



Howell Area Parks & Recreation Authority Organizational Meeting

Tuesday, June 14, 2011

7:00 p.m.

Genoa Township Hall

AGENDA

1. Call to Order
2. Pledge of Allegiance (all stand)
3. Discussion/Approval – Officer Positions for 2011-2012
4. Adjournment

Howell Area Parks & Recreation Authority

Tuesday, June 14, 2011

7:00 p.m.

Genoa Township Hall

AGENDA

1. Call to Order
2. Approve Agenda
3. Approval - Board Meeting Minutes dated April 19, 2011
4. Call to the Public (for any items not on the agenda)
5. Discussion/Approval – Sea Serpents Management Agreement
6. Discussion – Revised Budget for fiscal year 2010-2011
7. Discussion - Check Register Reports for April 1, 2011 – May 31, 2011
8. Discussion – Financial Report ending April, 2011
9. Directors Report
 - a. Disc Golf Grand Opening at Marion Township Park #2
 - b. Front Office Staffing
10. Old Business
11. New Business

12. Member Discussion

13. Next Meeting – August 9, 2011 – Oceola Township Hall

14. Adjournment



Proposed Slate of Officers for 2010-2011

Following our Articles of Incorporation, the officers (Chairman, Vice-Chairman, Treasurer and Secretary) of the Howell Area Parks & Recreation Authority shall serve until the organizational meeting of the following year or until their respective successors shall be selected and qualified. During the organizational meeting, we must elect new or re-elect officers to serve a term not to exceed one year.

We have made remarkable progress this past year and much of it due to the responsible governing of the current board. To make our work as efficient and effective as possible, I am proposing that the Howell Area Parks & Recreation Authority retain the same officers who have served for the past year in the following positions:

Chairman: Todd Smith

Vice-Chairman: Sean Dunleavy

Treasurer: Paula Wyckoff

Secretary: Steve Manor

Action Requested: A motion to approve the slate of officers as presented to begin their 1 year term of office on July 1, 2011.



Howell Area Parks & Recreation Authority

Board Meeting Minutes

April 19, 2011

Marion Township Hall

Call to Order

Chairman Todd Smith called the meeting to order at 7:00pm

Members Present

Todd Smith, Paula Wyckoff, Mike Peterson, Sean Dunleavy

Absent

Steve Manor

Also Present

Debbie Mikula, Parks & Recreation Director

Approval of Agenda

Motion by Peterson and support by Dunleavy to approve the agenda as presented. Motion carried. (4-0)

Approval of Minutes

Motion by Peterson and support by Dunleavy to approve the minutes dated April 19, 2011. Motion carried. (4-0)

Call to the Public

None

Lease Addendum for Soccer Goals and Nets

Motion by Dunleavy and support by Wyckoff to approve the addendum to the already executed 10 year lease agreement (signed in June 2009) for the Howell Area Parks & Recreation Authority to use the goals and nets owned by the City of Howell. Motion carried. (4-0)

Lease of Page Field

Motion by Wyckoff and support by Dunleavy to approve the lease agreement to manage, maintain and schedule Page Field and the auxiliary fields between the City of Howell and the Howell Area Parks & Recreation Authority from April 1, 2011 – March 31, 2012 for \$1/year. Motion carried. (4-0)

Management Contract for Howell City Park & Boat Launch

Motion by Dunleavy and support by Peterson to approve the Letter of Understanding between the City of Howell & Howell Area Parks & Recreation Authority to operate the City Park Guard Booth, Beach Front & Boat Launch for a management fee of \$35,000. Motion carried. (4-0)

Revised Personnel Policies

Motion by Wyckoff and support by Dunleavy to adopt the Howell Area Parks & Recreation Authority Personnel Policies as revised. Motion carried. (4-0)

Disc Golf Course

Motion by Dunleavy and support by Wyckoff to allow install and manage the 18-hole disc golf course at Marion Township Park #2. Motion carried. (4-0)

Check Register Reports for February 1, 2011 – March 31, 2011

No comments or action taken.

Financial Report ending February 2011

No comments or action taken.

Director's Report

Mikula passed out the spring/summer program guide and mentioned a few of the new programs that have been added. A new larger two column format was adopted for easier viewing. She also reported about the negotiations that are taking place with the Howell Sea Serpents (a competitive swim team using the Howell Aquatic Center) and stated that a letter of understanding is close to being completed and will come before the board at the next board meeting in June that will incorporate their registration system into ours, help them with marketing, manage their finances, and incorporate their coaching staff into our payroll system. Mikula also reported that she has been meeting with Rick Terres about the management of the Parker Pool complex and although they will be opening it in the fall for the High School Swim Teams, they are going to move a little slower in terms of opening it up for public programming. Terres is going to come up with rental pricing and we will have the ability to rent the facility if we want to use it for the upcoming school year.

Old Business

No comments or business presented.

New Business

No comments or business presented.

Member Discussion

Smith reported on the playground that is being installed between the soccer fields at Genoa Township Hall.

Dunleavy reported that a portion of the property owned by Oceola Township on Argentine Road is being considered for practice fields for the Hartland Jr. Football league. Further information should be available by late summer.

Next Meeting set for June 14, 2011 – Genoa Township Hall

Adjourn

Motion by Dunleavy with support by Wyckoff to adjourn the meeting at 8:00 p.m.. Motion carried. (5-0)



Sea Serpent Management Contract

We believe strongly that a rare opportunity exists today in a strategic alliance of the Howell Area Parks & Recreation Authority and the Howell Sea Serpent Club. Aligning with the Howell Area Parks & Recreation Authority's strengths would capitalize upon distinct opportunities and address the needs of increased participation, better and more creative marketing, more credibility for both organizations, and a financially consistent and stable existence. We feel confident that the anticipated benefits of such an alliance would include smarter use of all resources by eliminating duplication of effort while at the same time creating efficiencies and economies of scale; providing a higher quality, better-packaged, more easily accessible program tailored to meet the needs of those involved; and providing a higher profile and greater perceived value among the general public.

Representatives from both the Howell Area Parks & Recreation Authority and the Sea Serpents have been meeting informally since January to discuss such an alliance. In March 2011, it was decided to bring the conversation of alliance to the forefront and request that our boards talk about this more formally. After careful consideration and discussion by each organization individually, both have agreed to move forward with a formal proposal to have the Recreation Authority manage portions of their business including staffing, finances, marketing and policy/organizational improvements.

ACTION REQUESTED: A motion to adopt the letter of understanding between the Howell Area Parks & Recreation Authority and the Howell Sea Serpents Club to provide oversight for the Sea Serpents in the management of their finances, marketing, and policy direction for 1 year for a management fee of \$6,500.

