



Howell Area Parks & Recreation Authority
Regular Meeting
Bennett Recreation Center
Wednesday, November 16, 2022, 7:00 p.m.

Call to Order

Pledge of Allegiance (all stand)

Call to the Public (for any items not on the agenda)

Approval- Consent Agenda

1. Regular Board Meeting Minutes dated Tuesday, October 18, 2022
2. Check Register Report Ending October 31, 2022
3. Bank Statements Ending October 31, 2022
4. Financial Reports Ending October 31, 2022

Approval- Regular Agenda

5. Discussion/Approval- 2023 HAPRA Regular Meeting Schedule
6. Directors Report
 - a. Committee to Review – Articles and Bylaws
7. Old Business
8. New Business
9. Next Meeting: Tuesday, December 20, 2022 - 7:00 PM – **OCEOLA COMMUNITY CENTER**
10. Adjournment

HOWELL recreation

Howell Area Parks & Recreation Authority
Oceola Community Center

Regular Board Meeting Minutes

October 18, 2022

Call to Order

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

Attendance

Board Members: Chair Sean Dunleavy, Vice Chair Diana Lowe, Secretary Nikolas Hertrich, Treasurer Jean Graham, and Trustee Tammy Beal

HAPRA Staff: Tim Church, Jen Savage, Kevin Troshak, Kyle Tokan,

Public: None

Call to the Public

None Present

Staff Comments

- Kevin Troshak thanked members of the HAPRA Board that were able to attend the Ribbon Cutting Ceremony at The Hive Youth & Teen Center.

Approval of Consent Agenda

Vice Chair Diana Lowe made a motion to approve the consent agenda, supported by Trustee Tammy Beal. Motion carried 5 – 0.

A motion to amend the presented Agenda by moving Item #8 Discussion/Approval - 3Q Budget Amendments to item #5 was made by Vice Chair Diana Lowe and supported by Trustee Tammy Beal. Motion carried 5 – 0.

Discussion/Approval – 3Q Budget Amendments

Director Church informed the Board that following the 3rd Quarter of 2022, HAPRA was operating in a deficit and that the current “worst-case” scenario indicates by years end there will be a \$165,000 shortage. The budget discrepancy comes from multiple sources including:

1. Increases in programming which required an increased need for staffing,
 - a. Open hours of community Center
 - b. Greater participation at camp which led to an increase in camp staff
2. Higher wages to staff; regular payroll is between \$4,000 - \$5,000/month more than previous year resulting in an annual increase of ~ \$60,000,
3. Increased cost for expenses,
4. Expenses at Bennett Center to ensure programs are safe and necessary upgrades (matching contributions) to utilize grant opportunities,
5. Securing of HAPRA specific contracts for IT services and BSA software,
6. Reduced amount of event sponsorships,
 - a. United Way grant which used to cover certain staff has been reduced,
7. A larger Melon Festival that faced its own challenges which included the weather, new social district, and no craft vendors.
- 8.

During this time of the year the need for a dedicated source of revenue is evident and a sustainable funding source to eliminate financial uncertainty is needed. Although HAPRA currently has ~\$80,000 in reserve this will not be sufficient to cover the overage. To eliminate the deficient Director Church proposed:

1. Reduce expenditures to only those that are needed for monthly billing,
2. Tighten down on staffing,
3. Increase offerings during the holidays to invite drop-in or scheduled activities to the buildings with limited additional staff,
4. No additional discounts to programs besides the resident rates,
5. Look at a community fundraiser / Donation to help support the Youth Services Center.
 - a. A grant was recently applied for that allows schools to form partnerships with after school programs. Funding source will be available annually and a response to the submittal should be provided in early Q1 2023.

Goal is to not finish in the red however if the deficit cannot be eliminated a Debt Elimination Plan will need to be drafted for the state and be reviewed by an auditor. A motion to approve 3rd Quarter Budget Amendments was made by Trustee Tammy Beal and supported by Treasurer Jean Graham. Motion carried 5 – 0.

Discussion/Approval – HAPRA Strategic Plan

Director Church shared with the Board the HAPRA Strategic Plan that has been developed. The Strategic Plan is comprehensive list of goals, objectives, and actions based on the April 15th, 2022, Stake Holder Meeting and the recently completed Community Survey. The plan provides guidance not only for HAPRA Staff but the Board for the next 3 – 5 years. Following the presentation the Board and Director Church discussed how the plan will be transcribed visually, board self-evaluations, and initiating millage planning in February 2023. A motion to approve the HAPRA Strategic Plan as presented was made by Secretary Nikolas Hertrich and supported by Vice Chair Diana Lowe. Motion carried 5 – 0.

Discussion/Approval – 2023 HAPRA Proposed Budget

Director Church reviewed the budget process. If the proposed 2023 Budget is approved by the HAPRA Board a request will be made to the five participating municipalities that the proposed budget be added as an agenda item for discussion/approval during an upcoming meeting. Following approval by the local units of government the budget will once again be presented to the HAPRA Board for final approval. A motion to approve the 2023 HAPRA Proposed Budget as presented was made by Trustee Tammy Beal and supported by Vice Chair Diana Lowe. **Motion carried 5 – 0.**

Directors Report

- Special Event Updates
 - a. Annual Buck Pole @ Marion Township- November 15th
 - i. Come out and enjoy a great local tradition the event runs 4:00 pm – 8:00 pm
 - ii. Raffles will be available
 - iii. Registration is \$10.00/buck
 - b. Holiday Events
 - i. Pictures w/ Santa
Participants can sign up for Dec. 5 or Dec 12 to come to the Oceola Community Center to have their photo taken with Santa himself. There will also be a holiday craft and hot coco while you wait.
 - ii. Santa S.T.E.M Workshop
Event has become a holiday tradition presented by our Youth Services Center. Participants will work with teens and staff to create holiday buttons, paint ornaments, enjoy a yummy pancake breakfast, and have the chance to get their picture with Santa.
 - iii. Bad Santa Trivia
The biggest Santa trivia in town is now in its 5th year. It has been a sold-out crowd since the beginning and we expect the same this year.
 - iv. Santa Videos
Parents can register the children for a personalized message from Santa.
 - v. Reindeer Games
Participants will receive a custom workbook that is full of activities, games, and a Christmas light scavenger hunt.
- Municipality Meetings
 - a. November 1st – Oceola Township
 - b. November 7th – Genoa Township
 - c. November 14th - Howell Township and City of Howell
 - d. November 17th – Marion Township
 - e. November 28th - City of Howell as a backup date.

Board Member Reports

Secretary Nikolas Hertrich shared with the Board that Agenda Items from the October 19th 2022, Howell City Council Meeting included, the discussion/adoption of Ordinance 953, Revise Fee for Permits, Certificates, and Inspections, Discussion/Approval of Resolution No. 2022-14, Board,

Authority, and Commission Appointment Process, and the Discussion/Approval of an Access Easement Agreement for Borek Jennings Funeral Home location on M-59.

Vice Chair Diana Lowe informed the Board that the most recent Genoa Township Board Meeting did not discuss any HAPRA business but did share that the plans for the Saint Joseph Mercy Health medical building were approved.

