



## **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.gtcoa.org

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### **EXECUTIVE/FINANCE COMMITTEE**

#### **AGENDA**

**Tuesday, November 3, 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 (2-8)

#### **EXECUTIVE**

3. 2015 Program Committee appointment recommendation (from Oct. Program Committee)
4. 2016 Committee appointments (9-10)

#### **FINANCE**

5. Finance Reports
  - A. In-Home Services (11-15)
  - B. Senior Center Network (16-19)
  - C. Budget Adjustment Report (20-22)
6. 2016 Sliding Fee Scale approval (23-24)
7. Grand Traverse Mall taxable value reduction -
8. Old Business
9. New Business
10. 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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RECYCLED PAPER





**Executive/Finance  
Committee Meeting  
~ Minutes ~**

**GRAND TRAVERSE COUNTY  
COMMISSION ON AGING**

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Tuesday, October 6, 2015

9:00 AM

GTCOA Meeting Room

**DRAFT: 10/6/15**

**APPROVED:**

**Call to Order**

Finance Chair Rokos 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	Present	
Carol Sullivan	Member	Present	
David Taylor	Member	Present	
Kory Hansen	Member	Present	

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

**Guests Present:** None

Durga requested moving items 8 and 10 and the addition of The Rock to the beginning of the Agenda, as Wells had to leave.

**Approval of Agenda**

**Motion to approve the agenda as amended.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Sullivan
<b>SECONDED:</b>	Busch
<b>AYES:</b>	Busch, Hansen, Harrand, Maxbauer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

**Approval of Minutes**

No changes to the minutes were requested, and approved as presented.

**EXECUTIVE****#8 – Contracting the Design of the Newsletter**

Wells relayed information on the cost to contract the design of the newsletter, previous costs to produce the newsletter, time involved for staff and the designer, concerns over not using the designer, costs per month (\$187 per division) to use the designer. Members discussed that the initial concern was that the funds were taken from fund balance. Wells explained that there are sufficient funds in the budget to cover the newsletter design, however, the concern arose over design work contracted for the 40<sup>th</sup> anniversary. Members discussed the matter further. Member noted concern over having quotes for the design work. Wells relayed that she obtained three quotes, and the designer used is the cheapest. Members were polled and concurred that it would be fine to continue using the designer. Members also agreed that Wells needs to have a signed agreement with an ending date, so that it could be bid at the end of the term and sent to County Legal for opinion.

**Fees for the SCN (Senior Center Network)*****Calculation******Profit, if any***

Wells relayed that the SCN program fees are structured to recover costs, i.e. a speaker charges \$100, the fees are enough to cover that cost or they get a sponsor. Trip fees cover all expenses, and the SCN makes a profit. She relayed that the SCN hopes to make 10% on trips to cover some of the overhead (staff time). Wells relayed that trips bring in \$5,000 to \$10,000 per year in revenue, which is not budgeted, because she never knows if the trip will sell out or not. Wells stated that last year she budgeted for some of the programming and the SCN did not charge the full cost, taking those fees from budget, and provided examples – reasoning because members would not pay the fee that was charged by the facilitator. Wells stated that this year, staff is obtaining sponsors versus using budget. Wells relayed that staff reviews the market for fees charged. She noted that the fees shown are the known set fees. Members discussed Elmwood Township's billing/members at length. Wells stated she would meet with the Township Supervisor. Commissioner Maxbauer stated she would speak to the Township Supervisor and contact Wells.

**Letter from The Rock**

Members were informed that a letter was received from The Rock informing GTCOA that there would be a \$100 per day charge assessed for the use of the facility. Durga relayed the annual, non-budgeted cost (\$10,400), and stated that the SCN meets there two days per week, for less than a full day. She added that GTCOA does not pay fees to any location, other than Traverse City, which was



negotiated in the Intergovernmental Agreement. Members discussed concerns at length. Member noted that any fees charged would have to be a user fee, based on some kind of costs, i.e. maintenance costs, etc. not an arbitrary number. Wells relayed that she will speak to Administration of The Rock on 10/7/15. Taylor volunteered to attend the meeting. Wells will report, either at the Board or Committee meeting. Wells agreed to contact Commissioner Maxbauer to let her know the outcome so that she could inform BOC (Board of Commissioners) members who represent the district.