Letter of Understanding

Howell Area Parks & Recreation Authority and the Howell Sea Serpent Club

July 1, 2011 – June 30, 2012

For close to 60 years, the Howell Area Parks & Recreation Authority has provided programs and services that enrich lives by promoting active and healthy lifestyles. Over the past few years, with new leadership and a new perspective/mission as an "Authority", we have outlined a program schedule and management style that has been one of innovation, success and increased creativity and credibility.

Recreation programs and the organizations that help to support them are undergoing immense change – from consolidation, to blurred distinctions between mission and programs, to identifying and building new revenue streams, to maintaining collaborative partnerships. To survive in these changing and challenging times those providing active and passive recreation must have strong allies and partners that support and advocate on their behalf.

We believe strongly that a rare opportunity exists today in a strategic alliance of the Howell Area Parks & Recreation Authority and the Howell Sea Serpent Club. Aligning with the Howell Area Parks & Recreation Authority's strengths would capitalize upon distinct opportunities and address the needs of increased participation, better and more creative marketing, more credibility for both organizations, and a financially consistent and stable existence. We feel confident that the anticipated benefits of such an alliance would include smarter use of all resources by eliminating duplication of effort while at the same time creating efficiencies and economies of scale; providing a higher quality, better-packaged, more easily accessible program tailored to meet the needs of those involved; and providing a higher profile and greater perceived value among the general public.

The Howell Area Parks & Recreation Authority has put into place a dynamic and sound administrative and financial management structure that will help eliminate redundancies, strengthen programs, and create new programs and services that will increasingly impact our community and those who participate in our programs. We are confident that an alliance will result in a stronger, more efficient, more diverse, and better financed organization for the Sea Serpents.

Representatives from both the Howell Area Parks & Recreation Authority and the Sea Serpents have been meeting informally to discuss such an alliance. In March 2011, it was decided to bring the conversation of alliance to the forefront and request that our boards talk about this more formally. After careful consideration and discussion by each organization individually, both have agreed to move forward with a formal proposal.

Administration, Staffing and Financial Management

We propose:

1. To set up an annual budget with standardized account codes of expenses and revenues and to set up internal control systems for the authorized payment of bills and invoices.
2. To set up a registration process for collection of club fees (cash, check and credit card) by mail, in person, by fax, by phone, or online, and to utilize the already existing front office staff at the Aquatic Center and at the Bennett Recreation Center to process registrations and to provide the Sea Serpents with regular reporting.
3. To provide the Sea Serpent board with day-to-day accounting and provide monthly balance sheet and revenue/expense report for board review.
4. To bring under our staff structure the head coach and asst. coaches for payroll purposes (utilizing our current payroll service through Paychex.) These coaches and asst. coaches will become employees of the Howell Area Parks & Recreation Authority. The Sea Serpents board with consultation of the Director of the Howell Area Parks & Recreation Authority would have oversight to hire and fire and evaluate the coaching staff. The adopted personnel policies of the Howell Area Parks & Recreation Authority would be in full-effect for all staff members. National background checks are administered for all Parks & Recreation staff members.
5. E-mail addresses for efficient communications will be created for all coaching staff through the Howell Area Parks & Recreation Authority.

Marketing

We propose:

1. To update the logo of the Sea Serpents and develop promotional materials to entice more participation and increase community knowledge of the valuable asset of the local swim club.
2. To include promotion of the Sea Serpents in our already existing marketing including but not limited to our fall/winter program guide and our spring/summer program guide –30,000 copies printed and delivered to all residents by direct mail in the 48843, 48844, 48855 and 48836 zip code areas; in our e-newsletter that is distributed weekly to over 5000 individuals; on our exterior marquee at appropriate times of the year; through our relationship with the Howell Public Schools – flyers delivered to all elementary school children 2 times each year for open enrollment; and through press releases sent to our media contacts for specific marketing opportunities.
3. To link the Sea Serpents website to the Howell Area Parks & Recreation Authority's website.

Oversight and Policy Development

We propose:

1. To offer our expertise in helping to develop more sound and standardized policies for the organization including review and revision of all policy documents (including but not limited to tax structure and by-laws) if deemed necessary by the Sea Serpents.
2. To establish and refine financial policies and standard operating policies and procedures that will be followed by the Sea Serpents and the staff of the Howell Area Parks & Recreation Authority in fulfilling this letter of understanding.
3. To help the Sea Serpent board establish a recreational club league of swimmers prior to moving up to the competitive club.

Management Fee

The Howell Area Parks & Recreation Authority would provide the services outlined in this proposal for an annual management fee of \$6,500. Additional costs for production of marketing materials – new logo, promotional brochure, school flyers, etc. would be paid for by the Sea Serpents.

Effective Date

This Letter of Understanding shall be in effect from July 1, 2011 through June 30, 2012 upon approval of the Howell Area Parks & Recreation Authority Board and the Sea Serpent Board.

HOWELL AREA PARKS &
RECREATION AUTHORITY

BY: _____

Todd Smith

Its: Chairman

BY: _____

Deborah E. Mikula

Its: Director

HOWELL SEA SERPENT CLUB

BY: _____

Jeff Liebler

Its: President

BY: _____

Approved by Howell Area Parks &
Recreation Authority Board

Date: _____

Approved by the Sea Serpents Board

Date: _____



Check Register Reports

Attached is the check register for April 1, 2011 – May 31, 2011 for your perusal.

ACTION REQUESTED: None

Invoice Approval by Invoice Report
 EXP CHECK RUN DATES 04/01/2011 - 05/31/2011
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: REC

GL Number	Date Paid	Vendor	Description	Amount
208-751-740.003 OPERATING SUPPLIES T-SHIR	04/29/2011	AD VISION MARKETING SO	MOON GLOW TSHIRTS	519.60
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/29/2011	AMERICAN RED CROSS	BABYSITTER'S TRAINING 04/09/2011	500.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	ANGELA ROTH	SOCCER CLINIC CANCELED	10.00
208-751-964.001 PROGRAM REFUNDS		ANNA SAMPLES	CASINO TRIP CANCELED	60.00
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/29/2011	ANNA SAMPLES	CASINO TRIP CANCELED	60.00
208-751-804.008 CONTRACT SERVICES/INSTRUC		ARTISTIC ATTITUDES	KIDS DRAWING	54.00
208-751-850.000 COMMUNICATION - TELEPHONE	05/16/2011	AT & T	APRIL PHONE @ BENNETT	443.30
208-751-850.000 COMMUNICATION - TELEPHONE	05/16/2011	AT & T	MAY SENIOR CENTER BILL	70.64
208-751-850.000 COMMUNICATION - TELEPHONE	04/13/2011	AT & T	APRIL SENIOR CENTER PHONE BILL	71.78
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	05/16/2011	BARBARA ARMSTRONG		120.00