Treasurer Jean Graham relayed to the Board that the HAPRA Packet is included with the Howell Township Board's packet and for a future meeting requested participation trends to share with the members of their Board.

Trustee Tammy Beal shared with the Board that Marion Township will be looking to secure a mileage (unspecified use) in the future and would like to have a permanent buck pole that could be utilized as a swing the rest of the year.

Chair Sean Dunleavy informed the Board that the HVAC System at the Oceola Center has not been working properly and that a new system will be installed for free, a meeting concerning pickleball courts was held recently and the Marilyn will be an advisor, bids for sport field drainage system installation will be solicited soon, and that Chemung Hills Golf Course is looking to complete cosmetic updates on their ponds and drainage.

Old Business

None

New Business

None

Next Meeting

Regularly Scheduled HAPRA Meeting - Wednesday, November 16, 2022, at 7:00 pm at The Hive Youth and Teen Center.

Adjournment

Motion to adjourn meeting at 8:34 pm by Trustee Tammy Beal and supported by Vice Chair Diana Lowe.

Motion carried 5-0

Approved

Date

Respectfully Submitted by: Nikolas Hertrich, Secretary
HAPRA
Regular Meeting
October 18, 2022

ACCOUNT:
DOCUMENTS:

205138
70

PAGE: 1
10/31/2022

30AAA
Oct 2022

HOWELL AREA PARKS AND
RECREATION AUTHORITY
1661 N LATSON RD
HOWELL MI 48843

Positive Pay Fraud Detection and Prevention Service.
Check fraud is at an all-time high and this service will let you know
when a check comes in that does not match the check information you
provide. Ask a banker today for more details about Positive Pay.

COMMUNITY INTEREST ACCOUNT ACCOUNT 205138

DOCUMENTS-DEBITS: 70 CREDITS: 0 LAST STATEMENT 09/30/22 43,589.43
AVG AVAILABLE BALANCE 136,687.68 116 CREDITS 225,876.96
79 DEBITS 130,825.38
THIS STATEMENT 10/31/22 138,641.01

DEPOSITS

REF #	DATE	AMOUNT	REF #	DATE	AMOUNT	REF #	DATE	AMOUNT
	10/03	86.00		10/13	138.00		10/20	187.00
	10/03	28,375.00		10/13	201.00		10/20	196.00
	10/06	104.00		10/13	375.00		10/20	242.00
	10/06	121.00		10/13	56,931.50		10/27	199.00
	10/06	147.00		10/17	28,397.88		10/27	259.00
	10/06	46,722.00		10/20	95.00		10/27	268.00
	10/13	81.00		10/20	111.00		10/27	276.00
	10/13	113.00		10/20	150.00		10/27	2,865.55

OTHER CREDITS

DESCRIPTION	DATE	AMOUNT
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/03	60.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/03	130.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/03	185.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/03	565.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/03	696.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/03	730.00
TIVITY HEALTH 93022 CLUB 25821462	10/03	1,237.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/03	5,018.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/04	15.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/04	150.00

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HOWELL AREA PARKS AND

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COMMUNITY INTEREST ACCOUNT ACCOUNT 205138

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OTHER CREDITS

DESCRIPTION	DATE	AMOUNT
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/04	390.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/05	60.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/05	120.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/05	679.00
PAYOUT RunSignUp TRN*1*TX22882125000XT**47A8TF5WGIH4LICH\RM R*IK*TX228	10/05	3,997.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/06	1,001.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/06	2,525.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/07	30.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/07	155.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/07	483.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	25.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	35.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	45.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	55.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	98.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	155.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	160.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	190.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	290.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	486.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	620.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/11	927.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/12	90.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/12	215.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/12	723.00
PAYOUT RunSignUp TRN*1*TX23295387900XT**3RX9ER5WJAHWY0QF\RM R*IK*TX232	10/12	1,185.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/13	25.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/13	65.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/13	527.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/14	45.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/14	155.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/14	230.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	15.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	15.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	25.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	30.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	75.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	124.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	175.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	474.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/17	1,015.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/18	75.00

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HOWELL AREA PARKS AND

COMMUNITY INTEREST ACCOUNT ACCOUNT 205138

OTHER CREDITS

DESCRIPTION	DATE	AMOUNT
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/18	120.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/18	225.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/19	55.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/19	115.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/19	390.00
PAYOUT RunSignUp TRN*1*TX23749670500XT**3RX9ER5WM2IQEGMI\RM R*IK*TX237	10/19	1,250.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/20	30.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/20	240.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/20	880.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/21	15.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/21	220.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/21	1,880.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/24	15.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/24	50.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/24	130.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/24	150.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/24	195.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/24	422.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/24	507.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/25	315.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/26	50.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/26	394.00
PAYOUT RunSignUp TRN*1*TX24194184100XT**3S5U1V5WOUJJO9DF\RM R*IK*TX241	10/26	2,843.47
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/27	1,537.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/27	11,522.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/28	15.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/28	145.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/28	1,190.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/28	1,542.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/28	1,986.00
INTEREST	10/31	35.56
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	90.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	115.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	190.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	212.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	240.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	610.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	685.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	710.00
GLOBAL PAYMENTS GLOBAL DEP 8788240022289	10/31	1,325.00

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HOWELL AREA PARKS AND

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COMMUNITY INTEREST ACCOUNT ACCOUNT 205138

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CHECKS

CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT
14189*10/03 220.00	14352 10/07 250.00	14377 10/18 3,819.96
14229*10/06 320.00	14353 10/13 833.50	14378*10/19 250.00
14277*10/04 1,600.00	14354 10/07 250.00	14380 10/14 124.84
14285*10/06 260.00	14355 10/20 140.00	14381 10/27 1,547.35
14292*10/12 100.00	14356 10/27 285.00	14382 10/18 360.30
14300*10/04 315.00	14357 10/24 250.00	14383*10/28 1,898.39
14302*10/04 80.00	14358 10/25 285.00	14385 10/25 634.40
14314*10/03 100.00	14359 10/13 100.00	14386*10/25 2,100.00
14324*10/03 150.00	14360 10/12 80.00	14388 10/28 71.38
14328*10/13 150.00	14361 10/18 120.00	14389 10/31 3,685.91
14331*10/25 825.00	14362 10/12 90.75	14390 10/27 34.40
14335*10/04 62.63	14363 10/26 100.00	14391 10/27 1,058.39
14337*10/03 2,916.00	14364 10/17 1,040.00	14392 10/26 52.50
14339*10/03 50.00	14365 10/27 8,826.00	14393 10/24 1,890.00
14341 10/13 340.00	14366 10/18 900.00	14394*10/28 110.00
14342 10/12 250.00	14367 10/19 141.50	14397*10/26 100.00
14343 10/18 140.00	14368 10/19 391.00	14399*10/25 273.64
14344 10/14 120.00	14369 10/24 309.80	14401*10/25 313.34
14345 10/21 240.00	14370 10/18 18,780.49	14403 10/27 23.29
14346 10/21 250.00	14371 10/19 535.46	14404 10/27 195.00
14347 10/12 664.60	14372 10/19 1,145.00	14405*10/28 3,050.92
14348 10/19 60.00	14373 10/25 5,964.92	14410 10/31 5,475.50
14349 10/11 250.00	14374*10/21 566.24	
14350*10/17 120.00	14376 10/21 490.00	

