He suggested locating the boulder in Birdsong Preserve. There was a consensus among park commissioners to move forward with this.

11. Bills for Payment

It was moved by Greg Vessels and supported by Matthew Yahyai to approve payment of the bills totaling \$40,892.60 at 4/28/2025. The motion carried.

12. Financial Statement

A. March 2025

It was moved by Greg Vessels and supported by Sharon Bryant-Phillips to receive the March 2025 Financial statements. The motion carried.

13. Pleas and Petitions

Greg Vessels noted that Cherry Hill Road between Prospect Road and the Cherry Hill Nature Preserve is in bad condition.

Brenda Baker asked for the dates and locations of the presentations on the Vreeland Property. Dates and locations were provided to her.

14. Adjournment

It was moved by Matthew Yahyai and supported by Curtis Freeman to adjourn at 8:00 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary



PARKS &
RECREATION

DIRECTORS REPORT
MAY 27, 2025

7B

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- Next Board of Trustees Meeting: Monday, June 16, 2025 @ 7:00pm
 - Parks & Recreation Commission Attendee: Commissioner Smiley

 - **Roadside Cleanup Day:**
The Roadside Cleanup went very well. We had approximately 65 participants! Deputy Supervisor Lori Maher did a great job spearheading this project. Trustee Devereaux and I also spent substantial time assisting. We will be having a wrap-up meeting in the next two weeks to discuss improvement that can be made to next year's event. Our staff have spent additional hours picking up large items that were not able to be picked up the day of the clean-up, and getting them into dumpsters as time permits

 - **Bird Watching for Beginners:**
We had 25 kids and adults attend the Bird Watching of Beginners event. Our attendance was down a little from past years. This could be attributed to the cool cloudy weather that we had that day, or the lack of township wide advertising. Mike and Valerie from U of M Dearborn do an excellent job of leading this family friendly hike. Next year we will purchase additional binoculars. We currently have nine adult pairs and ten youth pairs.

 - **Staffing:**
As you are aware, Maintenance Supervisor D. Waligore resigned last month. With that resignation our longest tenured employee has only been with us for two years. This is very concerning to me for the long term stability of the parks and recreation program as a whole. There is very little institutional knowledge "in the field". As we had discussed previously it will always be very difficult to retain experienced staff without fulltime positions. Marco Austin is currently acting as the Interim Park Maintenance Supervisor until we decide a course of action. In the meantime I have been working in the field with the maintenance staff one day a week to help keep up with the mowing and other assorted tasks. This is the maintenance staffs absolute busiest time of the year. We bought back a second seasonal employee last week, that had previously worked for us. We currently have two permanent employees, and two seasonal employees. Typically we are operating with three of each this time of year, which means our staffing numbers are down 33%.

 - **Equipment:**
We will be picking up our new 2025 Ford F-250 SD truck from Gene Butman Ford on Wednesday. Once the license plate and insurance are secured we will immediately put the truck into service. We will be taking our oldest truck, which is a 2001 Dodge Ram out of service.

(Directors Report Continued)

- **Disc Golf:**

I met with a resident that is interested in establishing a disc golf course in the township. This would be a nice addition to our recreational inventory. We talked about evaluating North Prospect Park, Community Park, and Harvest Moon Park for feasibility and cost of implementation. I especially like the Community Park idea due to the proximity to the new community center that will be built across the street in the next two years. I will keep you updated as our discussion progresses.

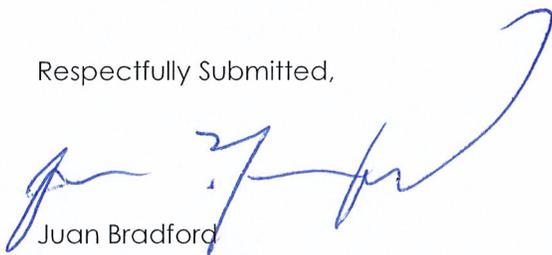
- **Trinity Health:**

Two weeks ago, the Township Supervisor, Deputy Supervisor, and I met Jae Gerhart who is the Manager of Farm Programs for Trinity Health. Mrs. Gerhart explained the natural and recreational areas located on the hospital property, and initial thoughts regarding rehabilitating some of the areas and increasing engagement with the public. There may be potential for us to be involved at some level in the future.

- **Tennis Lessons:**

The gentleman that provided beginner tennis lesson for us at Community Park and I have been in contact regarding doing a session of lessons either this summer, or early fall. I will do some initial advertising to gauge interest from the public. If there is enough interest we will move forward.

