

HISTORIC DISTRICT OPERATING BUDGET		CURRENT <i>Jan.15, 2021</i>					Balanced	Balanced	Balanced	GENERAL DESCRIPTION OF ACCOUNT ACTIVITY	
GL NUMBER	DESCRIPTION	2017-18	2018-19	2019-20	2020-21	<i>Current</i>	2021-2022	2022-2023	2023-2024		
Dept. 000 Revenue					Amended	<i>Expend.</i>	Preliminary	Preliminary	Preliminary		
1	280-000-402.000	146,360	153,043	160,325	165,500	95,234	169,800	173,800	177,900	Estimated revenue with approximately 2.5% increase for additional years per Oakland Co.	
2	280-000-423.000	62	44		100		100	100	100	This amount supplied from the Township.	
2.a		0				299					
3		729	388	780	600	433	600	600	600		
4	280-000-539.000						5,000			2021: Applied MNRTF Accessible Pathway grant, Community Foundation SE Funds for cemetery restoration. Establish CLF endowment. MNRTF was not Awarded.	
							200			2022: Private donation. Community Foundation apply towards CLF Landscape developments and building projects.	
5	280-000-664.000	3,926	10,647	10,637	7,000	1,388	700	700	900	.33% for Interest earnings (rates declining per Walt Blessed, Deputy Treasurer) Changed even lower (.15%) on 1/26/21	
6	280-000-667.000		700	510	1,000	300	1,000	1,000	1,000	The more site visibility anticipates a growth in rentals, especially wedding ceremony. Staffing arrangement would need to be met to cover periods yet these costs would be captured in fees charged. 4 to 6 rentals within May thru Oct seems reasonable and maintains available times for local programs and events. (PRC and OTHS programs are not charged a rental fee)	
7	280-000-695.000	0	372	268	300	169	300	300	300	Captures the income from the Marker expense for resident portion.	
8	280-000-695.005	532	865	320	800	820	800	1,000	1,000	Fee charged for programs; beekeeping, plein Aire, cooking, crafts, culture.***Our program revenues exceeded during the year of COVID.	
9	Subtotal REVENUES/APPROPRIATIONS DEPT. 000		151,710	166,059	172,840	175,300	98,643	178,500	177,500	181,800	TOTAL REVENUES
10	280-000-695.006									Maintenance Service for Costs for mowing, snow plowing for an "up to amount of \$5,000" per PRC 1/14/18 meeting for 2019-22 same amounts and services.	
11	NET OF REVENUES/APPROPRIATIONS Dept. 000		151,710	166,059	172,840	175,300	98,643	178,500	177,500	181,800	
12	DEPT 931 - Transfers IN		0	0	0	38,700			0	0	Major Capital improvements from fund balance that have been budgeted. We have a history of Zero transfers since main house rehabilitation.
Dept 265-Building & Grounds											
13	280-265-811.000		215	168	400		300	300	300	Cleaning for main house before/after event use. This service is contracted. Waiting until Spring 2021	
14	280-265-920.000	3,109	3,589	3,331	3,700	2,409	3,200	3,400	3,500	384 W. Predmore and 388 W. Predmore, both DTE and Consumers Energy. The back-up generator runs on gas.	
15	280-265-930.050			0	0			0	0	CLF mowing and snow removal contracts. PRC will provide snow plowing of historic district and clearing pathways as a Level One area of service for entrance to Main and Caretaker.	
16	280-265-930.050	19,035	15,322	17,997	22,500	8,016	18,000	18,500	19,000	CLF annual facility maintenance for general handyman services, HVAC services on both Caretaker and Main House, hazardous tree/ dead wood removal, orchards care, electrical inspections, automatic Generator service agreements, security alarm monitoring and annual maintenance inspections, minor foundation pointing, roofing/flashing/chimney maintenance, plumbing/well/water softener maintenance, minor wood rot repair on trim and sills, storm damage, window cleaning, annual wasp spraying and pest control 4x year with 1 emergency call, sanitation removal services shared at 50% with PRC. This account includes a rotating painting schedule of \$4,000-\$6,000 per structure. 2021 50% Caretaker Roof shingle 5k.	
17	280-265-930.060	0	0	0	300		300	0	250	1856 Square Grand Schumacher piano tuning for scheduled tunings semi-annually.	
18	280-265-956.040	5,000	5,000	5,000	6,250	6,390	7,500	7,650	7,800	Reimbursement to General Fund for HDC shared office space in the Paint Creek Cider Mill.	
19	APPROPRIATIONS - DEPT. 265 BLDGS & GROUNDS		27,144	24,126	26,496	33,150	16,815	29,300	29,850	30,850	TOTAL MAINTENANCE COSTS