(*) INDICATES A GAP IN CHECK NUMBER SEQUENCE

OTHER DEBITS

DESCRIPTION	DATE	AMOUNT
GLOBAL PAYMENTS GLOBAL STL 8788240022289	10/03	1,050.42
PAYCHEX EIB INVOICE X99284600000451	10/12	24,899.21
GLOBAL PAYMENTS GLOBAL ADJ 8788240022289	10/17	20.00
GLOBAL PAYMENTS GLOBAL ADJ 8788240022289	10/17	40.00
GLOBAL PAYMENTS GLOBAL ADJ 8788240022289	10/17	40.00
GLOBAL PAYMENTS GLOBAL ADJ 8788240022289	10/18	15.00
GLOBAL PAYMENTS GLOBAL ADJ 8788240022289	10/18	45.00
PAYCHEX-OAB INVOICE 99420800028737X	10/20	148.75
PAYCHEX EIB INVOICE X99475600001762	10/26	26,039.60

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HOWELL AREA PARKS AND

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COMMUNITY INTEREST ACCOUNT ACCOUNT 205138

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- - - - - I N T E R E S T - - - - -

AVERAGE LEDGER BALANCE: 138,225.38 INTEREST EARNED: 35.56
 AVERAGE AVAILABLE BALANCE: 136,687.68 DAYS IN PERIOD: 31
 INTEREST PAID THIS PERIOD: 35.56 ANNUAL PERCENTAGE YIELD EARNED: .31%
 INTEREST PAID 2022: 194.95

- - - - - DAILY BALANCE - - - - -

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
10/03	76,185.01	10/13	165,743.82	10/24	171,971.36
10/04	74,682.38	10/14	165,928.98	10/25	161,890.06
10/05	79,538.38	10/17	195,014.86	10/26	138,885.43
10/06	129,578.38	10/18	171,254.11	10/27	143,842.55
10/07	129,746.38	10/19	170,541.15	10/28	143,589.86
10/11	132,582.38	10/20	172,383.40	10/31	138,641.01
10/12	108,710.82	10/21	172,952.16		

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MONEY MARKET CHECKING FOR ORGANIZATIONS ACCOUNT 820936

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DOCUMENTS-DEBITS: 0 CREDITS: 0 LAST STATEMENT 09/30/22 29,625.18
 AVG AVAILABLE BALANCE 29,625.18 1 CREDITS 3.86
 DEBITS .00
 THIS STATEMENT 10/31/22 29,629.04

- - - - - OTHER CREDITS - - - - -

DESCRIPTION	DATE	AMOUNT
INTEREST	10/31	3.86

- - - - - I N T E R E S T - - - - -

AVERAGE LEDGER BALANCE: 29,625.18 INTEREST EARNED: 3.86
 AVERAGE AVAILABLE BALANCE: 29,625.18 DAYS IN PERIOD: 31
 INTEREST PAID THIS PERIOD: 3.86 ANNUAL PERCENTAGE YIELD EARNED: .15%
 INTEREST PAID 2022: 25.61

- - - - - DAILY BALANCE - - - - -

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
10/31	29,629.04				

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HOWELL AREA PARKS AND

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STATEMENT SAVINGS - BUSINESS ACCOUNT 95076204

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Bank Statements ready when you are.
 Receive account statements electronically and experience the
 safety and convenience of going paperless.
 Enroll for eStatements today at boaa.com or a branch location near you.

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DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			09/30/22	12,660.10
INTEREST		3.87	10/31/22	12,663.97
BALANCE THIS STATEMENT			10/31/22	12,663.97
TOTAL CREDITS (1)		3.87		
TOTAL DEBITS (0)		.00		

- - - - - I N T E R E S T - - - - -

AVERAGE LEDGER BALANCE:	12,660.10	INTEREST EARNED:	3.87
INTEREST PAID THIS PERIOD:	3.87	DAYS IN PERIOD:	31
INTEREST PAID 2022:	22.86	ANNUAL PERCENTAGE YIELD EARNED:	.36%

LAKE TRUST

4605 S Old US Highway 23
Brighton, MI 48114-7521
888.267.7200 | laketrust.org

HOWELL AREA PARKS & RECREATION AUTHORITY

MEMBER ID: 110099341

1661 N LATSON RD
HOWELL MI 48843-9007

Statement Period

October 01, 2022 to October 31, 2022

Account Balances at a Glance

Total Savings **\$5,085.24**

Commercial Membership Savings

Account Number: 10006221590

Summary

Beginning Balance (10/01)	\$5,085.02
Deposits & Additions	\$0.00
Withdrawals	\$0.00
Interest	\$0.22

Ending Balance (10/31)	\$5,085.24
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Additional

Average Daily Balance	\$5,085.02
Annual % Yield Earned This Period	0.05%
Interest Paid Year-to-Date	\$2.14

Transactions

DATE	DESCRIPTION	AMOUNT	BALANCE
10/1/2022	Beginning Balance		\$5,085.02
10/31/2022	Credit Interest/Dividend	\$0.22	\$5,085.24
10/31/2022	Ending Balance		\$5,085.24

You have the power of options.

Check your account balances or transfer funds anytime, anywhere with Text Banking or with the Lake Trust app, available on the App Store or on Google Play. Or set up alerts in Online Banking to get notifications about low balances, large deposits, or other activity on your account. Visit laketrust.org/managemyaccount to get started.

If you ever have a question or need help with your account, remember that we're here for you. Start a secure chat with us in Online Banking or give us a call at **888.267.7200**.



Director's Report 11.16.2022

1. Committee to Review – Bylaws and Articles of Incorporation
 - a. This is a strategic plan item.
 - b. The committee would make recommendations to the full HAPRA board of any changes or adjustments to either of these documents.
 - c. Any changes or amendments must be present to the 5 municipal boards and approve
2. Annual Stakeholders Meeting
 - a. Proposed date would be March 31st 9a-1pm meeting
 - b. Highlighted discussion would be the Millage

