



PARKS &
RECREATION

CHARTER TOWNSHIP OF SUPERIOR PARKS & RECREATION COMMISSION MEETING

The Parks & Recreation Commission

OCTOBER 2025

Regular Meeting

will be held on

MONDAY, OCTOBER 27, 2025 @ 6:30 p.m.

at

SUPERIOR TOWNSHIP HALL

3040 N. Prospect Rd.

Superior Township, MI 48198

(N/E Corner of Cherry Hill & Prospect)

Superior Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon four (4) business days' notice to the Township. Individuals requiring auxiliary aids or services should contact Superior Charter Township Parks & Recreation Department.

For additional info call: (734) 480-5502
or email: superiorparks@superior-twp.org

CHARTER TOWNSHIP OF SUPERIOR PARKS & RECREATION COMMISSION MEETING

Sharon Bryant-Phillips	Nahid Sanii-Yahyai
Sarah Devereaux	Jack Smiley
Curtis Freeman	Gregory Vessels
Martha Kern-Boprie	Matthew Yahyai

Superior Township Parks & Recreation Commission

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**PARKS &
RECREATION**



**PARKS & RECREATION COMMISSION REGULAR MEETING
OCTOBER 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) September 22, 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) Committee to Promote Superior Township: October Highlights Infographic
- 9) OLD BUSINESS**
 - A) Vreeland Properties Work Report
 - B) BirdSong Nature Preserve Update
 - C) 2025 Budget Preparation
- 10) NEW BUSINESS**
 - A) Dixboro Schoolhouse Bathroom Construction
 - B) Engineered Wood Fiber Quotes
 - C) Cherry Hill Nature Preserve Woody Invasives Removal Quotes
 - D) Owl Prowl: Cherry Hill Nature Preserve, Saturday, November 1st, 6:30pm
- 11) BILLS FOR PAYMENT**
 - A) September 23, 2025 – October 27, 2025
- 12) FINANCIAL STATEMENT**
 - A) September 2025 Revenue & Expenditure Report
 - B) September 2025 Balance Sheet
- 13) PLEAS AND PETITIONS**
- 14) ADJOURNMENT**

Next Meeting: Monday, November 24, 2025 @ 6:30pm

5A

Superior Charter Township Park Commission
Regular Meeting
September 22, 2025

Proposed Minutes

1. Call to Order
The meeting was called to order by Chair Nahid Sanii-Yahyai at 6:30 pm.
2. Roll Call
Park Commissioners present: Nahid Sanii-Yahyai, Greg Vessels, Martha Kern-Boprie, Matthew Yahyai, Jack Smiley, Sharon Bryant-Phillips

Park Commissioners absent: Curtis Freeman (excused)

Others present: Juan Bradford, Parks & Recreation Director; Steven Peach. Brenda Baker, Trustee Dana Greene
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 Matthew Yahyai and supported by Greg Vessels to approve the agenda with the addition under Prior Meeting Minutes Approval of item B. September 15, 2025, Special Meeting. The motion carried.
5. Prior Meeting Minutes Approval
 - A. August 25, 2025, Regular Meeting
It was moved by Greg Vessels and supported by Matthew Yahyai to approve the minutes of the 8/25/2025 meeting as drafted. The motion carried.
 - B. September 15, 2025, Special Meeting
It was moved by Jack Smiley and supported by Sharon Bryant-Phillips to approve the minutes of the 9/15/2025 meeting as drafted. The motion carried.
6. Citizens Participation
There was none.
7. Reports
 - A. Chairperson
Chair Nahid Sanii-Yahyai reported that four park commissioners: herself, Matthew Yahyai, Curtis Freeman and Martha Kern-Boprie staffed the Park Commission table at the "Live-Here-Now" event in Fireman's Park on September 13. The event was good with entertainment and free food. There were a few difficulties with an attendee that law enforcement could have helped with.
 - B. Director
Juan Bradford submitted a written report. The new zero-turn mower was delivered on September 18.
 - C. Board Liaison
Trustee Greene arrived late, and gave his report during Pleas and Petitions.
 - D. Board Meeting Attendee

Martha Kern-Boprie attended the 9/15/25 Township Board meeting, along with four other park commissioners. Two firefighters were promoted to Lieutenant. The updated township Personnel Manual was approved. The Development Agreement for Prospect Pointe West Phase 3 was approved, over the objection of Jack Smiley. Jack requested four lots on the east side of the development be kept unbuilt to permit a nature path connecting the greenbelts in this part of Superior Township.

E. Park Steward

Juan Bradford spoke with Ellen Kurath twice in the past month. She is busy with planting and cultivating native plants in the nature preserves.

F. Safety

Juan Bradford reported there were no accidents or injuries in the past month.

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

8. Communications

A. Committee to Promote Superior Township: September Highlights Infographic

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

9. Old Business

A. Firemans Park Final Pay Application

Juan explained the was the final payment to the contractor for the improvements in Firemans Park. The payment was released upon the contractor providing 100 pounds of grass seed to take care of lawn gaps. No park commission action was needed.

B. Community Farm and BirdSong Farming Agreements 2025 – 2030

The committee presented two draft agreements, one for BirdSong Nature Preserve and the other for Community Farm.

It was moved by Martha Kern-Boprie and supported by Greg Vessels to approve the farming agreement between Superior Charter Township Parks & Recreation Commission (STPRC) and Steven Peach (Mr. Peach) for use of 95 acres of real property, of which 75 acres are tillable, located in Section 20 in Superior Charter Township referred to as the southern half of BirdSong Nature Preserve (the Premises) for the period of January 1, 2026 through December 31, 2026. In the first sentence of Section 9 of the agreement, delete the words “or hunters” from the sentence.

A roll call vote was taken on the motion.

Nahid Sanii-Yahyai	Yes
Greg Vessels	Yes
Martha Kern-Boprie	Yes
Jack Smiley	Yes
Mathew Yahyai	Yes
Sharon Bryant-Phillips	Yes
Curtis Freeman	Absent

The motion carried.

It was moved by Jack Smiley and supported by Martha Kern-Boprie to approve the farming agreement between Superior Charter Township Parks & Recreation Commission (STPRC) and Steven Peach (Mr. Peach) for use of 141 acres of real property, of which 119 acres are tillable, located in Section 29 of Superior Township referred to as Superior Township Community Farm (the Premises) for the period of

January 1, 2026 through December 31, 2028. In the first sentence of Section 9 of the agreement, delete the words "or hunters" from the sentence.

A roll call vote was taken on the motion.

Nahid Sanii-Yahyai	Yes
Greg Vessels	Yes
Martha Kern-Boprie	Yes
Jack Smiley	Yes
Sharon Bryant-Phillips	Yes
Matthew Yahyai	Yes
Curtis Freeman	Absent

The motion carried.

C. 2026 Budget Preparation

Commissioners are urged to send comments and suggestions for the 2026 budget to Juan Bradford by September 30. The Township Board work session on the budget is scheduled on October 9.

10. New Business

A. Forest Forensics event October 4 in Cherry Hill Nature Preserve 1:00 – 2:30 pm

Martha Kern-Boprie volunteered to help with this event.

B. Pumpkin Carving Event October 25 in Norfolk Park 11:00 am – 2:00 pm

Volunteers

Nahid Sanii-Yahyai	Jack Smiley	Sharon Bryan-Phillips
Matthew Yahyai	Greg Vessels	

11. Bills for Payment

It was moved by Greg Vessels and supported by Martha Kern-Boprie to approve payment of the bills totaling \$49,642.42 at 9/22/2025. The motion carried.

12. Financial Statement

A. August 2025 Revenue and Expenditure Report

It was moved by Sharon Bryant-Phillips and supported by Martha Kern-Boprie to receive the August 2025 Revenue and Expenditure Report. Questions were asked about some account numbers that appeared more than once, some with budget but no expense and the others with expense but no budget. Juan explained that the controller was correcting some line numbers and working through these issues. The issues are likely to be resolved with next month's report. The motion carried.

13. Pleas and Petitions

Trustee Dana Greene gave the Board Liaison report at this time. He responded to Jack Smiley's concern that the four lots in Prospect Pointe West, Phase 3 were not removed to allow placement of the nature trail there, by saying the objection was raised too late in the planning process.