Respectfully Submitted,



Juan Bradford



May 19, 2025

Board of Trustees Meeting Report

Prepared for the Parks & Recreation Commission by Sarah Devereaux (Trustee)

The Board of Trustees held two meetings this week – a work session that started at 5:30pm, and a regular meeting that started at 7pm. The work session was called in order for the Board to have time and space to discuss three important issues related to Township personnel. Notes for both of these meetings are below.

Work Session

Meeting Opening

The work session started at 5:30pm with Call to Order, Roll Call, and Adoption of the Agenda. There was no Citizen Participation, so the Board moved straight into the Discussion items:

- Personnel Manual
- Job Analysis for Township roles with Financial Oversight
- Criteria for Evaluating the Hiring Freeze

Personnel Manual

Trustee Devereaux gave an overview of the changes she made to the manual, and stressed that this first version is intended to give the Township a head start, and is not a finished product. Trustee Devereaux stated that a labor lawyer, or other professional, should be engaged to do a review and provide feedback.

Trustee Greene, Trustee Schwartz, and Trustee McKinney all gave feedback on the manual, including:

- Clarifying how pay increases will be submitted and reviewed
- Including a clause about elected officials and how they will be held to standards of behavior
- Adding a more explicit disclaimer re: financial health and how that could result in policy changes
- Updating the sick leave policy to ensure it complies with recent changes to Michigan law

Supervisor Dabish-Yahkind shared that Township attorney Fred Lucas had looked over the manual and has some edits he'd like to see made as well. The Supervisor committed to working with Mr. Lucas and Trustee Devereaux to make any necessary changes before resubmitting to the Board for approval.

Trustee McKinney shared that she was disappointed that the previous Board paid someone \$18,000 relatively recently to revise the manual, only for it to need additional revisions so soon.

Job Analysis

Trustee Devereaux gave an overview of the process she outlined and explained the benefits of conducting this exercise. She also shared that, although she's capable of performing the work herself, she is uncomfortable doing so given her position on the Board and decision-making power. The Board agreed that an outside party should be recruited to do the analysis.

After some discussion, Supervisor Dabish-Yahkind offered to reach out to Washtenaw County and other nearby municipalities to see if they could loan Superior Township resources to conduct the analysis. The Board agreed to walk this item onto the agenda for the regular meeting in order to give the Supervisor authorization to move this work forward.

Criteria for Evaluating Hiring Freeze

Supervisor Dabish-Yahkind opened the discussion, after which Clerk Robinson shared that she didn't have any numbers yet from our auditors and therefore did not have any criteria for the Board to work with. Trustee Devereaux expressed her surprise that the Board wasn't given any backup documentation to help guide the discussion.

After some discussion, the Board agreed that they didn't have the information they needed to make an informed decision. Trustee Greene then asked how the Board thought the Utilities Department should be handled, given they have a separate budget and significant hiring needs. This prompted significant discussion around Utilities and how the hiring freeze has impacted them.

Trustee Schwartz then suggested that the Board give the Supervisor authority to work with the Utilities Director to hire someone into the department for whatever position they deem to be the most necessary. This would allow the Supervisor to make the hire without bringing it back to the Board for approval. The Board agreed to walk this onto the agenda for the regular meeting.

The work session was adjourned at 6:45pm.

Regular Meeting

Meeting Opening

Supervisor Dabish-Yahkind called the meeting to order at 7:00pm, followed by the Pledge of Allegiance, Roll Call, and Approval of the Agenda.

Trustee Schwartz was absent for the first 15 minutes of the meeting while he dealt with a family emergency at home.

Approval of Agenda

There were several changes made to the agenda, including:

1. New Business: Giving the Supervisor authority to move the job analysis forward (Trustee McKinney)
2. New Business: Giving the Supervisor authority to hire in Utilities immediately (Treasurer Lewis)
3. New Business: Adding a Resolution to support emergency fire truck repair (Supervisor Dabish-Yahkind)

All changes to the agenda were seconded. The Board voted unanimously to add them to the agenda.

Citizen Participation

There was minimal citizen participation at the meeting. Brenda Baker shared some updates on C2PST, highlighting the Roadside Clean-Up and booth at the Farmer's Market (opening May 23rd!)

Supervisor Comments

Supervisor Dabish-Yahkind shared several exciting updates, including:

"Rock" Property Community Input Meeting

- Two sessions will be held to get community input on how to use the "Rock" property.
- Jack Smiley will lead these events, supported by Trustee Sarah Devereaux.

