



**Howell Area Parks & Recreation Authority
Regular Virtual Meeting
Bennett Recreation Center
Tuesday, June 16, 2020 7:00 p.m.**

HAPRA June Board Meeting
Tue, Jun 16, 2020 7:00 PM - 9:00 PM (EDT)

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AGENDA

1. Call to Order
2. Pledge of Allegiance (all stand)
3. Approve Agenda
4. Approval – Regular Board Meeting Minutes dated Tuesday, May 19, 2020
5. Call to the Public (for any items not on the agenda)
6. Staff Comments
7. Approval/Discussion- addition of “Digital Wallets” to HAPRA Cash Handling Policy
8. Review/Discussion - Check Register Report Ending May 31, 2020
9. Review/Discussion - Bank Statements Ending May 31, 2020

10.Review/Discussion - Financial Reports Ending May 31, 2020

11.Review/Discussion – Aquatic Center Financial Reports Ending May 31, 2020

12.Directors Report

a. Flip N Flop

b. Camp

c. Aquatic Center

d. July Program and Events

13.Old Business

14.New Business

15.Next Meeting: Tuesday, July 21, 2020 - 7:00 PM – **BENNETT CENTER**

16.Adjournment



Howell Area Parks & Recreation Authority

Bennett Recreation Center

Regular Virtual Board Meeting Minutes

May 19, 2020

Call to Order

Chairman Sean Dunleavy called the meeting to order at 7:00 pm.

Attendance

Chairman Sean Dunleavy, Vice Chair Diana Lowe, Treasurer Bob Ellis, Secretary Tammy Beal, Trustee Jean Graham

Absent

None

Staff

Director Tim Church, Jaime Plis, Chris Techentin, Amelia Purdy Ketchum, Ann Marie Moran, Renee Baumgart, Kyle Tokan

Public

None

Pledge of Allegiance

Approval of Agenda

Diana Lowe motioned to approve the Agenda, supported by Bob Ellis. **Motion carried 5-0.**

Approval of Regular Minutes

Diana Lowe made a motion to approve the April 21, 2020 minutes, supported by Bob Ellis. **Motion carried 5-0.**

Call to the Public

None heard.

Staff Comments

None heard.

2019 Howell Area Parks & Recreation Authority Draft Audit-Auditors said that everything looks great, there was a 9% increase in the Fund Balance at the end of 2019. Motion by Bob Ellis to approve the HAPRA 2019 Draft Budget as presented, supported by Diana Lowe. **Motion carried 5-0.**

1st Quarter Budget Amendments-Director Church explained that he and Jen usually try to zero out every quarter and start each new quarter over. They looked for where they could make cuts to balance the budgets. They had to take \$210,000 out of the budgets because of loss of revenues. Spring soccer and rentals is where we took a big hit. Motion by Bob Ellis to approve the 1st Quarter budget amendments as presented, supported by Diana Lowe **Motion carried 5-0.**

Schofield City Park Management Agreement- Director explained that the Schofield City Park Agreement was approved by Howell City. Plexiglass has been installed at the booths and park passes will now be handed out when people enter the park. There is a way for staff to verify their residencies. Motion by Diana Lowe to accept the Schofield City Park Agreement as presented, supported by Bob Ellis. **Motion carried 5-0.**

Updated HAPRA Waiver-Sean Dunleavy asked if they have done any trainings for the staff on safety, if there are standard operating procedures in place and if employees will be screened when they return? Director responded that they have done their own training, employees will do their own screening before coming to work each day and there will be a limited number of employees in the building at first. They do have masks and hand sanitizer available. Motion by Diana Lowe, supported by Bob Ellis. **Motion carried 5-0.**

Check Register and Bank Statements ending April 30, 2020

Everything looks good.

Financial Reports ending April 30, 2020

Treasurer Ellis reported that usually by April 35% of the revenue has been collected and 25% of the expenses have been spent, but as of right now 30% of the revenue has been collected and 25% has been spent. The Fund Balance has 5.3% of the budget as of right now but in the past, we have had 10%. He said there is a little cushion but not much.

Directors Report

- Director has not had any luck meeting with the school about the pool finances, he does not see it opening until at least July.
- Draft for returning to work-Phase #1- Park passes are located at Schofield Park for distribution. Phase #2-Park passes are brought back to Bennett Center for distribution, barriers have been placed to mitigate residents entering certain areas, space employees out, Jen is working in the preschool room, Ann Marie will have the office area. 9am-1pm hours, Dog park renewals can be done by fax or email. Phase #3-After the stay at home order is lifted the hours will be 9am-5pm, health and safety restrictions will be followed.
- Melon Festival-the festival has been reevaluated. Most programs will be virtual, melon run, beer and wine will be virtual. There will be virtual scavenger hunts and kits for kids to take home and make. There is already sponsors that have donated to the festival.

- Aquatic center-this is a worry with budget cuts to the school and how we will keep the programming going. Kristy has some great ideas as how to hold classes and maintain health and safety rules.
- Amelia has come up with a Story Walk, she is partnering with the Library (they are also sponsoring) and using Denise Brennan-Nelson's new book.
- Summer Camp-Not cancelling summer camp just downsizing it, from 30 kids to 12 kids per week. They have come up with a lot of new ideas to keep kids apart. They will still hold the Flip/Flop Fishing Event, it's scheduled for June 13th.

Questions?

Tammy Beal asked what is going on with the HIVE and the rent situation? Director Church answered that we are just paying the taxes at this time but when things start opening back up, we will have to pay the taxes and \$2500 per month rent.

Bob Ellis inquired about no political parties renting spaces at the Melon Fest, he stated if they are not allowed then neither should Churches be allowed. Director Church said that they are doing away with the vendor area this year anyway so it shouldn't be an issue.

Old Business

Oceola Township is moving along with the removing of the old Oceola Center and moving forward with the new the Oceola Center.

New Business

None.

Next Meeting

The next regular meeting is scheduled for Tuesday, June 16, 2020 at 7 pm, this will be a virtual meeting.

Motion to adjourn at 8:13 pm by Diana Lowe, supported by Bob Ellis. **Motion carried 5-0.**

Approved

Date

Respectively Submitted by: Tammy L. Beal, Secretary



925 W. Grand River Ave.
Howell, Michigan 48843
517.546.0693
517.546.6018 Fax
www.howellrecreation.org

"Communities coming together to enrich lives by promoting active and healthy lifestyles"

7. Discussion/Approval – The addition of “Digital Wallets” to current HAPRA Cash Handling Policy

The use of “Digital Wallets” for financial transactions to assist with donations and fundraising efforts. Any fees associate with the “Digital Wallet” will be charged to the department associated with the transaction, donation or fundraising. All other policies and procedures regarding the handling and processing of credit cards/ debit cards in HAPRA policy do and will apply.

1. Digital Wallet transactions reports will be checked and dual signed.
2. All transactions will be verified with our bank statements and noted with daily deposits
3. Funds received will be coded to the proper GL revenue line

Action: Motion to approve the addition of “Digital Wallets” to current HAPRA Cash Handling Policy

Howell Area Parks and Recreation Authori
 925 W Grand River Ave
 Howell MI 48843-1415

Date 5/29/20
 Primary Account
 Enclosures

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 @XXXXXXXXXXXX@138

Funds Availability Policy (eff. 6-15-20). Amount available from a check deposit not subject to next day availability is \$225 (prev. \$200). Amt for exception holds on large deposits, new accts, repeat overdrafts is \$5,525 (prev. \$5000).

