



GRAND TRAVERSE COUNTY COMMISSION ON AGING

520 W. FRONT STREET, SUITE B
TRAVERSE CITY, MI 49684-2237
(231) 922-4688 • FAX (231) 929-1645
E-MAIL ADDRESS: gtcoa@grandtraverse.org
HOMEPAGE: www.grandtraverse.org

EXECUTIVE/FINANCE COMMITTEE AGENDA

Tuesday, August 4, 2015 at 9:00 a.m.

520 West Front Street

Traverse City, MI 49684

Chair: Rodetta Harrand/Executive

Chair: Bill Rokos/Finance

Conference Call: 922-4859

Mission Statement: The mission of the Grand Traverse County Commission on Aging is to offer home and community based services to maintain and improve the quality of life for resident senior citizens.

1. Approval of agenda
2. Approval of minutes (2-7)

FINANCE

3. Finance Reports (Summary 8)
 - A. Monthly reports
 1. In-Home Services (9-13)
 2. Senior Center Network (14-17)
4. Unit costs (18-20) & next steps - Sliding Fee Scale (21-23) – Georgia Durga, Director
5. 2016 Budget update – Georgia Durga, Director
6. Millage revenue and captured taxes – Bill; Rokos

EXECUTIVE

7. Board member in good standing memorandum to Board of Commissioners (24)
8. Wage increase update
9. Ballot language update
10. Endowment Report (25-27)
11. Strategic Plan
12. Old Business
13. New Business
14. Public comment

Minutes available by contacting the Grand Traverse County Commission on Aging office by phone at (231) 922-4688 or by mail at the following address: 520 West Front Street Suite B, Traverse City MI. 49684. If you need auxiliary assistance under ADA, contact the Administrator at (231) 922-4780 or TDD (231) 922-4412.

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Executive/Finance Committee Meeting ~ Minutes ~

GRAND TRAVERSE COUNTY COMMISSION ON AGING

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Tuesday, July 7, 2015

9:00 AM

GTCOA Meeting Room

DRAFT: 7/7/15 Rev.

APPROVED:

Call to Order

Chair Harrand called the meeting to order at the Commission on Aging Meeting Room, 520 West Front Street, Traverse City, MI.

| Attendee Name | Title | Status | Arrived |
|--------------------|---------------------|----------------|---------|
| Rodetta Harrand | Chair | Present | |
| Sandra Busch | Vice Chair | Present | |
| Bill Rokos | Treasurer | Present | |
| Shirley Zerafa | Secretary | Present | |
| Christine Maxbauer | County Commissioner | Excused | |
| Carol Sullivan | Member | Present | |
| David Taylor | Member | Present | |
| Kory Hansen | Member | Absent Excused | |

Staff Present: Georgia Durga, Director
Lori Wells, Deputy Director
Laura Green, Deputy Director
Cyndie F., Office Specialist

Guests Present: Carl Kucera, GTCOA Board member

Approval of Agenda

Harrand and Durga requested the addition of GTCOA office move (for Resource Management and Administration meeting).

Motion to approve the agenda as Amended.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVED: | Zerafa |
| SECONDED: | Rokos |
| AYES: | Bush, Harrand, Rokos, Sullivan, Taylor, Zerafa |
| NAYS: | None |

Approval of Minutes

Chair Harrand asked if there were any corrections to the minutes. Staff relayed that the Executive minutes of May 19th were missing one word "waste" on page 2 of the minutes. Staff to update. There were no changes to the June Finance minutes and they were approved as presented.

Motion to approve the May 19, 2015 Executive Committee minutes as amended.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVED: | Sullivan |
| SECONDED: | Rokos |
| AYES: | Bush, Harrand, Rokos, Sullivan, Taylor, Zerafa |
| NAYS: | None |

GTCOA office move – added to Agenda

Members discussed an article from The Ticker stating that the County Planner would present a proposal for a new County Building to house GTCOA and MSUE (Michigan State University Extension). Member noted concern that the BOC (Board of Commissioners) would review a proposal without referring the matter for discussion by the GTCOA Board; as well as a move for both departments being discussed as though each would have to move together. Durga explained that the County Planner is providing the information to the BOC, at their behest, as part of a long term capital plan. Durga relayed that there were three options provided by the County Planner in the recommendation and reviewed those options. Members suggested there is an additional option not included which would be a leased building. Durga relayed information from Information Technologies on why a leased building could present concerns. Members discussed the matter at length. Durga relayed that the County Planner would present the recommendation to the BOC at RM&A on Wednesday, July 8, 2015, at 6:00 pm and any interested member was invited to attend.

Member expressed concern that the Director has moved to an office at Governmental Center and Board members were not informed. Durga relayed that she is trying to complete work that she has not been able to accomplish in the office. Members discussed the matter at length. Durga advised that Chair Harrand had asked to inform Board members, but was advised this was a personnel issue.

Senior Center Network

Program Reports

Wells relayed that Project Fresh has been very successful. Almost 400 booklets have been distributed and the State informed them that they will provide 100 more for free. She relayed that she would probably take them to the commodities distribution day. Wells stated that Barb Mikowski was awarded the Distinguished Senior Citizen for 2015, and reported that staff is busy with many Cherry Festival activities. Wells conveyed that the Program Coordinator position has been reposted. Wells also reported on an article highlighting the hiking and cycling group, the completion of the shuffleboard courts, where three up-coming tournaments are scheduled, and a painting in the park program. Wells stated that Sundays have been very slow and staff will monitor the situation.

Motion to accept the May SCN Program Report as presented.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVED: | Zerafa |
| SECONDED: | Sullivan |
| AYES: | Bush, Harrand, Rokos, Sullivan, Taylor, Zerafa |
| NAYS: | None |

Traverse City Senior Center lease extension update

Wells relayed that she did not bring a formal recommendation. She stated that she spoke to the Assistant City Manager who talked to the Attorney. Wells relayed that the City can't give the land without a ballot vote. The City informed her that a lease for more than ten years could be construed as giving the property away. Wells stated that the City has expressed that their lease expiration interpretation is 2021. Members discussed that the lease was written as five years, and funds raised would be held by the City. Members expressed reassurance of the project with a 2021 expiration date, and funds being held by the City.

Traverse City Senior Center renovation next steps

Hand in hand with the lease extension, no further update.

Change in committee reporting of SCN

Durga reminded members that Wells will start reporting to Program Committee next month.

Area Agency Annual Implementation Plan

Durga provided a synopsis of the 2016 Plan relaying that GTCOA provides a recommendation to the BOC, and recommended approval.

Motion to recommend approval of the 2016 Area Agency on Aging of Northwest Michigan Annual Implementation Plan.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVED: | Sullivan |
| SECONDED: | Busch |
| AYES: | Bush, Harrand, Rokos, Sullivan, Taylor, Zerafa |
| NAYS: | None |

FINANCE

Finance Reports

No monthly reports (change in meeting date)

Due to the change in meeting dates there were no reports this meeting. Durga relayed that they will be one month behind now. Member suggested that Durga can always report to something major.

Budget adjustment report

Budget Adjustment approvals

Durga highlighted the items for approval, relaying that two were approved in May. Member asked how much money was spent on the 40th, and Wells responded less than \$250. Durga reported that the Supervisors and Assessment Aide now have portable printers and a budget adjustment is required, due to that purchase.

Members discussed the use of printers for assessments and staff utilizing the same assessment tool. Members discussed skills for the assessors, initial assessments by the RN, and replacement personnel.

Motion to approve the June budget adjustment items as presented (\$2,025 from Fund Balance for overdrawn items and \$37,000 to Funds for Subsequent Years.)

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVED: | Busch |
| SECONDED: | Sullivan |
| AYES: | Bush, Harrand, Rokos, Sullivan, Taylor, Zerafa |
| NAYS: | None |

Budget adjustment approval process

Durga stated that the request to review adjustments by both Finance and then forwarded to the full Board, creates a delay in operations. She requested that immediate approval be provided at Finance Committee, and relayed her reasoning therefore. Member stated that he feels adjustments should go to both Finance and the full Board. Members discussed the 2016 Budget. Member stated that a budget is a forecast which can be amended. Member noted that many adjustments don't require approval, only the ones which change the bottom line. Member stated that he does not care if all adjustments are on the report, only those which change the bottom line. These are marked on the budget adjustment form, and noted that 8 out of 10 on this report did not require action.