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GL Number	Date Paid	Vendor	Description	Amount
208-751-964.001 PROGRAM REFUNDS	04/29/2011	BECCA BLEWETT	FLAG FOOTBALL CANCELED	38.00
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	05/06/2011	BLUE DRIVE TRANSPORTAT	SOARING EAGLE CASINO TRIP 05/09	620.00
208-751-804.009 CONTRACT SERVICES/OFFCL/C	05/16/2011	BROWNELL, ROGER	REFEREE	60.00
208-751-740.030 OPER SUPPLIES - SPORTS	04/13/2011	BSN SPORTS COLLEGIATE	PAGE FIELD - SOCCER NET	89.99
208-751-740.028 OPERATING SUPPLIES/PRESCH	04/29/2011	CAPITAL ONE	PRESCHOOL, TEENS, MOON GLOW, SENIORS	3,724.6
208-751-740.032 OPER SUPP/SENIORS	04/12/2011	CARLENE BELL	RABBITS	25.00
208-751-964.001 PROGRAM REFUNDS		CAROL COUILLARD	CASINO TRIP CANCELED	30.00
208-751-964.001 PROGRAM REFUNDS		CAROL COUILLARD	CASINO TRIP CANCELED	30.00
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/29/2011	CAROL COUILLARD	CASINO TRIP CANCELED	30.00

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GL Number	Date Paid	Vendor	Description	Amount
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/29/2011	CAROL COUILLARD	CASINO TRIP CANCELED	30.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	CATHERINE DYER	SOCCER CLINIC CANCELED	10.00
208-751-740.028 OPERATING SUPPLIES/PRESCH	05/16/2011	CHILD CONNECT	LAMINATING SERVICES	18.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	05/16/2011	CHRISTENSEN, PAUL	TAE KWON DO INSTRUCTOR	250.00
208-751-850.000 COMMUNICATION - TELEPHONE	05/16/2011	CITY OF HOWELL	MARCH LONG DISTANCE	13.55
208-751-804.000 CONTRACTUAL SERVICES	05/16/2011	CITY OF HOWELL	2010 LAWN CARE/SNOW PLOWING	3,340.0
208-751-751.000 GASOLINE & DIESEL FUEL	04/29/2011	CITY OF HOWELL	MARCH FUEL USAGE	150.32
208-751-801.000 PROFESSIONAL SERVICES	04/29/2011	CITY OF HOWELL	JAN-MARCH BOOKKEEPING	2,500.0
208-751-717.000 FRINGE BENEFITS	04/29/2011	CITY OF HOWELL	HEALTH/DISABILITY INSURANCE	2,729.2
208-751-920.002 UTILITIES - WAT / SEW	04/29/2011	CITY OF HOWELL		164.40

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GL Number	Date Paid	Vendor	Description	Amount
208-751-651.002 PARK PAVILLION RENTAL FEE	04/13/2011	CITY OF HOWELL	PAVILION RENTALS FROM 01/11 - 04/13/2011	1,425.00
208-000-214.102 DT CITY OF HOWELL PARK PA	05/16/2011	CITY OF HOWELL	APRIL-MAY PARK PASSES	315.00
208-751-651.002 PARK PAVILLION RENTAL FEE	05/16/2011	CITY OF HOWELL	APRIL-MAY PAVILION RENTALS	850.00
208-751-740.035 OPER SUPPLIES - SPECIAL E	05/16/2011	CLEARY'S PUB	HISTORIC DOWNTOWN TOUR- LUNCH	70.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/13/2011	COFFMAN, LESLIE	ORV INSTRUCTOR	75.00
208-751-850.008 COMMUNICATION - INTERNET	04/13/2011	COMCAST	INTERNET/CABLE @ BENNETT	64.03
208-751-850.008 COMMUNICATION - INTERNET	05/16/2011	COMCAST	MAY INTERNET @ BENNETT	64.04
208-751-850.008 COMMUNICATION - INTERNET	05/16/2011	COMCAST	MAY INTERNET @ BARNARD	59.95
208-751-920.006 UTILITIES - GAS/BARNARD S	04/29/2011	CONSUMERS ENERGY	MARCH GAS BILL @ BARNARD	678.45

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GL Number	Date Paid	Vendor	Description	Amount
208-751-920.001 UTILITIES - GAS	04/29/2011	CONSUMERS ENERGY	MARCH GAS BILL @ BENNETT	696.93
208-751-920.001 UTILITIES - GAS	05/16/2011	CONSUMERS ENERGY	APRIL BILL @ BENNETT	600.58
208-751-804.010 CONTRACT SERV - FIELD MAI	05/16/2011	COOPER'S TURF MANAGEME	FERTILIZATION OF SOCCER FIELDS	125.00
208-751-804.009 CONTRACT SERVICES/OFFCL/C	05/16/2011	CRANE, JOEL	REFEREE	40.00
208-751-740.028 OPERATING SUPPLIES/PRESCH	05/16/2011	DEANNA KERANEN	MOTHER'S DAY TEA SUPPLIES	107.34
208-751-964.001 PROGRAM REFUNDS	04/29/2011	DEBBIE DAVENPORT	SOCCER CLINIC CANCELED	10.00
208-751-804.009 CONT SERVICES OFFICIALS/R	05/16/2011	DIXON, JOE	REFEREE	60.00
208-751-651.004 BUILDING RENTAL FEES	05/16/2011	DONNA MACHNIAK	CANCELED JUNE RENTAL	188.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/29/2011	DONNA ROSKAMP	KIDS DRAWING	54.00
208-751-804.010 CONTRACT SERV - FIELD MAI	05/10/2011	DRIVER & SONS ENTERPRI		405.00

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GL Number	Date Paid	Vendor	Description	Amount
208-751-920.007 UTILITIES - ELEC/BARNARD	04/29/2011	DTE ENERGY	MARCH ELECTRICITY @ BARNARD	417.21
208-751-920.000 UTILITIES - ELECTRICITY	04/13/2011	DTE ENERGY	MARCH ELECTRIC @ BENNETT	555.77
208-751-740.028 OPERATING SUPPLIES/PRESCH	04/29/2011	DUTCH MILL BULB	2011 PRESCHOOL FUNDRAISER	317.52
208-751-675.015 PRESCHOOL FUNDRAISING	05/16/2011	DUTCH MILL BULB	ADD ON: PRESCHOOL ORDER	6.00
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	05/16/2011	ED & TED'S EXCELLENT A	TALL SHIPS TRIP 06/06/2011	6,279.0
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/13/2011	ED & TED'S EXCELLENT A	APRIL TRIP TO LOUISVILLE	758.00
208-751-900.007 SUBSCRIPTIONS & PUBLICATI	04/29/2011	FAMILY FUN MAGAZINE	2011-2012 SUBSCRIPTION	16.95
208-751-740.035 OPER SUPPLIES - SPECIAL E	04/13/2011	FIFTH THIRD BANK	MOON GLOW, SENIORS, LABOR POSTERS	185.03
208-751-717.000 FRINGE BENEFITS	04/13/2011	FIFTH THIRD HSA	1ST PERIOD/APRIL HSA CONTRIBUTION	48.00