Summary of Accounts

@XXXXXXXXXXXX@936	Money Market Public Funds	116,661.63
@XXXXXXXXXXXX@138	Public Funds HY DDA	109,910.15
@XXXXXXXXXXXX@204	Savings Non-Consumer	25,446.27
	Total	252,018.05

Checking Accounts

Public Funds HY DDA

Account Number	@XXXXXXXXXXXX@138	Statement Dates	5/01/20 thru 5/31/20
Beginning Balance	104,653.96	Days in the statement period	31
13 Deposits/Credits	90,692.31	Average Balance	107,490.58
65 Checks/Debits	85,449.29	Average Collected	103,619.74
Service Charge	.00	Interest Earned	13.17
Interest Paid	13.17	Annual Percentage Yield Earned	0.15%
Current Balance	109,910.15	2020 Interest Paid	79.82

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

Activity in Date Order

Date	Description	Amount
5/04	198322 FORTE CCD CC-0501-6F26D	170.00-
5/11	Deposit	24,481.00
5/11	198322 FORTE CCD CC-0509-CCF05	1,760.00-

Public Funds HY DDA @XXXXXXXXXXXX@138 (Continued)

Activity in Date Order	Date	Description	Amount
	5/11	198321 FORTE CCD	805.00-
		CC-0508-08347	
	5/11	198322 FORTE CCD	295.00-
		CC-0508-92503	
	5/11	198321 FORTE CCD	286.00-
		CC-0509-92A94	
	5/12	ACH FEES FORTE PAYMENTS CCD	150.43-
		6960072	
	5/12	ACH FEES FORTE PAYMENTS CCD	56.24-
		6960073	
	5/13	INVOICE PAYCHEX EIB CCD	16,115.21-
		X87277000001657	
	5/14	198322 FORTE CCD	2,305.00-
		CC-0513-B5453	
	5/14	198321 FORTE CCD	180.00-
		CC-0513-4AFAP	
	5/15	Deposit	29,079.01
	5/15	198322 FORTE CCD	1,395.00-
		CC-0514-82988	
	5/15	198321 FORTE CCD	735.00-
		CC-0514-75B0F	
	5/15	HRS PMT PAYCHEX-HRS CCD	135.00-
		34187168	
	5/18	198322 FORTE CCD	1,090.00-
		CC-0515-62D7F	
	5/18	198322 FORTE CCD	930.00-
		CC-0516-F4E72	
	5/18	198321 FORTE CCD	680.00-

Public Funds HY DDA @XXXXXXXXXXXX@138 (Continued)

Date	Description	Amount
	CC-0516-9F5DB	
5/18	198321 FORTE	205.00-
	CCD	
	CC-0515-07959	
5/20	198322 FORTE	45.00
	CCD	
	CC-0519-EE239	
5/20	Deposit	36,168.30
5/21	198322 FORTE	425.00
	CCD	
	CC-0520-C06C1	
5/21	198321 FORTE	120.00
	CCD	
	CC-0520-9B2D2	
5/21	Deposit	140.00
5/21	Deposit	20.00
5/22	198322 FORTE	60.00
	CCD	
	CC-0521-7FEA8	
5/26	198321 FORTE	40.00
	CCD	
	CC-0522-397D7	
5/26	198322 FORTE	27.00
	CCD	
	CC-0522-71234	
5/26	198322 FORTE	27.00
	CCD	
	CC-0525-83A32	
5/26	198322 FORTE	360.00-
	CCD	
	CC-0523-C3FBD	
5/26	198321 FORTE	320.00-
	CCD	
	CC-0523-E14D6	
5/27	INVOICE PAYCHEX EIB	17,678.15-
	CCD	
	X87497700002274	
5/28	198321 FORTE	60.00
	CCD	
	CC-0527-DE4A8	
5/28	198322 FORTE	1,390.00-
	CCD	

Public Funds HY DDA @XXXXXXXXXXXX@138 (Continued)

Activity in Date Order		
Date	Description	Amount
5/29	CC-0527-04A37 198322 FORTE CCD	485.00-
5/29	CC-0528-CD997 198321 FORTE CCD	70.00-
5/31	CC-0528-82B61 Interest Deposit	13.17

--- CHECKS IN NUMBER ORDER ---

Date	Check No	Amount	Date	Check No	Amount
5/13	12741	1,835.79	5/19	12780	80.00
5/01	12749*	200.00	5/06	12781	100.00
5/05	12760*	133.58	5/13	12782	250.00
5/06	12761	3,244.02	5/05	12783	137.51
5/05	12762	941.86	5/13	12784	109.32
5/05	12764*	3,986.25	5/13	12785	367.70
5/05	12765	4,033.25	5/19	12786	889.00
5/05	12766	155.30	5/18	12787	210.55
5/05	12767	598.99	5/14	12788	7,835.00
5/05	12768	177.27	5/07	12789	600.00
5/06	12769	803.85	5/15	12790	170.64
5/04	12770	789.97	5/19	12791	54.95
5/05	12771	60.00	5/22	12792	3,244.02
5/05	12772	50.00	5/20	12793	2,164.24
5/05	12773	54.97	5/22	12794	155.34
5/05	12774	100.00	5/19	12796*	166.04
5/07	12775	50.00	5/21	12797	497.20
5/06	12776	92.52	5/28	12798	133.58
5/04	12777	50.00	5/28	12800*	100.35
5/13	12778	1,835.79	5/28	12801	490.56
5/06	12779	100.00	5/26	12803*	803.85

* Denotes missing check numbers

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
5/01	104,453.96	5/13	88,639.14	5/22	131,574.47
5/04	103,443.99	5/14	78,319.14	5/26	130,184.62
5/05	93,015.01	5/15	104,962.51	5/27	112,506.47
5/06	88,674.62	5/18	101,846.96	5/28	110,451.98
5/07	88,024.62	5/19	100,656.97	5/29	109,896.98
5/11	109,359.62	5/20	134,706.03	5/31	109,910.15
5/12	109,152.95	5/21	134,913.83		

Public Funds HY DDA @XXXXXXXXXXXX@138 (Continued)

Interest Rate Summary
 Date Rate
 4/30 0.150000%

Money Market Public Funds

Account Number	@XXXXXXXXXXXX@936	Statement Dates	5/01/20 thru 5/31/20
Beginning Balance	116,641.87	Days in the statement period	31
Deposits/Credits	.00	Average Balance	116,641.87
Checks/Debits	.00	Average Collected	116,641.87
Service Charge	.00	Interest Earned	19.76
Interest Paid	19.76	Annual Percentage Yield Earned	0.20%
Current Balance	116,661.63	2020 Interest Paid	96.43

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

Activity in Date Order

Date	Description	Amount
5/31	Interest Deposit	19.76

Daily Balance Information

Date	Balance	Date	Balance
5/01	116,641.87	5/31	116,661.63

Interest Rate Summary
 Date Rate
 4/30 0.200000%

Savings Accounts

Savings Non-Consumer			Statement Dates	5/01/20 thru	5/31/20
Account Number	@XXXXXXXXXXXX@204		Days in the statement period		31
Beginning Balance	25,445.84		Average Ledger	25,445.84	
Deposits/Credits	.00		Average Collected	25,445.84	
Checks/Debits	.00		Interest Earned	.43	
Service Charge	.00		Annual Percentage Yield Earned	0.02%	
Interest Paid	.43		2020 Interest Paid	2.15	
Ending Balance	25,446.27				

Activity in Date Order

Date	Description	Amount
5/31	Interest Deposit	.43

Daily Balance Information

Date	Balance	Date	Balance
5/01	25,445.84	5/31	25,446.27

Interest Rate Summary

Date	Rate
4/30	0.020000%



4605 S Old US Highway 23
Brighton, MI 48114-7521
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HOWELL AREA PARKS & RECREATION
AUTHORITY
925 W GRAND RIVER AVE
HOWELL MI 48843-1415

Account Statement

Member ID: 110099341
Statement Period: May 01, 2020 to
May 31, 2020

Account Balances at a Glance

Total Savings	\$7,989.78
Total Checking	\$0.00
Total Loans	\$0.00

Commercial Membership Savings - 10006221590

<u>Post Date</u>	<u>Amount</u>	<u>Balance</u>	<u>Description</u>
05/01		\$7,989.44	Beginning Balance
05/29	\$0.34	\$7,989.78	Eff. 05-31 Credit Interest/Dividend
05/31		\$7,989.78	Ending Balance

The average daily balance during this period was \$7,989.44.
The Annual Percentage Yield Earned for this account is 0.05%.
The Amount of interest / dividend earned year to date is \$2.10.