Dept 803 - General Govt. Historic

20	280-803-702.000	Wages FT - Preservation Planner	46,238	47,154	48,460	49,200	36,985	50,200	51,200	52,300	Full-time Historic Preservation Planner wage at \$23.65 hr. Hire date of June 2007.
21	280-803-704.000	Wages Part-time / Casual Employee	78	0	3,657	5,000	3,060	5,500	6,000	6,000	Additional PT staff to help with programs, event and rental staffing, CLF building hours and/or tours that are needed in addition to OTHS volunteer support. Approved Job Description for \$15 hr. Also for part-time maintenance help.
22	280-803-704.050	Per Diems - HDC Meetings	5,520	5,880	5,160	7,500	2,870	6,500	6,800	7,000	\$70/meeting and \$80/chair for 12 meetings per year, including estimated 2 special meetings.
23	280-803-702.020	Recording Secretary	0	0	0	0	0	0	0	0	Currently completed by Preservation Planner; meeting minutes, draft, final, and archival.
24	280-803-702.040	Project Manager	0	0	0	0	0	0	0	0	Currently projects are overseen by Commissioners and Historic Preservation Planner.
25	280-803-704.080	Internship Fellowship Match	1,543	1,588	963	2,500	0	1,000	500	1,000	Contracted grant internship with EMU Historic Preservation Program or OU students.
26	280-803-709.000	FICA / Medicare	3,817	3,910	4,446	4,900	3,130	5,000	5,100	5,100	FICA .0765 x staff salary, commissioner per diems, and any casual wages.
27	280-803-716.000	Pension Contributions	5,549	5,740	5,735	5,900	4,422	6,000	6,100	6,100	Pension contribution from employer of 12% of salary for retirement planning.
28	280-803-719.000	Hospitalization Insurance (Health)	17,987	17,386	15,655	16,500	13,890	16,800	17,200	17,200	Health Insurance for one adult/ one child \$10,318, dental benefit \$1,240, employer contributions towards deductible HSA \$3,700.
29	280-803-726.000	Office Supplies	214	254	246	1,000	269	500	600	750	Office supplies, name tags, name plates, envelopes, paper, pens, tape, etc.
30	280-803-726.010	Postage	9	7	58	250	26	100	125	125	Packet mailings, homeowners newsletters, and thank you notices, event notice.
31	280-803-730.000	Life Insurance	162	162	174	250	152	250	250	250	Group Life Insurance coverage for all FT employees.
32	280-803-731.000	ST/LT Disability Insurance	487	471	525	600	464	600	600	600	Short and long term disability: premium for term disability insurance coverage.
33	280-803-732.000	Workers Compensation	178	311	1,443	1,900	1,582	1,950	2,000	2,000	Increase due to correction to job classification.
34	280-803-740.000	Operating Supplies	161	496	568	1,000	118	500	600	700	House hold supplies, cleaning supplies, vacuum, Fire extinguishers, First Aid Kits, program supply needs at CLF, \$30 mo./ \$360 yr. cell phone communications on site at farm for emergency. (Currently no cell phones). Addition of WIFI at farm @\$720 annually.
	280-803-740.011	COVID-19 Supplies	0				299				Reimbursable expenses for necessary Covid-19 PPE and office shields.
35	280-803-803.000	Audit - Professional Services	505	442	440	500	463	500	500	500	HDC portion for costs related to annual audit.
36	280-803-804.000	Legal Professional Services	76	0	2,225	1,000	1,313	1,000	1,000	1,000	HDC legal fees are not included in blanket Township contract and will be charged by individual needs.
37	280-803-805.000	Architect Professional Services/ CLF	0	1,375	500	5,000	2,400	3,500	3,500	3,500	Architectural and Engineering services.
38	280-803-805.002	CLF Grant Match	0	0	0	0	0	0	0	0	Inactive. This account was for a planning grant match in 2016 - 2017.
39	280-803-805.010	Master Plan, Zoning, Mapping			0	0		0	0	0	Local planning for historic resources is completed by staff or volunteers.
40	280-803-805.020	Goodison Study			0	0		0	0	0	Inactive. Local planning for design guidelines in keeping with historic character in Goodison.
41	280-803-805.030	Census & Photos Historic Property			0	0		0	0	0	Inactive. Collections of current photo documentation of Township historic resources.
42	280-803-818.000	Schuette Oak	563	0	728	1,000		750	750	750	Maintenance of historic 500 year Grand Champion Schuette Oak tree protected in local historic district at Letts and Parks Rd. Prepaid serviced for 10% discount covers deep root fertilization, merit soil testing, and regular care maintenance.
43	280-803-818.040	Community Awareness Programs	2,687	2,653	2,563	4,000	1,886	3,000	3,000	3,000	Programs for preservation education, community outreach, and CLF visibility to our residents and neighboring communities. Mission statement to develop a 'Community Historical Center' and promoting as a historic park.
44	280-803-860.000	Mileage	631	630	680	800	461	700	700	700	Mileage expense reimbursed for required travel by Commissioners and staff. Use of IRS standard rate.
45	280-803-862.000	Conferences/Seminars	382	173	209	1,000	-49	500	500	500	Commissioner and staff conference and training classes/ workshop attendance.
46	280-803-863.000	Training	0	0	49	400	39	300	200	300	Staff training.
47	280-803-900.000	Printing/Publishing	1,858	1,659	2,879	2,500	1,029	2,000	2,000	2,000	Township newsletter \$150 per page, shared copier charges billed quarterly, notices, advertising and promotional material.
48	280-803-930.000	Equip. Maintenance	0	0	0	300	75	300	300	300	Eq. Maintenance for Computer systems, camera, recorders, and projector.
49	280-803-956.010	Dues/Subscriptions	838	768	720	800	518	800	800	800	MHPN, Historical Society of Michigan, NTHP Forum Membership, SPOOM, Ancestry, related organizations and periodicals.
50	280-803-956.030	Awards & Recognition	0	0	75	400	0	100	100	100	Periodic expenditures for recognition purposes.
51	280-803-964.000	Adjustment in the Roll	1	38	-10	300	0	50	50	50	Reimbursement related to the Michigan Tax Tribunal (MTT) for rulings and adjustments to property taxes.
52	APPROPRIATIONS - DEPT. 803 GENERAL		89,484	91,097	98,148	114,500	75,402	108,400	110,475	112,625	General Govt. and Staff
	SUBTOTALS:		116,628	115,223	124,644	147,650	92,217	137,700	140,325	143,475	OPERATIONAL COSTS WITH BLDGS/GROUNDS AND GENERAL GOVT.

