

2021 Approved Trailways Commission Operations Budget - Amended 6/15/21

						2019	2020	2021	Difference	2022
REVENUE						Final	Approved	Approved	<i>from 2020</i>	Projected
Member Unit Contribution for Commission and Office Operations and Staff						\$72,000	\$72,000	\$72,000	\$0	\$72,720
	Rochester			18,000						
	Rochester Hills			18,000						
	Oakland Township			18,000						
	Orion Township			18,000						
Member Unit Contribution for Patrol Program, based on community mileage						\$13,493	\$14,392	\$14,680	\$288	\$14,973
	Rochester			1,154						
	Rochester Hills			2,474						
	Oakland Township			8,910						
	Orion Township			2,142						
Interest						\$540	\$300	\$300	\$0	\$300
Adopt-a-Trail						\$350	n/a	\$0	\$0	\$0
Trailways Saleable Items						\$3	\$0	\$0	\$0	\$0
Miscellaneous/Donations						\$20	\$200	\$200	\$0	\$200
Transfer from Legal Services						\$10,636	\$10,255	\$5,134	-\$5,121	\$10,267
Trail Brochure Sponsorship						\$0	\$3,000	\$3,000	\$0	\$3,000
National Trails Day Sponsorship						\$350	\$500	\$500	\$0	\$500
Labor Day Bridge Walk Donations						n/a	\$0	\$0	\$0	\$0
Labor Day Bridge Walk Sponsorship						\$0	\$1,000	\$1,000	\$0	\$1,000
Bench Donations						\$0	\$2,550	\$850	-\$1,700	\$1,700
Temporary Permit Fees						\$140	\$70	\$70	\$0	\$70
Transfer from Fund Balance for Rent & Recognition						n/a	n/a	\$1,750		n/a
Program/Project Grants						\$0	\$0	\$0	\$0	\$0
MMRMA Asset Distribution						\$2,023	\$2,000	\$1,900	-\$100	\$1,900
Total Revenue						\$99,555	\$106,267	\$101,384	-\$4,883	\$106,630
EXPENSES										
Office										
Telephone and Computer Network Services						\$504	\$504	\$504	\$0	\$504
Office Furnishings						\$0	\$100	\$100	\$0	\$100
Office Materials & Supplies						\$239	\$1000	\$700	\$300	\$1,000
Office Operating Expenses						\$1,178	\$2,000	\$1,500	\$500	\$2,000
Rent						\$5,000	\$5,000	\$6,250	-\$1,250	\$5,000
Postage						\$379	\$500	\$500	\$0	\$500
Office & Trail Equipment						\$1,581	\$650	\$600	\$50	\$650
Bench donations						\$0	\$2,550	\$850	\$1,700	\$1,700
Restroom Maintenance						\$0	\$0	\$0	\$0	\$0
Subtotal						\$8,881	\$12,304	\$11,004	\$1,300	\$11,454