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL	AMENDED		MONTH		
		BUDGET	BUDGET	05/31/2020	05/31/20		
Fund 208 - PARKS & REC AUTHORITY							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
208-751-587.001	PK/RC MARION TWP PARTICIPATION	105,000.00	105,000.00	52,500.00	0.00	52,500.00	50.00
208-751-587.002	PK/RC GENOA TWP PARTICIPATION	105,000.00	105,000.00	52,500.00	0.00	52,500.00	50.00
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION	105,000.00	105,000.00	52,500.00	0.00	52,500.00	50.00
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION	105,000.00	105,000.00	52,500.00	26,250.00	52,500.00	50.00
208-751-587.006	PK/RC HOWELL TWP PARTICIPATION	105,000.00	105,000.00	52,500.00	26,250.00	52,500.00	50.00
208-751-651.020	BENNETT BLDG RENTAL FEES	14,500.00	11,000.00	7,280.00	(815.00)	3,720.00	66.18
208-751-651.022	OCEOLA BLDG RENTAL FEES	14,500.00	2,045.00	2,045.00	0.00	0.00	100.00
208-751-651.040	YOUTH SERVICES RENTAL	500.00	0.00	0.00	0.00	0.00	0.00
208-751-665.000	INVESTMENT INTEREST	300.00	300.00	180.51	33.70	119.49	60.17
208-751-671.002	MISC REVENUES	250.00	250.00	10,721.30	10,541.30	(10,471.30)	4,288.52
208-751-675.055	BEACH MANAGEMENT FEES	4,000.00	3,000.00	0.00	0.00	3,000.00	0.00
208-751-675.075	DOG PARK MAINT SERV FEES	6,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		565,050.00	546,595.00	282,726.81	62,260.00	263,868.19	51.73
TOTAL REVENUES		565,050.00	546,595.00	282,726.81	62,260.00	263,868.19	51.73
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
208-751-702.001	SAL & WAGES DIRECTOR	61,500.00	61,500.00	27,923.06	5,076.92	33,576.94	45.40
208-751-702.003	SAL & WAGES - BUSINESS MANAGER	35,500.00	35,500.00	14,197.15	2,620.13	21,302.85	39.99
208-751-702.004	SAL & WAGES - OPERATIONS MGR	28,500.00	33,500.00	17,367.59	1,772.00	16,132.41	51.84
208-751-702.024	SAL & WAGES -MARKETING	37,960.00	37,960.00	16,023.50	2,920.00	21,936.50	42.21
208-751-702.030	SAL & WAGES FRONT OFFICE	35,000.00	35,000.00	11,702.38	1,680.00	23,297.62	33.44
208-751-702.034	SAL & WAGE FACILITIES MAINT/COORD	45,000.00	45,000.00	10,403.94	0.00	34,596.06	23.12
208-751-713.000	EMPLOYER SHARE FICA	18,300.00	18,300.00	7,412.96	927.12	10,887.04	40.51
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	13,000.00	13,000.00	2,968.72	502.57	10,031.28	22.84
208-751-714.002	EMP DISABILITY /LIFE INSURANCE	1,900.00	1,900.00	979.80	195.96	920.20	51.57
208-751-714.004	ICMA RETIREMENT	21,000.00	21,000.00	500.00	250.00	20,500.00	2.38
208-751-727.000	OFFICE SUPPLIES	1,500.00	1,500.00	320.17	23.99	1,179.83	21.34
208-751-730.000	POSTAGE	15,000.00	1,000.00	450.27	0.00	549.73	45.03
208-751-740.000	OPERATING SUPPLIES - GENL	1,500.00	1,500.00	992.53	166.04	507.47	66.17
208-751-740.026	OPERATING SUPPLIES SHIRTS/BADGES	2,000.00	0.00	0.00	0.00	0.00	0.00
208-751-751.000	GASOLINE & DIESEL FUEL	0.00	800.00	308.02	100.35	491.98	38.50
208-751-801.000	PROFESSIONAL SERVICES	35,000.00	35,000.00	13,112.02	1,733.94	21,887.98	37.46
208-751-804.000	CONTRACTUAL SERVICES	500.00	500.00	332.42	0.00	167.58	66.48
208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS	5,000.00	5,000.00	4,474.00	0.00	526.00	89.48
208-751-850.000	COMMUNICATION - TELEPHONES	7,000.00	7,000.00	3,008.05	600.98	3,991.95	42.97
208-751-850.008	COMMUNICATION - INTERNET & CABLE	2,800.00	1,700.00	627.28	60.12	1,072.72	36.90
208-751-850.030	COMMUNICATIONS INTERNET YOUTH CNTR	2,100.00	2,100.00	667.90	133.58	1,432.10	31.80
208-751-860.000	TRAVEL	5,000.00	2,500.00	1,031.65	0.00	1,468.35	41.27
208-751-900.000	MARKETING, PRINTING & PUBLISHING	20,000.00	4,000.00	1,419.07	47.90	2,580.93	35.48
208-751-910.000	INSURANCE	30,000.00	30,000.00	9,235.50	0.00	20,764.50	30.79
208-751-920.000	UTILITIES - ELECTRICITY	6,500.00	6,500.00	1,418.83	155.02	5,081.17	21.83
208-751-920.001	UTILITIES - GAS	5,500.00	5,500.00	3,015.90	438.48	2,484.10	54.83
208-751-920.002	UTILITIES - WAT / SEW	1,800.00	1,800.00	782.25	200.44	1,017.75	43.46
208-751-920.003	UTILITIES - RUBBISH	700.00	700.00	275.75	54.95	424.25	39.39
208-751-920.012	UTILITIES - ELEC/OCEOLA	4,000.00	1,500.00	1,359.66	140.13	140.34	90.64
208-751-920.013	UTILITIES - GAS/OCEOLA	2,500.00	1,250.00	986.54	7.46	263.46	78.92
208-751-920.014	UTILITIES - WATER/OCEOLA	500.00	150.00	92.52	0.00	57.48	61.68
208-751-920.015	UTILITIES - RUBBISH/OCEOLA	600.00	200.00	185.44	0.00	14.56	92.72
208-751-920.030	UTILITIES - ELECTRICITY YOUTH CNTR	3,500.00	3,500.00	738.55	51.78	2,761.45	21.10
208-751-920.031	UTILITIES - GAS YOUTH CNTR	2,500.00	2,500.00	927.18	44.62	1,572.82	37.09
208-751-920.032	UTILITIES - WATER/SEWER YOUTH CNTR	800.00	800.00	218.64	0.00	581.36	27.33
208-751-930.000	GROUNDS MAINTENANCE BENNETT & BARNARD	4,000.00	4,000.00	1,105.00	1,105.00	2,895.00	27.63
208-751-930.006	REPAIR & MAINT - VEHICLES	0.00	500.00	109.86	15.89	390.14	21.97
208-751-930.014	OCEOLA BLDG EXPENSE	15,000.00	6,500.00	6,020.00	0.00	480.00	92.62
208-751-930.015	GROUNDS MAINTTENANCE YOUTH CTR	1,500.00	1,200.00	90.00	90.00	1,110.00	7.50
208-751-931.000	BLDG R & M AND SUPPLIES	8,000.00	8,000.00	2,226.57	(200.48)	5,773.43	27.83
208-751-931.014	BLDG R & M OCEOLA	3,000.00	1,300.00	1,242.14	0.00	57.86	95.55
208-751-931.030	BUILDING R & M YOUTH CNTR	4,000.00	4,000.00	652.09	0.00	3,347.91	16.30
208-751-940.000	EQUIPMENT RENTAL	8,500.00	10,000.00	4,019.25	803.85	5,980.75	40.19
208-751-940.040	RENT 214 N WALNUT	23,000.00	23,000.00	9,178.95	1,835.79	13,821.05	39.91