14. Adjournment

It was moved by Matthew Yahyai and supported by Sharon Bryant-Phillips to adjourn the meeting at 7:12 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary



PARKS &
RECREATION

1B-

DIRECTORS REPORT
OCTOBER 27, 2025

- **Next Board of Trustees Meeting:** Monday, November 17, 2025 @ 7:00pm
- **Parks & Recreation Commission Attendee:** Commission Chair Sanii-Yahyai

- **Pumpkin Carving & Crafts:**
Thank you to the Commissioners, Staff, and spouses that volunteered their time to make the Pumpkin Carving & Crafts event a memorable one for those in attendance. A special thanks to Judy Wheeler for arranging the donation of pumpkins from the Bob Schultz Farm. Prior to Mr. Schultz's passing this year he had donated all the pumpkins for this event for 15+years.

- **CPSI Course:**
Marco Austin and I will be in Lavonia the first half of this week for the Certified Playground Safety Inspector course. The course is comprised of three days of education presentations followed by proxy administered testing.

- **BirdSong Nature Preserve Management Plan:**
Dana Wright, of DEW Wright Consulting, an Environmental Biologist with 25 years of natural areas management experience has completed a Management Plan for the BirdSong Nature Preserve. The cost of Management Plan and Ms. Wright's expense was paid for by the Southeast Michigan Land Conservancy as a contribution toward the BirdSong Nature Preserve. Some of the highlights of the Plan are general property descriptions, existing resources and assets, and management objectives.

- **Girl Scouts Bronze Star Project:**
A troop leader from a local Girl Scout Troop reached out to me about a Bronze Star project the troop is beginning work on. They are still narrowing the scope of their project, but they intend to focus on caring for animals either in the wild or domestic. We may try to get them out to Cherry Hill Nature Preserve for a field trip.

- **Christmas Tree Lighting Vendors**
The Arbor Consort Carolers, Clear Cut Ice Carving, and Santa Claus have all been confirmed for this year's Christmas Tree Lighting event. Yes, it's getting close!

Respectfully Submitted,

Juan Bradford

70.

To: Superior Township Park Commissioners
From: Martha Kern-Boprie
Subject: Board Attendee Report on 10/20/25 Township Board Meeting
Date: October 20, 2025

I attended the Township Board meeting tonight, substituting for Matthew Yahyai because he had an unexpected schedule conflict.

Citizen Participation

I announced the Pumpkin Carving Event and encouraged people to attend. A resident spoke in support of mechanisms that prevent currently elected officials from setting their one salaries, but disagreed with the text of proposed Ord #198. This resident suggested currently elected board members could set salaries for future elected officials, so voters could vote on future officials knowing what their salary would be. This would limit elected officials to one pay increase every four years.

Irma Golden commented on three topics.

- a. Resolution 2025-71 streetlights on Harris Road. Irma said the lights are needed within the Geddes Ridge neighborhood, not along Harris Road. Over 40 gunshots were heard recently in this neighborhood.
- b. She was happy to see a discarded sofa removed from a subdivision street.
- c. Prompt response is needed from township officials to a F.O.I.A. request.

Supervisor's Comments

Supervisor Dabish-Yahkind commented that gunshots heard recently in Geddes Ridge were from MacArthur Blvd, not within Geddes Ridge. The supervisor met with DTE staff, and streetlights will go into Geddes Ridge within the next few months. Additional lighting along Harris Road will illuminate property near the library, Fire Station and the entrance to Geddes Ridge.

Unfinished Business

Ordinance #198 to establish a commission for setting salaries of Elected Township Officials - second & final reading. Trustee Dana Greene commented that he is not convinced the current text of Ord. #198 will meet his goal of accountability, and he no longer supports it. Trustee Sarah Devereaux said she understood and concurred with his opinion, but also thanked Trustee Greene for all the work he invested in bringing the ordinance forward. Ord #198 was defeated on a unanimous vote.

Resolution 2025-67 – select audit firm

Audit contract awarded to Gabridge & Company, PLC for fiscal years and annual cost:

2025	\$36,900.00
2026	\$38,000.00
2027	\$39,000.00
2028	\$40,000.00

Resolution 2025-69 – Appoint Brent Strong of Carlisle Wortman as Hearing Office on Blight Ordinance: Dangerous Structures. Approved.

Resolution 2025-70 – Dixboro School House Renovation Project

Some of the drawings and documents associated with the Dixboro School House Renovation are out of date, and do not match current conditions. The architect who prepared them has since retired. The quote under review was submitted by a firm with a local background who want to see the renovation completed, and decreased their proposed cost significantly. Nearly all of the cost will be covered by grants. Quote was approved.

Resolution 2025-71 Additional Street Lighting on Harris Road

Approved.

Resolution 2025-72 Snow Removal Contract with Conklin Landscaping

Approved.

Resolution 2025-74 Award Contract for Court Ordered Demolition of structures at 4745 Napier Court.

Approved. The cost of demolition will be paid by the township, and then applied to the property tax bill as a special assessment. If the tax bill is not paid, it will be turned over to the County Treasurer. That office will pay the township and then seek collection.

Resolution 2025-68 SAFER grant

This is a grant funded by FEMA a federal agency, to fund six additional firefighters for a few years. The grant was approved by FEMA, and now is before the township board to accept. A condition of the grant is that the township has to pick up the full cost of the firefighters after the grant period ends. Most of the board members expressed concern that we cannot afford six more firefighters. Board members asked if the grant request could be amended to two or three additional firefighters. The Fire Chief responded that with the federal government shut down, he cannot get a telephone or email question answered. Generally in the case of a shut down, the deadline to responded is extended to at least the date the government re-opens, but no one knows for sure, or if the extension would be just a day or two. The Fire Chief will continue to try contacting FEMA. A vote was taken on accepting the current grant and if failed on a vote of

5 No: Greene, Dabish-Yahkind, Lewis, Devereaux, McKinney

2 Yes: Schwartz, Robinson

Authorize Twp Supervisor to sign purchase agreement for 161.84 acres of Birdsong Preserve

This was complicated. Jack Smiley spoke to it during the meeting. I think it was a request to authorize signing the purchase agreement, even though the appraised value was more than expected, and more than committed funding from grant sponsors.

Resolution to authorize the Twp Supervisor to approve all overtime in all departments. The Clerk and the Treasurer objected to having the Twp Supervisor have this authority over their departments. After discussion, the Twp Supervisor withdrew the request.

Update the policy on overtime in the current personnel manual. Approved.

Discussion Items

General Fund 2026 Target

Decision made to hold work sessions. Dates not set, but suggested in late October or very early November.

Waiver for Clay Hill Farms from site plan review fees

Comments made by Trustee Schwartz that he would like to see more concrete information on what Clay Hill Farms has accomplished and spent thus far. TC Collins spoke and noted that he is still under budget, but accomplishing what is in the plans. Fencing installed was in the plans. He noted that he did not expect site plan fees when preparing budgets for Clay Hill Farms. Some twp. board members noted they are concerned about setting double standards, in that some non-profits do have to pay these fee, and will object if Clay Hill Farms does not have to.

Pleas and Petitions

"Steph" a Geddes Ridge resident sent an online comment that streetlights are needed within Geddes Ridge subdivision.

The meeting adjourned at 9:13 pm.



Committee to Promote Superior Township

A Volunteer Committee

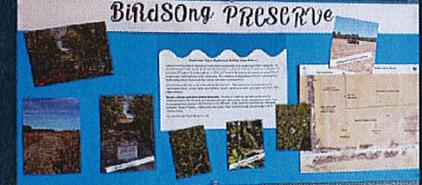
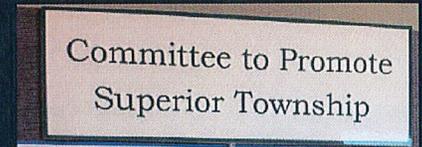
Fostering pride, unity and a sense of place among Superior Township residents



8/21

C2PST October Highlights

- **2025 Q4 Social Media Plan:** The C2PST Social Media Team met with Township officials to finalize our Facebook and Instagram strategy for the fourth quarter of 2025. Implementation of the plan began on October 1st, with new content initiatives already underway.
- **Library Display:** A new display highlights the conservation work at BirdSong Nature Preserve and outlines the role and ongoing projects of the Superior Township Parks & Recreation Commission.
- **Michigan Folk School Folk Festival:** The social media team captured and shared event highlights on the Township's Facebook and Instagram, while C2PST hosted an information booth that saw steady foot traffic and strong community involvement.
- **Dixboro Farmers' Market Vendor Spotlight:** As the market season comes to a close, our vendor spotlight series continues to receive great engagement. This month, we featured Lavender Crystal Healing and Pick MI, highlighting their unique contributions and the wonderful sense of community they bring to the market.