Durga stated that the contingency funds are almost gone, and that any further

unexpected items may come from fund balance. Member suggested putting money from fund balance into contingency. Another Member suggested a review of the rest of the budget for overages and shifting funds. Durga provided an example of a broken truck in the middle of mowing season, could take a little over a month to replace. She relayed that if the matter could just be approved at Finance; the time would be far less. Member stated that staff should generally request approvals, if an emergency presents itself then do something different, such as schedule a special meeting. Wells relayed that this year the 40th anniversary party was not budgeted and there was no money in the banner line item. Member recommended shifting the funds from another line item.

2014 Outside Agency Funding update

Durga stated that a letter has been received from Paradise Township, Kingsley Area Retirees. There were funds left over 2014, and the requested letter indicated their plan to spend the balance of the funds in 2015.

Unit costs update – Georgia Durga, Director

Durga relayed that she is still working on those costs, advising that an issue with the County reports was causing some inconsistencies. Member stated that if the departments have not provided the numbers by next month the Committee would discuss the matter then. Durga explained how unit costs are calculated. Member provided a suggestion to recode those persons into another line item.

2016 Budget update

Durga stated that she's still working on the 2016 Budget – some County costs are not done yet. Once those are entered she can complete the Budget. She stated that the Budget will come to Finance in August, and will have been submitted prior to that time. Member requested that Durga provide a copy to the Board members upon submission, with a copy in the next packet as well.

Durga relayed that there is a public hearing scheduled in October.

Strategic Plan

No Update

Old Business

None

New Business

None

Public Comment

Kucera noted he would attend RM&A and suggested everyone else to go as well.

Taylor asked if anyone had discussed salary adjustments. Durga relayed that Commissioner Maxbauer was supposed to talk to HR (Human Resources) but was not sure if she had done that. Chair Harrand asked that the matter be placed on the next month's Agenda.

Wells asked if there had been any more discussion on the millage. Durga stated that she was waiting for a revenue estimate from Equalization. The number is required in the ballot language. Durga stated that the language is ready to go to County Legal and relayed she would send it without the Equalization numbers.

Adjournment

Meeting adjourned at 10:47 am

Minutes available by contacting the Grand Traverse County Commission on Aging office by phone at (231) 922-4688 or by mail at the following address: 520 West Front Street, Suite B, Traverse City, MI. 49684.

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Rev. 7/21/15



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FINANCE REPORT SUMMARY

June 2015

GOAL: 50 %

1. In Home Services

Expenses - \$1,176,213 - 41.90%
Revenue - \$2,378,314 - 84.71%

2. Senior Center Network

Expenses - \$ 229,022 - 45.84%
Revenue - \$ 465,147 – 92.63%

NOTE: The following are out of balance but will be corrected in July 2015:

1. SCN Rev – Exp. = \$2,550 (Should equal 0)
2. I&A Rev – Exp = \$ 600 (Should equal 0)

Run Date 07/09/2015

GRAND TRAVERSE COUNTY
TRIAL BALANCEPeriod End Date 06/30/2015 PAGE 1
ACR099

FUND 297 G. T. COUNTY COMMISSION ON AGING

| | | | DEBIT | CREDIT | DEBIT | CREDIT |
|--------------|--------|-----------------------------|--------------|--------|--------------|--------------|
| ASSETS | 001.00 | CASH | 2,660,622.47 | .00 | | |
| | 018.00 | IMPREST CASH | 100.00 | .00 | | |
| LIABILITIES | 201.00 | VOUCHERS PAYABLE | 265.88 | .00 | | |
| | 212.00 | ADVANCED FUNDS | :00 | | | |
| | 339.00 | DEFERRED REVENUE | :00 | | 3,371.32 | |
| | 389.11 | F.BAL.RES. - CAPITAL OUTLAY | :00 | | 37,000.00 | |
| | 390.00 | FUND BALANCE | :00 | | 47,000.00 | |
| REVENUES | 400.00 | REVENUE CONTROL | .00 | | 1,371,515.91 | |
| EXPENDITURES | 700.00 | EXPENDITURE CONTROL | 1,176,213.26 | .00 | | |
| | | | | | 3,837,201.61 | 3,837,201.61 |
| | | | | | 3,837,201.61 | 3,837,201.61 |

RUN DATE: 7/09/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 06/30/2015

PAGE 1

SELECTION: FUND RANGE 297 TO 297
LINE ITEM RANGE 701.00 TO 999.00
DEPARTMENTS

| | INITIAL BUDGET | BUDGET ADJUSTMENTS | ADJUSTED BUDGET | THIS MONTH | THIS YEAR | CURRENT ENCUMBRANCES | BUDGET BALANCE | % EXPENDED / REALIZED |
|--------------------------------------|----------------|--------------------|-----------------|------------|-----------|----------------------|----------------|-----------------------|
| 701.00 DEPARTMENT HEAD | 57836.00 | .00 | 57836.00 | 4448.88 | 28917.76 | .00 | 28918.24 | 50.00 |
| 701.01 PER DIEM | 5000.00 | .00 | 5000.00 | 874.67 | 3592.03 | .00 | 1407.97 | 71.84 ^P |
| 702.00 FULL TIME & REGULAR PART TIME | 1163896.00 | .00 | 1163896.00 | 84721.36 | 509893.96 | .00 | 654002.04 | 43.81 |
| 702.01 LONGEVITY | 6708.00 | .00 | 6708.00 | .00 | .00 | .00 | 6708.00 | .00 |
| 703.00 PART TIME TEMPORARY | 27000.00 | .00 | 27000.00 | 619.05 | 619.05 | .00 | 26380.95 | 2.29 |
| 704.00 OVERTIME | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 705.00 PERSONAL LEAVE | 23513.00 | .00 | 23513.00 | .00 | .00 | .00 | 23513.00 | .00 |
| 715.00 FICA | 98376.00 | .00 | 98376.00 | 6752.37 | 40456.10 | .00 | 57919.90 | 41.12 |
| 716.00 HEALTH, OPTICAL & DENTAL | 399242.00 | .00 | 399242.00 | 30210.08 | 182969.22 | .00 | 216272.78 | 45.83 |
| 716.02 SHORT & L-T DISABILITY | 9499.00 | .00 | 9499.00 | 847.71 | 5100.95 | .00 | 4398.05 | 53.70 ^A |
| 716.03 PAYMENT IN LIEU OF INSURANCE | 2000.00 | .00 | 2000.00 | .00 | .00 | .00 | 2000.00 | .00 |
| 717.00 LIFE INSURANCE | 2542.00 | .00 | 2542.00 | 317.00 | 1892.19 | .00 | 649.81 | 74.44 ^P |
| 718.00 RETIREMENT | 19870.00 | .00 | 19870.00 | 1477.26 | 9096.51 | .00 | 10773.49 | 45.78 |
| 718.01 RETIREMENT DC | 94635.00 | .00 | 94635.00 | 6624.27 | 39882.92 | .00 | 54752.08 | 42.14 |
| 718.05 RETIREMENT - DB UAL | 116533.00 | .00 | 116533.00 | 8364.70 | 52003.06 | .00 | 64529.94 | 44.63 |
| 719.00 WORKER'S COMP INS | 26520.00 | .00 | 26520.00 | 1830.54 | 10891.89 | .00 | 15628.11 | 41.07 |
| 720.00 UNEMPLOYMENT COMPENSATION | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 727.00 OFFICE SUPPLIES | 7000.00 | 707.00 | 7707.00 | 1212.31 | 4403.42 | 225.70 | 3077.88 | 57.14 ^P |
| 729.00 PRINTING AND BINDING | 4100.00 | 700.00 | 4800.00 | 46.88 | 1819.52 | 42.44 | 2938.04 | 37.91 |
| 729.02 COPY MACHINE USE | 1300.00 | .00 | 1300.00 | .00 | 290.26 | 270.18 | 739.56 | 22.33 |
| 729.08 RISOGRAPH COPIES | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 730.00 POSTAGE | 15000.00 | .00 | 15000.00 | .00 | 5728.37 | .00 | 9271.63 | 38.19 |
| 743.00 OTHER SUPPLIES | 100.00 | 159.00 | 259.00 | 150.74- | 31.01 | .00 | 227.99 | 11.97 |
| 743.29 BASKETS OF BOUNTY | 5000.00 | 2586.00 | 7586.00 | .00 | 9.08 | .00 | 7576.92 | .12 |
| 743.35 PROPERTY DAMAGE | 2300.00 | 2300.00 | 4600.00 | 1948.00 | 1948.00 | .00 | 2652.00 | 42.35 |
| 745.00 UNIFORMS & ACCESSORIES | 5680.00 | .00 | 5680.00 | 2464.23 | 3188.75 | .00 | 2491.25 | 56.14 ^P |
| 747.00 SMALL TOOLS & SUPPLIES | 17000.00 | 2892.00 | 19892.00 | 817.81 | 6014.07 | 2463.26 | 11414.67 | 30.23 |
| 747.11 EQUIPMENT | 11320.00 | 6400.00 | 17720.00 | 799.98 | 3717.05 | .00 | 14002.95 | 20.98 |
| 748.00 GAS, OIL & GREASE | 25000.00 | .00 | 25000.00 | 1624.64 | 5584.32 | 41.58 | 19374.10 | 22.34 |
| 807.00 AUDITING | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 810.00 SUBSCRIPTIONS | 225.00 | .00 | 225.00 | .00 | 175.00 | .00 | 50.00 | 77.78 ^P |
| 810.01 DUES | 243.00 | 155.00 | 398.00 | 57.48 | 92.48 | .00 | 305.52 | 23.24 |
| 811.00 SERVICE CONTRACTS | 30042.00 | 30000.00- | 42.00 | .00 | .00 | .00 | 42.00 | .00 |
| 812.00 MIS CHARGES | 20000.00 | .00 | 20000.00 | 1662.84 | 6284.50 | 1964.96 | 11750.54 | 31.42 |