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GL Number	Date Paid	Vendor	Description	Amount
208-751-717.000 FRINGE BENEFITS		FIFTH THIRD HSA	EMPLOYEE CONTRIBUTIONS	48.00
208-751-804.010 CONTRACT SERV - FIELD MAI	04/29/2011	FORSYTHE BROS. SERVICE	FIELD LINING @ OCEOLA, GENOA & PAGE	2,142.0
208-751-801.000 PROFESSIONAL SERVICES	04/13/2011	GOT-WEB, INC.	UPLOAD OF SPRING BROCHURE	25.00
208-751-801.000 PROFESSIONAL SERVICES	04/13/2011	GOT-WEB, INC.	WEBSITE MAINTENANCE	180.00
208-751-900.000 MARKETING, PRINTING & PUB	04/29/2011	GREAT LAKES SPORTS PUB	ADS IN MICHIGAN RUNNER	1,239.7
208-751-740.035 OPER SUPPLIES - SPECIAL E	04/13/2011	HELICOPTER SERVICES	HELICOPTER FOR MARSHMALLOW DROP 04/2011	760.00
208-751-740.035 OPER SUPPLIES - SPECIAL E	04/29/2011	HELICOPTER SERVICES	ADDITIONAL HELICOPTER TIME @ MOON GLO	125.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/28/2011	HERRELL, TRACY	BELLY DANCE INSTRUCTOR	40.00
208-751-740.035 OPER SUPPLIES - SPECIAL E	04/21/2011	HESLIP AUDIO	SOUND FOR 2011 MARSHMALLOW DROP/MOON GLO	150.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/29/2011	HIGH FLYERS		1,107.0

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GL Number	Date Paid	Vendor	Description	Amount
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/29/2011	HOGAN EILEEN	BALLROOM DANCE INSTRUCTOR	300.00
208-751-740.000 OPERATING SUPPLIES - GENL	04/13/2011	HOWELL AREA CHAMBER OF	OFFICE LABELS - CHAMBER MAIL LIST	50.00
208-000-260.004 EXERCISE CLASS	04/13/2011	HOWELL PUBLIC SCHOOLS	MARCH AQUATIC CENTER REVENUES	8,045.5
208-751-957.000 EDUCATION / TRAINING	04/13/2011	HOWELL PUBLIC SCHOOLS	MARCH - CPR/AED, FIRST AID CERT CARDS	55.00
208-000-260.004 EXERCISE CLASS	05/16/2011	HOWELL PUBLIC SCHOOLS	APRIL AQUATIC CENTER REVENUES	12,804.
208-751-931.000 BLDG R & M AND SUPPLIES	04/13/2011	HOWELL VACUUMS SALES	VACUUM REPAIR - NEW CORD AND BELT	49.50
208-751-717.000 FRINGE BENEFITS	04/29/2011	ICMA RETIREMENT TRUST-	EMPLOYEE CONTRIBUTIONS	219.49
208-751-717.000 FRINGE BENEFITS	04/29/2011	ICMA-401	EMPLOYER CONTRIBUTIONS	551.82
208-751-717.000 FRINGE BENEFITS	05/16/2011	ICMA-401	EMPLOYER CONTRIBUTIONS 05/12	551.82

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GL Number	Date Paid	Vendor	Description	Amount
208-751-717.000 FRINGE BENEFITS		ICMARC	EMPLOYER CONTRIBUTIONS	551.82
208-751-717.000 FRINGE BENEFITS		ICMARC	EMPLOYEE CONTRIBUTIONS	219.49
208-751-717.000 FRINGE BENEFITS		ICMARC	ANNUAL PLAN (BILLED QUARTERLY)	250.00
208-751-717.000 FRINGE BENEFITS	04/13/2011	ICMARC	EMPLOYEE CONTRIBUTIONS	219.49
208-751-717.000 FRINGE BENEFITS	04/13/2011	ICMARC	EMPLOYER CONTRIBUTIONS	551.82
208-751-940.000 EQUIPMENT RENTAL	04/13/2011	IKON OFFICE SOLUTIONS	COPIER RENTAL @ BENNETT	121.00
208-751-940.000 EQUIPMENT RENTAL	05/16/2011	IKON OFFICE SOLUTIONS	COPIER @ BENNETT	204.42
208-751-804.008 CONTRACT SERVICES/INSTRUC	05/25/2011	IRENE ONDERCHANIN	CHECK REPLACEMENT FOR 2008-2009 PAYMENTS	284.00
208-751-751.000 GASOLINE & DIESEL FUEL	04/15/2011	IRONWOOD GOLF CLUB	GOLF CART	1,500.0
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/29/2011	J & K CATERING, INC		50.00

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GL Number	Date Paid	Vendor	Description	Amount
208-751-740.003 OPERATING SUPPLIES T-SHIR	05/16/2011	J J JINKLEHEIMER & CO	CYCLE HOWELL TSHIRTS	473.00
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	05/31/2011	JACKSON JOURNEYS LLC	PRISON TOUR 06/02/2011	495.00
208-751-964.001 PROGRAM REFUNDS	04/13/2011	JESSICA SEACHRIST	SOCCER CANCELED	38.00
208-751-942.001 PORTA JOHN RENTALS	05/16/2011	JOHN'S SANITATION SERV	OCEOLA TWP PORTA JOHN RENTAL	140.00
208-751-804.009 CONT SERVICES OFFICIALS/R	05/16/2011	JUDY COAD	REFEREE	440.00
208-751-940.000 EQUIPMENT RENTAL		JUDY COAD	84730159	127.05
208-751-964.001 PROGRAM REFUNDS	04/13/2011	KAREN FRENCH	FOREFEIT FEE RETURNED	35.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	KELLY HODGE	FLAG FOOTBALL CANCELED	53.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/29/2011	KIL'S TAE KWON DO CENT	LITTLE NINJA/KICKBOXING	126.00