REVENUE AND EXPENDITURE REPORT
Balance As of 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdgtd Used
Fund: 208 PARKS & REC AUTHORITY						
Account Category: Revenues						
Department: 751 RECREATION / PARKS DEPARTMENT						
208-751-587.001	PK/RC MARION TWP PARTICIPATION	113,500.00	113,500.00	28,375.00	0.00	100.00
208-751-587.002	PK/RC GENOA TWP PARTICIPATION	113,500.00	113,500.00	28,375.00	0.00	100.00
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION	113,500.00	113,500.00	28,375.00	0.00	100.00
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION	113,500.00	113,500.00	28,375.00	0.00	100.00
208-751-587.006	PK/RC HOWELL TWP PARTICIPATION	113,500.00	113,500.00	28,375.00	0.00	100.00
208-751-650.106	FACILITY MEMBERSHIPS	120,000.00	81,723.50	10,088.00	38,276.50	68.10
208-751-651.020	BENNETT BLDG RENTAL FEES	740.00	740.00	0.00	0.00	100.00
208-751-651.022	OCEOLA BLDG RENTAL FEES	75,000.00	59,211.50	1,500.00	15,788.50	78.95
208-751-651.026	GYMANASIUM RENTALS	27,000.00	23,335.50	1,128.50	3,664.50	86.43
208-751-665.000	INVESTMENT INTEREST	300.00	245.56	43.51	54.44	81.85
208-751-671.002	MISC REVENUES	500.00	463.02	15.88	36.98	92.60
208-751-675.026	GIFT CERTIFICATE	50.00	10.00	0.00	40.00	20.00
208-751-675.075	DOG PARK MAINT SERV FEES	5,000.00	3,750.00	2,500.00	1,250.00	75.00
208-751-678.010	SPONSORSHIP FEES	15,000.00	7,250.00	0.00	7,750.00	48.33
Total Dept 751 - RECREATION / PARKS DEPARTMENT		811,090.00	744,229.08	157,150.89	66,860.92	91.76
Revenues		811,090.00	744,229.08	157,150.89	66,860.92	91.76

Account Category: Expenditures						
Department: 751 RECREATION / PARKS DEPARTMENT						
208-751-702.001	SAL & WAGES DIRECTOR	66,000.00	55,846.12	5,076.92	10,153.88	84.62
208-751-702.003	SAL & WAGES - BUSINESS MANAGER	40,000.00	35,477.26	3,367.00	4,522.74	88.69
208-751-702.004	SAL & WAGES - OPERATIONS MGR	36,480.00	33,088.14	(3,956.00)	3,391.86	90.70
208-751-702.024	SAL & WAGES -MARKETING	23,530.00	18,784.01	(9,940.00)	4,745.99	79.83
208-751-702.030	SAL & WAGES FRONT OFFICE	66,128.00	61,245.38	5,867.75	14,882.62	80.45
208-751-702.034	SAL & WAGE FACILITIES MAINT/COORD	68,000.00	54,811.75	4,581.57	13,188.25	80.61
208-751-713.000	EMPLOYER SHARE FICA	26,000.00	20,917.09	1,964.43	5,082.91	80.45
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	16,400.00	12,560.12	1,037.47	3,839.88	76.59
208-751-714.002	EMP DISABILITY /LIFE INSURANCE	2,400.00	1,584.48	0.00	815.52	66.02
208-751-714.004	ICMA RETIREMENT	32,580.00	28,310.00	250.00	4,270.00	86.89
208-751-727.000	OFFICE SUPPLIES	1,500.00	1,042.50	162.18	457.50	69.50
208-751-730.000	POSTAGE	3,000.00	1,595.71	0.00	1,404.29	53.19
208-751-740.000	OPERATING SUPPLIES - GENL	3,000.00	885.06	29.11	2,114.94	29.50
208-751-740.026	OPERATING SUPPLIES SHIRTS/BADGES	2,000.00	0.00	0.00	2,000.00	0.00
208-751-751.000	GASOLINE & DIESEL FUEL	2,500.00	1,976.49	0.00	523.51	79.06
208-751-801.000	PROFESSIONAL SERVICES	44,000.00	42,286.12	4,594.40	1,713.88	96.10
208-751-804.000	CONTRACTUAL SERVICES	15,000.00	13,772.00	1,700.00	1,228.00	91.81
208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS	2,500.00	2,100.68	179.00	399.32	84.03
208-751-850.000	COMMUNICATION - TELEPHONES	11,500.00	8,751.94	535.46	2,748.06	76.10
208-751-850.008	COMMUNICATION - INTERNET & CABLE	16,000.00	14,844.99	1,483.48	1,155.01	92.78
208-751-860.000	TRAVEL	6,000.00	4,713.88	180.00	1,286.12	78.56
208-751-900.000	MARKETING, PRINTING & PUBLISHING	6,700.00	6,646.67	47.90	53.33	99.20
208-751-910.000	INSURANCE	39,000.00	33,183.66	3,050.92	5,816.34	85.09
208-751-920.000	UTILITIES - ELECTRICITY	6,500.00	5,387.15	504.05	1,112.85	82.88
208-751-920.001	UTILITIES - GAS	6,400.00	5,634.32	521.61	765.68	88.04
208-751-920.002	UTILITIES - WAT / SEW	2,200.00	1,731.80	0.00	468.20	78.72
208-751-920.003	UTILITIES - RUBBISH	900.00	794.44	245.03	105.56	88.27
208-751-920.012	UTILITIES - ELEC/OCEOLA	48,000.00	35,336.31	3,685.91	12,663.69	73.62
208-751-920.013	UTILITIES - GAS/OCEOLA	22,000.00	7,013.67	71.38	14,986.33	31.88

REVENUE AND EXPENDITURE REPORT

Balance AS of 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdgt Used
Fund: 208 PARKS & REC AUTHORITY						
Account Category: Expenditures						
Department: 751 RECREATION / PARKS DEPARTMENT						
208-751-920.014	UTILITIES - WATER/OCEOLA	1,000.00	1,001.46	273.64	(1.46)	100.15
208-751-920.015	UTILITIES - RUBBISH/OCEOLA	700.00	552.29	63.20	147.71	78.90
208-751-930.000	GROUNDS MAINTENANCE BENNETT	4,000.00	3,174.84	306.95	825.16	79.37
208-751-930.006	REPAIR & MAINT - VEHICLES	500.00	213.60	23.30	286.40	42.72
208-751-930.014	GROUNDS MAINTENANCE OCEOLA	60,000.00	29,908.86	216.61	30,091.14	49.85
208-751-931.000	BLDG R&M BENNETT	8,000.00	8,569.19	3,218.33	(569.19)	107.11
208-751-931.014	BLDG R & M OCEOLA	15,000.00	6,314.58	790.14	8,685.42	42.10
208-751-940.000	EQUIPMENT RENTAL	35,000.00	30,804.15	2,968.37	4,195.85	88.01
208-751-940.040	FACILITY RENT	24,000.00	22,000.00	2,000.00	2,000.00	91.67
208-751-956.000	MISCELLANEOUS	2,200.00	2,544.05	0.00	(344.05)	115.64
208-751-956.003	BANK CHARGES & FEES	15,500.00	14,284.18	1,199.17	1,215.82	92.16
208-751-957.000	EDUCATION / TRAINING	20.00	20.00	0.00	0.00	100.00
208-751-980.004	EQUIP / COMPUTER HARDWARE	5,200.00	5,438.15	295.00	(238.15)	104.58
208-751-980.005	EQUIPMENT/COMPUTER SOFTWARE	50,000.00	49,444.05	0.00	555.95	98.89
208-751-991.000	PRINCIPAL	11,000.00	10,076.00	916.00	924.00	91.60
Total Dept 751 - RECREATION / PARKS DEPARTMENT		858,338.00	694,667.14	37,510.28	163,670.86	80.93
Department: 999 TRANS OUT/FUND BAL/RETAIN EARN		(47,248.00)	0.00	0.00	(47,248.00)	0.00
208-999-999.099 ESTIMATED CY FUND BALANCE		(47,248.00)	0.00	0.00	(47,248.00)	0.00
Total Dept 999 - TRANS OUT/FUND BAL/RETAIN EARN						
Expenditures						
Fund 208 - PARKS & REC AUTHORITY:		811,090.00	694,667.14	37,510.28	116,422.86	85.65
TOTAL REVENUES		811,090.00	744,229.08	157,150.89	66,860.92	
TOTAL EXPENDITURES		811,090.00	694,667.14	37,510.28	116,422.86	
NET OF REVENUES & EXPENDITURES:		0.00	49,561.94	119,640.61	(49,561.94)	