Lavender Crystal Healing, owned by Leah McKnight of Ann Arbor, is a first-year vendor at the Dixboro Farmers' Market. Leah's love for crystals and their healing properties, combined with her lifelong passion for creating art, inspired her to start the business.



At her booth, Leah offers a selection of crystal jewelry pendants, photographs, and plans to introduce more art pieces in the future. Her favorite part of market day is preparing her products and sharing her passion for crystals with others. Leah describes the Dixboro community as "cozy" and loves meeting and talking with visitors at the market.



Special Thank you to our Working Committee

Brenda Baker, Margery Dosey, Katie Russo, Carole Hann, Nancy Caviston, Haneen Alaouie

Join our committee – just email us!
C2PST@superior-twp.org

Connect with us

Instagram



@superiorchartertowship

Facebook



@SuperiorCharterMI

Vreeland Property Work 2025

Steve Peach

9/15

<u>Date Reported</u>	<u>Work Completed</u>	<u>Hours Reported</u>
4/22/2025	Clear Invasives Along N. Side of Vreeland Rd. With Bobcat and Attachment	7
5/14/2025	Spray 11 Acres North of Vreeland Rd. in Preperation of Wildflower Planting	1
6/12/2015	Disking 11 Acres North of Vreeland Rd. in Preperation of Wildflower Planting	2
9/17/2015	Install Berms and Drain Tile Catch Basin South of Vreeland Rd. to Controll Erosion	5

BUDGET REPORT FOR SUPERIOR TOWNSHIP
Calculations as of 12/31/2025

10/06/2025

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 12/31/25	2025 APPROVED BUDGET	2026 REQUESTED BUDGET
Dept 965 - TRANSFER OF FUNDS					
101-965-995.508	TRANSFER TO PARK FUND	397,601	260,491	390,736	324,036
101-965-995.509	RESOLUTION #2021-20 ADD'L \$ TO PARKS	21,602	10,801	21,602	
	NET OF REVENUES/APPROPRIATIONS - 965 - TRANSFER OF FUNDS	(419,203)	(271,292)	(412,338)	(324,036)
ESTIMATED REVENUES - FUND 101					
APPROPRIATIONS - FUND 101					
NET OF REVENUES/APPROPRIATIONS - FUND 101					
	BEGINNING FUND BALANCE	2,188,494	933,406	933,408	933,408
	FUND BALANCE ADJUSTMENTS	15,379			
	ENDING FUND BALANCE	933,408	1,024,900	933,408	1,933,251

RECOMMENDED
BY SUPERVISOR

96.

BUDGET REPORT FOR SUPERIOR TOWNSHIP
 Calculations as of 12/31/2025

10/06/2025

508 PFF

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 12/31/25	2025 APPROVED BUDGET	2026 REQUESTED BUDGET
508-000-664.000	INTEREST/DIVIDENDS	9,272	7,516	13,000	10,000
508-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUNTS	10,672	2,556	11,000	
508-000-674.000	DONATIONS	6,185	900	1,200	1,200
508-000-674.001	ARPA DONATION	25,000			
508-000-674.002	MEMORIAL PROGRAM		2,500		2,500
508-000-674.003	PARK PAVILLION RENTAL		1,050		2,000
508-000-691.101	GENERAL FUND CONTRIBUTION	397,601	260,491	390,736	324,036
508-000-692.101	RES #2021-20 ADD'L \$ FROM GEN	21,602	10,801	21,602	
508-000-699.999	APPROPRIATION FROM FUND BALANCE			85,000	
NET OF REVENUES/APPROPRIATIONS - 000 - REVENUE		470,332	285,814	522,538	339,736

BUDGET REPORT FOR SUPERIOR TOWNSHIP
Calculations as of 12/31/2025

10/06/2025

GL NUMBER	DESCRIPTION	2024	2025	2025	2025	2026
		ACTIVITY	ACTIVITY THRU 12/31/25	APPROVED BUDGET	REQUESTED BUDGET	REQUESTED BUDGET
Dept 752 - PARK & REC ADMINISTRATION						
508-752-703.000	SALARIES	92,430	62,032	89,602	89,602	89,602
508-752-703.001	COMMISSION STIPENDS	19,286	13,367	20,586	20,586	23,521
508-752-709.000	FICA	21,131	13,988	21,923	21,923	21,127
508-752-715.000	PENSION	26,058	15,234	27,695	27,695	25,295
508-752-725.000	TAXABLE BENEFITS	18,703	12,997	20,548	20,548	20,743
508-752-725.001	HCSP	3,600	2,205	3,780	3,780	3,780
508-752-752.000	OPERATING SUPPLIES	725	185	1,000	1,000	1,000
508-752-804.000	PROFESSIONAL SERVICES - AUDIT	1,050	1,100	1,200	1,200	
508-752-806.000	PROFESSIONAL SERVICES - OTHER	717	797	2,001	2,001	2,000
508-752-826.000	BANK FEES & CHARGES	27	150	300	300	300
508-752-840.002	DENTAL INSURANCE	685	413	719	719	793
508-752-840.003	VISION INSURANCE	189	110	198	198	211
508-752-840.004	LIFE INSURANCE	136	79	143	143	153
508-752-850.000	TELECOMMUNICATIONS	599	449	600	600	600
508-752-851.000	POSTAGE			100	100	100
508-752-860.000	TRANSPORTATION	812		100	100	100
508-752-900.000	PRINTING & PUBLISHING			500	500	500
508-752-910.000	TRAINING	215	1,536	2,000	2,000	2,000
508-752-915.000	MEMBERSHIPS & DUES	655	769	700	700	800
508-752-934.000	REPAIR & MAINTENANCE			500	500	500
508-752-935.000	INSURANCE & BONDS	13,122	8,431	12,500	12,500	13,000
508-752-940.000	OFFICE RENT	7,000	7,000	7,000	7,000	7,000
508-752-955.000	MISC. EXPENSE			200	200	
508-752-986.000	EQUIPMENT UNDER \$5,000			1,000	1,000	1,000
NET OF REVENUES/APPROPRIATIONS - 752 - PARK & REC ADMINISTRATIC		(207,140)	(140,842)	(214,895)	(214,895)	(214,125)

BUDGET REPORT FOR SUPERIOR TOWNSHIP

Calculations as of 12/31/2025

10/06/2025

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 12/31/25	2025 APPROVED BUDGET	2026 REQUESTED BUDGET
Dept 756 - RECREATION					
508-756-703.000	SALARIES	8,494	2,582	12,311	13,135
508-756-740.000	OPERATING SUPPLIES			4,500	
508-756-752.000	OPERATING SUPPLIES	3,172	1,989		4,500
508-756-806.000	PROFESSIONAL SERVICES - OTHER	6,990	4,794	9,000	9,000
508-756-860.000	TRANSPORTATION			100	100
508-756-930.000	REPAIR & MAINTENANCE			500	500
508-756-955.000	SIGNAGE	1,229	592	2,000	2,000
NET OF REVENUES/APPROPRIATIONS - 756 - RECREATION		(19,885)	(9,957)	(28,411)	(29,235)
Dept 770 - PARK MAINTENANCE					
508-770-703.000	SALARIES	141,217	85,941	143,964	133,315
508-770-725.000	TAXABLE BENEFITS	2,782	7,798	4,068	400
508-770-740.003	HERBICIDE (NON-SELECTIVE)			500	300
508-770-752.000	OPERATING SUPPLIES	6,538	3,481	7,500	7,500
508-770-754.000	FUEL-LUBRICANTS	5,932	3,233	7,000	7,000
508-770-767.000	UNIFORMS	855	334	800	800
508-770-805.000	NATURAL HABITAT MANAGEMENT			6,000	6,000
508-770-806.000	PROFESSIONAL SERVICES - OTHER	7,126	1,811	1,200	1,200
508-770-850.000	TELECOMMUNICATIONS	586	128	1,800	1,800
508-770-860.000	TRANSPORTATION			100	100
508-770-910.000	TRAINING	645	645	1,000	1,000
508-770-920.000	UTILITIES	557	184	500	500
508-770-934.000	REPAIR & MAINTENANCE	18,759	7,752	13,500	13,500
508-770-934.001	SAND-GRAVEL-BARK-SOIL	3,953		2,500	3,000