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL	AMENDED		MONTH		
		BUDGET	BUDGET	05/31/2020	05/31/20	BALANCE	USED
208-751-956.000	MISCELLANEOUS	3,500.00	3,500.00	871.80	166.95	2,628.20	24.91
208-751-956.003	BANK CHARGES & FEES	5,000.00	5,000.00	2,789.39	341.67	2,210.61	55.79
208-751-957.000	EDUCATION / TRAINING	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
208-751-970.000	CAPITAL OUTLAY / EQUIPMENT	9,690.00	5,035.00	0.00	0.00	5,035.00	0.00
208-751-970.030	LEASEHOLD IMP YOUTH CNTR	5,000.00	30,000.00	9,335.79	0.00	20,664.21	31.12
208-751-980.000	OFFICE EQUIPMENT	400.00	400.00	0.00	0.00	400.00	0.00
208-751-980.004	EQUIP / COMPUTER HARDWARE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
208-751-980.005	EQUIPMENT/COMPUTER SOFTWARE	16,000.00	20,000.00	15,052.85	768.00	4,947.15	75.26
Total Dept 751 - RECREATION / PARKS DEPARTMENT		565,050.00	546,595.00	208,152.93	24,831.15	338,442.07	38.08
TOTAL EXPENDITURES		565,050.00	546,595.00	208,152.93	24,831.15	338,442.07	38.08
Fund 208 - PARKS & REC AUTHORITY:							
TOTAL REVENUES		565,050.00	546,595.00	282,726.81	62,260.00	263,868.19	51.73
TOTAL EXPENDITURES		565,050.00	546,595.00	208,152.93	24,831.15	338,442.07	38.08
NET OF REVENUES & EXPENDITURES		0.00	0.00	74,573.88	37,428.85	(74,573.88)	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL	AMENDED		MONTH		
		BUDGET	BUDGET	05/31/2020	05/31/20		
Fund 213 - AQUATIC CENTER							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
213-751-650.003	PROGRAM FEES SPECIAL EVENTS	2,500.00	5,000.00	3,055.00	0.00	1,945.00	61.10
213-751-650.097	PROGRAM FEES - HEALTHWAYS	5,500.00	4,900.00	3,127.80	376.80	1,772.20	63.83
213-751-650.098	PROGRAM FEES - FITNESS	4,500.00	3,250.00	625.00	0.00	2,625.00	19.23
213-751-650.101	PROGRAM FEES - OPTUM	2,500.00	2,500.00	920.05	0.00	1,579.95	36.80
213-751-678.010	SPONSORSHIP FEES	500.00	500.00	0.00	0.00	500.00	0.00
213-751-680.002	AQUATIC CENTER MGMT FEE	114,000.00	114,000.00	38,000.00	0.00	76,000.00	33.33
213-751-680.004	AQUATIC CENTER INCENTIVE	1,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		130,500.00	130,150.00	45,727.85	376.80	84,422.15	35.13
TOTAL REVENUES		130,500.00	130,150.00	45,727.85	376.80	84,422.15	35.13
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
213-751-702.029	SAL & WAGES AQUATIC CTR MGR	35,000.00	35,000.00	14,020.76	2,100.00	20,979.24	40.06
213-751-702.059	SALARY & WAGES AQUATIC SUPERVISOR	0.00	0.00	2,284.80	0.00	(2,284.80)	100.00
213-751-702.060	SAL & WAGES AQUATIC COORDINATORS	55,000.00	55,000.00	12,373.20	0.00	42,626.80	22.50
213-751-713.000	EMPLOYER SHARE FICA	6,900.00	6,900.00	2,150.58	160.66	4,749.42	31.17
213-751-714.000	EMPLOYEE MEDICAL INSURANCE	10,000.00	10,000.00	3,752.82	548.78	6,247.18	37.53
213-751-714.002	EMP DISABILITY /LIFE INSURANCE	1,000.00	1,000.00	225.35	45.07	774.65	22.54
213-751-714.004	ICMA RETIREMENT	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
213-751-740.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00
213-751-740.035	OPER SUPPLIES - SPECIAL EVENTS	2,500.00	2,500.00	716.70	0.00	1,783.30	28.67
213-751-740.061	OPER SUPP/FITNESS	1,600.00	1,600.00	(136.60)	0.00	1,736.60	(8.54)
213-751-804.008	CONTRACT SERV - INSTRUCTORS	8,500.00	6,925.00	1,475.00	0.00	5,450.00	21.30
213-751-840.000	DUES & MEMBERSHIPS	200.00	200.00	180.00	0.00	20.00	90.00
213-751-860.000	CONFERENCE /TRANSPORTATION	1,000.00	1,000.00	1.44	0.00	998.56	0.14
213-751-957.000	EDUCATION / TRAINING	1,500.00	1,500.00	(200.00)	0.00	1,700.00	(13.33)
213-751-964.001	PROGRAM REFUNDS	200.00	200.00	0.00	0.00	200.00	0.00
213-751-970.000	CAPITAL OUTLAY EQUIP	0.00	0.00	1,012.00	0.00	(1,012.00)	100.00
213-751-980.000	OFFICE EQUIPMENT	100.00	100.00	0.00	0.00	100.00	0.00
213-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	1,225.00	1,201.51	0.00	23.49	98.08
Total Dept 751 - RECREATION / PARKS DEPARTMENT		130,500.00	130,150.00	39,057.56	2,854.51	91,092.44	30.01
TOTAL EXPENDITURES		130,500.00	130,150.00	39,057.56	2,854.51	91,092.44	30.01
Fund 213 - AQUATIC CENTER:							
TOTAL REVENUES		130,500.00	130,150.00	45,727.85	376.80	84,422.15	35.13
TOTAL EXPENDITURES		130,500.00	130,150.00	39,057.56	2,854.51	91,092.44	30.01
NET OF REVENUES & EXPENDITURES		0.00	0.00	6,670.29	(2,477.71)	(6,670.29)	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL	AMENDED		MONTH		
		BUDGET	BUDGET	05/31/2020	05/31/20	BALANCE	USED
Fund 214 - YOUTH SPORTS							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
214-751-650.006	GENOA SOCCER FIELD RENTALS	14,000.00	8,000.00	1,055.00	(750.00)	6,945.00	13.19
214-751-650.050	PROGRAM FEES - VOLLEYBALL	4,000.00	0.00	1,070.00	(555.00)	(1,070.00)	100.00
214-751-650.051	PROGRAM FEES - ENRICHMENT	11,660.00	1,000.00	210.00	0.00	790.00	21.00
214-751-650.053	PROGRAM FEES - SOCCER	67,000.00	35,000.00	27,606.00	(7,901.00)	7,394.00	78.87
214-751-650.054	PROGRAM FEES - BASKETBALL	20,000.00	20,000.00	195.00	0.00	19,805.00	0.98
214-751-650.094	PROGRAM FEES - SOFTBALL	3,500.00	0.00	0.00	0.00	0.00	0.00
214-751-650.096	DROP IN BASKETBALL	2,000.00	2,000.00	520.00	0.00	1,480.00	26.00
214-751-651.009	PAGE FIELD RENTAL	6,500.00	0.00	90.00	(800.00)	(90.00)	100.00
214-751-678.095	SPONSORSHIP FEES - YOUTH SPORTS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		129,660.00	67,000.00	30,746.00	(10,006.00)	36,254.00	45.89
TOTAL REVENUES		129,660.00	67,000.00	30,746.00	(10,006.00)	36,254.00	45.89
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
214-751-702.080	SAL & WAGES YOUTH SPORTS MGR	41,600.00	38,000.00	14,440.00	2,400.00	23,560.00	38.00
214-751-702.081	SAL & WAGES YOUTH SPORTS COORDINATORS	9,500.00	6,650.00	3,608.38	0.00	3,041.62	54.26
214-751-702.083	SAL & WAGES - YOUTH FACILITIES COOR	0.00	0.00	34.13	0.00	(34.13)	100.00
214-751-713.000	EMPLOYER SHARE FICA	3,900.00	3,400.00	1,413.02	182.44	1,986.98	41.56
214-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	0.00	0.00	0.00	0.00	0.00
214-751-714.002	EMP DISABILITY /LIFE INSURANCE	600.00	600.00	290.70	58.14	309.30	48.45
214-751-714.004	ICMA RETIREMENT	4,160.00	0.00	0.00	0.00	0.00	0.00
214-751-740.000	OPERATING SUPPLIES	2,000.00	0.00	33.48	33.48	(33.48)	100.00
214-751-740.080	OPER SUPPLIES/VOLLEYBALL	1,200.00	0.00	0.00	0.00	0.00	0.00
214-751-740.081	OPER SUPP/ SOCCER	17,000.00	8,000.00	0.00	0.00	8,000.00	0.00
214-751-740.086	OPERATING SUPPLIES - BASKETBALL	3,000.00	2,700.00	2,648.00	0.00	52.00	98.07
214-751-801.017	BACKGROUND CHECKS	750.00	500.00	70.00	0.00	430.00	14.00
214-751-804.008	CONTRACT SERV - INSTRUCTORS	3,500.00	0.00	0.00	0.00	0.00	0.00
214-751-804.009	CONTRACT SERV - OFFCL /COACHES	4,500.00	3,000.00	1,200.00	0.00	1,800.00	40.00
214-751-804.010	CONTRACT SERV - FIELD MAINTENANCE	24,000.00	12,000.00	3,303.00	2,414.00	8,697.00	27.53
214-751-840.000	DUES & MEMBERSHIPS	200.00	180.00	180.00	0.00	0.00	100.00
214-751-860.000	CONFERENCE /TRANSPORTATION	1,400.00	0.00	0.00	0.00	0.00	0.00
214-751-942.001	PORTA JOHN RENTALS	1,800.00	900.00	0.00	0.00	900.00	0.00
214-751-957.000	EDUCATION / TRAINING	50.00	50.00	0.00	0.00	50.00	0.00
