

2018 Approved Trailways Commission Operations Budget - 10/17/17							2016	2017	2018
REVENUE							Final	Approve	Approved
Member Unit Contribution for Commission and Office Operations and Staff							\$69,544	\$69,544	\$71,544
	Rochester			17,886					
	Rochester Hills			17,886					
	Oakland Township			17,886					
	Orion Township			17,886					
Member Unit Contribution for Patrol Program, based on community mileage							\$12,852	\$12,852	\$13,493
	Rochester			1,061					
	Rochester Hills			2,274					
	Oakland Township			8,190					
	Orion Township			1,968					
Interest						\$340	\$300	\$300	
Trailways Saleable Items						\$0	\$100	\$0	
Miscellaneous/Donations						\$300	\$300	\$200	
Transfer from Legal Services						\$11,440	\$11,439	\$10,755	
Trail Brochure Sponsorship						\$0	\$3,000	\$3,000	
National Trails Day Sponsorship								\$500	
Labor Day Bridge Walk Sponsorship								\$1,000	
Bench Donations						\$0	\$2,550	\$1,700	
Temporary Permit Fees						\$160	\$50	\$30	
Transfer from Fund Balance						\$0	\$0	\$0	
Program/Project Grants						\$0	\$0	\$0	
MMRMA Asset Distribution						\$2,452	\$2,000	\$2,000	
Total Revenue							\$97,088	\$102,135	\$104,522
EXPENSES									
Office									
Telephone and On-Line Services						\$504	\$504	\$504	
Office Furnishings						\$0	\$0	\$0	
Office Materials & Supplies						\$680	\$600	\$700	
Office Operating Expenses						\$1,117	\$1,500	\$1,650	
Rent						\$5,000	\$5,000	\$5,000	
Postage						\$262	\$500	\$500	
Office & Trail Equipment						\$91	\$1,000	\$500	
Bench donations						\$0	\$2,550	\$1,700	
Restroom Maintenance						\$0	\$0	\$0	
Subtotal						\$7,654	\$11,654	\$10,554	

Staff Travel/Training/Development							2016	2017	2018	p 4
Travel/Mileage						\$314	\$700	\$500		
Education/Memberships						\$128	\$350	\$250		
Per Diems						\$4,515	\$4,235	\$4,515		
Subtotal						\$4,957	\$5,285	\$5,265		
Insurance/Professional Services (other than legal)										
Auditing Fee for FY 2016						\$3,600	\$4,000	\$4,000		
Insurance (MMRMA)						\$3,574	\$3,800	\$3,500		
Recorders Fee						\$2,760	\$2,990	\$2,990		
Subtotal						\$9,934	\$10,790	\$10,490		
Publicity/Raising awareness/Educational Projects										
Trailways Student Project						\$0	\$750	\$500		
Brochures						\$0	\$3,000	\$3,000		
Trail Promotional Items						\$708	\$1,000	\$1,000		
Labor Day Bridge Walk						\$130	\$150	\$1,000		
National Trails Day						\$85	\$0	\$500		
Oak Routes Sponsorship						\$0	\$0	\$0		
Trail Etiquette Program						\$0	\$0	\$0		
Subtotal						\$923	\$4,900	\$6,000		
Administrative Personnel										
Wages - Manager						\$40,535	\$35,443	\$35,980		
FICA/MESC - Manager						\$3,101	\$2,711	\$2,752		
Wages - Part-time Assistant Trail Manager						\$8,640	\$9,547	\$9,690		
FICA/MESC - Adm. Asst						\$661	\$730	\$741		
Subtotal						\$52,937	\$48,431	\$49,163		
Trail Projects										
Tienken Pathway/Art Project						\$0	\$0	\$375		
Signage Project						\$0	\$2,000	\$2,500		
Trail Improvement Project - South Rochester						\$3,898	\$2,000	\$5,875		
Polly Ann Trail Connection - Route 1						\$0	\$0	\$0		
Property Acquisition Projects						\$0	\$0	\$0		
2014-2018 Master Plan Project(s)						\$550	\$4,000	\$0		
Subtotal						\$4,448	\$8,000	\$8,750		
Patrol Program										
Wages - PCTC Bike Patrol						\$3,502	\$4,600	\$4,400		
FICA/MESC-Bike Patrol						\$268	\$352	\$337		
Contracted Mounted Patrol Services						\$6,850	\$7,650	\$9,110		
Commission Contribution to Bike Patrol Services						\$0	\$0	\$0		
Bike Patrol Equipment & Misc						\$58	\$250	\$250		
Subtotal						\$10,678	\$12,852	\$14,097		

										2016	2017	2018	p 5
Printing/Logo Expenses													
Trail Saleable Items													
Subtotal													
Miscellaneous/Contingency													
Transfer to fund balance													
Subtotal													
Total Expenses													
Revenue minus Expenses													
2018 Legal Services Project Budget													
REVENUES													
Member Unit Contribution													
License Fees													
License Fees Paid in Advance													
New License Preparation Fees													
Total Revenue													
EXPENSES													
Legal Retainer													
License Preparation Fees													
Transfer to Operating Budget													
Advance License Fees Carried Forward													
Legal Services													
Unallocated													
Total Expenses													
Revenue Minus Expenses - Legal													
2018 Special Project Budget - Bridge Renovation Project													
Source of Funds													
Paint Creek Trailways Commission Fund Balance													
Member Unit Contributions													
Total Revenue													
EXPENSES													
Bridge 33.7 Renovation - Easement Acquisition													
Legal Services													
Total Expenses													