BUDGET REPORT FOR SUPERIOR TOWNSHIP
Calculations as of 12/31/2025

10/06/2025

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 12/31/25	2025 APPROVED BUDGET	2026 REQUESTED BUDGET
508-770-934.002	HERBICIDE (NON-SELECTIVE)		53		
508-770-955.000	SIGNAGE		96	800	2,000
508-770-985.000	EQUIPMENT OVER \$5,000	54,179	64,597	85,000	
508-770-986.000	EQUIPMENT UNDER \$5,000	2,596	1,202	3,000	2,000
	NET OF REVENUES/APPROPRIATIONS - 770 - PARK MAINTENANCE	(245,725)	(177,255)	(279,232)	(180,415)
Dept 771 - PARK DEVELOPMENT/IMPROVEMENT					
508-771-752.000	OPERATING SUPPLIES	5,282			
508-771-951.000	PROJECTS	5,260	6,450		
508-771-951.001	MEMORIAL BENCH & TREE PROGRAM		1,385		1,500
508-771-971.011	DIXBORO VILLAGE GREEN & SCHOOLHOUSE	46,000			
	NET OF REVENUES/APPROPRIATIONS - 771 - PARK DEVELOPMENT/IMPRC	(56,542)	(7,835)		(1,500)
ESTIMATED REVENUES - FUND 508					
		470,332	285,814	522,538	339,786
APPROPRIATIONS - FUND 508					
		529,292	335,889	522,538	425,275
	NET OF REVENUES/APPROPRIATIONS - FUND 508	(58,960)	(50,075)		(85,539)

RECOMMENDED BY SUPERVISOR
REQUESTED BY PER COMM FROM RESERVES

Parks & Recreation Budget Explanations 2026

752.000 Administrative Department

703.000- Salaries

Director Salary

703.001- Commission Stipend

Commissioners Pay per meeting

709.000-FICA

Social Security Tax for ALL staff

715.000- Pension

MERS

752.000- Taxable Benefits

Wellness Bonus, Longevity, Certifications

725.001- HCSP

Health Care Savings Plan

752.000- Operating Supplies

Office Supplies

804.000- Professional Services/Audit

Township Yearly Audit

806.000- Professional Services/Other

Tax

826.000- Bank Fees

Credit Card Fees

840.002- Dental Insurance

Covers one employee & dependent

840.003- Vision Insurance

Covers one employee & dependent

840.004- Life Insurance

Covers one employee & dependent

950.000- Telecommunications

Director cell phone

841.000- Postage

Mailings

860.000- Transportation

Reimbursement for use of personal vehicle

900.000- Printing & Publishing

Professional printing services

910.000- Training

Certified Playground Inspector Certification, Certified Parks & Recreation Professional

915.000- Memberships & Dues

National Parks & Recreation Association, Michigan Recreation and Park Association

(mParks)

- 934.000- Repairs & Maintenance
 - Office furnishings
- 935.000- Insurance & Bonds
 - Liability and Workman's Comp insurance for ALL staff
- 940.000- Office Rent
 - Rent for Directors Office, paid to Utilities Department
- 955.000- Miscellaneous Expenses
 - DELETE LINE ITEM
- 986.000- Equipment Under \$5,000
 - Electronic office or IT equipment replacement

756.000 Recreation Department

- 703.000- Salaries
 - Staff hours worked specifically on special event preparation, and day of event
- 752.000- Taxable Benefits
 - Longevity, Certifications
- 752.000- Operating Supplies
 - Supplies for all special events, including food & drinks, giveaways
- 806.000- Professional Services/Other
 - TAZ, sound & projection for movies, porta-johns for events, Santa & carolers
- 860.000- Transportation
 - Use of personal vehicles
- 934.000- Repairs & Maintenance
 - Replacement or repair of damaged equipment such as canopies
- 955.000- Signage
 - Special event yard signs

770.000 Park Maintenance Department

- 703.000- Salaries
 - Staff hours worked on all park maintenance
- 752.000- Taxable Benefits
 - Longevity, Certifications
- 740.000- Herbicide
 - Small area weed control
- 752.000- Operating Supplies
 - Shop supplies, consumable and wear items i.e. trimmer string, saw blades, mover blades
- 754.000- Fuel
 - All vehicles, mowers, tractor, small equipment
- 757.000- Uniforms
 - Staff shirts, pants, winter gear, hats, gloves

805.000- Natural Habitat Management

Control of invasive species and establishment of native species

806.000- Professional Services/Other

Forestry mulching, tree removal, mobile welding

950.000- Telecommunications

Cell phone stipend for three PPT employees

860.000- Transportation

Reimbursement for use of personal vehicle

910.000- Training

Certified Playground Safety Inspector

920.000- Utilities

Light at Harvest Moon Parking area

934.000- Repairs & Maintenance

R&M of park & playground equipment, vehicles, mowers, tractor, shop equipment

935.001- Sand, Gravel, Wood Chips

Engineered wood fiber used around playground equipment, gravel for parking lots

955.000- Signage

Park rules, safety signage, pavilion rental information

985.000- Equipment Over \$5,000

Lawn mowers, tractors, trailers, trucks

986.000- Equipment Under \$5,000

Gas power tools, air compressors, welder

771.000 Park Development/Improvement

752.000- Operating Supplies

There are typically only Operating Supplies expenses when there is a Park Development/Improvement Project occurring.

i.e. signs and/or tools associated with trail establishment

951.000- Projects

Natural area restoration, boardwalk installation, parking lot improvements, play structure replacement, tennis or basketball court establishment, etc.

Estimated 2026 Mowing & Snow Removal Expenses

Parks Properties Mowed:

- BirdSong Nature Preserve
- Dixboro Village Green
- Firemans Park
- Cherry Hill Nature Preserve
- Community Park
- Harvest Moon Park
- Norfolk Park
- North Prospect Park
- Oakbrook Park
- Schroeter Park

Township Properties Mowed:

Corner of Prospect/Geddes: NW and NE corners	2.5 hours
Corner of N. Prospect: NE Triangle	0.5 hours
Non-motorized path on Harris: MacArthur to Geddes	3.5 hours
Non-motorized path on Geddes: Harris to Andover	2.5 hours
<u>Fire Station #2</u>	<u>1.0 hour</u>
Total Hours	10 hours weekly

Average Hourly Pay Rate including Fringes	\$25.68	
Equipment Hourly Rate*	<u>\$45.36</u>	
Hourly Rate	= \$71.40	
10 hours weekly X \$71.04 hourly rate	= \$710.40 weekly	
\$710.40 weekly X 27 weeks per season	= \$19,180.80 season	

Township Property Snow Removal:

Township Hall	3.0 hours
Bridges on Harris (1), Geddes (2)	<u>3.5 hours</u>
Total Hours	6.5 hours

Average Pay Rate including Fringes	\$27.34	
Equipment Hourly Rate*	<u>\$19.98</u>	
Hourly Rate	= \$47.32	
6.5 hours X \$47.32 average rate	= \$307.78 per average snowfall (< 4")	
\$307.78 per snowfall X 7 snowfalls per year	= \$2,154.46 season	

\$19,180.80 mowing + \$2,154.46 snow clearing = \$21,335.26 annually

*Equipment rates were calculated using MDOT 2025 Schedule C Equipment Rental Rates



CHARTER TOWNSHIP OF SUPERIOR

3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842

Please submit one completed form for each agenda item

10A

TO: Superior Township Board of Trustees
FROM: Emily Dabish Yahkind
DATE SUBMITTED: 10/10/25
BOARD MEETING DATE: 10/20/25

ITEM TITLE: Dixboro Schoolhouse Renovation Project

DESCRIPTION OF ITEM/RESOLUTION:

Provide a clear/concise summary of the item being presented.

A Scope of Work was drawn up which included Priorities broken down by importance.

At this time, quotes were submitted for Priorities #1 and #2.

The Scope of Work is attached.