214-751-964.001	PROGRAM REFUNDS	500.00	500.00	225.00	225.00	275.00	45.00
214-751-965.000	HOWELL SCHOOLS REIMBURSEMENT	9,000.00	7,000.00	6,342.50	825.00	657.50	90.61
Total Dept 751 - RECREATION / PARKS DEPARTMENT		129,660.00	83,480.00	33,788.21	6,138.06	49,691.79	40.47
Dept 999 - TRANS OUT/FUND BAL/RETAIN EARN							
214-999-999.099	ESTIMATED CY FUND BALANCE	0.00	(16,480.00)	0.00	0.00	(16,480.00)	0.00
Total Dept 999 - TRANS OUT/FUND BAL/RETAIN EARN		0.00	(16,480.00)	0.00	0.00	(16,480.00)	0.00
TOTAL EXPENDITURES		129,660.00	67,000.00	33,788.21	6,138.06	33,211.79	50.43
Fund 214 - YOUTH SPORTS:							
TOTAL REVENUES		129,660.00	67,000.00	30,746.00	(10,006.00)	36,254.00	45.89
TOTAL EXPENDITURES		129,660.00	67,000.00	33,788.21	6,138.06	33,211.79	50.43
NET OF REVENUES & EXPENDITURES		0.00	0.00	(3,042.21)	(16,144.06)	3,042.21	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE 05/31/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 05/31/20		
Fund 215 - ENRICHMENT							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
215-751-650.002	PROGRAM FEES ENRICHMENT	61,000.00	52,395.00	14,223.80	(1,564.20)	38,171.20	27.15
215-751-650.020	PROGRAM FEES TRAVEL	30,000.00	23,500.00	2,899.50	306.50	20,600.50	12.34
215-751-675.050	DONATIONS - ENRICHMENT	0.00	0.00	115.00	0.00	(115.00)	100.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		91,000.00	75,895.00	17,238.30	(1,257.70)	58,656.70	22.71
TOTAL REVENUES		91,000.00	75,895.00	17,238.30	(1,257.70)	58,656.70	22.71
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
215-751-702.070	SAL & WAGES ENRICHMENT COORDINATOR	24,000.00	23,000.00	8,333.44	1,346.63	14,666.56	36.23
215-751-702.071	SAL & WAGES ENRICHMENT SITE COOR	9,000.00	7,000.00	1,181.15	0.00	5,818.85	16.87
215-751-713.000	EMPLOYER SHARE FICA	2,500.00	2,300.00	943.96	156.98	1,356.04	41.04
215-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	750.00	0.00	0.00	750.00	0.00
215-751-714.002	EMP DISABILITY /LIFE INSURANCE	600.00	600.00	0.00	0.00	600.00	0.00
215-751-714.004	ICMA RETIREMENT	2,400.00	1,800.00	0.00	0.00	1,800.00	0.00
215-751-730.000	POSTAGE	5.00	5.00	0.00	0.00	5.00	0.00
215-751-740.031	OPER SUPPLIES - ENRICHMENT	100.00	400.00	300.00	0.00	100.00	75.00
215-751-740.035	OPER SUPPLIES - SPECIAL EVENTS	0.00	0.00	(300.00)	(300.00)	300.00	100.00
215-751-740.070	OPER SUPP/ TRAVEL	5,955.00	4,500.00	861.50	(575.00)	3,638.50	19.14
215-751-801.017	BACKGROUND CHECKS	40.00	40.00	0.00	0.00	40.00	0.00
215-751-804.070	CONTRACT SERVICES - ENRICHMENT INSTR	30,000.00	22,500.00	3,809.20	504.00	18,690.80	16.93
215-751-804.071	CONTRACT SERVICES TRAVEL	15,000.00	12,000.00	0.00	0.00	12,000.00	0.00
215-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	180.00	0.00	(180.00)	100.00
215-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00	205.00	0.00	(205.00)	100.00
215-751-964.001	PROGRAM REFUNDS	400.00	1,000.00	530.00	50.00	470.00	53.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		91,000.00	75,895.00	16,044.25	1,182.61	59,850.75	21.14
TOTAL EXPENDITURES		91,000.00	75,895.00	16,044.25	1,182.61	59,850.75	21.14
Fund 215 - ENRICHMENT:							
TOTAL REVENUES		91,000.00	75,895.00	17,238.30	(1,257.70)	58,656.70	22.71
TOTAL EXPENDITURES		91,000.00	75,895.00	16,044.25	1,182.61	59,850.75	21.14
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,194.05	(2,440.31)	(1,194.05)	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE 05/31/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 05/31/20		
Fund 216 - FESTIVALS							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
216-751-650.003	PROGRAM FEES SPECIAL EVENTS	27,000.00	27,000.00	14,377.00	297.00	12,623.00	53.25
216-751-671.013	MISC REVENUES - SPECIAL EVENTS	0.00	0.00	1,885.50	1,189.90	(1,885.50)	100.00
216-751-678.040	SPONSORSHIP FEES MELON FESTIVAL	45,000.00	15,000.00	13,750.00	0.00	1,250.00	91.67
216-751-678.041	STREET VENDOR FEES MELON	25,000.00	4,000.00	2,375.00	(1,425.00)	1,625.00	59.38
216-751-678.042	FESTIVAL TENT MELON FEST	18,000.00	0.00	0.00	0.00	0.00	0.00
216-751-678.044	MIDWAY MELON FESTIVAL	9,000.00	0.00	0.00	0.00	0.00	0.00
216-751-678.046	MISC REVENUE MELON FEST	500.00	500.00	0.00	0.00	500.00	0.00
216-751-678.047	SPONSORSHIP FEES MELON RUN	6,500.00	6,000.00	5,000.00	0.00	1,000.00	83.33
216-751-678.048	PROGRAM FEES MELON RUN	22,000.00	10,000.00	580.89	0.00	9,419.11	5.81
216-751-678.049	FOOD VENDOR FEES MELON	9,000.00	5,000.00	4,400.00	0.00	600.00	88.00
216-751-678.050	SPONSORSHIP FEES LEGEND	14,000.00	14,000.00	1,833.00	0.00	12,167.00	13.09
216-751-678.051	VENDOR FEES LEGEND	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
216-751-678.057	SPONSORSHIP FEES HORSEMAN RUN	6,000.00	6,000.00	2,500.00	0.00	3,500.00	41.67
216-751-678.058	PROGRAM FEES HORSEMAN RUN	22,000.00	22,000.00	0.00	0.00	22,000.00	0.00
216-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	6,000.00	6,000.00	5,373.00	0.00	627.00	89.55
216-751-678.075	PROGRAM FEES DOC MAY RIDE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		212,000.00	117,500.00	52,074.39	61.90	65,425.61	44.32
TOTAL REVENUES		212,000.00	117,500.00	52,074.39	61.90	65,425.61	44.32
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
216-751-702.001	SAL & WAGES FESTIVAL DIRECTOR	44,000.00	40,000.00	17,144.73	2,538.00	22,855.27	42.86
216-751-702.004	SAL & WAGES OPERATIONS MANAGER	5,000.00	0.00	0.00	0.00	0.00	0.00
216-751-702.103	SALARY & WAGES STAFF	10,000.00	1,500.00	657.63	0.00	842.37	43.84
216-751-713.000	EMPLOYER SHARE FICA	4,500.00	4,500.00	1,224.75	176.18	3,275.25	27.22
216-751-714.000	EMPLOYEE MEDICAL INSURANCE	6,250.00	10,700.00	9,233.76	1,114.63	1,466.24	86.30
216-751-714.002	EMP DISABILITY /LIFE INSURANCE	550.00	750.00	304.00	60.80	446.00	40.53
216-751-714.004	ICMA RETIREMENT	4,400.00	0.00	0.00	0.00	0.00	0.00
216-751-727.000	OFFICE SUPPLIES	100.00	0.00	0.00	0.00	0.00	0.00
216-751-730.000	POSTAGE	100.00	0.00	0.00	0.00	0.00	0.00
216-751-740.000	OPERATING SUPPLIES	100.00	0.00	0.00	0.00	0.00	0.00
216-751-740.035	OPER SUPPLIES - SPECIAL EVENTS	11,500.00	11,500.00	11,127.82	60.20	372.18	96.76
216-751-740.100	OPER SUPP ENTERTAINMENT	30,000.00	7,000.00	2,500.00	0.00	4,500.00	35.71
216-751-740.102	OPER SUPP MELON FESTIVAL	15,000.00	5,000.00	114.00	0.00	4,886.00	2.28
216-751-740.104	OPER SUPP FESTIVAL TENT	14,000.00	0.00	0.00	0.00	0.00	0.00
216-751-740.106	OPER SUPP MELON RUN	8,000.00	5,000.00	0.00	0.00	5,000.00	0.00
216-751-740.201	OPER SUPP LEGEND OF SLEEPY HOWELL	6,000.00	6,000.00	27.22	0.00	5,972.78	0.45
216-751-740.203	OPER SUPPLIES HEADLESS HORSEMAN RUN	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00
216-751-804.075	CONTRACT SERVICES SPECIAL EVENTS	2,000.00	2,000.00	1,960.00	0.00	40.00	98.00
216-751-804.112	CONTRACT SERVICES MELON RUN	2,000.00	0.00	0.00	0.00	0.00	0.00
216-751-804.113	CONTRACT SERVICES CITY MELON	9,500.00	2,000.00	0.00	0.00	2,000.00	0.00
216-751-804.114	CONTRACT SERVICES CITY LEGEND	8,000.00	3,450.00	0.00	0.00	3,450.00	0.00
216-751-804.210	CONTRACT SERV LEGEND OF SLEEPY HOWELL	600.00	0.00	0.00	0.00	0.00	0.00
