

HISTORIC DISTRICT OPERATING BUDGET										GENERAL DESCRIPTION OF ACCOUNT ACTIVITY	
GL NUMBER	DESCRIPTION	2016-17	2017-18	2018-19	2019-20	Current Expend.	2020-21 Preliminary	2021-22 Preliminary	2022-2023 Preliminary		
Dept. 000 Revenue					Amended						
1	280-000-402.000	Current Property Taxes HDC Fund	141,699	146,360	153,043	159,500	165,500	172,100	179,000	Estimated revenue with approximately 4% increase for each additional years.	
2	280-000-423.000	Adjustments in the Roll	13	62	44		100	100	100	This amount supplied from the Township.	
3		State Personal Property Tax Reimbursement	682	729	388	354	600	600	600		
4	280-000-539.000	Grants -								2020: Apply MNRTF grant 2021, large pavilion horse barn footprint, concrete, pathway, engineering 300,000/100,000 match. 2021: Apply Community Foundation SE Funds, In kind services Boy Scouts. Establish CLF endowment. 2022: Apply for Certified Local Govt. funding thru Michigan Preservation Funds apply towards CLF Landscape development.	
5	280-000-664.000	Interest Earnings	3,803	3,926	10,647	3,600	6,558	7,000	7,000	Interest earnings (rates declining per Walt Blessed, Deputy Treasurer)	
6	280-000-667.000	Rental Income - CLF site rentals	900	101	700	1,000	350	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	Miscellaneous Revenue, Historical Markers	907	0	372	300	268	300	300	Captures the income from the Marker expense for resident portion.	
8	280-000-695.005	Program Receipts - HDC	555	532	865	800	320	800	800	Fee charged for programs; beekeeping, plein Aire, cooking, crafts, culture.	
9	Subtotal REVENUES/APPROPRIATIONS DEPT. 000		148,559	151,710	166,059	165,200	7,850	175,300	181,900	TOTAL REVENUES	
10	280-000-695.006	Reimbursement to HDC by Parks for Maint.								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. A year end summary can track value.	
11	NET OF REVENUES/APPROPRIATIONS Dept. 000		148,559	151,710	166,059	165,200	7,850	175,300	181,900	188,800	
12	DEPT 931 - Transfers IN					21,808		33,200	58,550	21,350	Major Capital improvements from fund balance that have been budgeted.
Dept 265-Building & Grounds											
13	280-265-811.000	Cleaning (CLF)	288	0	215	350	168	400	450	500	Cleaning for main house before/after event use. This service is contracted.
14	280-265-920.000	Utilities at CLF	3,608	3,109	3,589	3,000	1,292	3,700	3,800	3,900	384 W. Predmore and 388 W. Predmore, both DTE and Consumers Energy. The back-up generator runs on gas.
15	280-265-930.050	Historic Property Maint/CLF				0		0	0	0	CLF Maintenance support provided by PRC contracts for lawn mowing, spring / fall clean-up, leaf removal. PRC will provide snow plowing of historic district and clearing pathways as a Level One area of service for entrance to Main House and Caretaker House.
16	280-265-930.050	Historic Property Maint/CLF				22,000	14,024	22,500	23,000	23,500	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, 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 3x year with 1 emergency call, sanitation removal services shared at 50% with PRC. This account includes a rotating painting schedule of \$4,000 per structure.
			21,546	19,035	15,322						
17	280-265-930.060	Piano Maintenance	125	0	0	300		300	300	300	1856 Square Grand Schumacher piano tuning and maintenance for scheduled tunings semi-annually.
18	280-265-956.040	Reimbursement to General Fund shared spac	5,000	5,000	5,000	5,000		6,250	7,500	7,650	Reimbursement to General Fund for HDC shared office space in the Paint Creek Cider Mill.
19	APPROPRIATIONS - DEPT. 265 BLDGS & GNDS		30,567	27,144	24,126	30,650	15,484	33,150	35,050	35,850	TOTAL MAINTENANCE COSTS
Dept 803 - General Govt. Historic											
20	280-803-702.000	Wages FT - Historic Preservation Planner	45,497	46,238	47,154	48,200	25,894	49,200	50,200	51,200	Full-time Historic Preservation Planner wage at \$23.11 hr. Hire date of June 2007.