REQUESTED BOARD ACTION:

Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

Approve the proposal from The Summit Company for Priority #1 only

BACKGROUND/JUSTIFICATION:

Provide relevant history, previous board actions, community input, or project developments.

Several years ago, the Dixboro Village Green hired an architect to draw up blueprints for rehabbing Schoolhouse. The architect has subsequently retired. To save on the cost of drawing up new blueprints, two contractors who specialize in historical rehabs and recommended by OHM, were asked to quote Priority #1 and #2 under the Scope of Work. Several walk throughs with OHM, the Supervisor and Tom Freeman, Dixboro Village Green were held before the proposals were submitted.

IMPACT ON TOWNSHIP BUDGET (if applicable):

\$2,252 will be paid for out of the General Fund
The balance is being paid for by grants and donations

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

List any departments or external entities responsible for or impacted by this item.

Supervisor's Office
Building Department (inspections, etc)
Dixboro Village Green
OHM

DEADLINES OR URGENCY (if applicable):

Include any timelines, deadlines or reasons for urgency.

The work needs to begin immediately as a May 1, 2026 deadline has been set for completion.

SUPPORTING DOCUMENTS ATTACHED:

Include number of attachments and a brief title of each file.

Scope of Work
The Summit Company Proposal
The Lamkin Group Proposal

CONTACT PERSON FOR QUESTIONS:

Name: Emily Dabish Yahkind

Title: Supervisor

Phone: 734-482-3842

Email: edy@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO AWARD THE DIXBORO SCHOOLHOUSE RENOVATION
CONTRACT TO THE SUMMIT COMPANY**

RESOLUTION NO. 2025-70

DATE: OCTOBER 20, 2025

WHEREAS, a Scope of work for the renovation of the Dixboro Schoolhouse was developed with Four Priorities

WHEREAS, the scope of work was sent to The Summit Company and The Lamkin Group. Each company was asked to submit a proposal to include the first two priorities of the scope of work – Priority 1 add ADA-accessible Restroom and Priority 2 window rehab.

WHEREAS, both companies were given an opportunity to tour the Schoolhouse before their proposals were due. Both companies did submit proposals.

WHEREAS, the two contractors specialize in historical renovations were recommended by OHM and both are highly qualified to perform the work. The low bidder, The Summit Company is located in Livonia and has completed work previously at the Township's Fire Station #2.

NOW, THEREFORE, BE IT RESOLVED, based on the proposals received and our summary above, we recommend that the Charter Township of Superior award the Dixboro Schoolhouse Renovation to The Summit Company for Priority 1 only; add ADA-accessible Restroom to the Schoolhouse in the amount of \$67,525.00.

DIXBORO SCHOOLHOUSE SCOPE OF WORK

Priority #1 Add ADA-accessible Restroom to Schoolhouse:

- Restroom renovation as shown the architectural plans. Includes taking down old walls and building new walls in southwest corner of the Schoolhouse, new plumbing fixtures, new lighting, vent fan, doorway, new ceramic tile floor, and miscellaneous amenities per plan.
- Interior plaster work on exterior walls to remain within the new restroom and on interior walls in the front entrance hallway to remain.
- Paint new restroom interior and front entrance hallway.
- Bring utilities from the exterior into the restroom. Well and septic already exist on site but utilities are not inside the building. Sanitary lead has been taken to a cleanout on the east side of the schoolhouse.
- Add doors to the existing utility room entrances in the southeast corner of the building. One door for the former furnace room and one for the utility room.
- Add a new electric water heater in the utility room as specified on the architectural plans.
- Replace the existing electrical panel with a new 200A service and move panel to the interior of the utility room.
- Add privacy screening to existing windows in new restroom.

Priority #2 Window Rehab

- Replace rotten trim pieces.
- Clean up windows and paint trim.

Priority #3 Floor Rehab

- Remove existing linoleum floor in the Schoolhouse interior.
- Replace with sturdy, hard flooring.

Priority #4 Utility Room Walls & Front Exterior

- Remove furnace room.
- Remove and replace walls in utility room in southeast corner to widen entry hallway. Paint new walls.
- Add new entrance hall overhead light per architectural plan.
- Replace front entrance trim and windows per architectural drawings. Includes new historic appearance porch light, windows, and wood transom.

PROPOSAL

To: Superior Township & Village of Dixboro

Project: Dixboro Schoolhouse Renovations

Location: 5221 Church St., Ann Arbor, MI 48105

Attn: Emily Dabish Yahkind
 Lori Maher

Arch/Eng'r: N/A
 Arch/Eng'r Project No.: N/A

We propose to provide the following described scope for the sum of **see below**
 Labor, materials, equipment and supervision to renovate the Dixboro Schoolhouse per the scope of work
 write up sent by Superior Township on 9/11/25 & broken down by the following priorities:

Priority #1 - Add ADA-accessible restroom to schoolhouse.....	67,525.00
Priority #2 - Window Rehab.....	5,720.00
Alternate Deduct - Use pre-fab cabinetry and laminated countertops in lieu of custom & quartz.....	(2,625.00)
Alternate Deduct - Eliminate drywall ceiling & leave it open. Patch/paint walls.....	(1,935.00)

Please Note:

- A) Based on our conversation with Tom Freeman, we assume that Cribley Drilling Company, Inc. will complete the water supply from the well into the existing schoolhouse. We'll make our water connection at that point. If a proposal is required for Summit to handle this scope of work, we can provide a quote.
- B) We can complete this referenced scope of work as soon as you would like. By May is no problem. The work should take about 2-3 months to complete depending on the scopes added.
- C) We exclude, water supply, fire alarm, fire suppression, gas, low voltage and all other work not listed in the scope of work write up. If our price is acceptable we will need to clarify various scope details.

Proposal price includes **ALLOWANCE(S)** for:

<u>Permits</u> (e.g. bldg., sewer, water, R.O.W., soil erosion) and related fees (e.g. inspection, tap, assessment, review, surety) of.....	\$1,500.00
<u>Public utility charges</u> (including meters) of.....	\$0.00

Terms and Conditions

1. This proposal is based on:
 - (a) Price(s) and fee(s) firm for 20 days (see item 1f for exceptions).
 - (b) AIA Document A201 2007 edition General Conditions (unless stated otherwise in bid documents).
 - (c) Construction performed during regular work hours (except minor tie-in work or specifically stated in proposal).
 - (d) Payment terms net 30 days after our invoice is submitted.
 - (e) Owner promptly providing to us a recorded Notice of Commencement and copies of all Notices of Furnishings and/or requests for Notices of Commencement.
 - (f) CPI not increasing more than 1% and/or material/energy prices not increasing from date of this proposal.
2. This proposal excludes:
 - (a) Building and site conditions such as dewatering, unstable ground, interferences (e.g. utilities, rock, concrete, conduits), locating utility lines or other problematic conditions.
 - (b) Recognition, testing and/or removal of contaminated or hazardous gases/materials, including asbestos and lead (proposal assumes the owner will provide written notification to us if there are any contaminated or hazardous gases/materials, including asbestos and lead, on the premises with specific location(s) before construction begins).
 - (c) Winter conditions and associated costs.
 - (d) Liability in excess of our insurance coverage (proposal assumes property insurance by owner).
 - (e) General conditions and supervision costs for scope changes and owner/architect caused delays.
 - (f) Liability for any loss, damage or delay caused by acts beyond our control including acts of God, weather, failure of supplier/mfr. to perform and labor disputes.
 - (g) 3rd party inspections/testing and SWPPP for stormwater.

This proposal shall be the contract agreement or this proposal shall be part of a separate owner/contractor agreement.

Purchaser: _____

The Summit Company, Inc.

Sign/Date: _____


 Tony Dattilio



PROPOSAL

TO: Lori Maher

7215 Mckean Rd
Ypsilanti, MI 48197
(734)945-3353
race@thelamkingroup.com

Address: 5221 Church Street
Ann Arbor, MI
Phone: (734)-482-6099
Email: lmaher@superior-twp.org

Date: 9/26/2025 0:00

We propose to provide the following scope of work at the above mentioned address. All labor, material, and equipment are included, unless noted otherwise.

Scope of work obtained via: Drawings, Scope & Site Visit with Owner

Description

Description

The demolition & construction of a new restroom according to plans & scope provided.
Making utility connections at the exterior of the schoolhouse & bringing them inside for hookup.
Provide custom window casing, clean, sand & paint.