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EXP CHECK RUN DATES 04/01/2011 - 05/31/2011
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GL Number	Date Paid	Vendor	Description	Amount
208-751-964.001 PROGRAM REFUNDS	04/29/2011	KIM VINSON	SOCCER CLINIC CANCELED	10.00
208-751-740.003 OPERATING SUPPLIES T-SHIR	05/16/2011	KV SPORTS	SOCCER/FLAG FOOTBALL TSHIRTS	3,154.0
208-751-740.003 OPERATING SUPPLIES T-SHIR	05/16/2011	KV SPORTS	VOLLEYBALL SHIRT	4.75
208-751-740.003 OPERATING SUPPLIES T-SHIR	04/13/2011	KV SPORTS	VOLLEYBALL T-SHIRTS	342.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	LISA NEWSTEAD	SOCCER CLINIC CANCELED	10.00
208-751-900.000 MARKETING, PRINTING & PUB	04/13/2011	LIVINGSTON BUSINESS FO	BUSINESS CARDS - JEFF DUNHAM	58.50
208-751-900.000 MARKETING, PRINTING & PUB	04/13/2011	LIVINGSTON BUSINESS FO	SENIOR CENTER BROCHURE	350.00
208-751-900.000 MARKETING, PRINTING & PUB	05/16/2011	LIVINGSTON BUSINESS FO	SUMMER CAMP FLYERS	1,224.0
208-751-900.000 MARKETING, PRINTING & PUB	04/29/2011	LIVINGSTON BUSINESS FO	MOON GLOW FLYERS	526.50
208-751-840.000 DUES, SUBSCRIPTIONS & MEM	04/13/2011	LIVINGSTON COUNTY HEAL		575.00

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GL Number	Date Paid	Vendor	Description	Amount
208-751-740.032 OPER SUPP/SENIORS	05/16/2011	LIVINGSTON CTY SENIOR	FEB-MARCH MEALS (TAXES)	100.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	LORI GERARDI	FLAG FOOTBALL CANCELED	38.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	LYNDA CARROLL	FLAG FOOTBALL CANCELED	63.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	LYNNETTE JULIEN	SOCCER CLINIC CANCELED	10.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	MICHELE CLOUTIER	SOCCER CLINIC CANCELED	10.00
208-751-957.000 EDUCATION / TRAINING	05/16/2011	MICHIGAN MUNICIPAL LEA	MIKULA MILLAGE WORKSHOP	70.00
208-751-840.000 DUES, SUBSCRIPTIONS & MEM	05/16/2011	MPLC	2011-2012 MOTION PIC LICENSE RENEWAL	193.44
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/29/2011	OHANA KARATE	PRESCHOOL KARATE, KIDS KARATE	84.00
208-751-931.000 BLDG R & M AND SUPPLIES	04/29/2011	ONE SOURCE JANITORIAL	TOILET PAPER	85.60

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GL Number	Date Paid	Vendor	Description	Amount
208-751-931.000 BLDG R & M AND SUPPLIES	04/13/2011	ONE SOURCE JANITORIAL	LATEX GLOVES	7.40
208-751-931.000 BLDG R & M AND SUPPLIES	04/13/2011	ONE SOURCE JANITORIAL	CLEANER	36.82
208-751-931.000 BLDG R & M AND SUPPLIES	04/13/2011	ONE SOURCE JANITORIAL	BOWL CLEANER, GLOVES, DISINFECTANT	121.23
208-751-931.000 BLDG R & M AND SUPPLIES	05/16/2011	ONE SOURCE JANITORIAL	GARBAGE BAGS, LATEX GLOVES	113.30
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/29/2011	PATRICIA LEE	CASINO TRIP CANCELED	30.00
208-751-964.001 PROGRAM REFUNDS		PATRICIA LEE	CASINO TRIP CANCELED	30.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/29/2011	PAUL EGGLESTON	APRIL BOATER SAFETY	200.00
208-751-740.000 OPERATING SUPPLIES - GENL	04/13/2011	PDQ	CONTRIBUTION CARD PRINTING	102.71
208-751-900.000 MARKETING, PRINTING & PUB	04/13/2011	PDQ	APRIL SENIOR NEWSLETTER	451.12
208-751-900.000 MARKETING, PRINTING & PUB	05/16/2011	PDQ		451.12

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GL Number	Date Paid	Vendor	Description	Amount
208-751-900.000 MARKETING, PRINTING & PUB	05/16/2011	PDQ	FLAG FOOTBALL FLYERS	203.78
208-751-900.000 MARKETING, PRINTING & PUB	05/16/2011	PDQ	FLIP-N-FLOP FLYERS	234.40
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/29/2011	PETE MURAD	CASINO TRIP CANCELED	30.00
208-751-964.001 PROGRAM REFUNDS		PETE MURAD	MOTOR CITY CASINO TRIP CANCELED	30.00
208-751-957.000 EDUCATION / TRAINING	04/21/2011	PETTY CASH	TEENS, PRESCHOOL, SPECIAL EVENTS	155.42
208-751-740.036 OPER SUPPLIES - TEENS	04/13/2011	PETTY CASH	TEENS, SENIORS, SPECIAL EVENTS	183.59
208-751-740.036 OPER SUPPLIES - TEENS	05/16/2011	PETTY CASH	TEENS, PRESCHOOL, SENIORS	191.24
208-000-040.000 START UP/ACCTS REC	05/31/2011	PETTY CASH	BEACH START-UP 2011	100.00
208-751-730.000 POSTAGE	05/16/2011	PITNEY BOWES, INC.	POSTAGE FOR METER	519.99

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GL Number	Date Paid	Vendor	Description	Amount
208-751-740.028 OPERATING SUPPLIES/PRESCH	04/29/2011	POTTER PARK ZOOLOGICAL	2011 PRESCHOOL FIELD TRIP	201.00
208-751-740.032 OPER SUPP/SENIORS	05/26/2011	PREMIER BIG BAND	BIG BAND - SENIOR FUNDRAISER	300.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	05/16/2011	RAZZMATAZZ TOYS	ENRICHMENT CLASS	69.09
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/29/2011	RAZZMATAZZ TOYS	MODERN MASTERPIECE CLASS	34.62
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/29/2011	RED CARPET TRAVEL	DANIEL ODONNELL TRIP	833.28
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	04/13/2011	RED CARPET TRAVEL	FINAL BRIGADOON TRIP PYMT	157.44
208-000-285.000 SENIOR TRIP DEPOSITS/PAYM	05/16/2011	RED CARPET TRAVEL	EASTERN MARKET TRIP	113.28
208-751-804.008 CONTRACT SERVICES/INSTRUC	05/16/2011	ROLLERAMA II	EASTER BUNNY SKATE	3.60
208-751-804.008 CONTRACT SERVICES/INSTRUC	05/16/2011	ROLLERAMA II	LEARN TO SKATE INSTRUCTOR	30.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	RON VALENTINO		38.00