Dept 901-Capital Outlay expenditures included in FY budget

53	280-901-972.000	CLF Acquisitions	0	0	0	1,000	0	500	500	500	Artifact acquisition for CLF. OTHS may apply for reimbursement following specific guidelines.
54	280-901-975.000	CLF Restoration	23,656	29,779	9,460	50,350	36,941	32,100	30,000	30,925	21-22: Landscape development, Milk house relocation and restoration, possible Windmill relocation, Dairy Barn concrete remnant pad and implement restoration, Wild game brooder replica, Limestone pathway to Hen House, water and electrical upgrades, Caretaker house roof 50%5k, Shed Pad cover, Northfield development. 22-23: Develop 2nd picnic area and Reading Place, Community garden plots with water, Game Brooder #2. 23-24: Flushing Restroom, 3rd Game Brooder replica. Poultry or Seed Barn Replica?
55	280-901-975.010	Publicly Owned Structures/ Land		0	0	5,000		2,500	1,500	1,500	Support public preservation projects & historic landscapes, Kline Cemetery.
56	280-901-975.020	Threatened Twp. Structures		0	0			1,200	800	800	Assist with a threatened township owned structures. Kline and Bigler Cemetery Headstone cleaning \$1,000. Millrace headgate maintenance.
57	280-901-975.030	Historical Marker		963	3,900	1,000		500	100	100	Historic Markers for Township resources at a 50/50 cost share. Michigan Historical Markers
58	280-901-975.050	Paint Creek Mill Educational Signage		1,640	36	0		0	1,000	0	Educational storyboard for Millrace and DUR history including additional signage for historic sites for trail connections.
59	280-901-975.060	CLF Interpretive Signage	453	355	166	6,000		2,000	1,775	2,000	Interpretive Historical signage for visitor experience.
60	280-901-980.000	Equipment Purchases	205	86	1,226	1,000	121	500	500	500	Software upgrades Adobe over Nitro
61	280-901-980.010	CLF Equipment	527	449	0	2,000	230	1,500	1,000	2,000	Equipment needed at CLF. AED \$1,500 (additional yr. maint. \$300)
62	APPROPRIATIONS - Dept. 901 CAPITAL OUTLAY		24,841	33,272	14,788	66,350	37,292	40,800	37,175	38,325	CLF Restoration can utilize Fund Balance
63			116,628	115,223	124,644	147,650	92,217	137,700	140,325	143,475	TOTAL MAINT. + GEN GOVT. + OPERATIONS ONLY
64	TOTAL APPROPRIATIONS		141,469	148,495	139,432	214,000	129,509	178,500	177,500	181,800	TOTAL MAINT, GEN GOVT, OPERATING W/ CAPITAL EXPENDITURES
65	Total Revenue		151,710	166,059	172,840	175,300	98,643	178,500	177,500	181,800	TOTAL REVENUE (from Page One Line 11)
66	280-931-699.000	Dept. 931-Transfers In Fund Balance if necessary	0	0	0	38,700		0	0	0	* Note: Major Capital Improvement Projects are budgeted from Fund Balance.
67	NET OF REVENUES/APPROPRIATIONS - FUND 280		10,241	17,564	33,408	(38,700)	(30,866)	0	0	0	
68	BEGINNING FUND BALANCE		503,517	503,517	503,517	503,517	503,517	503,517	503,517	503,517	
69	ENDING FUND BALANCE		513,758	521,081	536,925	464,817	472,651	503,517	503,517	503,517	FORECAST FUND BALANCE 3/31/21 \$575,000