RUN DATE: 7/09/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 06/30/2015

PAGE 2

SELECTION: FUND RANGE 297 TO 297
LINE ITEM RANGE 701.00 TO 999.00
DEPARTMENTS

| | INITIAL BUDGET | BUDGET ADJUSTMENTS | ADJUSTED BUDGET | THIS MONTH | THIS YEAR | CURRENT ENCUMBRANCES | BUDGET BALANCE | % EXPENDED / REALIZED |
|-------------------------------------|----------------|--------------------|-----------------|------------|-----------|----------------------|----------------|-----------------------|
| 812.11 COMPUTER EQUIPMENT | .00 | 455.00 | 455.00 | .00 | 399.99 | .00 | 55.01 | 87.91 |
| 818.00 CONTRACT SERVICES | 153286.00 | 528.00 | 153814.00 | 8189.65 | 39158.95 | .00 | 114655.05 | 25.46 |
| 818.07 SECRETARIAL | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 818.89 HARDSHIP FUND | 6000.00 | 7630.00 | 13630.00 | .00 | .00 | .00 | 13630.00 | .00 |
| 818.92 SENIOR HEATING | 10000.00 | 9271.00 | 19271.00 | .00 | 3369.70 | .00 | 15901.30 | 17.49 |
| 818.93 SENIOR SUPPORT | 16000.00 | 4830.00 | 20830.00 | 2220.04 | 6929.10 | 994.20 | 12906.70 | 33.27 |
| 818.94 TRANSPORTATION | 34000.00 | 13000.00- | 21000.00 | 40.00- | 9000.00 | .00 | 12000.00 | 42.86 |
| 818.99 VOUCHERS | .00 | 98424.00 | 98424.00 | 1420.00 | 9195.00 | 1800.00 | 87429.00 | 9.34 |
| 819.32 EVENTS | .00 | 387.00 | 387.00 | 25.00 | 25.00 | .00 | 362.00 | 6.46 |
| 850.00 TELEPHONE | 5600.00 | .00 | 5600.00 | 403.02 | 2127.50 | 403.02 | 3069.48 | 37.99 |
| 850.01 TELEPHONE LOCAL & L.D. | 700.00 | .00 | 700.00 | 1.59 | 11.53 | 1.97 | 686.50 | 1.65 |
| 850.04 TELE-CELLULAR NETWORK | 8084.00 | .00 | 8084.00 | 86.28- | 3153.90 | .00 | 4930.10 | 39.01 |
| 860.00 TRAVEL | 76400.00 | 150.00- | 76250.00 | 5603.96 | 31604.43 | 175.38 | 44470.19 | 41.45 |
| 860.01 CONVENTIONS & CONFERENCES | 2530.00 | .00 | 2530.00 | 141.32 | 456.32 | .00 | 2073.68 | 18.04 |
| 860.15 EVENTS TRAVEL | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 909.00 ADVERTISING | 5850.00 | .00 | 5850.00 | 407.13 | 3553.22 | .00 | 2296.78 | 60.74 |
| 910.00 INSURANCE & BONDS | 2500.00 | .00 | 2500.00 | .00 | 606.00 | .00 | 1894.00 | 24.24 |
| 920.50 UTILITIES - HEAT | 2000.00 | .00 | 2000.00 | .00 | 1294.08 | .00 | 705.92 | 64.70 |
| 921.00 UTILITIES - ELECTRIC | 800.00 | .00 | 800.00 | .00 | 273.97 | .00 | 526.03 | 34.25 |
| 930.00 BLDG REPAIR & MAINT | 3000.00 | .00 | 3000.00 | .00 | 2100.06 | .00 | 899.94 | 70.00 |
| 932.00 EQUIP REPAIR & MAINT | 15000.00 | .00 | 15000.00 | 1352.21 | 8551.97 | 144.44 | 6303.59 | 57.01 |
| 933.00 OFFICE EQUIP REPAIR & MAINT | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 934.00 VEHICLE REPAIR & MAINT | 15000.00 | .00 | 15000.00 | 220.94 | 5624.18 | 91.70 | 9284.12 | 37.49 |
| 940.00 BUILDING RENT | 49351.00 | 81.00- | 49270.00 | .00 | 45964.42 | .00 | 3305.58 | 93.29 PO. FOR YEAR |
| 941.02 SYSTEM SOFTWARE | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 942.00 INDIRECT COSTS | 109853.00 | 66839.00- | 43014.00 | .00 | 43007.00 | .00 | 7.00 | 99.98 PO. FOR YEAR |
| 955.00 EMPLOYEE TUITION REIM. | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 956.00 EMPLOYEE TRAINING & DEVELOP. | 4950.00 | 263.00 | 5213.00 | .00 | 1035.47 | .00 | 4177.53 | 19.86 |
| 963.00 APPROPRIATION | 35467.00 | 700.00- | 34767.00 | .00 | 34170.00 | .00 | 597.00 | 98.28 PO. FOR YEAR |
| 975.00 BUILDINGS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 977.00 MACHINERY AND EQUIPMENT | 11800.00 | .00 | 11800.00 | .00 | .00 | .00 | 11800.00 | .00 |
| 978.00 VEHICLE | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 980.00 OFFICE EQUIP & FURNITURE | 7500.00 | 143.00 | 7643.00 | .00 | .00 | 7101.00 | 542.00 | .00 |
| 992.00 CONTINGENCY | 12010.00 | 5258.00- | 6752.00 | .00 | .00 | .00 | 6752.00 | .00 |