Plymouth Road Speed Study

- After years of asking, WCRC is finally doing a speed study on Plymouth Rd through Dixboro.
- Next step is a review by Michigan State Police.

Hyundai Donation to Dixboro Schoolhouse

- Hyundai has donated \$40k for repairs at the Dixboro Schoolhouse.
- These funds will be used for urgent repairs and to expand programming.

Prospect Road Connector Trail

- Alternate route to connect Golden Lane residents through Autumn Woods to Prospect Rd.
- This route will help to prevent unsafe travel by foot along Prospect Rd.

Road Repairs & Infrastructure

- WCRC will share a proposal soon for road repairs within the Township.
- Board of Trustees will review the proposal during the June regular meeting.

Hunting Ordinance

- DNR conducted their public hearing to review hunting ordinances within the Township.
- The Board should receive their formal recommendation by August.

Roads & Blight Committee

- Three core members met last week to discuss priorities and scope.
- The committee is still seeking additional members from across the community.

Presentations

NONE

Consent Agenda

Board meeting minutes for April were approved and filed.

The Clerk update was pulled by Clerk Robinson.

- Clerk Robinson shared an update on her discussions with the Woodhill Group to provide financial services to the Township. She shared that the Woodhill Group was impressed by how well we were doing and that several of our employees were praised for their great work.
- Trustees Greene and Devereaux asked for additional information from the Woodhill Group when they present to the Board at a future meeting.
- Clerk Robinson said she would pass the requests along and said she believed the Woodhill Group could present in June.

Old Business was pulled for discussion by Supervisor Dabish-Yahkind.

- The Supervisor asked the Clerk to give more background on this issue.
- The Clerk called her staff to the podium to explain the issue, and they shared that the items had not been shared with the correct MLive email address and were not published on time.
- The Clerk staff assured the Board that the issue was now resolved and the only items affected are those on the agenda tonight.
- The Supervisor clarified that this error will result in a one-month delay to the Rental Housing Certification program going into effect.

The remainder of the consent agenda was accepted and filed.

New Business

- Ordinance No. 195 – Property Maintenance Code, First Reading
 - No discussion
 - **Resolution passed unanimously**
- Resolution 2025-30, Resolution to Approve Professional Service Agreement with JCM Media Group for Website Support and Project Services
 - Discussion: Jeff from JCM discussed the proposal. The Board asked questions and determined that this resolution was premature given the audit has not yet revealed the extent of the deficit.
 - **No vote. Resolution pulled and delayed until June**
- Resolution 2025-31, Resolution to Accept TAZ Networks, Inc. Proposal for Managed Services

- Discussion: TAZ Networks staff presented on the proposal and explained the increase in service was budget neutral given what we're spending today.
 - **Resolution passed unanimously**
- Resolution 2025-32, Resolution to Approve Updated Planning and Zoning Fee Schedule
 - Discussion: Trustee Devereaux asked for comparisons to be provided in the future as backup documentation so we can see how adjustments, particularly fees that could impact residents, are changing over time.
 - **Resolution passed unanimously**
- Resolution to authorize the Supervisor to hire for a Utilities position immediately. (refer to meeting minutes for exact resolution number and description)
 - No discussion
 - **Resolution passed unanimously**
- Resolution to authorize the Supervisor to move the job analysis forward. (refer to meeting minutes for exact resolution number and description)
 - No discussion
 - **Resolution passed unanimously**
- Resolution to perform emergency repairs to Township fire truck (refer to meeting minutes for exact resolution number and description)
 - Discussion: Minimal discussion. Agreement that we need to keep our fire equipment functioning in top condition.
 - **Resolution passed unanimously**
-

Bills For Payment

- No discussion
- Accepted and filed

Pleas and Petitions

NONE

The meeting was adjourned at approximately 8:15pm.

MOONWINKS CAFE AND TAVERN PRESENT

DIXBORO SUMMER DAYS FESTIVAL

~SERIES~

LIVE, LOCAL MUSIC, CRAFT VENDORS,
SILENT AUCTION, RAFFLE, KIDS
BOUNCE HOUSE & GAMES!