Staff Travel/Training/Development						2019	2020	2021	Difference	\$2,022
Travel/Mileage						\$124	\$500	\$300	\$200	\$500
Education/Memberships						\$35	\$250	\$175	\$75	\$250
Per Diems						\$4,410	\$4,900	\$4,900	\$0	\$4,900
Subtotal						\$4,569	\$5,650	\$5,375	\$275	\$5,650
Insurance/Professional Services (other than legal)										
Auditing Fee for FY 2019						\$3,500	\$3,600	\$3,700	-\$100	\$3,800
Insurance (MMRMA)						\$3,847	\$3,900	\$4,050	-\$150	\$4,100
Worker's Compensation Insurance						n/a	\$0	\$850	-\$850	\$900
Recorders Fee						\$2,990	\$3,055	\$3,055	\$0	\$3,120
Subtotal						\$10,337	\$10,555	\$11,655	-\$1,100	\$11,920
Publicity/Raising awareness/Educational Projects										
Trailways Student Project						\$0	\$500	\$225	\$275	\$500
Brochures						\$0	\$3,000	\$3,000	\$0	\$3,000
Trail Promotional Items						\$0	\$1,100	\$318	\$782	\$1,100
Labor Day Bridge Walk						\$260	\$1,000	\$1,000	\$0	\$1,000
National Trails Day						\$302	\$500	\$600	-\$100	\$500
Trail Etiquette Program						\$0	\$0	\$150	-\$150	\$300
Subtotal						\$562	\$6,100	\$5,293	\$807	\$6,400
Administrative Personnel										
Wages - Manager						\$27,292	\$32,970	\$33,629	-\$659	\$34,302
FICA/MESC - Manager						\$2,088	\$2,522	\$2,573	-\$51	\$2,624
Wages - Interim Manager						\$5,720	n/a	n/a	n/a	n/a
FICA/MESC - Interim Manager						\$438	n/a	n/a	n/a	na/a
Wages - Part-time Assistant Trail Manager						\$9,504	\$10,082	\$10,284	-\$202	\$10,490
Bonus - Asst. Trail Manager						\$0	\$297	\$0	\$297	\$0
FICA/MESC - Asst. Trail Manager						\$727	\$794	\$787	\$7	\$802
Subtotal						\$45,769	\$46,665	\$47,273	-\$608	\$48,218
Trail Projects										
Tienken Pathway/Art Project						\$0	\$0	\$0	\$0	\$0
Signage Project						\$3,000	\$3,355	\$3,355	\$0	\$0
Trail Improvement Project - South Rochester						\$0	\$0	\$0	\$0	\$0
Property Acquisition Projects						\$0	\$0	\$0	\$0	\$0
2020-2024 Master Plan Revision						\$7,000	\$2000	\$0	\$2,000	\$0
Bridge 33.7/Resurfacing Ribbon Cutting & Recognition Ceremony						\$0	\$1000	\$1,500	-\$500	\$0
Moutrie Pollinator Garden Ribbon Cutting Ceremony						\$0	\$500	\$400	\$100	\$0
Subtotal						\$10,000	\$6,855	\$5,255	\$1,600	\$0
Patrol Program										
Wages - PCTC Bike Patrol						\$4,548	\$4,852	\$4,949	-\$97	\$5,048
FICA/MESC-Bike Patrol						\$348	\$371	\$379	-\$8	\$386
Contracted Mounted Patrol Services						\$4,971	\$9,550	\$9,730	-\$180	\$9,925
Commission Contribution to Bike Patrol Services						\$0	\$0	\$0	\$0	\$0
Bike Patrol Equipment & Misc						\$18	\$250	\$200	\$50	\$250
Subtotal						\$9,885	\$15,023	\$15,258	-\$235	\$15,609

								2019	2020	2021	Difference	2022
Printing/Logo Expenses												
Trail Saleable Items								\$0	\$0	\$0	\$0	\$0
Master Plan Printing								\$188	\$300	\$0	\$300	\$0
Subtotal								\$188	\$300	\$0	\$300	\$0
Miscellaneous/Contingency								\$58	\$271	\$271	\$0	\$500
Transfer to fund balance								\$9,306	\$2545	\$0	\$2,545	\$6,879
Subtotal								\$9,364	\$2816	\$271	\$2,545	\$7,379
Total Expenses								\$99,555	\$106,268	\$101,384	\$4,884	\$106,630
Revenue minus Expenses								\$0	\$1	\$0	\$0	\$0
2019 Legal Services Project Budget												
								2019	2020	2021	Difference	2022
REVENUES												
Member Unit Contribution								\$0	\$0	\$0	\$0	\$0
License Fees								\$12,261	\$12,255	\$7,134	-\$5,121	\$12,267
License Fees Paid in Advance								\$0	\$0	\$0	\$0	\$0
Transfer From Fund Balance								\$2,000		\$1,500		
New License Preparation Fees								\$0	\$0	\$0	\$0	\$0
Total Revenue								\$14,261	\$12,255	\$8,634	-\$3,621	\$12,267
EXPENSES												
Legal Retainer								\$0	\$0	\$0	\$0	\$0
License Preparation Fees								\$0	\$0	\$1,500	-\$1,500	\$0
Transfer to Operating Budget								\$10,636	\$10,255	\$5,134	\$5,121	\$10,267
Advance License Fees Carried Forward								\$0	\$0	\$0	\$0	\$0
Legal Services								\$3,125	\$1,500	\$1,500	\$0	\$1,500
Unallocated								\$500	\$500	\$500	\$0	\$500
Total Expenses								\$14,261	\$12,255	\$8,634	\$3,621	\$12,267
Revenue Minus Expenses - Legal								\$0	\$0	\$0	\$0	\$0
Special Project Budget - Bridge Renovation Project												
								2019	2020	2021		2022
Source of Funds												
Paint Creek Trailways Commission Fund Balance								\$20,000	\$0	\$0		\$0
Member Unit Contributions								\$259,572	\$0	\$0		\$0
Ralph C. Wilson Foundation								\$167,800	\$0	\$0		\$0
Total Revenue								\$447,372	\$0	\$0		\$0
EXPENSES												
Bridge 33.7 Renovation								\$370,328	\$0	\$0		\$0
Legal Services								\$0	\$0	\$0		\$0
Design Engineering								\$4,811	\$0	\$0		\$0
Construction Engineering								\$62,726	\$0	\$0		\$0
Soundpost Audio Sign								\$2,636	\$0	\$0		\$0
Total Expenses								\$440,501	\$0	\$0		\$0