RUN DATE: 7/09/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 06/30/2015

PAGE 3

SELECTION: FUND RANGE 297 TO 297
LINE ITEM RANGE 701.00 TO 999.00
DEPARTMENTS

| | INITIAL BUDGET | BUDGET ADJUSTMENTS | ADJUSTED BUDGET | THIS MONTH | THIS YEAR | CURRENT ENCUMBRANCES | BUDGET BALANCE | % EXPENDED / REALIZED |
|-----------------------------------|----------------|--------------------|-----------------|------------|------------|----------------------|----------------|-----------------------|
| 992.05 FUNDS FOR SUBSEQUENT YEARS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| GRAND TOTALS | 2785161.00 | 21802.00 | 2806963.00 | 177429.90 | 1176213.26 | 15719.83 | 1615029.91 | 41.90 |

June
EXPENSES – IN HOME
SRVCS.
GOAL 50%

RUN DATE: 7/09/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 06/30/2015

PAGE 1

SELECTION: FUND RANGE 297 TO 297
LINE ITEM RANGE 401.00 TO 699.00
DEPARTMENTS

| | INITIAL BUDGET | BUDGET ADJUSTMENTS | ADJUSTED BUDGET | THIS MONTH | THIS YEAR | CURRENT ENCUMBRANCES | BUDGET BALANCE | % EXPENDED / REALIZED |
|--------------------------------------|----------------|--------------------|-----------------|------------|------------|----------------------|----------------|--|
| 401.00 FUND BALANCE FORWARD | 248516.00 | 11635.00- | 236881.00 | .00 | .00 | .00 | 236881.00 | .00 |
| 403.00 CURRENT TAX | 2227645.00 | .00 | 2227645.00 | .00 | 2177018.82 | .00 | 50626.18 | 97.73 WORKING ON THIS |
| 417.00 UNPAID PERSONAL PROP TAX | 1000.00 | .00 | 1000.00 | 34.75 | 2077.54 | .00 | 1077.54- | 207.75 |
| 427.00 IN LIEU OF TAXES | 2100.00 | .00 | 2100.00 | 1687.80 | 3961.03 | .00 | 1861.03- | 188.62 |
| 543.00 STATE GRANT | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 582.00 LOCAL GRANTS | 16000.00 | 6702.00 | 22702.00 | .00 | 22702.00 | .00 | .00 | 100.00 |
| 607.00 CHARGES FOR SERVICES - FEES | 258700.00 | .00 | 258700.00 | 19362.73 | 120308.80 | .00 | 138391.20 | 46.51 - LOW, SHOULD BE 50% \$129,350 △ (\$9,041.20) |
| 607.06 CHARGES FOR FOOT CARE VOUCHER | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 607.08 CHARGES FOR BATA PASS SALES | 1200.00 | .00 | 1200.00 | 121.85 | 561.73 | .00 | 638.27 | 46.81 - LOW △ (\$36.27) |
| 607.09 CHARGES FOR TRANSPORT COUPON | 2000.00 | .00 | 2000.00 | 285.36 | 1888.70 | .00 | 111.30 | 94.44 |
| 607.60 CHARGES FOR SERV -HC VOUCHER | .00 | .00 | .00 | 849.50 | 1833.50 | .00 | 1833.50- | N/A |
| 608.05 SPONSORSHIPS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 642.00 CHARGES FOR SERVICES | 8700.00 | .00 | 8700.00 | 3443.10 | 12094.80 | .00 | 3394.80- | 139.02 ANANM |
| 665.00 INTEREST EARNED | 8000.00 | .00 | 8000.00 | .00 | .00 | .00 | 8000.00 | .00 |
| 673.00 SALES OF FIXED ASSETS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 675.00 CONTRIBUTIONS, PRIVATE SOURCE | 10300.00 | 3235.00 | 13535.00 | 943.01 | 9519.14 | .00 | 4015.86 | 70.33 |
| 675.01 BASKETS OF BOUNTY | 1000.00 | .00 | 1000.00 | .00 | 1158.32 | .00 | 158.32- | 115.83 |
| 675.02 CONTRIBUTIONS, MEMORIALS | 600.00 | 23500.00 | 24100.00 | 35955.00- | 25190.00 | .00 | 1090.00- | 104.52 WHITTOPF MEMORIAL → BALANCE SHEET \$37,000 |
| 675.03 FUNDRAISING | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 675.06 CONTRIBUTIONS-HEATING GRANT | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 686.00 REIMBURSEMENTS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| 695.00 CASH - OVER OR SHORT | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| GRAND TOTALS | 2785761.00 | 21802.00 | 2807563.00 | 9226.90- | 2378314.38 | .00 | 429248.62 | 84.71 |

June
REVENUE – IN HOME
SRVCS.
GOAL 50%

Run Date 07/09/2015

GRAND TRAVERSE COUNTY
TRIAL BALANCEPeriod End Date 06/30/2015 PAGE 1
ACR099

DEBIT

CREDIT

DEBIT

CREDIT

FUND 298 SENIOR CENTER

| | | | | | |
|--------------|--------|----------------------------|------------|------------|--------------|
| ASSETS | 001.00 | CASH | 785,823.10 | .00 | |
| | 018.00 | IMPREST CASH | 100.00 | :00 | |
| | 045.00 | ACCT. RECEIVABLE - INVOICE | 460.00 | :00 | |
| LIABILITIES | 285.00 | CUSTOMER DEPOSITS | :00 | 7,164.79 | |
| | 390.00 | FUND BALANCE | :00 | 543,093.76 | |
| REVENUES | 400.00 | REVENUE CONTROL | .00 | 465,146.90 | |
| EXPENDITURES | 700.00 | EXPENDITURE CONTROL | 229,022.35 | .00 | 1,015,405.45 |
| | | | | | 1,015,405.45 |
| | | | | | 1,015,405.45 |