Total- \$119,339.00

By signing this document the undersigned acknowledges the terms & conditions and furthermore acknowledges commencement of work.

X

*Proposal is good for 30 days and is subject to change due to material/labor costs. *All licenses, insurances, and permits are assumed the responsibility of The Lamkin Group LLC, unless noted otherwise. *Payment terms are as follows: 50% upon acceptance of proposal, remainder of balance due upon completion of work. *Any & all deviations to above scope of work will be approved and signed by authorized agent.

10B

MEMORANDUM

TO: P&R COMMISSION
FROM: JUAN BRADFORD, PARKS & RECREATION DIRECTOR
SUBJECT: PLAYGROUND ENGINEERED WOOD FIBER BIDS
DATE: OCTOBER 21, 2025

Bids were solicited from three competent companies for the installation of cubic yards of Engineered Wood Fiber (EFW) in the use areas surrounding playground equipment in Harvest Moon Park and Community Park. EWF is an integral component of playground safety as it reduces the severity of injuries that can result from falls to surfaces.

We have designated \$2,500.00 in the 2025 Park Maintenance Budget to cover this expenditure.

Received bid totals were as follows:

Superior Groundcover	Livonia, MI	\$2,500.00
AMS Grounds	Ypsilanti, MI	No Bid
Midstates Recreation	Pataskala, OH	No Bid

I am recommending that we award the project to **Superior Ground Cover in the amount not to exceed \$2,500.00**. We have had EWF installed by Superior Groundcover in the past and they have always done an excellent job.

If you have any additional questions, please let me know.



October 15, 2025

Superior Charter Township
Attention: Juan Bradford, Parks & Recreation Administrator

2025 Playground EWF Mulch Blower Truck Supply & Installation

Please see the proposal below for the installation of playground EWF mulch to the township parks as requested.

- | | | |
|----------------|-------|------------|
| • Harvest Moon | 30 CY | \$1,500.00 |
| • Community | 20 CY | \$1,000.00 |

Total Quantity: 50 cubic yards

Total Cost: \$2,500.00

The pricing includes material, delivery and installation with the blower truck and cleanup. There are no additional fuel or delivery charges.

Thank you for the opportunity to present you this proposal. I look forward to hearing from you.

Terry Dykstra
Superior Groundcover Inc.
Cell – 616-293-3156
Email – terry.sgc@gmail.com

106

MEMORANDUM

TO: PARKS & RECREATION COMMISSION
FROM: JUAN BRADFORD, PARKS & RECREATION DIRECTOR
SUBJECT: WOODY INVASIVES REMOVAL AT CHERRY HILL NATURE PRESERVE
DATE: OCTOBER 21, 2025

In an effort to maintain a healthy ecosystem in the Cherry Hill Nature Preserve, quotes were solicited this month from reputable southeast Michigan commercial landscape and tree companies for the removal of woody invasive plants in the two meadows in the north area of the preserve. Removing the invasives, which out-compete native plants for nutrients, space, and water will help restore and maintain a healthy ecosystem.

Companies were selected from the Washtenaw County Conservation District list of Foresters & Arborists. The four invasive species we asked the companies to focus on were Common Buckthorn, Glossy Buckthorn, Autumn Olive, and Bush Honeysuckle. Properly eliminating the invasives and getting the meadows back to a native state will be a multiyear process which will require follow up in 2026 and 2007.

The 2025 Parks & Recreation Budget passed by the Commission and the Board of Trustees included a \$6,000.00 expenditure for Natural Habitat Management.

All quotes are listed below from lowest to highest price.

McLennan Landscape Manchester, MI	\$5,750.00
Daisy Tree Care Dexter, MI	No Bid
Green Street Tree Care Dexter, MI	No Bid
Michigan Land Clearing Services Howell, MI	Unable to Comply with Bid Specification
MLS Tree Service Plymouth, MI	No Bid
Stump Demolition & Land Clearing SE, MI	No Bid

I am recommending that we award the work to **McLennan Landscape for an amount not to exceed \$5,750.00** as per their quote dated 10/21/2025. We have worked with McLennan Landscape in the past for removal brush removal at Cherry Hill Nature Preserve to expand the west meadow, they have always done an excellent job.

If you have any questions please let me know.



10950 M 52
 Manchester, MI 48158
 McLennanlandscape@gmail.com
 McLennanlandscape.com
 734-428-7005

Estimate

Valid for 15 Days	
Date	Estimate #
10/16/2025	1446-894

Name / Address
SUPERIOR TOWNSHIP JUAN BRADFORD 575 E. Clark Rd Superior Twp, Mi 48198

Terms	Project	BUSINESS	HOME PHONE	CELL PHONE	EMAIL
	2025 Cherry Hill Nature Pres...			7346491991	

Item	Description / Item	Quantity	Size	Unit Price	Total
LABOR	2025 CHERRY HILL NATURE PRESERVE Labor and equipment to remove invasive shrubs in areas indicated in map provided NOTE: Stubs to be mowed to grade and mower destruction on stubs does not leave stub viable for herbicide application.		labor & equip	5,750.00	5,750.00

PLEASE NOTE: All plants are guaranteed for one year providing our care instructions are followed, plants are accompanied by a receipt, and no promotion is in effect that would void this guarantee. PAST DUE: A finance charge of 2% per month, which is equal to 24% per annum, will be added to all past due accounts. Warranty is voided when payment is not received within the terms specified. TERMS: 1/3 to confirm job acceptance with balance due upon job completion or nursery sale. Immediate terms.	Subtotal	\$5,750.00
	Sales Tax (6.0%)	\$0.00
	Total	\$5,750.00

100.

SUPERIOR TOWNSHIP PARKS & RECREATION OWL PROWL

CHERRY HILL NATURE PRESERVE
6255 CHERRY HILL RD.

LEARN ABOUT LOCAL OWLS, WHERE AND HOW THEY NEST, AND WHAT ENABLES THEM TO BE SUCH EFFECTIVE NIGHTTIME HUNTERS FOLLOWED BY AN EASY HIKE INTO THE PRESERVE TO SEND OUT OWL CALLS AND LISTEN FOR THEIR RETURN CALLS.

A KEY PART OF THE OWL PROWL IS TO SIT QUIETLY AND LISTEN. WE WILL BE OUTSIDE APPROXIMATELY 90 MINUTES. PLEASE DRESS ACCORDINGLY, AND BRING YOUR PATIENCE. WE WILL HAVE GLOWSTICKS AVAILABLE, BUT FEEL FREE TO BRING A FLASHLIGHT.

SATURDAY

NOV. 1ST

6:30PM

SHARP



FUN FOR

ALL AGES

FREE!!!

ADDITIONAL INFO @ (734) 480-5502

SUPERIORTOWNSHIP.ORG

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF SUPERIOR
 CHECK DATE FROM 09/23/2025 - 10/27/2025