REVENUE AND EXPENDITURE REPORT

Balance AS of 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdgt Used
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Fund: 214 YOUTH SPORTS

Account Category: Revenues

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdgt Used
Department: 751 RECREATION / PARKS DEPARTMENT						
214-751-650.006	GENOA SOCCER FIELD RENTALS	17,000.00	16,280.00	70.00	720.00	95.76
214-751-650.050	PROGRAM FEES - VOLLEYBALL	10,000.00	9,390.00	50.00	610.00	93.90
214-751-650.051	PROGRAM FEES - ENRICHMENT	20,000.00	17,275.00	1,270.00	2,725.00	86.38
214-751-650.053	PROGRAM FEES - SOCCER	107,355.00	107,355.00	0.00	0.00	100.00
214-751-650.054	PROGRAM FEES - BASKETBALL	33,590.00	33,457.00	14,867.00	133.00	99.60
214-751-650.055	PROGRAM FEES - SPECIAL EVENTS	(102.66)	(102.66)	0.00	0.00	100.00
214-751-650.094	PROGRAM FEES - SOFTBALL	2,350.00	2,350.00	0.00	0.00	100.00
214-751-650.102	PROGRAM FEES - YOUTH SPORTS	10,000.00	8,224.50	571.50	1,775.50	82.25
214-751-678.095	SPONSORSHIP FEES - YOUTH SPORTS	2,205.45	2,205.45	0.00	0.00	100.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		202,397.79	196,434.29	16,828.50	5,963.50	97.05

Revenues		202,397.79	196,434.29	16,828.50	5,963.50	97.05
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Account Category: Expenditures

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdgt Used
Department: 751 RECREATION / PARKS DEPARTMENT						
214-751-702.080	SAL & WAGES YOUTH SPORTS MGR	41,600.00	34,580.00	3,200.00	7,020.00	83.13
214-751-702.081	SAL & WAGES YOUTH SPORTS COORDINAT	23,000.00	24,957.14	8,986.25	(1,957.14)	108.51
214-751-713.000	EMPLOYER SHARE FICA	5,160.00	4,857.01	421.73	302.99	94.13
214-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	750.00	0.00	250.00	75.00
214-751-714.004	ICMA RETIREMENT	4,160.00	3,120.00	0.00	1,040.00	75.00
214-751-740.000	OPERATING SUPPLIES	3,600.00	2,465.38	193.28	1,134.62	68.48
214-751-740.080	OPER SUPPLIES/VOLLEYBALL	1,500.00	681.25	0.00	818.75	45.42
214-751-740.081	OPER SUPP/ SOCCER	21,495.64	21,626.32	130.68	(130.68)	100.61
214-751-740.082	OPER SUPP/ SPECIAL EVENTS	300.00	299.08	0.00	0.92	99.69
214-751-740.086	OPERATING SUPPLIES - BASKETBALL	6,200.00	6,120.63	1,890.00	79.37	98.72
214-751-801.017	BACKGROUND CHECKS	750.00	666.00	0.00	84.00	88.80
214-751-804.008	CONTRACT SERV - INSTRUCTORS	6,600.00	5,515.00	775.00	1,085.00	83.56
214-751-804.009	CONTRACT SERV - OFFCL /COACHES	6,000.00	3,972.50	637.50	2,027.50	66.21
214-751-804.010	CONTRACT SERV - FIELD MAINTENANCE	38,000.00	31,149.80	4,217.14	6,850.20	81.97
214-751-840.000	DUES & MEMBERSHIPS	183.33	183.33	0.00	0.00	100.00
214-751-860.000	CONFERENCE /TRANSPORTATION	1,000.00	589.72	0.00	410.28	58.97
214-751-920.002	UTILITIES - WAT / SEW	2,500.00	0.00	0.00	2,500.00	0.00
214-751-942.001	PORTA JOHN RENTALS	3,750.00	3,195.96	490.00	554.04	85.23
214-751-957.000	EDUCATION / TRAINING	50.00	0.00	0.00	50.00	0.00
214-751-970.000	CAPITAL OUTLAY EQUIP	35,548.82	6,051.85	0.00	29,496.97	17.02
Total Dept 751 - RECREATION / PARKS DEPARTMENT		202,397.79	150,780.97	20,941.58	51,616.82	74.50

Expenditures

Fund 214 - YOUTH SPORTS:		202,397.79	150,780.97	20,941.58	51,616.82	74.50
TOTAL REVENUES		202,397.79	196,434.29	16,828.50	5,963.50	
TOTAL EXPENDITURES		202,397.79	150,780.97	20,941.58	51,616.82	
NET OF REVENUES & EXPENDITURES:		0.00	45,653.32	(4,113.08)	(45,653.32)	