RUN DATE: 7/09/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 06/30/2015

PAGE 1

SELECTION: FUND RANGE 298 TO 298
LINE ITEM RANGE 701.00 TO 999.00
DEPARTMENTS

| | INITIAL BUDGET | BUDGET ADJUSTMENTS | ADJUSTED BUDGET | THIS MONTH | THIS YEAR | CURRENT ENCUMBRANCES | BUDGET BALANCE | % EXPENDED / REALIZED |
|--------------------------------------|----------------|--------------------|-----------------|------------|-----------|----------------------|----------------|-----------------------|
| 701.00 DEPARTMENT HEAD | 11595.00 | .00 | 11595.00 | 891.92 | 5797.45 | .00 | 5797.55 | 50.00 |
| 701.01 PER DIEM | 1000.00 | 950.00 | 1950.00 | 175.33 | 677.97 | .00 | 1272.03 | 34.77 |
| 702.00 FULL TIME & REGULAR PART TIME | 107882.00 | 2700.00- | 105182.00 | 9978.09 | 45258.72 | .00 | 59923.28 | 43.03 |
| 702.01 LONGEVITY | 192.00 | .00 | 192.00 | .00 | .00 | .00 | 192.00 | .00 |
| 703.00 PART TIME TEMPORARY | 18000.00 | .00 | 18000.00 | 656.15 | 5619.59 | .00 | 12380.41 | 31.22 |
| 705.00 PERSONAL LEAVE | 2337.00 | .00 | 2337.00 | .00 | .00 | .00 | 2337.00 | .00 |
| 715.00 FICA | 10787.00 | .00 | 10787.00 | 889.54 | 4354.62 | .00 | 6432.38 | 40.37 |
| 716.00 HEALTH, OPTICAL & DENTAL | 31713.00 | .00 | 31713.00 | 2221.18 | 13314.86 | .00 | 18398.14 | 41.99 |
| 716.02 SHORT & L-T DISABILITY | 942.00 | .00 | 942.00 | 65.45 | 422.12 | .00 | 519.88 | 44.81 |
| 717.00 LIFE INSURANCE | 248.00 | .00 | 248.00 | 23.77 | 159.52 | .00 | 88.48 | 64.32 |
| 718.00 RETIREMENT | 1320.00 | .00 | 1320.00 | 98.02 | 637.71 | .00 | 682.29 | 48.31 |
| 718.01 RETIREMENT DC | 9900.00 | .00 | 9900.00 | 776.96 | 3894.43 | .00 | 6005.57 | 39.34 |
| 718.05 RETIREMENT - DB UAL | 9109.00 | .00 | 9109.00 | 779.41 | 3944.03 | .00 | 5164.97 | 43.30 |
| 719.00 WORKER'S COMP INS | 222.00 | .00 | 222.00 | 18.40 | 89.92 | .00 | 132.08 | 40.50 |
| 727.00 OFFICE SUPPLIES | 5000.00 | 1000.00- | 4000.00 | 236.48 | 931.71 | 659.23 | 2409.06 | 23.29 |
| 729.00 PRINTING AND BINDING | 3000.00 | .00 | 3000.00 | 64.37 | 504.39 | .00 | 2495.61 | 16.81 |
| 729.02 COPY MACHINE USE | 1500.00 | .00 | 1500.00 | 107.29 | 595.22 | .00 | 904.78 | 39.68 |
| 730.00 POSTAGE | 8000.00 | .00 | 8000.00 | .00 | 3264.00 | .00 | 4736.00 | 40.80 |
| 743.00 OTHER SUPPLIES | 30000.00 | 10800.00- | 19200.00 | 3293.35 | 8957.58 | 1.75- | 10244.17 | 46.65 |
| 745.00 UNIFORMS & ACCESSORIES | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | .00 |
| 747.00 SMALL TOOLS & SUPPLIES | 1500.00 | .00 | 1500.00 | .00 | 549.54 | .00 | 950.46 | 36.64 |
| 747.11 EQUIPMENT | 3000.00 | .00 | 3000.00 | .00 | 252.86 | .00 | 2747.14 | 8.43 |
| 810.00 SUBSCRIPTIONS | 246.00 | 30.00 | 276.00 | .00 | 266.00 | .00 | 10.00 | 96.38 |
| 810.01 DUES | 243.00 | 250.00 | 493.00 | 11.52 | 441.52 | .00 | 51.48 | 89.56 |
| 811.00 SERVICE CONTRACTS | 75000.00 | .00 | 75000.00 | .00 | 40592.95 | .00 | 34407.05 | 54.12 |
| 812.00 MIS CHARGES | 5400.00 | 6300.00 | 11700.00 | 887.40 | 4120.98 | 1122.89 | 6456.13 | 35.22 |
| 812.11 COMPUTER EQUIPMENT | 4700.00 | 1800.00- | 2900.00 | 76.13 | 976.11 | 1880.60 | 43.29 | 33.66 |
| 818.00 CONTRACT SERVICES | 25000.00 | 837.00 | 25837.00 | 5184.68 | 22595.13 | 133.73 | 3108.14 | 87.45 |
| 818.07 SECRETARIAL | .00 | 2700.00 | 2700.00 | 423.00 | 2695.50 | .00 | 4.50 | 99.83 |
| 819.32 EVENTS | .00 | 1000.00 | 1000.00 | 5.03 | 5.03 | .00 | 994.97 | .50 |
| 850.00 TELEPHONE | 1200.00 | .00 | 1200.00 | 170.60 | 511.05 | .00 | 688.95 | 42.59 |
| 850.01 TELEPHONE LOCAL & L.D. | 1700.00 | .00 | 1700.00 | 115.96 | 824.27 | .00 | 875.73 | 48.49 |
| 850.04 TELE-CELLULAR NETWORK | 2600.00 | .00 | 2600.00 | 13.72- | 716.94 | .00 | 1883.06 | 27.57 |
| 860.00 TRAVEL | 5200.00 | .00 | 5200.00 | 270.95 | 1338.56 | 313.26 | 3548.18 | 25.74 |

Pd. IN FULL YTD

RUN DATE: 7/09/15

GRAND TRAVERSE COUNTY
 LINE ITEMS AS OF 06/30/2015
 SELECTION: FUND RANGE 298 TO 298
 LINE ITEM RANGE 701.00 TO 999.00
 DEPARTMENTS

PAGE 2

| | INITIAL BUDGET | BUDGET ADJUSTMENTS | ADJUSTED BUDGET | THIS MONTH | THIS YEAR | CURRENT ENCUMBRANCES | BUDGET BALANCE | % EXPENDED / REALIZED |
|-------------------------------------|----------------|--------------------|-----------------|------------|-----------|----------------------|----------------|-----------------------|
| 860.01 CONVENTIONS & CONFERENCES | 650.00 | 2500.00 | 3150.00 | .00 | 952.53 | 1195.00 | 1002.47 | 30.24 |
| 860.15 EVENTS TRAVEL | .00 | 1200.00 | 1200.00 | .00 | 1200.00 | .00 | .00 | 100.00 |
| 909.00 ADVERTISING | 27980.00 | 2500.00- | 25480.00 | 542.62 | 2835.81 | 65.00 | 22579.19 | 11.13 |
| 910.00 INSURANCE & BONDS | 2000.00 | .00 | 2000.00 | .00 | .00 | .00 | 2000.00 | .00 |
| 920.50 UTILITIES - HEAT | 3000.00 | .00 | 3000.00 | 104.72 | 1420.94 | 45.73 | 1533.33 | 47.36 |
| 921.00 UTILITIES - ELECTRIC | 7000.00 | .00 | 7000.00 | .00 | 1437.79 | .00 | 5562.21 | 20.54 |
| 932.00 EQUIP REPAIR & MAINT | 2000.00 | .00 | 2000.00 | .00 | .00 | .00 | 2000.00 | .00 |
| 940.00 BUILDING RENT | 46000.00 | .00 | 46000.00 | .00 | 22960.00 | .00 | 23040.00 | 49.91 |
| 941.02 SYSTEM SOFTWARE | .00 | 10800.00 | 10800.00 | .00 | 10800.00 | .00 | .00 | 100.00 |
| 942.00 INDIRECT COSTS | 15000.00 | 6473.00- | 8527.00 | .00 | 8527.00 | .00 | .00 | 100.00 |
| 956.00 EMPLOYEE TRAINING & DEVELOP. | 1000.00 | 250.00 | 1250.00 | .00 | 45.00 | .00 | 1205.00 | 3.60 |
| 963.00 APPROPRIATION | 4533.00 | .00 | 4533.00 | .00 | 4533.00 | .00 | .00 | 100.00 |
| 980.00 OFFICE EQUIP & FURNITURE | 10000.00 | 1000.00- | 9000.00 | .00 | .00 | .00 | 9000.00 | .00 |
| 992.00 CONTINGENCY | 3000.00 | 2117.00- | 883.00 | .00 | .00 | .00 | 883.00 | .00 |
| 992.05 FUNDS FOR SUBSEQUENT YEARS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | N/A |
| GRAND TOTALS | 501199.00 | 1573.00- | 499626.00 | 28054.60 | 229022.35 | 5413.69 | 265189.96 | 45.84 |

June
 EXPENSES – SR. CTR.
 NETWORK
 GOAL 50%

RUN DATE: 7/09/15

GRAND TRAVERSE COUNTY
 LINE ITEMS AS OF 06/30/2015
 SELECTION: FUND RANGE 298 TO 298
 LINE ITEM RANGE 401.00 TO 699.00
 DEPARTMENTS