21	280-803-704.000	Wages Part-time Casual Employee	0	78	0	3,000	1,654	5,000	5,500	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 relied on OTHS volunteer support. Approved Job Description for \$15 hr. Also for part-time maintenance help.
22	280-803-704.050	Per Diems - HDC Meetings	5,660	5,520	5,880	7,500	2,440	7,500	7,500	7,500	Commissioner attendance \$70/meeting and \$80/chairperson for 12 meetings per year, with estimated 2 additional special meetings.
23	280-803-702.020	Recording Secretary				0		0	0		Currently completed by Preservation Planner. Recording secretary support for meeting minutes, draft and archival for the year.
24	280-803-702.040	Project Manager				0		0	0		Currently projects are overseen by Commissioners and Historic Preservation Planner.
25	280-803-704.080	Internship Fellowship Match	2,500	1,543	1,588	2,500	963	2,500	2,500	2,500	Contracted internship with EMU Historic Preservation Program or OU students.
26	280-803-709.000	FICA / Medicare	3,789	3,817	3,910	4,200	2,450	4,900	5,000	5,100	FICA .0765 x staff salary, commissioner per diems, and any casual wages.
27	280-803-716.000	Pension Contributions	6,051	5,549	5,740	5,800	3,024	5,900	6,000	6,100	Pension contribution from employer of 12% of salary for retirement planning.
28	280-803-719.000	Hospitalization Insurance (Health)	15,746	17,987	17,386	15,258	11,571	16,500	16,800	17,200	Health Insurance for one staff with one child \$10,318, dental benefit \$1,240, employer contributions towards deductible HSA \$3,700. Cost decreased \$3,800 due to change from family coverage to single coverage with one dependent child.
29	280-803-726.000	Office Supplies	534	214	254	1,000	71	1,000	1,000	1,000	Office supplies, name tags, name plates, envelopes, paper, pens, tape, etc.
30	280-803-726.010	Postage	44	9	7	250	15	250	250	250	Packet mailings, homeowners newsletters, and thank you notices, event notice.
31	280-803-730.000	Life Insurance	140	162	162	200	113	250	250	250	Group Life Insurance coverage for all FT employees.
32	280-803-731.000	ST/LT Disability Insurance	351	487	471	500	339	600	600	600	Short and long term disability: premium for term disability insurance coverage.
33	280-803-732.000	Workers Compensation	129	178	311	1,500	1,443	1,900	1,950	2,000	Increase due to correction to job classification.

34	280-803-740.000	Operating Supplies	562	161	496	1,000	292	1,000	1,000	1,000	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.	
35	280-803-803.000	Audit - Professional Services	443	505	442	500	330	500	500	500	HDC portion for costs related to annual audit.	
36	280-803-804.000	Legal Professional Services	900	76	0	1,000	0	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	90	0	1,375	2,000	500	5,000	20,000	5,000	Architectural and Engineering services. (2021-22 higher due to anticipated barn relocation project)	
38	280-803-805.002	CLF Grant Match	3750	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	Local planning for historic resources is completed by staff or volunteers.	
40	280-803-805.020	Goodison Study				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	Inactive. Collections of current photo documentation of Township historic resources.	
42	280-803-818.000	Schuette Oak	563	563	0	1,000	728	1,000	1,000	1,000	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	3,170	2,687	2,653	4,000	2,167	4,000	4,000	4,000	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	706	631	630	750	496	800	800	800	Mileage expense reimbursed for required travel by Commissioners and staff. Use of IRS standard rate.	
45	280-803-862.000	Conferences/Seminars	664	382	173	1,000	160	1,000	1,000	1,000	Commissioner and staff conference and training classes/ workshop attendance.	
46	280-803-863.000	Training	159	0	0	400	0	400	400	400	Staff training.	
47	280-803-900.000	Printing/Publishing	987	1,858	1,659	2,000	1,716	2,500	2,500	2,500	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	0	300	300	300	Eq. Maintenance for Computer systems, camera, recorders, and projector.	
49	280-803-956.010	Dues/Subscriptions	868	838	768	750	359	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	0	400	0	400	400	400	Periodic expenditures for recognition purposes.	