216-751-804.212	CONTRACT SERV HEADLESS HORSEMAN RUN	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
216-751-840.000	DUES & MEMBERSHIPS	1,000.00	1,000.00	180.00	0.00	820.00	18.00
216-751-860.000	CONFERENCE /TRANSPORTATION	2,000.00	250.00	233.88	0.00	16.12	93.55
216-751-900.000	PRINTING & PUBLISHING	5,000.00	2,000.00	388.60	12.95	1,611.40	19.43
216-751-942.001	PORTA JOHN RENTALS	8,000.00	1,500.00	0.00	0.00	1,500.00	0.00
216-751-956.000	MISCELLANEOUS	0.00	0.00	2,868.00	2,868.00	(2,868.00)	100.00
216-751-957.000	EDUCATION / TRAINING	100.00	50.00	0.00	0.00	50.00	0.00
216-751-964.001	PROGRAM REFUNDS	300.00	300.00	0.00	0.00	300.00	0.00
216-751-970.000	CAPITAL OUTLAY EQUIP	1,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		212,000.00	117,500.00	47,964.39	6,830.76	69,535.61	40.82
TOTAL EXPENDITURES		212,000.00	117,500.00	47,964.39	6,830.76	69,535.61	40.82
Fund 216 - FESTIVALS:							
TOTAL REVENUES		212,000.00	117,500.00	52,074.39	61.90	65,425.61	44.32
TOTAL EXPENDITURES		212,000.00	117,500.00	47,964.39	6,830.76	69,535.61	40.82
NET OF REVENUES & EXPENDITURES		0.00	0.00	4,110.00	(6,768.86)	(4,110.00)	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE 05/31/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 05/31/20		
Fund 217 - PRESCHOOL							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
217-751-651.007	REC FEE/PRESCHOOL TUITION	50,400.00	42,000.00	12,521.13	(608.12)	29,478.87	29.81
217-751-651.030	REGISTRATION FEE	2,680.00	2,680.00	2,065.00	0.00	615.00	77.05
217-751-675.015	PRESCHOOL FUNDRAISING	2,750.00	3,930.00	0.00	0.00	3,930.00	0.00
217-751-675.040	DONATIONS - GENERAL	0.00	1,000.00	575.00	0.00	425.00	57.50
Total Dept 751 - RECREATION / PARKS DEPARTMENT		55,830.00	49,610.00	15,161.13	(608.12)	34,448.87	30.56
TOTAL REVENUES		55,830.00	49,610.00	15,161.13	(608.12)	34,448.87	30.56
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
217-751-702.023	SAL & WAGES PRESCHOOL	47,500.00	43,000.00	17,565.26	2,490.00	25,434.74	40.85
217-751-713.000	EMPLOYER SHARE FICA	3,630.00	3,300.00	1,343.75	190.50	1,956.25	40.72
217-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,500.00	0.00	0.00	0.00	0.00	0.00
217-751-727.000	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	100.00	0.00
217-751-740.028	OPER SUPP/PRESCHOOL	2,000.00	1,000.00	233.63	16.11	766.37	23.36
217-751-801.017	BACKGROUND CHECKS	50.00	50.00	0.00	0.00	50.00	0.00
217-751-860.000	CONFERENCE /TRANSPORTATION	400.00	400.00	112.00	0.00	288.00	28.00
217-751-957.000	EDUCATION / TRAINING	150.00	150.00	10.00	0.00	140.00	6.67
217-751-964.001	PROGRAM REFUNDS	0.00	1,400.00	0.00	0.00	1,400.00	0.00
217-751-980.000	OFFICE EQUIPMENT	200.00	150.00	149.70	0.00	0.30	99.80
217-751-980.015	PRESCHOOL EQUIPMENT	300.00	60.00	58.06	0.00	1.94	96.77
Total Dept 751 - RECREATION / PARKS DEPARTMENT		55,830.00	49,610.00	19,472.40	2,696.61	30,137.60	39.25
TOTAL EXPENDITURES		55,830.00	49,610.00	19,472.40	2,696.61	30,137.60	39.25
Fund 217 - PRESCHOOL:							
TOTAL REVENUES		55,830.00	49,610.00	15,161.13	(608.12)	34,448.87	30.56
TOTAL EXPENDITURES		55,830.00	49,610.00	19,472.40	2,696.61	30,137.60	39.25
NET OF REVENUES & EXPENDITURES		0.00	0.00	(4,311.27)	(3,304.73)	4,311.27	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE 05/31/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 05/31/20		
Fund 218 - SENIOR CENTER							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
218-751-590.000	AREA ON AGING GRANT	1,000.00	3,000.00	0.00	0.00	3,000.00	0.00
218-751-650.030	PROGRAM FEES - ENRICHMENT	4,000.00	4,000.00	643.25	0.00	3,356.75	16.08
218-751-675.009	DONATIONS / PKS & RECS SENIORS	2,500.00	5,500.00	5,568.10	100.00	(68.10)	101.24
218-751-675.013	UNITED WAY SENIORS	7,500.00	7,500.00	3,750.00	1,875.00	3,750.00	50.00
218-751-675.100	FUNDRAISING ENRICHMENT	2,500.00	2,500.00	352.69	0.00	2,147.31	14.11
218-751-678.012	MEMBERSHIP FEES	4,000.00	4,000.00	3,790.00	0.00	210.00	94.75
218-751-678.030	SPONSORSHIP FEES - ENRICHMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		23,500.00	28,500.00	14,104.04	1,975.00	14,395.96	49.49
TOTAL REVENUES		23,500.00	28,500.00	14,104.04	1,975.00	14,395.96	49.49
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
218-751-702.000	SAL & WAGES SITE COORDINATOR	0.00	115.00	114.88	0.00	0.12	99.90
218-751-702.027	SAL & WAGES SENIORS	18,500.00	18,500.00	6,072.10	705.38	12,427.90	32.82
218-751-713.000	EMPLOYER SHARE FICA	1,500.00	1,500.00	185.55	0.00	1,314.45	12.37
218-751-727.000	OFFICE SUPPLIES	0.00	200.00	67.97	0.00	132.03	33.99
218-751-730.000	POSTAGE	700.00	700.00	0.00	0.00	700.00	0.00
218-751-740.032	OPER SUPP/SENIORS	1,000.00	1,000.00	298.78	0.00	701.22	29.88
218-751-804.008	CONTRACT SERV - INSTRUCTORS	500.00	500.00	160.00	0.00	340.00	32.00
218-751-804.080	CONTRACT SERVICES ENTERTAINMENT	900.00	900.00	0.00	0.00	900.00	0.00
218-751-840.000	DUES & MEMBERSHIPS	200.00	200.00	180.00	0.00	20.00	90.00
218-751-860.000	CONFERENCE /TRANSPORTATION	100.00	485.00	0.00	0.00	485.00	0.00
218-751-957.000	EDUCATION / TRAINING	100.00	100.00	0.00	0.00	100.00	0.00
218-751-964.001	PROGRAM REFUNDS	0.00	1,300.00	0.00	0.00	1,300.00	0.00
218-751-967.002	AGING GRANT EXPENSES	0.00	3,000.00	0.00	0.00	3,000.00	0.00
218-751-970.000	CAPITAL OUTLAY EQUIP	0.00	0.00	1,138.44	0.00	(1,138.44)	100.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		23,500.00	28,500.00	8,217.72	705.38	20,282.28	28.83
TOTAL EXPENDITURES		23,500.00	28,500.00	8,217.72	705.38	20,282.28	28.83
Fund 218 - SENIOR CENTER:							
TOTAL REVENUES		23,500.00	28,500.00	14,104.04	1,975.00	14,395.96	49.49
TOTAL EXPENDITURES		23,500.00	28,500.00	8,217.72	705.38	20,282.28	28.83
NET OF REVENUES & EXPENDITURES		0.00	0.00	5,886.32	1,269.62	(5,886.32)	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL	AMENDED		MONTH		
		BUDGET	BUDGET	05/31/2020	05/31/20		
Fund 219 - SUMMER DAY CAMP							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
219-751-651.003	SUMMER CAMP	40,000.00	40,000.00	3,235.00	(4,850.00)	36,765.00	8.09
219-751-651.025	SPECIALTY CAMPS	2,500.00	2,500.00	1,770.00	0.00	730.00	70.80
Total Dept 751 - RECREATION / PARKS DEPARTMENT		42,500.00	42,500.00	5,005.00	(4,850.00)	37,495.00	11.78
TOTAL REVENUES		42,500.00	42,500.00	5,005.00	(4,850.00)	37,495.00	11.78
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
219-751-702.025	SAL & WAGES SUMMER CAMP MANAGER	2,200.00	2,200.00	136.64	0.00	2,063.36	6.21
219-751-702.036	SAL & WAGE SUMMER CAMP SUPERVISOR	4,410.00	4,410.00	0.00	0.00	4,410.00	0.00
219-751-702.037	SAL & WAGES SUMMER CAMP COUNSELOR	24,165.00	24,165.00	1,135.75	0.00	23,029.25	4.70
219-751-713.000	EMPLOYER SHARE FICA	2,400.00	2,400.00	86.88	0.00	2,313.12	3.62
219-751-727.000	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	100.00	0.00
219-751-740.003	OPER SUPPLIES/T-SHIRTS & CONCESSIONS	500.00	500.00	0.00	0.00	500.00	0.00
219-751-740.033	OPER SUPP/SUMMER CAMP	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