PAGE 1

| | INITIAL BUDGET | BUDGET ADJUSTMENTS | ADJUSTED BUDGET | THIS MONTH | THIS YEAR | CURRENT ENCUMBRANCES | BUDGET BALANCE | % EXPENDED / REALIZED |
|--------------------------------------|----------------|--------------------|-----------------|------------|-----------|----------------------|----------------|-----------------------|
| 401.00 FUND BALANCE FORWARD | 3610.00 | 2773.00- | 837.00 | .00 | .00 | .00 | 837.00 | .00 |
| 403.00 CURRENT TAX | 445539.00 | .00 | 445539.00 | .00 | 435218.92 | .00 | 10320.08 | 97.68 |
| 417.00 UNPAID PERSONAL PROP TAX | 200.00 | .00 | 200.00 | 8.57 | 416.99 | .00 | 216.99- | 208.50 |
| 427.00 IN LIEU OF TAXES | 400.00 | .00 | 400.00 | 337.57 | 792.21 | .00 | 392.21- | 198.05 |
| 582.00 LOCAL GRANTS | 1500.00 | .00 | 1500.00 | .00 | .00 | .00 | 1500.00 | .00 |
| 607.00 CHARGES FOR SERVICES - FEES | 40000.00 | .00 | 40000.00 | 4458.99 | 24504.81 | .00 | 15495.19 | 61.26 |
| 608.05 SPONSORSHIPS | 3000.00 | .00 | 3000.00 | .00 | .00 | .00 | 3000.00 | .00 |
| 615.00 SALES | 500.00 | .00 | 500.00 | 90.82 | 547.62 | .00 | 47.62- | 109.52 |
| 615.05 SALES COMMISSIONS | 5000.00 | 1200.00 | 6200.00 | 1972.13 | 2175.98 | .00 | 4024.02 | 35.10 |
| 665.00 INTEREST EARNED | 3000.00 | .00 | 3000.00 | .00 | .00 | .00 | 3000.00 | .00 |
| 675.00 CONTRIBUTIONS, PRIVATE SOURCE | 500.00 | .00 | 500.00 | 7.00 | 835.37 | .00 | 335.37- | 167.07 |
| 675.02 CONTRIBUTIONS, MEMORIALS | 500.00 | .00 | 500.00 | 70.00 | 140.00 | .00 | 360.00 | 28.00 |
| 686.00 REIMBURSEMENTS | .00 | .00 | .00 | 515.00 | 515.00 | .00 | 515.00- | N/A |
| GRAND TOTALS | 503749.00 | 1573.00- | 502176.00 | 7460.08 | 465146.90 | .00 | 37029.10 | 92.63 |

June
 REVENUE – SR. CTR.
 NETWORK
 GOAL 50%

Grand Traverse County
Commission on Aging

UNIT COSTS
Work Sheets
2014

1. UNIT COST – Total

| | HMA | HHC | HC | RES | FC | PERS | SCN |
|------------------|------------|------------|-----------|------------|-----------|-------------|------------|
| Expense | \$729,797 | \$399,355 | \$484,937 | \$331,454 | \$82,629 | \$122,931 | \$403,184 |
| Units | 15,648 | 6,873 | 8,858^ | 6,064 | 769 | 6,000 | 54,455 |
| Unit Cost | \$46.64 | \$58.10 | \$54.75 | \$54.66 | \$107.45 | \$20.49 | \$7.40 |

Data taken from on 2014 year-end Program Report (Units) and Finance Report (Expenses).

^ Includes HC Voucher units (55)

2. UNIT COST – Direct Costs including Supervisor

| | HMA | HHC | HC* | RES | FC | PERS | SCN |
|------------------|------------|------------|------------|------------|-----------|-------------|------------|
| Expense | \$591,220 | \$340,001 | \$379,971 | \$279,018 | \$64,913 | \$104,459 | \$403,184 |
| Units | 15,648 | 6,873 | 8,858 | 6,064 | 769 | 6,000 | 54,455 |
| Unit Cost | \$37.78 | \$49.47 | \$42.90 | \$46.01 | \$84.41 | \$17.41 | \$7.40 |

*Truck purchased in 2011 (\$26,412) amortized over 5 years (\$5,000 each year), truck purchased in 2014 (\$26,557), amortized over 5 years (\$5,311)

3. UNIT COST – Direct Costs without Supervisor

| | HMA | HHC | HC* | RES | FC | PERS | SCN |
|------------------|------------|------------|------------|------------|-----------|-------------|------------|
| Expense | \$559,431 | \$300,594 | \$359,859 | \$239,719 | \$45,362 | \$88,862 | \$402,894 |
| Units | 15,648 | 6,873 | 8,858 | 6,064 | 769 | 6,000 | 54,455 |
| Unit Cost | \$35.75 | \$43.74 | \$40.63 | \$39.53 | \$58.99 | \$14.81 | \$7.40 |

*Truck purchased in 2011 (\$26,412) amortized over 5 years (\$5,000 each year), truck purchased in 2014 (\$26,557), amortized over 5 years (\$5,311)

G. Durga
07/24/2015

GRAND TRAVERSE COUNTY
COMMISSION ON AGING

TOTAL UNIT COSTS

| YEAR | HOMEMAKER | HOME HEALTH CARE | HOME CHORE | RESPITE | FOOT CARE | PERS | SCN |
|------|-----------|------------------------|---------------|---------|--------------|----------|---------|
| 2006 | \$30.90 | \$53.32 | \$44.61 | \$27.90 | \$22.07 | | |
| 2007 | \$29.88 | \$51.94 | \$45.01 | \$30.05 | \$36.48 | \$9.22 | |
| 2008 | \$36.28 | \$42.15 | \$37.27 | \$31.78 | \$34.72 | \$15.81 | |
| 2009 | \$37.80 | \$41.82 | \$42.71 | \$35.63 | \$36.05 | \$22.47* | |
| 2010 | \$38.29 | \$45.26 | \$52.14 | \$42.98 | \$28.30 | \$20.20* | |
| 2011 | \$40.49 | \$45.04 | \$49.97 | \$48.21 | \$28.36 | \$19.28* | \$5.81% |
| 2012 | \$41.48 | \$46.50 | \$53.69 | \$48.22 | \$35.13 | \$21.79& | \$8.04 |
| 2013 | \$45.39 | \$56.41 | \$52.86 | \$51.51 | \$67.49@ | \$19.74& | \$8.83 |
| 2014 | \$46.64 | \$58.10 | \$54.75 | \$54.66 | \$107.45 | \$20.49 | \$7.40 |

NOTE: Based on total program cost. No funds backed out.

* PERS Contract Cost \$16 per unit per month

&PERS Contract Cost \$14.95 per unit per month

@Foot Care part time on call position eliminated, current employee part time with benefits.

%First year of new millage

GRAND TRAVERSE COUNTY
COMMISSION ON AGING

ADJUSTED UNIT COSTS - INCLUDING SUPERVISOR COSTS*

| YEAR | HOMEMAKER | HOME HEALTH CARE | HOME CHORE | RESPITE | FOOT CARE | PERS | SCN |
|------|-----------|------------------------|---------------|---------|--------------|---------|--------|
| 2014 | \$37.78 | \$49.47 | \$42.90 | \$46.01 | \$84.41 | \$17.41 | \$7.40 |

*2014 was the first year for this data to be recorded.

ADJUSTED UNIT COSTS - WITHOUT SUPERVISOR COSTS

| YEAR | HOMEMAKER | HOME HEALTH CARE | HOME CHORE | RESPITE | FOOT CARE | PERS | SCN |
|------|-----------|------------------------|---------------|---------|--------------|----------|--------|
| 2006 | | | | | | | |
| 2007 | | | | | | | |
| 2008 | | | | | | | |
| 2009 | \$30.29 | \$34.58 | \$35.05 | \$31.07 | \$29.82 | | |
| 2010 | \$29.84 | \$31.44 | \$37.42 | \$30.91 | \$20.38 | | |
| 2011 | \$32.78 | \$39.42 | \$39.03 | \$40.74 | \$23.67 | \$ 15.95 | \$5.81 |
| 2012 | \$34.13 | \$36.84 | \$42.21 | \$37.04 | \$22.83 | \$ 14.95 | \$8.04 |
| 2013 | \$35.23 | \$42.14 | \$39.99 | \$37.44 | \$35.78 | \$ 14.95 | \$8.83 |
| 2014 | \$35.75 | \$43.74 | \$40.63 | \$39.53 | \$58.99 | \$14.81 | \$7.40 |

G. Durga

Revised: May 3, 2010, April 13, 2011, February 14, 2012, April 10, 2012, July 29, 2013, May 14, 2014, July 27, 2015

K:\COMMAGE\USERS\GDURGA\PRIVATE\WPDOCS\Finance\Unit Costs\Unit Cost Report by Year.doc