### **Meeting of the Whole**

Durga explained costs for the current meeting structure, meetings of the whole, and past structure. She relayed that if there is a meeting of the whole, it should be held at the Government Center, should be recorded and that meetings would be longer due to the amount of business needed to be reviewed. Member's discussed their opinions on the options. Member suggested no longer having an Executive Committee and each member was polled.

**Approval to change Committees to Program and Finance, with no Executive Committee, starting January 2016. Board Chair to call special meetings of the Executive Committee, if needed.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Harrand
<b>SECONDED:</b>	Taylor
<b>AYES:</b>	Busch, Hansen, Harrand, Maxbauer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

### **Intergovernmental Agreement**

Durga relayed that County Legal had reviewed the document. Durga stated that the County Board of Commissioners (BOC) was supposed to review the agreement each year, County Legal relayed that the Board should ask several questions, which Durga provided. County Legal conveyed that the period of performance is written as through December, 2016 and to continue, each year, for 5 years thereafter.

Durga asked if members would like to make a recommendation to the BOC. Commissioner Maxbauer asked that Durga write down the concerns posed by County Legal. She stated that if it is required, the Boards (County and City) need to meet that requirement. She noted that she does not believe that either body would terminate the agreement; and that it is understood GTCOA would like a more solidified agreement. Commissioner Maxbauer stated she would run it by

the new County Administrator, City Administrator, and the Mayor. It was questioned if the bodies really need to meet every year, and Commissioner Maxbauer stated that the direction should come from the BOC as to how to change the agreement. Member noted that the Board had reviewed the document a few months ago, and sent Wells back to the City with the Board's recommendations. Durga noted that she ran it past County Legal in response to the Boards wishes, and County Legal returned with this opinion.

### **Strategic Plan**

Durga conveyed that there are two goals on the Strategic Plan, SCN Renovation and IHS Technology Project. She relayed that the Board needs to focus on those two things and not go off track. Durga stated that Staff added action items and dates, assigned responsibilities and fine-tuned the goals. Durga relayed that things do come up and some dates will inevitably have to be changed.

### **Motion to approve the 2016-2017 Strategic Plan as presented**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Sullivan
<b>SECONDED:</b>	Hansen
<b>AYES:</b>	Busch, Hansen, Harrand, Maxbauer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

## **FINANCE**

### **Finance Reports**

#### ***In-Home Services***

Chair Rokos asked if members had any questions. Durga provided highlights on budget adjustments and fees for IHS (In Home Services.) Members asked whether IHS was using more money to contract services in light of staffing changes. Green relayed that the priority is to use GTCOA staff first by increasing them up to 40 hours, and covering with a contractor if required. Durga stated that not all the clients want to use contractors. Members discussed the Contracting and Home Chore Voucher line items as being under budget.

#### ***Senior Center Network***

None

#### ***Budget Adjustment Report***

Durga reported that there was one for the month of August, and it did not require Board approval.

**Millage reduction budget adjustment update**

Durga stated the adjustment was made September 21<sup>st</sup> and would be on the September financial reports.

**Motion to accept the August Finance Reports as presented.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Zerafa
<b>SECONDED:</b>	Harrand
<b>AYES:</b>	Busch, Hansen, Harrand, Maxbauer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

**Home heating update**

Durga replied to a question from the previous month. The Home Heating program served 19 clients for an average of \$372 in 2014. So far, in 2015, 14 clients were served for an average of \$374, and two were repeat clients.

**Approval of 2016 SCN Fees**

Durga informed members that the BOC approves fees as part of their budget process. She relayed that the GTCOA Board had not approved them prior to submission with the budget. She noted there is not a big difference in any of the fees charged.

**Motion to approve the 2016 Senior Center Network fees as submitted.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Maxbauer
<b>SECONDED:</b>	Harrand
<b>AYES:</b>	Busch, Hansen, Harrand, Maxbauer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

**Sliding Fee Scale**

Durga relayed that Green recommends Proposal 3, and Durga Proposal 4.

Durga asked if members would like to see any adjustments to the percentages, and members discussed the tool and fees. Members discussed changing fees to a percentage of unit costs for year 2017. Member asked for a Staff Recommendation or two by the end of the year. He noted there would be plenty of time to educate clients, and have fees set in time for Budget preparation. Member also asked for pros and cons prepared for each of the recommendations.