2025 DATES

SATURDAY, MAY 24

SATURDAY, JUNE 21

SATURDAY, JULY 19

SATURDAY, AUGUST 30

LAITH AL-SAAFI, BILLY BRANDT & THE SUGAREES, CHARLIE MILLARD BAND,
JIVE COLOSSUS, J. MICHAEL & THE HEAVY BURDEN, DANI DARLING,
THE STASHES, JO SERRAPERRE TRIO, MICHELLE HELD, MIKE GENTRY,
ERIC MOORE, JOHN FINAN, ROCHELLE CLARK & JASON DENNIE,
KANDY FREDRICK, THE NITPICKERS, ROADSIDE SILHOUETTES,
I THINK TOO MUCH, TIFANI VANDENBERG, LEAN TIMES

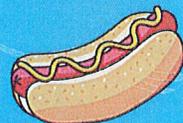
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SPONSORSHIP OPPORTUNITIES



8A ✓



CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR
 CHECK DATE FROM 04/29/2025 - 05/27/2025

05/20/2025 02:50 PM
 User: NANCY
 DB: Superior Twp

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
04/29/2025	GENL	49491	752308218	GORDON FOOD SERVICE, INC.	KITE & ROCKET FOOD	752.000	756	221.76
04/29/2025	GENL	49492	6023683 9011145	HOME DEPOT CREDIT SERVICES	HAND & LANDSCAPE TOOLS	752.000	770	410.19
			6023683 9011145	CHECK GENL 49492 TOTAL FOR FU	HAND & LANDSCAPE TOOLS	934.000	770	110.56
								520.75
04/29/2025	GENL	49497	INV302706996	SUPERIOR TOWNSHIP CREDIT CARDZOOM -APRIL 2025		214.101	000	15.99
04/29/2025	GENL	49498	APRIL25-GBP	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - APRIL 2025	214.704	000	935.64
			APRIL25-GBP		PENSION /HCSP - APRIL 2025	214.704	000	1,097.28
			APRIL25-GBP		PENSION /HCSP - APRIL 2025	214.704	000	315.00
				CHECK GENL 49498 TOTAL FOR FU				2,347.92
05/06/2025	GENL	49518	104504800	WEX BANK	FUEL -APRIL	754.000	770	407.72
05/06/2025	GENL	49520	5825-GBP	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 5/8/25 PAYROLL	214.704	000	16,758.60
05/13/2025	GENL	49521	31379240	ABSOPURE WATER COMPANY	COOLER RENTAL - 2025	752.000	770	12.00
			89694031		SPRING WATER	752.000	770	6.50
				CHECK GENL 49521 TOTAL FOR FU				18.50
05/13/2025	GENL	49522	17HQ-1P7V-TLTP	AMAZON CAPITAL SERVICES	DRAIN COVER @ FIREMAN'S PARK	934.000	770	59.99
05/13/2025	GENL	49527	APRIL 25-P	DTE ENERGY	ELECTRIC - PARKS BARN - APRIL 25	920.000	770	21.15
05/13/2025	GENL	49529	43104911	FUNFLICKS OF MICHIGAN	MOVIE EQUIPMENT - OAKBROOK PARK	806.000	756	829.92
			43104789		MOVIE EQUIPMENT - DIXBORO VILLAGE	806.000	756	829.92
				CHECK GENL 49529 TOTAL FOR FU				1,659.84
05/13/2025	GENL	49538	APRIL 25-J	SUPERIOR TWP UTILITY DEPARTMECELL PHONE - JUAN APRIL		850.000	752	49.93
05/13/2025	GENL	49539#	26527	TAZ NETWORKS, INC	NETWORK FLAT FEE -MAY 2025	806.000	752	40.68
			26527		NETWORK FLAT FEE -MAY 2025	806.000	770	40.67
				CHECK GENL 49539 TOTAL FOR FU				81.35
05/20/2025	GENL	49546	JUNE 25	DELTA DENTAL	DENTAL INSURANCE - JUNE 2025	123.050	000	59.00
05/20/2025	GENL	49547	763150	DOG WASTE DEPOT	DOG WASTE STATIONS FOR OAKBROOK/SCH934.000		770	735.94
05/20/2025	GENL	49550	91838	GENE BUTMAN FORD SALES, INC.	2025 FORD F-250	985.000	770	45,855.80
05/20/2025	GENL	49557	JUNE 25	MEDMUTUAL LIFE	LIFE INSURANCE - JUNE 2025	123.050	000	11.35

11A

05/20/2025 02:50 PM CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR
 User: NANCY CHECK DATE FROM 04/29/2025 - 05/27/2025
 DB: Superior Twp