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GL Number	Date Paid	Vendor	Description	Amount
208-000-285.000	04/29/2011	RUTH BESSERT	CASINO TRIP CANCELED	30.00
SENIOR TRIP DEPOSITS/PAYM				
208-751-964.001		RUTH BESSERT	CASINO TRIP CANCELED	30.00
PROGRAM REFUNDS				
208-751-804.008	04/29/2011	SARAH KIRBY	POM PON INSTRUCTOR	240.00
CONTRACT SERVICES/INSTRUC				
208-751-964.001	05/16/2011	SHIRLEY MCKEE	WALK CANCELED	25.00
PROGRAM REFUNDS				
208-751-740.035	04/29/2011	SIGNS BY TOMORROW	MOON GLOW SIGNS	280.00
OPER SUPPLIES - SPECIAL E				
208-751-740.035	04/29/2011	SIGNS BY TOMORROW	MOON GLOW SIGNS	201.00
OPER SUPPLIES - SPECIAL E				
208-751-801.000	04/13/2011	SOUTHEASTERN SECURITY	BACKGROUND CHECKS (2)	35.00
PROFESSIONAL SERVICES				
208-751-801.000	04/13/2011	SOUTHEASTERN SECURITY	BACKGROUND CHECK (1)	17.50
PROFESSIONAL SERVICES				
208-751-801.000	05/16/2011	SOUTHEASTERN SECURITY	BACKGROUND CHECKS (7)	122.50
PROFESSIONAL SERVICES				

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GL Number	Date Paid	Vendor	Description	Amount
208-751-740.035 OPER SUPPLIES - SPECIAL E	05/16/2011	SPARTAN STORES, LLC	SNACKS/SUPPLIES	20.55
208-751-740.036 OPER SUPPLIES - TEENS	04/13/2011	SPARTAN STORES, LLC	SENIORS, TEENS	29.75
208-751-740.030 OPER SUPPLIES - SPORTS	05/16/2011	SPORT SUPPLY GROUP, IN	SOCCER BALLS/BAGS	1,491.2
208-751-964.001 PROGRAM REFUNDS	04/29/2011	STACEY HEINONEN	FLAG FOOTBALL CANCELED	38.00
208-751-740.035 OPER SUPPLIES - SPECIAL E	04/29/2011	STAPLES	PENS. INK, FILE FOLDERS	436.03
208-751-931.000 BLDG R & M AND SUPPLIES	05/16/2011	STATE OF MICHIGAN	BOILER INSPECTION	130.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	SUSANNE MOEGLIN	FLAG FOOTBALL CANCELED	48.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/13/2011	TANYA BIRCH	CREATIVE MVMT INSTRUCTOR	64.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	TANYA ZIRKLE	SOCCER CLINIC CANCELED	10.00
208-751-964.001 PROGRAM REFUNDS	04/29/2011	TERESA CHALIFOUR		38.00

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GL Number	Date Paid	Vendor	Description	Amount
208-751-804.008 CONTRACT SERVICES/INSTRUC	05/16/2011	THE LAW OFFICES OF D.	APPLY FOR SOCIAL SECURITY CLASS	33.00
208-751-804.010 CONTRACT SERV - FIELD MAI	04/29/2011	TODD'S SERVICES INC	SPRINKLER SYSTEM SERVICE - START UP	112.00
208-751-717.000 FRINGE BENEFITS	05/16/2011	VANTAGE POINT TRANSFER	EMPLOYEE CONTRIBUTIONS 05/12	219.49
208-751-850.000 COMMUNICATION - TELEPHONE	04/29/2011	VERIZON WIRELESS	APRIL CELL PHONE BILL	110.93
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/18/2011	VISCONTI, CARL	BRIDGE INSTRUCTOR	128.00
208-751-804.008 CONTRACT SERVICES/INSTRUC	04/19/2011	VISCONTI, CARL	BRIDGE INSTRUCTOR - LAST PYMT INCORRECT	16.00
208-751-740.036 OPER SUPPLIES - TEENS	04/13/2011	WAL-MART COMMUNITY	TEEN CONCESSIONS	99.14
208-751-920.008 UTILITIES - RUBBISH/BARNA		WASTE MANAGEMENT	TRASH SERVICE @ BARNARD	135.60
208-751-910.000 INSURANCE	04/13/2011	WEST BEND MUTUAL INSUR	PREMIUM INVOICE	25.00



Financial Reports

Attached is the balance sheet and revenue/expense statement ending April 30, 2011 for your perusal.

ACTION REQUESTED: None

BALANCE SHEET FOR HOWELL AREA PARKS & REC AUTHORITY
 Period Ending 04/30/2011

GL Number	Description	Balance
Fund 208 - PARKS & REC AUTHORITY		
*** Assets ***		
208-000-001.001	CHECKING	84,950.32
208-000-004.001	PETTY CASH-PARKS/REC	500.00
208-000-040.000	START UP/ACCTS REC	30.00
	Total Assets	85,480.32
*** Liabilities ***		
208-000-202.000	ACCOUNTS PAYABLE	19,817.81
208-000-214.101	DT CITY OF HOWELL - PAVILLION RENTAL	3,630.00
208-000-231.004	UNITED FUND	(75.00)
208-000-231.008	DEFERRED COMPENSATION	1,146.96
208-000-231.015	HEALTH SAVINGS ACCT	48.00
208-000-260.001	SWIM LESSONS	(178.00)
208-000-260.004	EXERCISE CLASS	(809.00)
208-000-260.007	OPEN/FAMILY/FLICK SWIM	(175.00)
208-000-260.008	LAP SWIM	(110.00)
208-000-260.009	RENTALS	250.00
208-000-260.015	SPIN CLASSES	(62.00)
208-000-285.000	SENIOR TRIP DEPOSITS/PAYMENTS	20,081.23
	Total Liabilities	43,565.00
*** Fund Balance ***		
208-000-390.000	FUND BALANCE	(41,593.53)
	Total Fund Balance	(41,593.53)
	Beginning Fund Balance	(41,593.53)
	Net of Revenues VS Expenditures	83,508.85
	Ending Fund Balance	41,915.32
	Total Liabilities And Fund Balance	85,480.32