**Motion to keep Fees for Services the same in 2016.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Rokos
<b>SECONDED:</b>	Sullivan
<b>AYES:</b>	Busch, Hansen, Harrand, Maxbauer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

**2016 Budget**

Durga relayed that members had asked for a change to the narrative last month to include the amounts being used from fund balance previously committed/approved by the Board. Durga reviewed the narrative for both IHS and SCN. Member noted that even though fund balance has been budgeted over the last few years, it has not actually been used. Members discussed SCN fund balance, and Durga noted that Wells will hold off on a previously planned second Program Coordinator and is reviewing staffing options. Durga noted that the budget does not include any fees for use of The Rock or any staff reclassifications.

Bush left 10:53 am

**Motion to approve the 2016 Budget as presented.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Hansen
<b>SECONDED:</b>	Harrand
<b>AYES:</b>	Busch, Hansen, Harrand, Maxbauer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

**Fee Assistance Fund update**

Durga reported that she is working with Finance to show the item in the Finance Reports.

**Outside Agency Funding**

Cyndie F. reviewed the 2016 Outside Agency Funding requests. Members were informed that only one application sent, was not returned (The Laundry Project.) No changes from the previous year, with the exception of the number of people served by Meals and Wheels and Senior Companion Program, which went up. Member asked if other groups would have contacted GTCOA, would they be provided an application. Staff responded that they would and were.

NWMCAA, Meals on Wheels - \$20,000

Catholic Human Services, Senior Companion - \$10,000

Area Agency on Aging of Northwest Michigan, \$7,503 – Local match

Long Lake Township, Long Lakers Senior Center - \$1,200

**Motion to approve the 2016 Outside Agency Funding as presented.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Zerafa
<b>SECONDED:</b>	Maxbauer
<b>AYES:</b>	Busch, Hansen, Harrand, Maxbauer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

**Old Business**

None

**New Business**

None

**Public comment**

None

**Adjournment**

Meeting adjourned at 11:09 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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GRAND TRAVERSE COUNTY  
COMMISSION ON AGING  
**2016 COMMITTEE MEMBERS**  
Worksheet

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**EXECUTIVE/ENDOWMENT COMMITTEE**

1. Harrand, Rodetta - Chair
2. Busch, Sandra
3. Rokos, Bill
4. Zerafa, Shirley
5. Maxbauer, Christine, County Commission Representative
6. Past Chair (vacant)

**FINANCE COMMITTEE**

1. Rokos, Bill – Chair
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**PROGRAM COMMITTEE**

1. Busch, Sandra - Chair
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**GOVERNANCE COMMITTEE**

1. \_\_\_\_\_ - Chair
2. \_\_\_\_\_
3. \_\_\_\_\_

# 2016 GOVERNANCE SURVEY

## Officer Poll

## Committee Preference Poll

	Chair	Vice Chair	Treasurer	Secretary	Executive / Finance	Program	Governance
Busch, Sandra	-	Y	-	-	*Y	-	-
Harrand, Rodetta	Y	-	-	-	*Y	-	-
Kucera, Carl	-	-	-	-	-	Yes	Yes
Mercer, Michelle	-	-	-	-	-	Yes	Y
Rokos, Bill	-	-	Y	-	*Y	-	-
Taylor, Dave	-	-	-	-	-	Y	Y
Zerafa, Shirley	-	Ifneedbe	-	Y	*Y	Y	-
Hansen, Kory						S	S
Maxbauer, Christine					S		
Sullivan, Carol						S	

## Chair Committee Poll

	If Officer	Chair
Busch, Sandra		Y
Harrand, Rodetta	*Y	Y
Kucera, Carl		Ifneedbe
Mercer, Michelle		Ifneedbe
Rokos, Bill	*Y	Ifneedbe
Taylor, Dave		N
Zerafa, Shirley		Ifneedbe

\* = MUST serve as chair if re-elected in position

YES spelled out = Not serving on committee currently but stated yes would serve.

S = Did not answer poll, currently serving on committee

Please note that anyone serving as an Officer cannot be a member of the Governance Committee

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Dated: 7/28/15

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Run Date 10/09/2015

GRAND TRAVERSE COUNTY  
TRIAL BALANCE

Period End Date 09/30/2015 PAGE 1

		DEBIT	CREDIT	DEBIT	CREDIT
FUND 297 G. T. COUNTY COMMISSION ON AGING					
ASSETS	001.00	CASH	2,152,793.55		
	018.00	IMPREST CASH	100.00		
LIABILITIES	339.00	DEFERRED REVENUE	.00		
	389.11	F. BAL. RES. - CAPITAL OUTLAY	.00		
	390.00	FOND BALANCE	.00		
REVENUES	400.00	REVENUE CONTROL	.00		
EXPENDITURES	700.00	EXPENDITURE CONTROL	1,758,492.59		
				3,911,386.14	3,911,386.14
				3,911,386.14	3,911,386.14