219-751-740.041	OPERATING SUPPLIES SNACKS	1,000.00	1,000.00	65.44	0.00	934.56	6.54
219-751-740.042	FIELD TRIPS	6,000.00	6,000.00	437.50	0.00	5,562.50	7.29
219-751-801.017	BACKGROUND CHECKS	125.00	125.00	17.50	0.00	107.50	14.00
219-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00	117.30	0.00	(117.30)	100.00
219-751-900.000	MARKETING PRINTING & PUBLISHING	25.00	25.00	208.27	0.00	(183.27)	833.08
219-751-957.000	EDUCATION / TRAINING	75.00	75.00	0.00	0.00	75.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		42,500.00	42,500.00	2,205.28	0.00	40,294.72	5.19
TOTAL EXPENDITURES		42,500.00	42,500.00	2,205.28	0.00	40,294.72	5.19
Fund 219 - SUMMER DAY CAMP:							
TOTAL REVENUES		42,500.00	42,500.00	5,005.00	(4,850.00)	37,495.00	11.78
TOTAL EXPENDITURES		42,500.00	42,500.00	2,205.28	0.00	40,294.72	5.19
NET OF REVENUES & EXPENDITURES		0.00	0.00	2,799.72	(4,850.00)	(2,799.72)	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 05/31/2020	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 220 - CITY PARK/BOAT LAUNCH							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
220-751-649.001	CONCESSION SALES - PARK	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00
220-751-678.021	HOWELL CITY PARK GUARD REIMB	45,000.00	45,000.00	11,400.00	11,400.00	33,600.00	25.33
Total Dept 751 - RECREATION / PARKS DEPARTMENT		53,500.00	53,500.00	11,400.00	11,400.00	42,100.00	21.31
TOTAL REVENUES		53,500.00	53,500.00	11,400.00	11,400.00	42,100.00	21.31
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
220-751-702.000	SAL & WAGES MANAGER	10,800.00	10,800.00	1,772.00	1,772.00	9,028.00	16.41
220-751-702.028	SAL & WAGE SEASONAL PARK	22,000.00	22,000.00	1,238.25	1,053.25	20,761.75	5.63
220-751-702.040	SAL & WAGES PARK SUPERVISORS	7,500.00	7,500.00	303.00	303.00	7,197.00	4.04
220-751-713.000	EMPLOYER SHARE FICA	2,200.00	2,200.00	523.32	368.17	1,676.68	23.79
220-751-740.000	OPERATING SUPPLIES	500.00	500.00	339.37	20.87	160.63	67.87
220-751-740.037	CONCESSION SUPPLIES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
220-751-801.000	PROFESSIONAL SERVICES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
220-751-801.017	BACKGROUND CHECKS	200.00	200.00	0.00	0.00	200.00	0.00
220-751-970.000	CAPITAL OUTLAY EQUIP	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		53,500.00	53,500.00	4,175.94	3,517.29	49,324.06	7.81
TOTAL EXPENDITURES		53,500.00	53,500.00	4,175.94	3,517.29	49,324.06	7.81
Fund 220 - CITY PARK/BOAT LAUNCH:							
TOTAL REVENUES		53,500.00	53,500.00	11,400.00	11,400.00	42,100.00	21.31
TOTAL EXPENDITURES		53,500.00	53,500.00	4,175.94	3,517.29	49,324.06	7.81
NET OF REVENUES & EXPENDITURES		0.00	0.00	7,224.06	7,882.71	(7,224.06)	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020	2020	YTD BALANCE 05/31/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 05/31/20		
Fund 221 - TEEN CENTER							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
221-751-649.000	CONCESSION SALES TEEN	3,500.00	2,700.00	1,278.00	362.00	1,422.00	47.33
221-751-650.005	PROGRAM FEES TEENS	7,500.00	7,500.00	378.00	0.00	7,122.00	5.04
221-751-675.010	DONATIONS - TEEN	15,000.00	5,000.00	1,512.00	0.00	3,488.00	30.24
221-751-675.012	UNITED WAY - TEENS	27,000.00	27,000.00	13,500.00	6,750.00	13,500.00	50.00
221-751-675.110	FUNDRAISING	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
221-751-679.100	GRANTS > \$1000	9,150.00	9,150.00	0.00	0.00	9,150.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		74,150.00	63,350.00	16,668.00	7,112.00	46,682.00	26.31
TOTAL REVENUES		74,150.00	63,350.00	16,668.00	7,112.00	46,682.00	26.31
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
221-751-702.026	SAL & WAGES TEEN MANAGERS	32,800.00	32,800.00	13,836.94	2,049.60	18,963.06	42.19
221-751-702.035	SAL & WAGES TEEN COORDINATOR	18,500.00	14,230.00	2,877.04	0.00	11,352.96	20.22
221-751-702.041	SAL & WAGES - TEEN SUPERVISOR	7,800.00	0.00	0.00	0.00	0.00	0.00
221-751-713.000	EMPLOYER SHARE FICA	4,500.00	3,600.00	1,040.04	150.74	2,559.96	28.89
221-751-714.000	EMPLOYEE MEDICAL INSURANCE	3,500.00	4,800.00	2,293.96	395.93	2,506.04	47.79
221-751-714.002	EMP DISABILITY /LIFE INSURANCE	550.00	550.00	0.00	0.00	550.00	0.00
221-751-714.004	ICMA RETIREMENT	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
221-751-727.000	OFFICE SUPPLIES	50.00	100.00	65.39	0.00	34.61	65.39
221-751-740.000	OPERATING SUPPLIES	400.00	265.00	0.00	0.00	265.00	0.00
221-751-740.003	OPER SUPPLIES/T-SHIRTS & CONCESSIONS	200.00	275.00	270.50	0.00	4.50	98.36
221-751-740.015	OPER SUPP/CONCESSIONS	1,000.00	1,280.00	732.58	0.00	547.42	57.23
221-751-740.036	OPER SUPPLIES - TEENS	300.00	300.00	219.11	0.00	80.89	73.04
221-751-840.000	DUES & MEMBERSHIPS	150.00	180.00	180.00	0.00	0.00	100.00
221-751-860.000	CONFERENCE /TRANSPORTATION	800.00	800.00	212.50	0.00	587.50	26.56
221-751-900.000	PRINTING & PUBLISHING	100.00	100.00	75.00	0.00	25.00	75.00
221-751-979.025	FREUDENBURG GRANT EXP	0.00	570.00	568.89	0.00	1.11	99.81
Total Dept 751 - RECREATION / PARKS DEPARTMENT		74,150.00	63,350.00	22,371.95	2,596.27	40,978.05	35.31
TOTAL EXPENDITURES		74,150.00	63,350.00	22,371.95	2,596.27	40,978.05	35.31
Fund 221 - TEEN CENTER:							
TOTAL REVENUES		74,150.00	63,350.00	16,668.00	7,112.00	46,682.00	26.31
TOTAL EXPENDITURES		74,150.00	63,350.00	22,371.95	2,596.27	40,978.05	35.31
NET OF REVENUES & EXPENDITURES		0.00	0.00	(5,703.95)	4,515.73	5,703.95	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 05/31/2020	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 223 - DOG PARK							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
223-751-675.071	DOG PK DONATION - CONST	0.00	0.00	2.83	2.83	(2.83)	100.00
223-751-675.074	DOG PARK SALES - FOBS	13,000.00	9,500.00	1,620.00	300.00	7,880.00	17.05
Total Dept 751 - RECREATION / PARKS DEPARTMENT		13,000.00	9,500.00	1,622.83	302.83	7,877.17	17.08
TOTAL REVENUES		13,000.00	9,500.00	1,622.83	302.83	7,877.17	17.08
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
223-751-740.000	OPERATING SUPPLIES	2,600.00	1,900.00	8.28	0.00	1,891.72	0.44
223-751-801.018	MANAGEMENT SERVICES	6,000.00	5,000.00	0.00	0.00	5,000.00	0.00
223-751-900.000	PRINTING & PUBLISHING	150.00	0.00	0.00	0.00	0.00	0.00
223-751-910.000	INSURANCE	500.00	500.00	0.00	0.00	500.00	0.00
223-751-920.002	UTILITIES - WAT / SEW	400.00	0.00	0.00	0.00	0.00	0.00
223-751-930.000	REPAIR & MAINTENANCE	300.00	100.00	0.00	0.00	100.00	0.00
223-751-967.071	DOG PARK CONSTRUCTION	500.00	0.00	0.00	0.00	0.00	0.00
223-751-967.072	DOG PARK GROUNDS MAINTENANCE	2,200.00	2,000.00	160.00	160.00	1,840.00	8.00
223-751-970.000	CAPITAL OUTLAY EQUIP	350.00	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		13,000.00	9,500.00	168.28	160.00	9,331.72	1.77
TOTAL EXPENDITURES		13,000.00	9,500.00	168.28	160.00	9,331.72	1.77
Fund 223 - DOG PARK:							
TOTAL REVENUES		13,000.00	9,500.00	1,622.83	302.83	7,877.17	17.08
TOTAL EXPENDITURES		13,000.00	9,500.00	168.28	160.00	9,331.72	1.77
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,454.55	142.83	(1,454.55)	100.00