REVENUE AND EXPENDITURE REPORT FOR HOWELL AREA PARKS & REC AUTHORITY
PERIOD ENDING 04/30/2011

ACCOUNT	DESCRIPTION	2010-11 ORIGINAL BUDGET	2010-11 AMENDED BUDGET	YTD BALANCE 04/30/2011	ACTIVITY FOR MONTH 04/30/2011	AVAILABLE BALANCE	% BDGT USED
Fund 208 - PARKS & REC AUTHORITY							
Revenues							
Dept 751-RECREATION / PARKS DEPARTMENT							
587.001	PK/RC MARION TWP PARTICIPATION	61,740.00	61,740.00	61,740.00	0.00	0.00	100.00
587.002	PK/RC GENOA TWP PARTICIPATION	61,740.00	61,740.00	61,740.00	15,435.00	0.00	100.00
587.003	PK/RC OCEOLA TWP PARTICIPATION	100,000.00	100,000.00	100,000.00	0.00	0.00	100.00
587.005	PK/RC HOWELL CITY PARTICIPATION	100,000.00	100,000.00	75,000.00	0.00	25,000.00	75.00
649.000	CONCESSION SALES - TEEN	5,000.00	4,500.00	3,033.17	411.50	1,466.83	67.40
649.002	AQUATIC CENTER CONCESSIONS	1,000.00	3,000.00	1,368.00	0.00	1,632.00	45.60
649.003	PK & REC BROCHURE ADVERTISEMNT	1,500.00	1,500.00	325.00	200.00	1,175.00	21.67
650.001	PROGRAM FEES SPORTS	125,000.00	115,000.00	90,934.15	13,519.53	24,065.85	79.07
650.002	PROGRAM FEES ENRICHMENT	65,000.00	70,000.00	43,071.50	7,120.50	26,928.50	61.53
650.003	PROGRAM FEES SPECIAL EVENTS	55,000.00	65,000.00	68,983.60	4,333.50	(3,983.60)	106.13
650.004	PROGRAM FEES SUMMER CAMP	34,000.00	18,000.00	11,163.70	205.00	6,836.30	62.02
650.005	PROGRAM FEES TEENS	1,500.00	1,750.00	1,532.60	125.00	217.40	87.58
650.006	GENOA SOCCER FIELD RENTALS	1,000.00	1,500.00	3,420.00	270.00	(1,920.00)	228.00
651.004	BUILDING RENTAL FEES	28,000.00	15,000.00	17,762.96	1,786.00	(2,762.96)	118.42
651.005	PROGRAM FEES/MEMBERSHIP SENIORS	6,270.00	6,500.00	3,716.10	161.00	2,783.90	57.17
651.007	PRESCHOOL TUITION	47,000.00	45,000.00	43,274.25	4,204.75	1,725.75	96.17
651.009	PAGE FIELD RENTAL	0.00	0.00	540.00	540.00	(540.00)	100.00
665.000	INVESTMENT INTEREST	500.00	300.00	177.62	19.24	122.38	59.21
671.002	MISC REVENUES	1,000.00	2,000.00	1,058.75	0.00	941.25	52.94
675.003	DONATIONS - GENERAL	1,000.00	500.00	458.82	0.00	41.18	91.76
675.009	DONATIONS SENIORS	1,500.00	2,500.00	2,377.21	529.10	122.79	95.09
675.010	DONATIONS - TEEN	1,000.00	1,500.00	1,840.57	0.00	(340.57)	122.70
675.012	UNITED WAY - TEENS	8,200.00	13,385.00	13,385.00	3,346.25	0.00	100.00
675.013	UNITED WAY SENIORS	10,500.00	9,000.00	9,000.00	2,250.00	0.00	100.00
675.026	GIFT CERTIFICATE	0.00	0.00	3.00	0.00	(3.00)	100.00
675.034	DISC GOLF FUNDRAISING	0.00	11,300.00	11,300.00	0.00	0.00	100.00
677.003	SENIOR TRAVEL FEES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
678.010	SPONSORSHIP FEES	12,500.00	14,500.00	15,337.44	2,885.00	(837.44)	105.78
678.012	MEMBERSHIP FEES	500.00	0.00	0.00	0.00	0.00	0.00
678.013	YOUTH SCHOLARSHIP FUND	2,500.00	500.00	500.00	0.00	0.00	100.00
678.015	SENIOR NEWSLETTER ADVT	1,000.00	1,000.00	750.00	0.00	250.00	75.00
678.020	GENOA TWP MAINT REIMB	1,500.00	2,500.00	2,472.50	0.00	27.50	98.90
678.021	HOWELL CITY PARK GUARD REIMB	43,000.00	43,000.00	27,120.00	0.00	15,880.00	63.07
680.000	PARK CONCESSION SALES	6,000.00	9,000.00	7,493.53	0.00	1,506.47	83.26
680.002	HAPRA MGMT FEE	105,000.00	105,000.00	87,742.64	8,750.00	17,257.36	83.56
Total Dept 751-RECREATION / PARKS DEPARTMENT		890,450.00	887,215.00	768,622.11	66,091.37	118,592.89	86.63
Dept 999-TRANS OUT/FUND BAL/RETAIN EARN							
699.099	PRIOR YEAR - FUND BALANCE	(41,140.00)	(41,140.00)	0.00	0.00	185,540.00	0.00
Total Dept 999-TRANS OUT/FUND BAL/RETAIN EARN		(41,140.00)	(41,140.00)	0.00	0.00	185,540.00	0.00
TOTAL Revenues		849,310.00	846,075.00	217,073.49	29,420.68	372,574.51	36.81

Expenditures

Dept 751-RECREATION / PARKS DEPARTMENT

702.000	SAL & WAGES BLDG/SITE SUPERVISORS	49,875.00	49,875.00	32,373.37	2,941.95	17,501.63	64.91
702.001	SAL & WAGES PROG & MGMT	192,850.00	192,850.00	152,166.61	14,490.66	40,683.39	78.90
702.023	SAL & WAGES PRESCHOOL	29,450.00	29,450.00	23,289.01	2,661.25	6,160.99	79.08
702.025	SAL & WAGES SUMMER CAMP	13,585.00	15,000.00	12,526.70	0.00	2,473.30	83.51
702.026	SAL & WAGES TEEN	13,300.00	13,300.00	13,064.06	1,156.66	235.94	98.23
702.027	SAL & WAGES SENIORS	7,600.00	7,600.00	4,809.78	570.00	2,790.22	63.29
702.028	SAL & WAGE SEASONAL PARK	43,000.00	35,000.00	20,174.80	0.00	14,825.20	57.64
702.029	SAL & WAGES AQUATIC CTR MGR	80,000.00	65,000.00	54,509.98	5,264.75	10,490.02	83.86
714.004	ICMA RETIREMENT	15,000.00	15,000.00	11,036.40	1,103.64	3,963.60	73.58
717.000	FRINGE BENEFITS	75,000.00	85,000.00	59,453.50	4,457.13	25,546.50	69.95