RUN DATE: 10/09/15

GRAND TRAVERSE COUNTY  
LINE ITEMS AS OF 09/30/2015

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	44088.30	.00	13747.70	76.23
701.01 PER DIEM	5000.00	4608.00	9608.00	583.14	5253.99	.00	4354.01	54.68
702.00 FULL TIME & REGULAR PART TIM	1163896.00	27651.00-	1136245.00	77034.71	786826.46	.00	349418.54	69.25
702.01 LONGEVITY	6708.00	.00	6708.00	.00	300.02	.00	6407.98	4.47
702.10 POST-STORM 8/2/2015	.00	.00	.00	.00	2201.28	.00	2201.28-	N/A
703.00 PART TIME TEMPORARY	27000.00	5000.00-	22000.00	955.41	2876.70	.00	19123.30	13.08
704.00 OVERTIME	.00	.00	.00	.00	164.93	.00	164.93-	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	6197.04	62824.62	.00	35551.38	63.86
716.00 HEALTH, OPTICAL & DENTAL	399242.00	.00	399242.00	27291.46	268788.22	.00	130453.78	67.32
716.02 SHORT & L-T DISABILITY	9499.00	.00	9499.00	798.22	7588.85	.00	1910.15	79.89
716.03 PAYMENT IN LIEU OF INSURANCE	2000.00	.00	2000.00	.00	.00	.00	2000.00	.00
717.00 LIFE INSURANCE	2542.00	1500.00	4042.00	301.17	2824.46	.00	1217.54	69.88
718.00 RETIREMENT	19870.00	314.00	20184.00	1499.44	14289.10	.00	5894.90	70.79
718.01 RETIREMENT DC	94635.00	.00	94635.00	5950.31	61534.52	.00	33100.48	65.02
718.05 RETIREMENT - DB UAL	116533.00	.00	116533.00	8071.77	80533.77	.00	35999.23	69.11
719.00 WORKER'S COMP INS	26520.00	117.00	26637.00	1690.19	16975.05	.00	9661.95	63.73
720.00 UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00	.00	.00	.00	N/A
727.00 OFFICE SUPPLIES	7000.00	827.00	7827.00	228.66	5885.48	.00	1941.52	75.19
729.00 PRINTING AND BINDING	4100.00	700.00	4800.00	.00	2134.35	.00	2665.65	44.47
729.02 COPY MACHINE USE	1300.00	.00	1300.00	147.81	707.25	80.27	512.48	54.40
729.08 RISOGRAPH COPIES	.00	.00	.00	.00	.00	.00	.00	N/A
730.00 POSTAGE	15000.00	.00	15000.00	67.68-	8164.48	.00	6835.52	54.43
743.00 OTHER SUPPLIES	100.00	159.00	259.00	2.00	35.17	.00	223.83	13.58
743.29 BASKETS OF BOUNTY	5000.00	2586.00	7586.00	.00	208.65	.00	7377.35	2.75
743.35 PROPERTY DAMAGE	2300.00	2300.00	4600.00	492.95	2440.95	.00	2159.05	53.06
745.00 UNIFORMS & ACCESSORIES	5680.00	300.00	5980.00	129.90	3318.65	429.88	2231.47	55.50
747.00 SMALL TOOLS & SUPPLIES	17000.00	5192.00	22192.00	732.75	8349.61	2757.13	11085.26	37.62
747.11 EQUIPMENT	11320.00	5667.00	16987.00	.00	6186.47	330.00	10470.53	36.42
748.00 GAS, OIL & GREASE	25000.00	.00	25000.00	756.49	9010.19	83.72	15906.09	36.04
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
810.01 DUES	243.00	355.00	598.00	.00	199.48	.00	398.52	33.36
811.00 SERVICE CONTRACTS	30042.00	30000.00-	42.00	.00	.00	.00	42.00	.00