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
09/23/2025	GENL	49938	OCT 25	DELTA DENTAL	DENTAL INSURANCE - OCTOBER 2025	123.050	000	59.00
09/23/2025	GENL	49946	SINV-09243	MIDSTATES RECREATION	FIREMANS PARK 2-5 STRUCTURE REPAIR	934.000	770	539.04
09/23/2025	GENL	49952#	21-60403	SIGNS BY TOMORROW	STORYBOOK /- MASSASAUGA HABITAT SIG955.000		756	96.35
			21-60403		STORYBOOK /- MASSASAUGA HABITAT SIG955.000		770	96.35
				CHECK GENL 49952 TOTAL FOR FU				192.70
09/23/2025	GENL	49954	92525GBP	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 9/25/25 PAY	214.704	000	12,075.36
09/23/2025	GENL	49955#	SEPT1726	SUPERIOR TWP UTILITY DEPARTMEJUAN CELL PHONE	- SEPT 25	850.000	752	49.95
			SEPT25		DIESEL FUEL THRU 8/26/25	754.000	770	286.50
				CHECK GENL 49955 TOTAL FOR FU				336.45
09/23/2025	GENL	49956#	27320	TAZ NETWORKS, INC	NETWORK FLAT FEE --SEPTEMBER	806.000	752	170.50
			27320		NETWORK FLAT FEE --SEPTEMBER	806.000	770	170.50
				CHECK GENL 49956 TOTAL FOR FU				341.00
09/23/2025	GENL	49958	OCT 25	VSP INSURANCE CO	VISION INSURANCE - OCTOBER 2025	123.050	000	15.73
09/23/2025	GENL	49960	I170398	A-PARKWAY SERVICES	PORTAJOHN @ FIREMAN'S PARK JULY	806.000	770	130.00
10/17/2025	GENL	49961	89883894	ABSOPURE WATER COMPANY	SPRING WATER	752.000	770	6.50
			31614416		COOLER RENTAL - 2025	752.000	770	12.00
				CHECK GENL 49961 TOTAL FOR FU				18.50
10/17/2025	GENL	49962	1V6P-3VXL-CPXW	AMAZON CAPITAL SERVICES	FOREST FORENSICS	752.000	756	45.98
10/17/2025	GENL	49978	NOV 25--GBP	DELTA DENTAL	DENTAL INSURANCE - NOV 2025	123.050	000	59.00
10/17/2025	GENL	49979	SEPT25-P	DTE ENERGY	ELECTRIC - PARKS BARN - SEPT 2025	920.000	770	25.04
10/17/2025	GENL	49983	4021492	HOME DEPOT CREDIT SERVICES	COMMUNITY PARK PARKING LOT/HARVEST	934.000	770	302.89
10/17/2025	GENL	49985	802225	INNOVA DISC GOLF	DISC GOLF SUPPLIES	752.000	752	550.64
10/17/2025	GENL	49995	NOV 25--GBP	MEDMUTUAL LIFE	LIFE INSURANCE - NOV 2025	123.050	000	11.35
10/17/2025	GENL	49999	3434495275	O'REILLY AUTOMOTIVE, INC.	EXMARK GEAR LUBE	754.000	770	9.99
10/17/2025	GENL	50001	I172767	PARKWAY SERVICES	PORTAJOHN @ FOREST FORENSICS	806.000	756	130.00
10/17/2025	GENL	50002	I172605	PARKWAY SERVICES	PORTAJOHN @ FIREMAN'S PARK SEPTEMBE	806.000	770	130.00
10/17/2025	GENL	50010	21-60537	SIGNS BY TOMORROW	BIRDSONG SIGNS	955.000	770	89.00

HA

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 508 PARKS & RECREATION								
10/17/2025	GENL	50014	85886	SUMMIT SUPPLY CORPORATION	SWINGS FOR PARK	752.000	770	511.05
			85884		SWING HARDWARE FOR PARK	752.000	770	583.70
					CHECK GENL 50014 TOTAL FOR FU			<u>1,094.75</u>
10/17/2025	GENL	50015	INV323043669	SUPERIOR TOWNSHIP CREDIT CARDZOOM	-SEPTEMBER 2025	214.101	000	16.99
10/17/2025	GENL	50017	10925	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER PAYROLL 10/9/2025	214.704	000	11,373.53
			SEPT 25-		PENSION /HCSP - SEPTEMBER 2025	214.704	000	977.40
			SEPT 25-		PENSION /HCSP - SEPTEMBER 2025	214.704	000	1,097.28
			SEPT 25-		PENSION /HCSP - SEPTEMBER 2025	214.704	000	315.00
					CHECK GENL 50017 TOTAL FOR FU			<u>13,763.21</u>
10/17/2025	GENL	50019#	27529	TAZ NETWORKS, INC	NETWORK FLAT FEE -OCTOBER	806.000	752	170.50
			27529		NETWORK FLAT FEE -OCTOBER	806.000	770	170.50
					CHECK GENL 50019 TOTAL FOR FU			<u>341.00</u>
10/17/2025	GENL	50023	107661203	WEX BANK	FUEL - SEPTEMBER 2025	754.000	770	388.32
10/21/2025	GENL	50029	2085	CLEAR CUT ICE	CHRISTMAS TREE LIGHTING EVENT	806.000	756	600.00
10/21/2025	GENL	50033	1 -2025	MICHAEL SOLOMON	FOREST FORENSICS PROGRAM	806.000	756	300.00
10/21/2025	GENL	50034	OCT 25	RICKY BARBER	CELL PHONE STIPEND - OCT 2025	850.000	770	50.00
10/21/2025	GENL	50038	OCT25	SUPERIOR TWP UTILITY DEPARTME JUAN CELL PHONE	- OCT 2025	850.000	752	49.96
10/21/2025	GENL	50039	2025-001	THE ARBOR CONSORT	CHRISTMAS TREE LIGHTING EVENT	806.000	752	225.00
10/21/2025	GENL	50041	NOV 25-GBP	VSP INSURANCE CO	VISION INSURANCE - NOV 2025	123.050	000	15.73
					Total for fund 508 PARKS & RECREATION			<u>31,906.63</u>

*# - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

PERIOD ENDING 09/30/2025

PREPARED BY: NANCY MASON, ACCOUNTING

INCOMPLETE

2025

ACTIVITY FOR MONTH

ORIGINAL BUDGET

2025 AMENDED BUDGET

09/30/25

AVAILABLE BALANCE

% BDDT USED

YTD BALANCE 09/30/2024

Fund 508 - PARKS & RECREATION

GL NUMBER	DESCRIPTION	2025 ORIGINAL BUDGET	2025 AMENDED BUDGET	YTD BALANCE 09/30/2025	ACTIVITY FOR MONTH 09/30/25	AVAILABLE BALANCE	% BDDT USED	YTD BALANCE 09/30/2024
Revenues								
Dept 000 - REVENUE								
508-000-664.000	INTEREST/DIVIDENDS	13,000.00	13,000.00	7,516.27	0.00	5,483.73	57.82	8,732.02
508-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUN	11,000.00	11,000.00	2,556.08	0.00	8,443.92	23.24	9,083.45
508-000-674.000	DONATIONS	1,200.00	1,200.00	900.00	500.00	300.00	100.00	5,485.33
508-000-674.002	MEMORIAL PROGRAM	0.00	0.00	2,500.00	0.00	(2,500.00)	100.00	0.00
508-000-674.003	PARK PAVILLION RENTAL	0.00	0.00	1,050.00	0.00	(1,050.00)	100.00	0.00
508-000-691.101	GENERAL FUND CONTRIBUTION	390,736.00	390,736.00	293,052.01	32,561.33	97,683.99	75.00	298,200.74
508-000-692.101	RES #2021-20 ADD'L \$ FROM GEN	21,602.00	21,602.00	16,201.50	5,400.50	5,400.50	75.00	16,201.50
508-000-699.999	APPROPRIATION FROM FUND BALAN	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	323,775.86	38,461.83	198,762.14	61.96	337,703.04

TOTAL REVENUES

522,538.00	522,538.00	323,775.86	38,461.83	198,762.14	61.96	337,703.04
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Expenditures

Dept 752 - PARK & REC ADMINISTRATION								
508-752-703.000	SALARIES	89,602.00	89,602.00	62,031.96	3,446.22	27,570.04	69.23	67,573.00
508-752-703.001	COMMISSION STIPENDS	20,586.00	20,586.00	13,366.98	0.00	7,219.02	64.93	14,017.50
508-752-709.000	FICA	21,923.00	21,923.00	13,988.05	828.51	7,934.95	63.81	16,185.03
508-752-715.000	PENSION	27,695.00	27,695.00	15,234.40	0.00	12,460.60	55.01	19,326.60
508-752-725.000	TAXABLE BENEFITS	20,548.00	20,548.00	12,996.60	388.70	7,551.40	63.25	12,761.00
508-752-725.001	HSCP	3,780.00	3,780.00	2,205.00	0.00	1,575.00	58.33	2,700.00
508-752-752.000	OPERATING SUPPLIES	1,000.00	1,000.00	185.04	0.00	814.96	18.50	516.20
508-752-804.000	PROFESSIONAL SERVICES - AUDIT	1,200.00	1,200.00	1,100.00	0.00	100.00	91.67	1,050.00
508-752-806.000	PROFESSIONAL SERVICES - OTHER	2,001.00	2,001.00	796.72	170.50	1,204.28	39.82	537.75
508-752-826.000	BANK FEES & CHARGES	300.00	300.00	150.47	0.00	149.53	50.16	26.96
508-752-840.002	DENTAL INSURANCE	719.00	719.00	413.00	0.00	306.00	57.44	513.54
508-752-840.003	VISION INSURANCE	198.00	198.00	110.11	0.00	87.89	55.61	141.57
508-752-840.004	LIFE INSURANCE	143.00	143.00	79.45	0.00	63.55	55.56	102.15
508-752-850.000	TELECOMMUNICATIONS	600.00	600.00	449.42	49.95	150.58	74.90	448.98
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	702.16
508-752-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-752-910.000	TRAINING	2,000.00	2,000.00	1,535.86	0.00	464.14	76.79	70.00
508-752-915.000	MEMBERSHIPS & DUES	700.00	700.00	769.00	0.00	(69.00)	109.86	655.00
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	9,480.80	1,049.89	3,019.20	75.85	9,320.02
508-752-940.000	OFFICE RENT	7,000.00	7,000.00	7,000.00	0.00	0.00	100.00	7,000.00
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	141,892.86	5,933.77	73,002.14	66.03	153,647.46