REVENUE AND EXPENDITURE REPORT FOR HOWELL AREA PARKS & REC AUTHORITY
PERIOD ENDING 04/30/2011

ACCOUNT	DESCRIPTION	2010-11	2010-11	YTD	ACTIVITY	AVAILABLE	% BDGT
		ORIGINAL	AMENDED	BALANCE	FOR MONTH		
		BUDGET	BUDGET	04/30/2011	04/30/2011	BALANCE	USED
727.000	OFFICE SUPPLIES	6,000.00	6,000.00	5,721.94	360.10	278.06	95.37
730.000	POSTAGE	15,000.00	15,000.00	13,419.98	0.00	1,580.02	89.47
740.000	OPERATING SUPPLIES - GENL	2,000.00	2,000.00	2,055.33	50.00	(55.33)	102.77
740.003	OPERATING SUPPLIES T-SHIRTS	17,500.00	25,000.00	22,513.15	861.60	2,486.85	90.05
740.028	OPERATING SUPPLIES/PRESCHOOL	2,500.00	2,500.00	1,992.46	731.26	507.54	79.70
740.030	OPER SUPPLIES - SPORTS	4,000.00	2,000.00	776.79	590.48	1,223.21	38.84
740.031	OPER SUPPLIES - ENRICHMENT	3,000.00	1,000.00	80.32	(117.90)	919.68	8.03
740.032	OPER SUPP/SENIORS	3,000.00	2,500.00	2,766.18	516.20	(266.18)	110.65
740.033	OPER SUPP/SUMMER CAMP	3,000.00	2,500.00	1,970.22	0.00	529.78	78.81
740.034	OPERATING SUPPLIES - DISC GOLF	0.00	5,500.00	5,346.00	0.00	154.00	97.20
740.035	OPER SUPPLIES - SPECIAL EVENTS	45,000.00	45,000.00	41,260.29	2,181.36	3,739.71	91.69
740.036	OPER SUPPLIES - TEENS	4,500.00	6,200.00	6,441.29	305.40	(241.29)	103.89
740.037	CONCESSION SUPPLIES - PARK	3,500.00	4,500.00	2,968.74	0.00	1,531.26	65.97
740.038	OPER SUPPLIES - AQUATIC CTR	0.00	0.00	1,289.76	0.00	(1,289.76)	100.00
740.039	POOL CONCESSIONS	1,000.00	1,500.00	192.36	0.00	1,307.64	12.82
751.000	GASOLINE & DIESEL FUEL	1,000.00	1,000.00	3,158.58	1,500.00	(2,158.58)	315.86
801.000	PROFESSIONAL SERVICES	15,000.00	15,000.00	14,170.00	205.00	830.00	94.47
804.000	CONTRACTUAL SERVICES	3,500.00	5,000.00	6,381.92	3,340.00	(1,381.92)	127.64
804.008	CONTRACT SERVICES/INSTRUCTORS	32,500.00	40,000.00	27,256.65	3,235.22	12,743.35	68.14
804.009	CONT SERVICES OFFICIALS/REFEREES	7,000.00	7,000.00	3,452.75	0.00	3,547.25	49.33
804.010	CONTRACT SERV - FIELD MAINTENANCE	15,000.00	15,000.00	15,127.88	2,379.00	(127.88)	100.85
840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS	2,000.00	2,000.00	3,894.30	867.00	(1,894.30)	194.72
850.000	COMMUNICATION - TELEPHONES	9,000.00	8,000.00	7,101.63	626.01	898.37	88.77
850.008	COMMUNICATION - INTERNET & CABLE	2,500.00	2,500.00	1,239.90	123.98	1,260.10	49.60
860.000	TRAVEL	5,000.00	5,000.00	4,807.53	0.00	192.47	96.15
900.000	MARKETING, PRINTING & PUBLISHING	20,000.00	20,000.00	19,562.00	2,217.37	438.00	97.81
900.007	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	87.95	16.95	(87.95)	100.00
910.000	INSURANCE	16,250.00	20,000.00	19,888.37	0.00	111.63	99.44
920.000	UTILITIES - ELECTRICITY	9,500.00	10,000.00	7,291.96	535.35	2,708.04	72.92
920.001	UTILITIES - GAS	7,000.00	6,000.00	5,888.11	600.58	111.89	98.14
920.002	UTILITIES - WAT / SEW	1,000.00	1,250.00	891.90	0.00	358.10	71.35
920.003	UTILITIES - RUBBISH	1,500.00	1,500.00	1,325.30	0.00	174.70	88.35
920.006	UTILITIES - GAS/BARNARD ST	6,300.00	6,000.00	5,372.68	460.16	627.32	89.54
920.007	UTILITIES - ELEC/BARNARD ST	5,300.00	3,500.00	5,010.27	835.90	(1,510.27)	143.15
920.008	UTILITIES - RUBBISH/BARNARD ST	1,000.00	1,500.00	1,298.40	0.00	201.60	86.56
920.009	UTILITIES - WTR-SWR/BARNARD ST	1,250.00	1,000.00	879.62	0.00	120.38	87.96
930.000	GROUND MAINTENANCE BENNETT & BARNARD	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
931.000	BLDG R & M AND SUPPLIES	12,500.00	10,000.00	6,507.99	389.86	3,492.01	65.08
940.000	EQUIPMENT RENTAL	3,750.00	3,500.00	3,683.01	121.00	(183.01)	105.23
942.001	PORTA JOHN RENTALS	2,000.00	2,000.00	1,185.00	0.00	815.00	59.25
956.000	MISCELLANEOUS	250.00	250.00	62.49	0.00	187.51	25.00
956.003	BANK CHARGES & FEES	9,000.00	15,000.00	15,155.10	1,919.14	(155.10)	101.03
957.000	EDUCATION / TRAINING	1,750.00	2,500.00	2,870.48	647.25	(370.48)	114.82
960.002	PURCH FROM DONATIONS - SENIORS	1,500.00	0.00	0.00	0.00	0.00	0.00
960.005	PURCH FROM DONATIONS - TEENS	1,000.00	0.00	0.00	0.00	0.00	0.00
964.001	PROGRAM REFUNDS	3,000.00	5,000.00	3,616.00	507.00	1,384.00	72.32
965.000	FACILITY RENTALS	13,000.00	14,500.00	4,734.00	0.00	9,766.00	32.65
980.000	OFFICE EQUIPMENT	0.00	0.00	66.00	0.00	(66.00)	100.00
980.004	EQUIP / COMPUTER HARDWARE	5,300.00	2,000.00	946.47	0.00	1,053.53	47.32
Total Dept 751-RECREATION / PARKS DEPARTMENT		849,310.00	860,275.00	685,113.26	58,651.31	175,161.74	79.64
Dept 999-TRANS OUT/FUND BAL/RETAIN EARN							
999.099	ESTIMATED CY FUND BALANCE	0.00	(14,200.00)	0.00	0.00	(14,200.00)	0.00
Total Dept 999-TRANS OUT/FUND BAL/RETAIN EARN		0.00	(14,200.00)	0.00	0.00	(14,200.00)	0.00
TOTAL Expenditures		849,310.00	846,075.00	685,113.26	58,651.31	160,961.74	80.98
Fund 208:							
TOTAL REVENUES		849,310.00	846,075.00	768,622.11	66,091.37	118,592.89	86.63
TOTAL EXPENDITURES		849,310.00	846,075.00	685,113.26	58,651.31	160,961.74	80.98
NET OF REVENUES & EXPENDITURES		0.00	0.00	83,508.85	7,440.06	(42,368.85)	202.99