**September**  
**EXPENSES - IN HOME SERVICES**  
**GOAL 75%**

RUN DATE: 10/09/15

GRAND TRAVERSE COUNTY  
LINE ITEMS AS OF 09/30/2015

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
812.00 MIS CHARGES	20000.00	.00	20000.00	5690.97	15641.43	.00	4358.57	78.21
812.11 COMPUTER EQUIPMENT	.00	455.00	455.00	.00	.00	.00	455.00	.00
818.00 CONTRACT SERVICES	153286.00	2003.00	155289.00	10924.22	66700.21	816.50	87772.29	42.95
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	225.00	4734.70	.00	14536.30	24.57
818.93 SENIOR SUPPORT	16000.00	6193.00	22193.00	454.00	13681.46	.00	8511.54	61.65
818.94 TRANSPORTATION	34000.00	13000.00-	21000.00	.00	9000.00	.00	12000.00	42.86
818.99 VOUCHERS	.00	98424.00	98424.00	2265.00	18965.00	3840.00	75619.00	19.27
819.32 EVENTS	600.00	489.00	1089.00	.00	488.38	.00	600.62	44.85
850.00 TELEPHONE	5600.00	.00	5600.00	429.13	3842.04	.00	1757.96	68.61
850.01 TELEPHONE LOCAL & L.D.	700.00	.00	700.00	2.10	18.51	.00	681.49	2.64
850.04 TELE-CELLULAR NETWORK	8084.00	.00	8084.00	771.74	5548.50	.00	2535.50	68.64
860.00 TRAVEL	76400.00	150.00-	76250.00	4604.90	47945.22	3652.09	24652.69	62.88
860.01 CONVENTIONS & CONFERENCES	2530.00	.00	2530.00	.00	545.32	.00	1984.68	21.55
860.15 EVENTS TRAVEL	.00	.00	.00	.00	.00	.00	.00	N/A
862.00 VEHICLE RENTAL	.00	.00	.00	.00	.00	.00	.00	N/A
909.00 ADVERTISING	5850.00	.00	5850.00	.00	3913.43	.00	1936.57	66.90
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	51.03	474.87	.00	325.13	59.36
930.00 BLDG REPAIR & MAINT	3000.00	.00	3000.00	.00	2121.17	.00	878.83	70.71
932.00 EQUIP REPAIR & MAINT	15000.00	.00	15000.00	526.36	11526.18	30.00	3443.82	76.84
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	1375.89	7284.20	.00	7715.80	48.56
940.00 BUILDING RENT	49351.00	81.00-	49270.00	.00	45964.42	.00	3305.58	93.29
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
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
975.00 BUILDINGS	.00	.00	.00	.00	.00	.00	.00	N/A
977.00 MACHINERY AND EQUIPMENT	11800.00	.00	11800.00	8998.00	8998.00	.00	2802.00	76.25
978.00 VEHICLE	.00	.00	.00	.00	.00	.00	.00	N/A

RUN DATE: 10/09/15

GRAND TRAVERSE COUNTY  
LINE ITEMS AS OF 09/30/2015

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
980.00 OFFICE EQUIP & FURNITURE	7500.00	143.00	7643.00	.00	7101.00	.00	542.00	92.91
992.00 CONTINGENCY	12010.00	7128.00-	4882.00	.00	.00	.00	4882.00	.00
992.05 FUNDS FOR SUBSEQUENT YEARS	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	2785761.00	1053.00-	2784708.00	173562.96	1758492.59	12019.59	1014195.82	63.15



RUN DATE: 10/09/15

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 09/30/2015

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	4252.00-	244264.00	.00	.00	.00	244264.00	.00
403.00 CURRENT TAX	2227645.00	51173.00-	2176472.00	.00	2176472.59	.00	.59-	100.00
417.00 UNPAID PERSONAL PROP TAX	1000.00	4914.00	5914.00	16.94	5914.29	.00	.29-	100.00
427.00 IN LIEU OF TAXES	2100.00	1982.00	4082.00	.00	4082.95	.00	.95-	100.02
543.00 STATE GRANT	.00	.00	.00	.00	.00	.00	.00	N/A
582.00 LOCAL GRANTS	16000.00	6702.00	22702.00	.00	25424.94	.00	2722.94-	111.99
607.00 CHARGES FOR SERVICES - FEES	258700.00	.00	258700.00	18762.86	179691.49	.00	79008.51	69.46
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	67.00	785.06	.00	414.94	65.42
607.09 CHARGES FOR TRANSPORT COUPON	2000.00	.00	2000.00	153.01	2417.24	.00	417.24-	120.86
607.60 CHARGES FOR SERV -HC VOUCHER	.00	2711.00	2711.00	530.25	3127.75	.00	416.75-	115.37
608.05 SPONSORSHIPS	.00	.00	.00	.00	.00	.00	.00	N/A
615.05 SALES COMMISSIONS	.00	.00	.00	.00	370.00	.00	370.00-	N/A
642.00 CHARGES FOR SERVICES	8700.00	7681.00	16381.00	1597.50	16048.40	.00	467.40-	102.85
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	5882.00	16182.00	1475.26	13772.59	.00	2409.41	85.11
675.01 BASKETS OF BOUNTY	1000.00	.00	1000.00	70.11	1988.81	.00	988.81-	198.88
675.02 CONTRIBUTIONS, MEMORIALS	600.00	24500.00	25100.00	.00	25240.00	.00	140.00-	100.56
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	1053.00-	2784708.00	22672.93	2456136.11	.00	328571.89	88.20