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
05/20/2025	GENL	49568	JUNE 25	VSP INSURANCE CO	VISION INSURANCE - JUNE 2025	123.050	000	15.73
05/20/2025	GENL	49569	52225-GBP	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 5/22/25 PAYROLL	214.704	000	8,501.82
Total for fund 508 PARKS & RECREATION								77,343.14

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

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2025		YTD BALANCE 04/30/2025	ACTIVITY FOR MONTH 04/30/25	AVAILABLE BALANCE	% BDC USED	YTD BALANCE 04/30/2024
		BUDGET	AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Revenues								
Dept 000 - REVENUE								
508-000-664.000	INTERST/DIVIDENDS	13,000.00	13,000.00	1,913.49	0.00	11,086.51	14.72	4,534.34
508-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUN	11,000.00	11,000.00	1,823.38	0.00	9,176.62	16.58	3,373.74
508-000-674.000	DONATIONS	1,200.00	1,200.00	400.00	400.00	800.00	33.33	2,227.25
508-000-674.002	MEMORIAL PROGRAM	0.00	0.00	2,500.00	0.00	(2,500.00)	100.00	0.00
508-000-691.101	GENERAL FUND CONTRIBUTION	390,736.00	390,736.00	130,245.36	32,561.33	260,490.64	33.33	132,533.64
508-000-692.101	RES #2021-20 ADD'L \$ FROM GEN	21,602.00	21,602.00	5,400.50	0.00	16,201.50	25.00	5,400.50
508-000-699.999	APPROPRIATION FROM FUND BALANC	85,000.00	85,000.00	0.00	0.00	85,000.00	0.00	0.00
Total Dept 000 - REVENUE		522,538.00	522,538.00	142,282.73	32,961.33	380,255.27	27.23	148,069.47
TOTAL REVENUES		522,538.00	522,538.00	142,282.73	32,961.33	380,255.27	27.23	148,069.47
Expenditures								
Dept 752 - PARK & REC ADMINISTRATION								
508-752-703.000	SALARIES	89,602.00	89,602.00	31,015.98	6,892.44	58,586.02	34.62	30,407.85
508-752-703.001	COMMISSION STIPENDS	20,586.00	20,586.00	6,571.00	1,809.32	14,015.00	31.92	6,446.32
508-752-709.000	FICA	21,923.00	21,923.00	6,325.87	1,491.05	15,597.13	28.85	6,263.22
508-752-715.000	PENSION	27,695.00	27,695.00	6,472.25	0.00	21,222.75	23.37	7,648.20
508-752-725.000	TAXABLE BENEFITS	20,548.00	20,548.00	9,498.00	777.40	11,049.70	46.22	9,042.45
508-752-725.001	HOSP	3,780.00	3,780.00	945.00	0.00	2,835.00	25.00	1,200.00
508-752-752.000	OPERATING SUPPLIES	1,000.00	1,000.00	49.99	0.00	950.01	5.00	516.20
508-752-804.000	PROFESSIONAL SERVICES - AUDIT	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	0.00
508-752-806.000	PROFESSIONAL SERVICES - OTHER	2,001.00	2,001.00	226.68	56.67	1,774.32	11.33	239.00
508-752-826.000	BANK FEES & CHARGES	300.00	300.00	35.55	0.00	264.45	11.85	26.96
508-752-840.002	DENTAL INSURANCE	719.00	719.00	177.00	0.00	542.00	24.62	228.24
508-752-840.003	VISION INSURANCE	198.00	198.00	47.19	0.00	150.81	23.83	62.92
508-752-840.004	LIFE INSURANCE	143.00	143.00	34.05	0.00	108.95	23.81	45.40
508-752-850.000	TELECOMMUNICATIONS	600.00	600.00	149.82	0.00	450.18	24.97	199.54
508-752-851.000	POSTAGE	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-752-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	357.11
508-752-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	0.00	500.00	0.00	70.00
508-752-910.000	TRAINING	2,000.00	2,000.00	890.86	0.00	1,109.14	44.54	655.00
508-752-915.000	MEMBERSHIPS & DUES	700.00	700.00	769.00	0.00	(69.00)	109.86	0.00
508-752-934.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-752-935.000	INSURANCE & BONDS	12,500.00	12,500.00	4,184.76	1,046.18	8,315.24	33.48	4,023.05
508-752-940.000	OFFICE RENT	7,000.00	7,000.00	7,000.00	0.00	0.00	100.00	0.00
508-752-955.000	MISC. EXPENSE	200.00	200.00	0.00	0.00	200.00	0.00	0.00
508-752-986.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
Total Dept 752 - PARK & REC ADMINISTRATION		214,895.00	214,895.00	74,393.30	12,073.06	140,501.70	34.62	67,431.46
Dept 756 - RECREATION								
508-756-703.000	SALARIES	12,311.00	12,311.00	368.56	368.56	11,942.44	2.99	273.30
508-756-740.000	OPERATING SUPPLIES	4,500.00	4,500.00	0.00	0.00	0.00	0.00	0.00
508-756-752.000	OPERATING SUPPLIES	0.00	0.00	671.81	221.76	3,828.19	14.93	701.44
508-756-806.000	PROFESSIONAL SERVICES - OTHER	9,000.00	9,000.00	675.00	0.00	8,325.00	7.50	1,540.03
508-756-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-756-930.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-756-955.000	SIGNAGE	2,000.00	2,000.00	208.65	208.65	1,791.35	10.43	72.00
Total Dept 756 - RECREATION		28,411.00	28,411.00	1,924.02	798.97	26,486.98	6.77	2,586.77

