

Paint Creek Trailways Commission Funding Request – 2010 Budget

The Paint Creek Trailways Commission is requesting that each member community contribute \$16,887 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	2010 Approved Budget	2009 Budget	2008 Budget
Contribution for Operations			
And Part-time Personnel, not including Patrol Program	\$16,887	\$17,232	\$17,232

This request is 2% less than 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)	\$1,011
City of Rochester Hills (1.4 miles of Trail)	\$2,167
Charter Township of Oakland (5.3 miles of Trail)	\$7,803
Charter Township of Orion (1.2 miles of Trail)	\$1,876

This request is 2% less than last year's request.

Special Projects

There are no Special Projects scheduled for 2010

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

2010 Approved Trailways Commission Operations Budget

Approved 6-16-09

REVENUE

Member Unit Contribution for Commission and Office Operations and Staff		\$67,548
Rochester	16,887	
Rochester Hills	16,887	
Oakland Township	16,887	
Orion Township	16,887	
Member Unit Contribution for Patrol Program, based on community mileage		\$12,857
Rochester	1,011	
Rochester Hills	2,167	
Oakland Township	7,803	
Orion Township	1,876	
Interest		\$1,500
Trailways Saleable Items		\$300
Miscellaneous/Donations		\$200
Transfer from Legal Services		\$0
Trail Brochure Sponsorship		\$0
NTD Donations		\$0
Bench Donations		\$750
Temporary Permit Fees		\$100
Transfer from Fund Balance		\$6,000
	Total Revenue	\$89,255

EXPENSES

Office		
Telephone and On-Line Services		\$1,000
Office Furnishings		\$750
Office Materials & Supplies		\$850
Office Operating Expenses		\$3,200
Postage		\$800
Office & Trail Equipment		\$500
Bench Donation		\$750
Subtotal		\$7,850
Staff Travel/Training/Development		
Travel/Mileage		\$900
Education/Memberships		\$500
Per Diems		\$4,150
Subtotal		\$5,550
Insurance/Professional Services (other than legal)		
Auditing Fee for FY 2008		\$4,000
Insurance (MMRMA)		\$7,500
Recorders Fee		\$2,795
Subtotal		\$14,295
Publicity/Raising awareness/Educational Projects		
Trailways Student Project		\$300
National Trails Day		\$1,500
Recognition Program		\$300
Brochures		\$0
Trail Promotional Items		\$575
Labor Day Bridge Walk		\$750
Subtotal		\$3,425
Administrative Personnel		
Wages - Manager		\$37,500
FICA/MESC - Manager		\$2,850
Subtotal		\$40,350

Trail Projects		
Phase 3 Art Project	\$1,500	
Trail Improvement Project - South Rochester	\$500	
Polly Ann Trail Connection - Route 1	\$500	
Property Acquisition Projects	\$0	
Subtotal		\$2,500
Patrol Program		
Wages - PCTC Bike Patrol	\$4,000	
FICA/MESC-Bike Patrol	\$308	
Contracted Mounted Patrol Services	\$8,535	
Commission Contribution to Bike Patrol Services	\$486	
Bike Patrol Equipment & Misc	\$500	
Subtotal		\$13,829
Printing/Logo Expenses		
Trail Saleable Items	\$900	
Subtotal		\$900
Miscellaneous/Contingency	\$556	
Transfer to fund balance	\$0	
Subtotal		\$556
	Total Expenses	\$89,255
	Revenue minus Expenses	\$0

2010 Legal Services Project Budget

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

2010 Fund Balance

2009 Fund Balance	\$64,000
2010 Additions	\$0
2010 Subtractions	\$6,000
2010 Fund Balance	<u>\$58,000</u>