2015 CLIENT INCOME BY PROGRAM

| ONE PERSON HOUSE-HOLD | Homemaker Aide | # of Clients | Home Health Care | # of Clients | Respite | # of Clients | Home Chore | # of Clients | Home Chore Vouchers | # of Clients | PERS | # of Clients | Loan Closet | # of Clients | Foot Care | # of Clients | BATA | # of Clients | Transportation Vouchers | # of Clients | Fee Assistance Clients | # of Clients |
|---|----------------|--------------|------------------|--------------|---------|--------------|------------|--------------|---------------------|--------------|------|--------------|-------------|--------------|-----------|--------------|------|--------------|-------------------------|--------------|------------------------|--------------|
| | | | | | | | | | | | | | | | | | | | | | | |
| less than \$ 973 | \$2 | 110 | \$2 | 13 | \$2 | 6 | \$2 | 75 | \$2 | 1 | \$2 | 88 | \$3 | 15 | \$3 | 36 | \$3 | 42 | \$3 | 48 | \$1 | 68 |
| \$ 974 - \$ 1,945 | \$5 | 256 | \$5 | 42 | \$5 | 20 | \$3 | 225 | \$3 | 5 | \$3 | 220 | \$6 | 22 | \$6 | 83 | \$5 | 27 | \$5 | 52 | \$2 | 25 |
| \$ 1,946 - \$ 2,918 | \$10 | 69 | \$10 | 4 | \$10 | 0 | \$7 | 68 | \$7 | 3 | \$6 | 69 | \$13 | 8 | \$14 | 33 | \$9 | 1 | \$12 | 2 | | |
| \$ 2,919 - \$ 3,890 | \$20 | 22 | \$20 | 2 | \$20 | 0 | \$14 | 28 | \$14 | 3 | \$13 | 30 | \$27 | 5 | \$25 | 6 | \$20 | 0 | \$22 | 2 | | |
| greater than \$ 3,891 | \$38 | 4 | \$38 | 0 | \$38 | 0 | \$25 | 12 | \$25 | 0 | \$23 | 19 | \$49 | 1 | \$46 | 5 | \$28 | 0 | \$38 | 1 | | |
| Addl hours or does not want to divulge income | \$50 | 0 | \$58 | 0 | \$45 | 0 | \$52 | 0 | \$30 | 0 | \$24 | 10 | \$52 | 0 | \$49 | 0 | \$36 | 0 | \$48 | 0 | | |
| Total: | | 461 | | 61 | | 26 | | 408 | | 12 | | 436 | | 51 | | 163 | | 70 | | 105 | | 93 |

Notes: Program Reports include Fee Assistance and Purchase of Services Clients

Fee Assistance Client Program Breakdown - Less than \$973 - 16 HMA, 11 HHC, 2 Resp, 15 HC, 12 FC, 12 PERS

Fee Assistance Client Program Breakdown - \$974 - \$1,945 - 7 HMA, 1 HHC, 4 HC, 5 FC, 8 PERS

Does Not Include Purchase of Services Clients (AAANM) - as there is no charge

Run Date through 4/30/15

2015 CLIENT INCOME BY PROGRAM

| TWO PERSON HOUSE-HOLD | Homemaker Aide | # of Clients | Home Health Care | # of Clients | Respite | # of Clients | Home Chore | # of Clients | Home Chore Vouchers | # of Clients | PERS | # of Clients | Loan Closet | # of Clients | Foot Care | # of Clients | BATA | # of Clients | Transportation Vouchers | # of Clients | Fee Assistance Clients | # of Clients |
|---|----------------|--------------|------------------|--------------|---------|--------------|------------|--------------|---------------------|--------------|------|--------------|-------------|--------------|-----------|--------------|------|--------------|-------------------------|--------------|------------------------|--------------|
| | | | | | | | | | | | | | | | | | | | | | | |
| less than \$ 1,311 | \$2 | 17 | \$2 | 5 | \$2 | 7 | \$2 | 25 | \$2 | 1 | \$2 | 9 | \$3 | 0 | \$3 | 9 | \$3 | 5 | \$3 | 3 | \$1 | 8 |
| \$1,312 - \$ 2,622 | \$5 | 106 | \$5 | 14 | \$5 | 11 | \$3 | 109 | \$3 | 3 | \$3 | 65 | \$6 | 10 | \$6 | 29 | \$5 | 4 | \$5 | 9 | \$2 | 6 |
| \$ 2,623 - \$ 3,933 | \$10 | 58 | \$10 | 3 | \$10 | 4 | \$7 | 76 | \$7 | 4 | \$6 | 17 | \$13 | 11 | \$14 | 16 | \$9 | 0 | \$12 | 4 | | |
| \$ 3,934 - \$ 5,244 | \$20 | 24 | \$20 | 1 | \$20 | 0 | \$14 | 19 | \$14 | 0 | \$13 | 3 | \$27 | 3 | \$25 | 0 | \$20 | 0 | \$22 | 0 | | |
| greater than \$ 5,245 | \$38 | 2 | \$38 | 0 | \$38 | 0 | \$25 | 8 | \$25 | 0 | \$23 | 12 | \$49 | 1 | \$46 | 1 | \$28 | 0 | \$38 | 0 | | |
| Addl hours or does not want to divulge income | \$50 | 0 | \$58 | 0 | \$45 | 0 | \$52 | 0 | \$30 | 0 | \$24 | 0 | \$52 | 0 | \$49 | 0 | \$36 | 0 | \$48 | 0 | | |
| Total: | | 207 | | 23 | | 22 | | 237 | | 8 | | 106 | | 25 | | 55 | | 9 | | 16 | | 14 |

| | | | | | | | | | | | |
|--------------|------------|-----------|-----------|------------|-----------|------------|-----------|------------|-----------|------------|------------|
| Grand Total: | 668 | 84 | 48 | 645 | 20 | 542 | 76 | 218 | 79 | 121 | 107 |
|--------------|------------|-----------|-----------|------------|-----------|------------|-----------|------------|-----------|------------|------------|

Notes: Program Reports include Fee Assistance and Purchase of Services Clients

Fee Assistance Client Program Breakdown Less than \$973 - 2 HMA, 1 HHC, 2 Resp, 1FC, 2 PERS

Fee Assistance Clients Program Breakdown: \$974 - \$1,945 - 4 HC, 2 PERS

Does Not Include Purchase of Services Clients - AAANM

Run Date through 4/30/15

\GTCC\VC\PC\ONT\Data\COMMAGE\BOARD\Committees\Other\2015 Client Income by Program.xls

Created: 5/12/15, Revised:

CF/cf

2015 FEES FOR SERVICES BREAKDOWN BY PROGRAM

| ONE PERSON HOUSEHOLD | HMA | HHC | RESP | HC | \$30 HC VOUCHERS | PERS | LC | FC | BATA | TRANS |
|---|---------|---------|---------|---------|---------------------|---------|---------|---------|---------|---------|
| Average Monthly Income | | | | | | | | | | |
| less than \$ 973 | \$2.00 | \$2.00 | \$2.00 | \$2.00 | \$2.00 | \$2.00 | \$3.00 | \$3.00 | \$3.00 | \$3.00 |
| \$ 974 - \$ 1,945 | \$5.00 | \$5.00 | \$5.00 | \$3.00 | \$3.00 | \$3.00 | \$6.00 | \$6.00 | \$5.00 | \$5.00 |
| \$ 1,946 - \$ 2,918 | \$10.00 | \$10.00 | \$10.00 | \$7.00 | \$7.00 | \$6.00 | \$13.00 | \$14.00 | \$9.00 | \$12.00 |
| \$ 2,919 - \$ 3,890 | \$20.00 | \$20.00 | \$20.00 | \$14.00 | \$14.00 | \$13.00 | \$27.00 | \$25.00 | \$20.00 | \$22.00 |
| greater than \$ 3,891 | \$38.00 | \$38.00 | \$38.00 | \$25.00 | \$25.00 | \$23.00 | \$49.00 | \$46.00 | \$28.00 | \$38.00 |
| Addl hours or does not want to divulge income | \$50.00 | \$58.00 | \$45.00 | \$52.00 | \$30.00 | \$24.00 | \$52.00 | \$49.00 | \$36.00 | \$48.00 |