REVENUE AND EXPENDITURE REPORT

Balance As of 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bgdt Used
Fund: 216 FESTIVALS						
Account Category: Revenues						
Department: 751 RECREATION / PARKS DEPARTMENT						
216-751-650.003	PROGRAM FEES SPECIAL EVENTS	35,000.00	20,159.00	2,140.00	14,841.00	57.60
216-751-678.040	SPONSORSHIP FEES MELON FESTIVAL	18,345.00	19,845.00	1,500.00	(1,500.00)	108.18
216-751-678.042	FESTIVAL TENT MELON FEST	18,000.00	17,249.00	20.00	751.00	95.83
216-751-678.046	MISC REVENUE MELON FEST	227.00	227.00	0.00	0.00	100.00
216-751-678.047	SPONSORSHIP FEES MELON RUN	10,000.00	10,000.00	0.00	0.00	100.00
216-751-678.048	PROGRAM FEES MELON RUN	16,101.94	16,101.94	0.00	0.00	100.00
216-751-678.049	FOOD VENDOR FEES MELON	6,475.00	6,475.00	0.00	0.00	100.00
216-751-678.050	SPONSORSHIP FEES LEGEND	6,000.00	8,500.00	4,100.00	(2,500.00)	141.67
216-751-678.057	SPONSORSHIP FEES HORSEMAN RUN	4,000.00	0.00	0.00	4,000.00	0.00
216-751-678.058	PROGRAM FEES HORSEMAN RUN	14,000.00	16,508.47	9,275.47	(2,508.47)	117.92
216-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	5,000.00	2,600.00	500.00	2,400.00	52.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		133,148.94	117,665.41	17,535.47	15,483.53	88.37
Revenues						
Total Dept 751 - RECREATION / PARKS DEPARTMENT		133,148.94	117,665.41	17,535.47	15,483.53	88.37
Account Category: Expenditures						
Department: 751 RECREATION / PARKS DEPARTMENT						
216-751-702.001	SAL & WAGES FESTIVAL DIRECTOR	37,440.00	31,992.00	2,880.00	5,448.00	85.45
216-751-702.004	SAL & WAGES OPERATIONS MANAGER	7,360.00	2,121.75	569.25	5,238.25	28.83
216-751-702.103	SALARY & WAGES STAFF	17,400.00	15,172.26	9,127.69	2,227.74	87.20
216-751-713.000	EMPLOYER SHARE FICA	4,760.26	2,447.38	220.32	2,312.88	51.41
216-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	750.00	0.00	250.00	75.00
216-751-714.004	ICMA RETIREMENT	3,744.00	2,808.00	0.00	936.00	75.00
216-751-727.000	OFFICE SUPPLIES	212.67	212.67	0.00	0.00	100.00
216-751-730.000	POSTAGE	100.00	5.59	0.00	94.41	5.59
216-751-740.000	OPERATING SUPPLIES	15.00	13.98	0.00	1.02	93.20
216-751-740.035	OPER SUPPLIES - SPECIAL EVENTS	24,500.00	22,587.31	0.00	1,912.69	92.19
216-751-740.102	OPER SUPP MELON FESTIVAL	38,270.70	38,274.63	3.93	(3.93)	100.01
216-751-740.106	OPER SUPP MELON RUN	7,302.46	7,302.46	0.00	0.00	100.00
216-751-740.201	OPER SUPP LEGEND OF SLEEPY HOWELL	9,500.00	10,038.77	10,011.30	(538.77)	105.67
216-751-740.203	OPER SUPPLIES HEADLESS HORSEMAN RU	4,000.00	9,771.83	9,771.83	(5,771.83)	244.30
216-751-840.000	DUES & MEMBERSHIPS	333.33	724.33	391.00	(391.00)	217.30
216-751-860.000	CONFERENCE /TRANSPORTATION	1,028.66	1,028.66	0.00	0.00	100.00
216-751-900.000	PRINTING & PUBLISHING	2,500.00	1,840.00	154.45	660.00	73.60
216-751-942.001	PORTA JOHN RENTALS	6,700.00	6,055.00	0.00	645.00	90.37
216-751-957.000	EDUCATION / TRAINING	30.00	30.00	0.00	0.00	100.00
216-751-970.000	CAPITAL OUTLAY EQUIP	(0.26)	0.00	0.00	(0.26)	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		166,196.82	153,176.62	33,129.77	13,020.20	92.17
Department: 999 TRANS OUT/FUND BAL/RETAIN EARN						
216-999-999.099	ESTIMATED CY FUND BALANCE	(33,047.88)	0.00	0.00	(33,047.88)	0.00
Total Dept 999 - TRANS OUT/FUND BAL/RETAIN EARN		(33,047.88)	0.00	0.00	(33,047.88)	0.00
Expenditures						
Total Dept 999 - TRANS OUT/FUND BAL/RETAIN EARN		133,148.94	153,176.62	33,129.77	(20,027.68)	115.04
Fund 216 - FESTIVALS:						
TOTAL REVENUES		133,148.94	117,665.41	17,535.47	15,483.53	
TOTAL EXPENDITURES		133,148.94	153,176.62	33,129.77	(20,027.68)	

REVENUE AND EXPENDITURE REPORT

Balance As of 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdgt Used
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Fund: 216 FESTIVALS
NET OF REVENUES & EXPENDITURES:

		0.00	(35,511.21)	(15,594.30)	35,511.21	
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REVENUE AND EXPENDITURE REPORT

Balance AS of 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdg't Used
Fund: 217 PRESCHOOL						
Account Category: Revenues						
Department: 751 RECREATION / PARKS DEPARTMENT						
217-751-590.000	GRANTS	22,700.00	40,300.00	17,600.00	(17,600.00)	177.53
217-751-651.003	PRESCHOOL CAMP TUITION	3,233.00	3,233.00	0.00	0.00	100.00
217-751-651.007	PRESCHOOL TUITION	46,000.00	41,835.00	5,684.00	4,165.00	90.95
217-751-675.015	PRESCHOOL FUNDRAISING	250.00	214.00	0.00	36.00	85.60
Total Dept 751 - RECREATION / PARKS DEPARTMENT		72,183.00	85,582.00	23,284.00	(13,399.00)	118.56
Revenues						
Total Dept 751 - RECREATION / PARKS DEPARTMENT		72,183.00	85,582.00	23,284.00	(13,399.00)	118.56
Account Category: Expenditures						
Department: 751 RECREATION / PARKS DEPARTMENT						
217-751-702.023	SAL & WAGES PRESCHOOL	51,200.00	35,290.51	3,341.00	15,909.49	68.93
217-751-713.000	EMPLOYER SHARE FICA	3,920.00	2,822.57	255.59	1,097.43	72.00
217-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	750.00	0.00	250.00	75.00
217-751-727.000	OFFICE SUPPLIES	100.00	0.00	0.00	100.00	0.00
217-751-740.028	OPER SUPP/PRESCHOOL	2,042.60	808.18	100.00	1,234.42	39.57
217-751-801.017	BACKGROUND CHECKS	50.00	18.50	0.00	31.50	37.00
217-751-840.000	DUES & MEMBERSHIPS	100.00	100.00	0.00	0.00	100.00
217-751-860.000	CONFERENCE /TRANSPORTATION	400.00	0.00	0.00	400.00	0.00
217-751-957.000	EDUCATION / TRAINING	300.00	0.00	0.00	300.00	0.00
217-751-970.000	CAPITAL OUTLAY EQUIP	11,750.25	0.00	0.00	11,750.25	0.00
217-751-979.100	GRANT EXPENSES	0.00	962.40	962.40	(962.40)	100.00
217-751-980.000	OFFICE EQUIPMENT	900.00	0.00	0.00	900.00	0.00
217-751-980.015	PRESCHOOL EQUIPMENT	420.15	0.00	0.00	420.15	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		72,183.00	40,752.16	4,658.99	31,430.84	56.46
Expenditures						
Total Dept 751 - RECREATION / PARKS DEPARTMENT		72,183.00	40,752.16	4,658.99	31,430.84	56.46
Fund 217 - PRESCHOOL:						
TOTAL REVENUES		72,183.00	85,582.00	23,284.00	(13,399.00)	
TOTAL EXPENDITURES		72,183.00	40,752.16	4,658.99	31,430.84	
NET OF REVENUES & EXPENDITURES:		0.00	44,829.84	18,625.01	(44,829.84)	