REVENUE AND EXPENDITURE REPORT FOR HOWELL PARKS AND REC AUTHORITY
PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 05/31/2020	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 224 - TRANSPORTATION							
Revenues							
Dept 751 - RECREATION / PARKS DEPARTMENT							
224-751-675.041	UNITED WAY TRANSPORTATION	10,000.00	10,000.00	5,000.00	2,500.00	5,000.00	50.00
224-751-678.031	SPONSORSHIP FEES - TRANSPORTATION	5,500.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		15,500.00	12,000.00	5,000.00	2,500.00	7,000.00	41.67
TOTAL REVENUES		15,500.00	12,000.00	5,000.00	2,500.00	7,000.00	41.67
Expenditures							
Dept 751 - RECREATION / PARKS DEPARTMENT							
224-751-804.900	CONTRACT SERVICES LETS	8,500.00	5,000.00	1,334.00	616.00	3,666.00	26.68
224-751-804.905	CONTRACT SERVICES TRANSPORTATION	7,000.00	7,000.00	3,539.00	0.00	3,461.00	50.56
Total Dept 751 - RECREATION / PARKS DEPARTMENT		15,500.00	12,000.00	4,873.00	616.00	7,127.00	40.61
TOTAL EXPENDITURES		15,500.00	12,000.00	4,873.00	616.00	7,127.00	40.61
Fund 224 - TRANSPORTATION:							
TOTAL REVENUES		15,500.00	12,000.00	5,000.00	2,500.00	7,000.00	41.67
TOTAL EXPENDITURES		15,500.00	12,000.00	4,873.00	616.00	7,127.00	40.61
NET OF REVENUES & EXPENDITURES		0.00	0.00	127.00	1,884.00	(127.00)	100.00
TOTAL REVENUES - ALL FUNDS		1,406,190.00	1,196,100.00	497,474.35	69,266.71	698,625.65	41.59
TOTAL EXPENDITURES - ALL FUNDS		1,406,190.00	1,196,100.00	406,491.91	52,128.64	789,608.09	33.98
NET OF REVENUES & EXPENDITURES		0.00	0.00	90,982.44	17,138.07	(90,982.44)	100.00