| TWO PERSON HOUSEHOLD | HMA | HHC | RESP | HC | \$30 HC VOUCHERS | PERS | LC | FC | BATA | TRANS |
|---|---------|---------|---------|---------|---------------------|---------|---------|---------|---------|---------|
| Average Monthly Income | | | | | | | | | | |
| less than \$ 1,311 | \$2.00 | \$2.00 | \$2.00 | \$2.00 | \$2.00 | \$2.00 | \$3.00 | \$3.00 | \$3.00 | \$3.00 |
| \$ 1,312 - \$ 2,622 | \$5.00 | \$5.00 | \$5.00 | \$3.00 | \$3.00 | \$3.00 | \$6.00 | \$6.00 | \$5.00 | \$5.00 |
| \$ 2,623 - \$ 3,933 | \$10.00 | \$10.00 | \$10.00 | \$7.00 | \$7.00 | \$6.00 | \$13.00 | \$14.00 | \$9.00 | \$12.00 |
| \$ 3,934 - \$ 5,244 | \$20.00 | \$20.00 | \$20.00 | \$14.00 | \$14.00 | \$13.00 | \$27.00 | \$25.00 | \$20.00 | \$22.00 |
| greater than \$ 5,245 | \$38.00 | \$38.00 | \$38.00 | \$25.00 | \$25.00 | \$23.00 | \$49.00 | \$46.00 | \$28.00 | \$38.00 |
| Addl hours or does not want to divulge income | \$50.00 | \$58.00 | \$45.00 | \$52.00 | \$30.00 | \$24.00 | \$52.00 | \$49.00 | \$36.00 | \$48.00 |

Created: 11/5/2014

Revised:



DRAFT

GRAND TRAVERSE COUNTY

COMMISSION ON AGING

520 W. FRONT STREET, SUITE B
TRAVERSE CITY, MI 49684-2237
(231) 922-4688 • FAX (231) 929-1645
E-MAIL ADDRESS: gtcoa@grandtraverse.org
HOMEPAGE: www.grandtraverse.org

TO: County Board of Commissioners
Dean Bott, Deputy County Administrator

FROM: Georgia Durga, Director
Commission on Aging

DATE: July 24, 2015

RE: Commission on Aging Board

As of December 31, 2015, two Commission on Aging board member appointments will expire as follows:

Rodetta Harrand – Appointed January 1, 2008, Reappointed January 1, 2013
William Rokos – Appointed July 2013

Both are seeking reappointment.

The Commission on Aging would like to keep the County Board of Commissioners informed of the attendance status of those board members seeking reappointment. Therefore, noted below, are the YTD 2015 attendance records for both Ms. Harrand and Mr. Rokos. In regard to attendance, Ms. Harrand and Mr. Rokos are both in good standing with the Commission on Aging Board.

| BOARD MEMBER | BOARD MEETINGS | COMMITTEE MEETINGS |
|-------------------|--|---|
| Harrand, Rodetta* | Present – 8 Excused - 1 Absent – 0 | Present – 10 Excused – 1 Absent – 0 |
| Rokos, William^ | Present – 8 Excused - 1 Absent – 0 | Present – 10 Excused – 1 Absent – 0 |

* Rodetta Harrand currently serves as Chair of the Commission on Aging Board and Chairs our Executive Committee.

^ William Rokos currently serves as Treasurer of the Commission on Aging and Chairs our Finance Committee.

If you have any questions or concerns, please do not hesitate to contact me.

Thank you.

GD/gd



Where a donor's wish lives... Forever

Georgia Durga
Grand Traverse Commission on Aging
520 W. Front St., Suite B
Traverse City, MI 49684

Grand Traverse Co. Commission on Aging Endowment
2015 Fund Report – through June 30

Gifts 0.00
January 1 – June 30, 2015

Grants -6,702.00
January 1 – June 30, 2015

Internal Gifts and/or
Grants 0.00
within Community Foundation funds

Fund Balance 172,909.44
as of June 30, 2015

*Amount Available for
Grants in 2015* 0.00

Grand Traverse Co. Commission on Aging Endowment
Gift and Grant Detail
January 1, 2015 to June 30, 2015

There was no gift activity this period.

Grant Listing:

| Grantee | Date | Amount |
|------------------------|------------|----------|
| GT Commission on Aging | 03/30/2015 | 6,702.00 |
| *** Total Grants: | | 6,702.00 |



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Where a donor's wish lives... Forever

July 23, 2015

Dear Fund Advisor,

Enclosed you will find the 2015 Second Quarter Endowment Report for the endowment to benefit your organization, including a list of any new gifts to the Endowment through June 30. We welcome the opportunity to talk with you about this endowment, as well as to answer any questions you have about the enclosed report.

Also enclosed is our recently released Annual Report which shares stories of community benefit through the Community Foundation with support from generous local donors and because of the great work of organizations in our communities. You'll also find financial information from last fiscal year.

This past year was significant for us as we completed a strategic planning process during which we asked ourselves - "what do we envision for our communities?" The answer - we envision an exemplary philanthropic region supporting strong, vibrant, and healthy communities now and for generations to come.

Within this vision for our communities, we are committed to our role as *the local giving partner* to ensure *lasting community impact*.

Thank you for being an important partner with us and for being part of supporting strong, vibrant, and healthy communities now and for generations to come.

Sincerely,

Philip L. Ellis, Ph.D., Executive Director
231-935-4066 | plellis@gtrcf.org

address: 250 E. Front Street, Ste. 310 Traverse City, MI 49684

phone: 231.935.4066 fax: 231.941.0021 web: www.4good4ever.org email: info@gtrcf.org

Contact: Alexander R. Yockey P.E., Civil Engineer II, (231) 922-4468

West Front Street Reconstruction: Phase 3

UPDATE 7/23/15

TRAVERSE CITY- The City of Traverse City and Crawford Contracting, Inc. continues constructing Phase 3 of the 2015 West Front St. Reconstruction Project. W. Front St. will remain open to two-way traffic until Phase 4 Construction.

The project limits are on West Front Street extending between Division Street and Hall Street. The project will be constructed in four phases. The first two phases are complete. The following is a brief description of the continuation of Phase 3 and an anticipated schedule for Phase 4:

Phase 3 (Continues) – July 23rd to August 7th:

- All businesses are open and many can be accessed from alley-side entrances.
- Two way traffic will be maintained with daily lane shifts and flagging as needed.
- Remaining water main and storm sewer connections will be made.
- Contractor will construct new sidewalk in north half of the street.
- Contractor will install trees and brick pavers in the north half of street.
- Light pole and banner pole foundations will be installed in the north half of the street.
- Contractor will pave asphalt base course in north half of the street.

Phase 4 (Anticipated) – August 10th to August 12th:

- Street to be closed to traffic. A detour will be provided for westbound and eastbound traffic utilizing US31, Union St. and 14th St.
- Contractor will adjust manhole covers.
- Contractor will pave asphalt wearing course and install pavement markings and street signs.

Information on additional phases will be provided as each phase is completed. Please use caution when traveling in the area to promote worker safety. Appropriate signage and barricades will be in place in and around the work area.

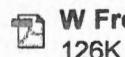
This construction will generate dust, noise and cause inconvenience. We would like to thank you in advance for your patience and cooperation. Please feel free to call Alexander Yockey at 922-4468 if you have any questions, comments or concerns about the work or the schedule.

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The City of Traverse City is located in Grand Traverse County, Michigan. Traverse City was incorporated in 1891 as a Village and in 1895 as a City. It encompasses 8.09 square miles and has a population of 14,674 (2010 Census).

—
Missy Luick

Planning and Engineering Assistant
City of Traverse City
400 Boardman Ave
Traverse City MI 49684
231.922.4778
mluick@traversecitymi.gov



W Front Phase III PSA 7-23-15.pdf