Special Project Budget - Trail Resurfacing							2019	2020	2021	2022
Source of Funds										
Paint Creek Trailways Commission Fund Balance							\$2,568	\$20,000	\$0	\$0
Member Unit Contributions							\$345,935	\$0	\$0	\$0
Ralph C. Wilson Jr., Foundation							\$164,587	\$0	\$0	\$0
Restricted Funds							\$221	\$0	\$0	\$0
WCI Reimbursement							\$80	n/a	\$0	\$0
Total Revenue							\$513,391	\$20,000	\$0	\$0
EXPENSES										
Trail Surface Design Engineering							\$1,802	\$20,000	\$0	\$0
Trail Surface Construction Engineering							\$26,142	\$0	\$0	\$0
Rochester Hills Educational Path Engineering							\$221	\$0	\$0	\$0
Construction							\$439,070	\$0	\$0	\$0
Bear Creek Nature Park							\$45,935	\$0	\$0	\$0
Total Expenses							\$513,170	\$20,000	\$0	\$0
Special Project Budget - Observation Deck							2019	2020	2021	2022
Source of Funds										
Paint Creek Trailways Commission Fund Balance							\$354	\$0	\$0	\$0
Member Unit Contributions							\$0	\$0	\$0	\$0
Friends of the Paint Creek Trail							\$0	\$0	\$0	\$0
Restricted Funds							\$138	\$0	\$0	\$0
Total Revenue							\$492	\$0	\$0	\$0
Expenses										
Observation Deck Construction							\$0	\$0	\$0	\$0
Observation Deck Engineering							\$354	\$0	\$0	\$0
SE Rochester Sidepath Engineering							\$138	\$0	\$0	\$0
Total Expenses							\$492	\$0	\$0	\$0
Special Project Budget - Pollinator Garden							2019	2020	2021	2022
Source of Funds										
Paint Creek Trailways Commission Fund Balance							\$143	\$0	\$0	\$0
Friends of the Paint Creek Trail							\$3,700	\$0	\$0	\$0
Donation							\$300	\$0	\$1,000	\$0
Total Revenue							\$4,143	\$0	\$1,000	\$0
Expenses										
Deposit							\$4,000	\$0	\$0	\$0
Temporary Sign							\$143	\$0	\$0	\$0
Bike Rack							n/a	n/a	\$1,000	\$0
Total Expenses							\$4,143	\$0	\$1,000	\$0

2020 Unrestricted Fund Balance									\$ 62,545.00				
2021 Unrestricted Additions									\$ -				
2021 Unrestricted Subtractions (Legal, Special Projects, Rent & Recognition Ceremony)									\$ 3,250.00				
								Balance	\$ 59,295.00				
2021 Total Restricted Funds for future expenditures													
	<i>Rochester Art Project - Maintenance fund</i>								\$ 720				
	<i>Art Project Brochure (Greenbaum)</i>								\$ 100				
	<i>MNRTF Reimbursement</i>								\$ 23,074				
								<i>Subtotal</i>	\$ 23,894				
2021 Unrestricted Fund Balance									\$ 59,295.00				
2021 Restricted Fund Balance									\$ 23,894.00				
2021 Total Fund Balance (as of 1/19/21)									\$ 83,189.00				