51	280-803-964.000	Adjustment in the Roll	245	1	38	300	-1	300	300	300	Reimbursement related to the Michigan Tax Tribunal (MTT) for rulings and adjustments to property taxes.	
52	APPROPRIATIONS - DEPT. 803 GENERAL		93,548	89,484	91,097	105,308	56,724	114,500	131,550	118,700	General Govt.	
SUBTOTALS:						135,958	72,208	147,650	166,600	154,550	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	1,000	1,000	1,000	Artifact acquisition for CLF. OTHS may apply for reimbursement of artifact following specific guidelines.	
54	280-901-975.000	CLF Restoration	32,195	23,656	29,779	33,850	9,460	50,350	64,350	50,000	2020: Landscape development, East lawn vista restoration with stone steps. Milk house relocation and restoration. Windmill relocation. Historic District Signage. 2021: Dairy Barn concrete remnant pad and implement restoration, Wild game brooder replica, Limestone pathway to Hen House and basement Caretaker house, Shed Pad cover, Northfield development, possible Barn relocation (not included \$). 2022: Develop 2nd picnic area and Reading Place, Community garden plots with water, Wild Game Brooder #2.	
55	280-901-975.010	Publicly Owned Structures/ Land	0	0	0	0		0	0	0	Support public preservation projects & historic landscapes. Kline Cemetery \$5,000.	
56	280-901-975.020	Threatened Twp. Structures	0	0	0	0		0	0	0	Assist with a threatened township owned structures. Kline and Bigler Cemetery Headstone cleaning \$1,000.	
57	280-901-975.030	Historical Marker	690	0	963	4,500	3,900	1,000	500	100	Historic Markers for Township resources at a 50/50 cost share.	
58	280-901-975.050	Paint Creek Mill Educational Signage	0	0	1640	1,500	36	0	1,500	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	386	453	355	6,000	166	6,000	4,000	2,000	Interpretive Historical signage for visitor experience.	
60	280-901-980.000	Equipment Purchases	68	205	86	1,500	1,219	500	500	500	Software upgrades Adobe, Carbon Monoxide alarms for HDC office.	
61	280-901-980.010	CLF Equipment	0	527	449	2,700	0	2,000	2,000	2,000	Equipment needed at CLF. AED \$1,500 (additional yr. maint. \$300)	
62	APPROPRIATIONS - Dept. 901 CAPITAL OUTLAY					51,050	14,781	60,850	73,850	55,600	Capital Outlay	
63							135,958	72,208	147,650	166,600	154,550	TOTAL MAINT. + GEN GOVT. + OPERATIONS ONLY
64	TOTAL APPROPRIATIONS		157,454	141,469	148,495	187,008	86,989	208,500	240,450	210,150	TOTAL MAINT, GEN GOVT, OPERATING W/ CAPITAL EXPENDITURES	
						29,242		27,650	15,300	34,250	<i>This amount represents what we are spending less than our total revenue BEFORE Capital Improvements</i>	
65	Total Revenue		148,559	151,710	166,059	165,200	7,850	175,300	181,900	188,800	TOTAL REVENUE (from Page One Line 11)	
66	280-931-699.000	Dept. 931-Transfers In	0	0	0	21,808	0	33,200	58,550	21,350	* Note: % of Capital Improvement Projects are budgeted from Fund Balance. If 100% of revenue is not spent, the transfer in does not occur.	
67							601,428			Current Fund Balance \$441,928 with addition of tax distributions of \$159,500. Increase to fund balance of \$70,106 (less remaining expenditures Dec 2019, and Jan, Feb, Mar 2020 at approximately 30,000 = net increase of \$40,106)		
68	BEGINNING FUND BALANCE		512,412	503,517	513,758	531,322		509,514	474,014	419,814	<i>Annual Operating expense is included in Fund Balance.</i>	
69	ENDING FUND BALANCE		503,517	513,758	531,322	509,514		474,014	419,814	406,414		
70	Difference			10,241	17,564	-21,808		-35,500	-54,200	-13,400	Estimated deficit is only if 100% appropriations including Capital Outlay, otherwise transfer-in from Fund Balance is not utilized.	