REVENUE AND EXPENDITURE REPORT

Balance As of 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdg't Used
Fund: 218 SENIOR CENTER						
Account Category: Revenues						
Department: 751 RECREATION / PARKS DEPARTMENT						
218-751-590.000	GRANTS	(620.00)		0.00	0.00	100.00
218-751-650.030	PROGRAM FEES - ENRICHMENT	12,000.00	10,866.50	2,414.00	1,133.50	90.55
218-751-650.098	PROGRAM FEES - FITNESS	46,000.00	44,798.51	4,900.50	1,201.49	97.39
218-751-650.107	TRAVEL	35,900.00	35,900.00	0.00	0.00	100.00
218-751-675.009	DONATIONS / PKs & RECS SENIORS	2,000.00	1,596.00	0.00	404.00	79.80
218-751-675.013	UNITED WAY SENIORS	6,250.00	5,000.00	0.00	1,250.00	80.00
218-751-675.100	FUNDRAISING ENRICHMENT	250.00	224.13	5.00	25.87	89.65
218-751-678.012	MEMBERSHIP FEES	33,000.00	34,196.50	3,692.50	(1,196.50)	103.63
218-751-678.030	SPONSORSHIP FEES - ENRICHMENT	2,500.00	1,900.00	0.00	600.00	76.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		137,280.00	133,861.64	11,012.00	3,418.36	97.51
Revenues						
		137,280.00	133,861.64	11,012.00	3,418.36	97.51
Account Category: Expenditures						
Department: 751 RECREATION / PARKS DEPARTMENT						
218-751-702.027	SAL & WAGES SENIORS	39,520.00	37,444.00	7,630.00	2,076.00	94.75
218-751-713.000	EMPLOYER SHARE FICA	3,023.28	2,527.89	232.56	495.39	83.61
218-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	750.00	0.00	250.00	75.00
218-751-714.004	ICMA RETIREMENT	7,452.00	6,464.00	0.00	988.00	86.74
218-751-727.000	OFFICE SUPPLIES	350.00	268.66	0.00	81.34	76.76
218-751-730.000	POSTAGE	500.00	202.86	0.00	297.14	40.57
218-751-740.032	OPER SUPP/SENIORS	2,500.00	512.53	176.96	1,987.47	20.50
218-751-740.061	OPER SUPP/FITNESS	1,500.00	1,634.55	340.10	(134.55)	108.97
218-751-740.070	OPER SUPP/ TRAVEL	37,241.00	37,241.00	0.00	0.00	100.00
218-751-804.008	CONTRACT SERV - INSTRUCTORS	18,000.00	14,380.00	1,360.00	3,620.00	79.89
218-751-804.080	CONTRACT SERVICES ENTERTAINMENT	500.00	216.00	0.00	284.00	43.20
218-751-840.000	DUES & MEMBERSHIPS	200.00	183.33	0.00	16.67	91.67
218-751-860.000	CONFERENCE /TRANSPORTATION	1,200.00	1,083.79	285.00	116.21	90.32
218-751-900.000	MARKETING PRINTING & PUBLISHING	4,590.00	0.00	0.00	4,590.00	0.00
218-751-957.000	EDUCATION / TRAINING	295.00	295.00	0.00	0.00	100.00
218-751-964.001	PROGRAM REFUNDS	50.00	0.00	0.00	50.00	0.00
218-751-967.002	GRANT EXPENSES	5,000.00	4,580.00	0.00	420.00	91.60
218-751-970.000	CAPITAL OUTLAY EQUIP	14,358.72	0.00	0.00	14,358.72	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		137,280.00	107,783.61	10,024.62	29,496.39	78.51
Expenditures						
		137,280.00	107,783.61	10,024.62	29,496.39	78.51
Fund 218 - SENIOR CENTER:						
TOTAL REVENUES		137,280.00	133,861.64	11,012.00	3,418.36	
TOTAL EXPENDITURES		137,280.00	107,783.61	10,024.62	29,496.39	
NET OF REVENUES & EXPENDITURES:		0.00	26,078.03	987.38	(26,078.03)	

REVENUE AND EXPENDITURE REPORT

Balance AS OF 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdg't Used
Fund: 219 SUMMER DAY CAMP						
Account Category: Revenues						
Department: 751 RECREATION / PARKS DEPARTMENT						
219-751-651.003	SUMMER CAMP	55,179.00	55,179.00	0.00	0.00	100.00
219-751-651.025	SPECIALTY CAMPS	6,000.00	2,900.00	480.00	3,100.00	48.33
	Total Dept 751 - RECREATION / PARKS DEPARTMENT	61,179.00	58,079.00	480.00	3,100.00	94.93
Revenues						
	Total Dept 751 - RECREATION / PARKS DEPARTMENT	61,179.00	58,079.00	480.00	3,100.00	94.93
Account Category: Expenditures						
Department: 751 RECREATION / PARKS DEPARTMENT						
219-751-702.025	SAL & WAGES SUMMER CAMP MANAGER	4,368.00	2,656.50	105.00	1,711.50	60.82
219-751-702.036	SAL & WAGES SUMMER CAMP SUPERVISOR	0.00	75.00	75.00	(75.00)	100.00
219-751-702.037	SAL & WAGES SUMMER CAMP COUNSELOR	48,000.00	46,782.52	0.00	1,217.48	97.46
219-751-713.000	EMPLOYER SHARE FICA	3,370.00	2,887.34	0.00	482.66	85.68
219-751-740.003	OPER SUPPLIES/T-SHIRTS	1,500.00	1,236.50	0.00	263.50	82.43
219-751-740.033	OPER SUPP/SUMMER CAMP	4,463.86	4,463.86	0.00	0.00	100.00
219-751-740.041	OPERATING SUPPLIES SNACKS	595.21	595.21	0.00	0.00	100.00
219-751-740.042	FIELD TRIPS	7,639.00	7,639.00	0.00	0.00	100.00
219-751-801.017	BACKGROUND CHECKS	92.50	92.50	0.00	0.00	100.00
219-751-957.000	EDUCATION / TRAINING	140.00	140.00	0.00	0.00	100.00
	Total Dept 751 - RECREATION / PARKS DEPARTMENT	70,168.57	66,568.43	180.00	3,600.14	94.87
Department: 999 TRANS OUT/FUND BAL/RETAIN EARN						
219-999-999.099	ESTIMATED CY FUND BALANCE	(8,989.57)	0.00	0.00	(8,989.57)	0.00
	Total Dept 999 - TRANS OUT/FUND BAL/RETAIN EARN	(8,989.57)	0.00	0.00	(8,989.57)	0.00
Expenditures						
	Total Dept 751 - RECREATION / PARKS DEPARTMENT	61,179.00	66,568.43	180.00	(5,389.43)	108.81
Fund 219 - SUMMER DAY CAMP:						
	TOTAL REVENUES	61,179.00	58,079.00	480.00	3,100.00	
	TOTAL EXPENDITURES	61,179.00	66,568.43	180.00	(5,389.43)	
	NET OF REVENUES & EXPENDITURES:	0.00	(8,489.43)	300.00	8,489.43	