12 A.

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2025		YTD BALANCE 04/30/2025	ACTIVITY FOR MONTH 04/30/25	AVAILABLE BALANCE	% BODGT USED	YTD BALANCE 04/30/2024
		ORIGINAL BUDGET	AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Expenditures								
Dept 770 - PARK MAINTENANCE								
508-770-703.000	SALARIES	143,964.00	143,964.00	32,572.02	9,850.11	111,391.98	22.63	35,039.91
508-770-725.000	TAXABLE BENEFITS	4,068.00	4,068.00	3,595.89	0.00	472.11	88.39	1,574.35
508-770-740.003	HERBICIDE (NON-SELECTIVE)	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-770-752.000	OPERATING SUPPLIES	7,500.00	7,500.00	886.29	428.69	6,613.71	11.82	2,586.58
508-770-754.000	FUEL-LUBRICANTS	7,000.00	7,000.00	1,022.01	407.72	5,977.99	14.60	1,392.84
508-770-767.000	UNIFORMS	800.00	800.00	0.00	0.00	800.00	0.00	173.00
508-770-805.000	CONTROLLED BURNS	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00	0.00
508-770-806.000	PROFESSIONAL SERVICES - OTHER	1,200.00	1,200.00	162.68	40.67	1,037.32	13.56	695.04
508-770-850.000	TELECOMMUNICATIONS	1,800.00	1,800.00	128.19	0.00	1,671.81	7.12	210.23
508-770-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-770-910.000	TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	645.00
508-770-920.000	UTILITIES	500.00	500.00	83.34	21.15	416.66	16.67	92.69
508-770-934.000	REPAIR & MAINTENANCE	13,500.00	13,500.00	3,444.61	110.56	10,055.39	25.52	6,696.40
508-770-934.001	SAND-GRAVEL-BARK-SOIL	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00
508-770-955.000	SIGNAGE	800.00	800.00	0.00	0.00	800.00	0.00	0.00
508-770-985.000	EQUIPMENT OVER \$5,000	85,000.00	85,000.00	1,123.54	0.00	83,876.46	1.32	0.00
508-770-986.000	EQUIPMENT UNDER \$5,000	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	1,211.52
Total Dept 770 - PARK MAINTENANCE		279,232.00	279,232.00	43,018.57	10,858.90	236,213.43	15.41	50,317.56
Dept 771 - PARK DEVELOPMENT/IMPROVEMENT								
508-771-951.000	PROJECTS	0.00	0.00	6,450.00	3,000.00	(6,450.00)	100.00	0.00
508-771-951.001	MEMORIAL BENCH & TREE PROGRAM	0.00	0.00	1,384.61	1,098.04	(1,384.61)	100.00	0.00
Total Dept 771 - PARK DEVELOPMENT/IMPROVEMENT		0.00	0.00	7,834.61	4,098.04	(7,834.61)	100.00	0.00
TOTAL EXPENDITURES		522,538.00	522,538.00	127,170.50	27,828.97	395,367.50	24.34	120,335.79
Fund 508 - PARKS & RECREATION:								
TOTAL REVENUES		522,538.00	522,538.00	142,282.73	32,961.33	380,255.27	27.23	148,069.47
TOTAL EXPENDITURES		522,538.00	522,538.00	127,170.50	27,828.97	395,367.50	24.34	120,335.79
NET OF REVENUES & EXPENDITURES		0.00	0.00	15,112.23	5,132.36	(15,112.23)	100.00	27,733.68