

**Open Space and Parkland Preservation Millage Implementation
July 1, 2016 - December 31, 2017 Draft Budget**

		# of Hours	Rate*	Total	Budget Amount
Task A	Program Administration				
Orientation and Educational Activities; Monthly Meetings; Quarterly Reports; Annual Report; Coordinate with City, PAC, GAC and LAC; Make Presentations as Needed; Maintain Files; and Finalize Standard Operating Procedures					
Project Manager		585	\$67	\$39,195.00	
Total					\$39,195.00
Task B	Outreach & Strategic Plan Development				
Identify Properties and Landowners; Coordinate GIS Data; Maintain Landowner Database; Conduct Outreach to Landowners; Conduct Outreach to Ann Arbor Residents (i.e. Bus Tour), Landowner Contact Activities; Prepare Press Releases After Closings; Update Strategic Plans					
Project Manager		723	\$67	\$48,441.00	
Total					\$48,441.00
Task C	Outreach & Strategic Plan Development				
Rank Applications; Draft Conservation Easements for Review by City Attorney; Order Due Diligence and Coordinate Due Diligence with City Attorney Office for Approval; Negotiate Price with Landowner; Submit Contract Request Form to City Attorney; Prepare Baseline Documents; Draft Press Release After Closing; Coordinate Annexations and Rezoning as Needed with Planning & Development; Develop Easement Monitoring Plan					
Project Manager		870	\$67	\$58,290.00	
Midwest Director		225	\$126	\$28,350.00	
Total					\$86,640.00