

Paint Creek Trailways Commission Funding Request – 2009 Budget

The Paint Creek Trailways Commission is requesting that each member community contribute \$17,232 to the Trailways Commission to fund the operation of the Commission. This includes: Office operations (Telephone & online services, office furnishings, office materials and supplies, office & trail equipment), Staff Travel/Training/Development, Insurance & Professional services, Publicity & Printing costs, and Part-time Administrative Personnel. Details of the proposed budget and line item costs can be found on pages three and four of this funding request. The Commission is also requesting that each member community continue to assist with necessary in-kind service requests as detailed on page two.

Per Member Community	2009 Approved Budget	2008 Budget	2007 Budget
Contribution for Operations			
And Part-time Personnel, not including Patrol Program	\$17,232	\$17,232	\$17,061

This request is the same as last year's request.

PATROL PROGRAM

In addition to the request above, each community is requested to contribute the following amounts to fund the Patrol Program. These funds will provide for a part-time (20 hours a week) bike patrol person from May 1 through Labor Day. These funds will also provide for two Sheriff Department Mounted Patrol Deputies, 2-3 days a week, from Memorial Day through Labor Day. Line item details of the Patrol Budget are on page four. This request is the same as last year's request.

Member Community	Request, based on percentage of Trail in each Community
City of Rochester (0.6 miles of Trail)	\$1,032
City of Rochester Hills (1.4 miles of Trail)	\$2,211
Charter Township of Oakland (5.3 miles of Trail)	\$7,962
Charter Township of Orion (1.2 miles of Trail)	\$1,915

Special Projects

There are no Special Projects scheduled for 2009

Recommended In-Kind Service Requests

The in-kind service requests are intended to provide for basic maintenance and improvements of the Paint Creek Trail while making the most efficient use of the resources of the four member communities. Instead of asking members to contribute funding for all requisite trail staffing or equipment, the member communities are asked to contribute staff time or resources already in place.

Special Concern: Trail, Bridge and Stream Maintenance and Inspection

Each member community is requested to continue with the maintenance and improvement of the trail, the bridges and the adjacent stream within its own jurisdiction. Each community should budget annual funds to cover these needs.

In addition, each member community is requested to perform safety and liability inspections of the trail, bridges and stream within its jurisdiction, and to take preventative actions to reduce liability. We request that each community advise the Trailways Commission of any findings.

Individual Member Community In-Kind Service Requests **City of Rochester**

Trail, Bridge, and stream inspection and maintenance.
Public safety assistance to deter vandalism and motorized use.
Provide meeting space for monthly and special meetings.
Staff assistance in professional services, when requested.

City of Rochester Hills

Trail, Bridge, and stream inspection and maintenance
Public Safety assistance to deter vandalism and motorized use.
Sign making and replacing assistance when necessary.
Staff assistance in professional services, when requested.

Charter Township of Oakland

Trail, Bridge, and stream inspection and maintenance
Public Safety assistance to deter vandalism and motorized use.
Provide Office space and payroll administration for part-time staff.
Staff assistance in professional services, when requested

Charter Township of Orion

Trail, Bridge, and stream inspection and maintenance
Public Safety assistance to deter vandalism and motorized use.
Engineering assistance when necessary
Staff assistance in professional services, when requested

REVENUE

Member Unit Contribution for Commission and Office Operations and Staff		\$68,928
Rochester	17,232	
Rochester Hills	17,232	
Oakland Township	17,232	
Orion Township	17,232	
Member Unit Contribution for Patrol Program, based on community mileage		\$13,120
Rochester	1,032	
Rochester Hills	2,211	
Oakland Township	7,962	
Orion Township	1,915	
Interest		\$2,100
Trailways Saleable Items		\$300
Miscellaneous/Donations		\$200
Transfer from Legal Services		\$5,195
Trail Brochure Sponsorship		\$2,500
NTD Donations		\$2,500
Bench Donations		\$750
Temporary Permit Fees		\$100
Transfer from Fund Balance		<u>\$0</u>
Total Revenue		\$95,693

EXPENSES

Office		
Telephone and On-Line Services		\$1,300
Office Furnishings		\$3,000
Office Materials & Supplies		\$900
Office Operating Expenses		\$2,000
Postage		\$800
Office & Trail Equipment		\$1,500
Bench Donation		<u>\$750</u>
Subtotal		\$10,250
Staff Travel/Training/Development		
Travel/Mileage		\$1,000
Education/Memberships		\$500
Per Diems		<u>\$4,150</u>
Subtotal		\$5,650
Insurance/Professional Services (other than legal)		
Auditing Fee for FY 2008		\$4,000
Insurance (MMRMA)		\$7,500
Recorders Fee		<u>\$2,795</u>
Subtotal		\$14,295
Publicity/Raising awareness/Educational Projects		
Trailways Student Project		\$300
National Trails Day		\$1,500
Recognition Program		\$300
Brochures		\$2,645
Trail Promotional Items		\$500
Labor Day Bridge Walk		<u>\$750</u>
Subtotal		\$5,995
Administrative Personnel		
Wages - Manager		\$38,500
FICA/MESC - Manager		<u>\$3,000</u>
Subtotal		\$41,500

Trail Projects		
Designated Budget: Encroachment Enforcement	\$2,000	
Phase 3 Art Project	0	
Trail Improvement Project	0	
Property Acquisition Projects	0	
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Subtotal		\$2,000
Patrol Program		
Wages - PCTC Bike Patrol	\$3,600	
FICA/MESC-Bike Patrol	\$275	
Contracted Mounted Patrol Services	\$8,900	
Bike Patrol Equipment & Misc	\$500	
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Subtotal		\$13,275
Printing/Logo Expenses		
Trail Saleable Items	\$900	
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Subtotal		\$900
Miscellaneous/Contingency	\$1,750	
Transfer to fund balance	\$78	
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Subtotal		\$1,828
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Total Expenses		\$95,693
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Revenue minus Expenses		\$0

2009 Legal Services Project Budget

	2009
REVENUES	
Member Unit Contribution	\$0
License Fees	\$9,595
License Fees Paid in Advance (SBC paid thru 2010)	\$655
New License Preparation Fees	\$0
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Total Revenue	\$10,250
EXPENSES	
Legal Retainer	\$4,400
License Preparation Fees	\$0
Transfer to Operating Budget	\$5,195
Advance License Fees Carried Forward (thru 2010)	\$655
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Total Expenses	\$10,250

2009 Fund Balance

2008 Fund Balance	\$45,000
2009 Additions	\$78
2009 Subtractions	\$0
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2009 Fund Balance	\$45,078