REVENUE AND EXPENDITURE REPORT
Balance As of 10/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdg't Used
Fund: 221 TEEN CENTER						
Account Category: Revenues						
Department: 751 RECREATION / PARKS DEPARTMENT						
221-751-649.000	CONCESSION SALES TEEN	5,000.00	3,902.65	622.05	1,097.35	78.05
221-751-650.005	PROGRAM FEES TEENS	14,000.00	12,755.00	1,775.00	1,245.00	91.11
221-751-675.010	DONATIONS - TEEN	1,000.00	863.92	0.00	136.08	86.39
221-751-675.012	UNITED WAY - TEENS	25,000.00	20,000.00	7,500.00	5,000.00	80.00
221-751-675.110	FUNDRAISING	500.00	200.00	(7,500.00)	300.00	40.00
221-751-679.100	GRANTS > \$1000	61,900.00	61,900.00	0.00	0.00	100.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		107,400.00	99,621.57	2,397.05	7,778.43	92.76
Revenues		107,400.00	99,621.57	2,397.05	7,778.43	92.76
Account Category: Expenditures						
Department: 751 RECREATION / PARKS DEPARTMENT						
221-751-702.026	SAL & WAGES TEEN MANAGERS	39,312.00	34,174.53	3,255.00	5,137.47	86.93
221-751-702.035	SAL & WAGES TEEN COORDINATOR	6,800.00	1,023.75	643.50	5,776.25	15.06
221-751-702.041	SAL & WAGES - TEEN SUPERVISOR	15,950.00	12,334.25	2,021.25	3,615.75	77.33
221-751-713.000	EMPLOYER SHARE FICA	5,085.00	4,379.15	458.94	705.85	86.12
221-751-714.000	EMPLOYEE MEDICAL INSURANCE	6,000.00	5,413.13	503.74	586.87	90.22
221-751-714.004	ICMA RETIREMENT	8,868.00	7,776.00	0.00	1,092.00	87.69
221-751-727.000	OFFICE SUPPLIES	50.00	90.08	46.23	(40.08)	180.16
221-751-740.015	OPER SUPP/CONCESSIONS	2,000.00	2,046.28	698.90	(46.28)	102.31
221-751-740.036	OPER SUPPLIES - TEENS	5,000.00	4,651.98	551.33	348.02	93.04
221-751-840.000	DUES & MEMBERSHIPS	183.33	183.33	0.00	0.00	100.00
221-751-860.000	CONFERENCE /TRANSPORTATION	620.00	438.63	0.00	181.37	70.75
221-751-900.000	PRINTING & PUBLISHING	0.00	34.40	34.40	(34.40)	100.00
221-751-979.100	GRANTS >\$1000 EXP	91,847.17	88,581.17	(3,266.00)	3,266.00	96.44
Total Dept 751 - RECREATION / PARKS DEPARTMENT		181,715.50	161,126.68	4,947.29	20,588.82	88.67
Department: 999 TRANS OUT/FUND BAL/RETAIN EARN						
221-999-999.099	ESTIMATED CY FUND BALANCE	(74,315.50)	0.00	0.00	(74,315.50)	0.00
Total Dept 999 - TRANS OUT/FUND BAL/RETAIN EARN		(74,315.50)	0.00	0.00	(74,315.50)	0.00
Expenditures		107,400.00	161,126.68	4,947.29	(53,726.68)	150.02
Fund 221 - TEEN CENTER:						
TOTAL REVENUES		107,400.00	99,621.57	2,397.05	7,778.43	
TOTAL EXPENDITURES		107,400.00	161,126.68	4,947.29	(53,726.68)	
NET OF REVENUES & EXPENDITURES:		0.00	(61,505.11)	(2,550.24)	61,505.11	

REVENUE AND EXPENDITURE REPORT

Balance As of 10/31/2022

2022
Amended
Budget

YTD Balance
10/31/2022

Activity For
10/31/2022

Available
Balance
10/31/2022

% Bdgt
Used

GL Number	Description	2022 Amended Budget	YTD Balance 10/31/2022	Activity For 10/31/2022	Available Balance 10/31/2022	% Bdgt Used
Fund: 223 DOG PARK						
Account Category: Revenues						
Department: 751 RECREATION / PARKS DEPARTMENT						
223-751-675.074	DOG PARK SALES - FOBS	10,550.00	9,230.00	530.00	1,320.00	87.49
	Total Dept 751 - RECREATION / PARKS DEPARTMENT	10,550.00	9,230.00	530.00	1,320.00	87.49
Revenues						
Account Category: Expenditures						
Department: 751 RECREATION / PARKS DEPARTMENT						
223-751-740.000	OPERATING SUPPLIES	2,000.00	1,399.49	110.00	600.51	69.97
223-751-801.018	MANAGEMENT SERVICES	5,000.00	3,750.00	2,500.00	1,250.00	75.00
223-751-900.000	PRINTING & PUBLISHING	150.00	0.00	0.00	150.00	0.00
223-751-910.000	INSURANCE	500.00	0.00	0.00	500.00	0.00
223-751-920.002	UTILITIES - WAT / SEW	400.00	0.00	0.00	400.00	0.00
223-751-930.000	REPAIR & MAINTENANCE	300.00	272.50	0.00	27.50	90.83
223-751-967.072	DOG PARK GROUNDS MAINTENANCE	2,200.00	2,546.59	450.95	(346.59)	115.75
	Total Dept 751 - RECREATION / PARKS DEPARTMENT	10,550.00	7,968.58	3,060.95	2,581.42	75.53
Expenditures						
Fund 223 - DOG PARK:						
TOTAL REVENUES		10,550.00	9,230.00	530.00	1,320.00	
TOTAL EXPENDITURES		10,550.00	7,968.58	3,060.95	2,581.42	
NET OF REVENUES & EXPENDITURES:		0.00	1,261.42	(2,530.95)	(1,261.42)	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		1,535,228.73	1,444,702.99	229,217.91	90,525.74	
TOTAL EXPENDITURES - ALL FUNDS		1,535,228.73	1,382,824.19	114,453.48	152,404.54	
NET OF REVENUES & EXPENDITURES:		0.00	61,878.80	114,764.43	(61,878.80)	



Board of Trustee Meeting Schedule 2023

The Howell Area Parks & Recreation Authority holds public meetings the third Tuesday of every month at 7:00 pm.

Packets for each of the meetings can be downloaded from www.howellrecreation.org.

Meetings held at Oceola Community Center 1661 N. Latson Rd. Howell, MI 48843

Tuesday, January 17, 2023	7 pm
Tuesday, February 21, 2023	7 pm
Tuesday, March 21, 2023	7 pm
Tuesday, April 18, 2023	7 pm
Tuesday, May 16, 2023	7 pm
Tuesday, June 20, 2023	7 pm
Tuesday, July 18, 2023	7 pm
Tuesday, August 15, 2023	7 pm
Tuesday, September 19, 2023	7 pm
Tuesday, October 17, 2023	7 pm
Tuesday, November 21, 2023	7 pm
Tuesday, December 19, 2023	7 pm



Agenda Item 5&6

5. Discussion/Approval- 2023 HAPRA Regular Meeting Schedule

Presented is that standard meeting schedule for HAPRA which is currently the 3rd Tuesday of each month at 7:00pm at the Ocala Community Center. Please look over the dates and bring any potential date conflicts that you may see. The only question I have for the board is to look at the November 21st, it does fall 2 days before Thanksgiving.

Recommendation: Approval of the 2023 HAPRA Regular Meeting Schedule