Dept 756 - RECREATION

508-756-703.000	SALARIES	12,311.00	12,311.00	2,582.44	312.31	9,728.56	20.98	4,484.45
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	4,500.00	2,034.66	45.98	2,465.34	45.21	2,035.14
508-756-806.000	PROFESSIONAL SERVICES - OTHER	9,000.00	9,000.00	4,794.34	0.00	4,205.66	53.27	4,050.06
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	592.20	96.35	1,407.80	29.61	1,228.60

12A

PREPARED BY: NANCY MASON, ACCOUNTING

INCOMPLETE

GL NUMBER	DESCRIPTION	2025 ORIGINAL BUDGET	2025 AMENDED BUDGET	2025 YTD BALANCE 09/30/2025	ACTIVITY FOR MONTH 09/30/25	AVAILABLE BALANCE	% BGDGT USED	YTD BALANCE 09/30/2024
Fund 508 - PARKS & RECREATION Expenditures								
Total Dept 756 - RECREATION		28,411.00	28,411.00	10,003.64	454.64	18,407.36	35.21	11,798.25
Dept 770 - PARK MAINTENANCE								
508-770-703.000	SALARIES	143,964.00	143,964.00	85,941.40	6,786.28	58,022.60	59.70	111,978.43
508-770-725.000	TAXABLE BENEFITS	4,068.00	4,068.00	7,798.13	0.00	(3,730.13)	191.69	2,781.63
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	4,594.71	18.50	2,905.29	61.26	5,162.91
508-770-754.000	FUEL-LUBRICANTS	7,000.00	7,000.00	3,631.53	684.81	3,368.47	51.88	5,021.26
508-770-767.000	UNIFORMS	800.00	800.00	334.00	0.00	466.00	41.75	173.00
508-770-805.000	NATURAL HABITAT MANAGEMENT	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	1,941.31	430.50	(741.31)	161.78	6,435.09
508-770-850.000	TELECOMMUNICATIONS	1,800.00	1,800.00	128.19	0.00	1,671.81	7.12	460.46
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	645.00	0.00	355.00	64.50	645.00
508-770-920.000	UTILITIES	500.00	500.00	209.28	25.04	290.72	41.86	488.04
508-770-934.000	REPAIR & MAINTENANCE	13,500.00	13,500.00	8,055.18	1,543.63	5,444.82	59.67	19,252.95
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
508-770-934.002	HERBICIDE (NON-SELECTIVE)	0.00	0.00	52.99	0.00	(52.99)	100.00	0.00
508-770-955.000	SIGNAGE	800.00	800.00	96.35	96.35	703.65	12.04	0.00
508-770-985.000	EQUIPMENT OVER \$5,000	85,000.00	85,000.00	64,596.70	17,617.36	20,403.30	76.00	5,697.00
508-770-986.000	EQUIPMENT UNDER \$5,000	3,000.00	3,000.00	1,202.42	0.00	1,797.58	40.08	1,531.51
Total Dept 770 - PARK MAINTENANCE		279,232.00	279,232.00	179,227.19	27,202.47	100,004.81	64.19	159,627.28
Dept 771 - PARK DEVELOPMENT/IMPROVEMENT								
508-771-752.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	5,281.54
508-771-951.000	PROJECTS	0.00	0.00	6,450.00	0.00	(6,450.00)	100.00	5,259.56
508-771-951.001	MEMORIAL BENCH & TREE PROGRAM	0.00	0.00	1,384.61	0.00	(1,384.61)	100.00	0.00
Total Dept 771 - PARK DEVELOPMENT/IMPROVEMENT		0.00	0.00	7,834.61	0.00	(7,834.61)	100.00	10,541.10
TOTAL EXPENDITURES		522,538.00	522,538.00	338,958.30	33,590.88	183,579.70	64.87	335,614.09
Fund 508 - PARKS & RECREATION:								
TOTAL REVENUES		522,538.00	522,538.00	323,775.86	38,461.83	198,762.14	61.96	337,703.04
TOTAL EXPENDITURES		522,538.00	522,538.00	338,958.30	33,590.88	183,579.70	64.87	335,614.09
NET OF REVENUES & EXPENDITURES		0.00	0.00	(15,182.44)	4,870.95	15,182.44	100.00	2,088.95

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 INCOMPLETE
 Fund 508 PARKS & RECREATION

12B

GL Number	Description	PERIOD ENDED 09/30/2024	PERIOD ENDED 09/30/2025
*** Assets ***			
Cash			
508-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	379,283.94	140,473.80
508-000-009.000	MICHIGAN CLASS - 0010	0.00	404,041.13
508-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	67,324.91	0.00
508-000-017.002	COMERICA - GOVERNMENT T-BILLS	170,033.23	0.00
	Cash	616,642.08	544,514.93
Accounts Receivable			
	Accounts Receivable	0.00	0.00
Other Assets			
508-000-123.050	PREPAID INSURANCE	5,317.16	5,377.77
508-000-126.000	UNREALIZED GAINS/LOSSES	30,265.37	0.00
	Other Assets	35,582.53	5,377.77
Due From Other Funds			
508-000-084.701	DUE FROM TRUST & AGENCY	0.00	(200.00)
	Due From Other Funds	0.00	(200.00)
	Total Assets	652,224.61	549,692.70
*** Liabilities ***			
Accounts Payable			
508-000-202.000	A/P - VENDORS	3,814.39	4,372.21
	Accounts Payable	3,814.39	4,372.21
Liabilities-ST			
508-000-257.000	ACCURED WAGES PAYABLE	7,881.00	9,908.00
508-000-260.000	ACCRUED PTO	325.00	2,354.00
	Liabilities-ST	8,206.00	12,262.00
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			
508-000-214.101	DUE TO GENERAL FUND	15.99	(16.99)
508-000-214.592	DUE TO UTILITY FUND	49.92	49.93
508-000-214.704	DUE TO PAYROLL FUND	2,184.90	(28,892.94)
	Due To Other Funds	2,250.81	(28,860.00)
	Total Liabilities	14,271.20	(12,225.79)
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	38,330.89	21,667.34
	Unassigned	38,330.89	21,667.34
Assigned			
508-000-385.000	FUND BALANCE - BUILDING RESERVE	401,730.53	355,730.53

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 INCOMPLETE
 Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 09/30/2024	PERIOD ENDED 09/30/2025
*** Fund Balance ***			
508-000-385.001	FUND BALANCE - ACCRUED ABSENCES	19,556.88	23,261.03
508-000-385.002	FUND BALANCE - SCHROETER	50.00	50.00
508-000-385.003	PARKS & PRESERVES IMPROVEMENT FUND	80,000.00	80,000.00
508-000-385.006	VEHICLE & LARGE EQUIPMENT REPLACEMENT	60,000.00	60,000.00
508-000-385.007	PROGRAM DEVELOPMENT FUND	20,000.00	20,000.00
508-000-385.008	EMERGENCY REPAIRS	16,196.16	16,196.16
	Assigned	597,533.57	555,237.72
	Restricted		
	Restricted	0.00	0.00
	Total Fund Balance	635,864.46	576,905.06
	Beginning Fund Balance	635,864.46	576,905.06
	Net of Revenues VS Expenditures	2,088.95	(14,986.57)
	Ending Fund Balance	637,953.41	561,918.49
	Total Liabilities And Fund Balance	652,224.61	549,692.70