**September**  
**REVENUE - IN HOME SERVICES**  
**GOAL 75%**

Run Date 10/09/2015

GRAND TRAVERSE COUNTY  
TRIAL BALANCE

Period End Date 09/30/2015 PAGE 1  
ACR099

		DEBIT	CREDIT	DEBIT	CREDIT
FUND 298 SENIOR CENTER					
ASSETS	001.00	CASH	711,817.93	.00	
	018.00	IMPREST CASH	100.00	.00	
	045.00	ACCT. RECEIVABLE - INVOICE	60.00	.00	
LIABILITIES	285.00	CUSTOMER DEPOSITS	.00	6,921.85	
	389.01	FUND BAL.-RES.- RENOVATION	.00	250,000.00	
	390.00	FUND BALANCE	.00	293,093.76	
REVENUES	400.00	REVENUE CONTROL	.00	493,860.43	
EXPENDITURES	700.00	EXPENDITURE CONTROL	331,898.11	.00	
				1,043,876.04	1,043,876.04
				1,043,876.04	1,043,876.04

RUN DATE: 10/09/15

GRAND TRAVERSE COUNTY  
LINE ITEMS AS OF 09/30/2015

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	8919.15	.00	2675.85	76.92
701.01 PER DIEM	1000.00	950.00	1950.00	116.86	1011.01	.00	938.99	51.85
702.00 FULL TIME & REGULAR PART TIM	107882.00	2700.00-	105182.00	10252.80	79870.26	.00	25311.74	75.94
702.01 LONGEVITY	192.00	.00	192.00	.00	.00	.00	192.00	.00
702.10 POST-STORM 8/2/2015	.00	.00	.00	.00	126.40	.00	126.40-	N/A
703.00 PART TIME TEMPORARY	18000.00	.00	18000.00	572.53	7179.96	.00	10820.04	39.89
705.00 PERSONAL LEAVE	2337.00	.00	2337.00	.00	.00	.00	2337.00	.00
715.00 FICA	10787.00	.00	10787.00	894.34	7364.98	.00	3422.02	68.28
716.00 HEALTH, OPTICAL & DENTAL	31713.00	.00	31713.00	3130.14	22705.28	.00	9007.72	71.60
716.02 SHORT & L-T DISABILITY	942.00	.00	942.00	65.45	618.47	.00	323.53	65.65
717.00 LIFE INSURANCE	248.00	150.00	398.00	23.77	230.83	.00	167.17	58.00
718.00 RETIREMENT	1320.00	.00	1320.00	98.02	980.78	.00	339.22	74.30
718.01 RETIREMENT DC	9900.00	.00	9900.00	795.32	6609.23	.00	3290.77	66.76
718.05 RETIREMENT - DB UAL	9109.00	.00	9109.00	795.04	6661.41	.00	2447.59	73.13
719.00 WORKER'S COMP INS	222.00	.00	222.00	18.60	152.40	.00	69.60	68.65
727.00 OFFICE SUPPLIES	5000.00	1000.00-	4000.00	323.82	2230.17	.00	1769.83	55.75
729.00 PRINTING AND BINDING	3000.00	.00	3000.00	.00	635.79	.00	2364.21	21.19
729.02 COPY MACHINE USE	1500.00	.00	1500.00	.00	827.60	90.51	581.89	55.17
730.00 POSTAGE	8000.00	.00	8000.00	72.00	3836.00	.00	4164.00	47.95
743.00 OTHER SUPPLIES	30000.00	7600.00-	22400.00	2432.14	15541.64	119.69	6738.67	69.38
745.00 UNIFORMS & ACCESSORIES	500.00	.00	500.00	.00	.00	.00	500.00	.00
747.00 SMALL TOOLS & SUPPLIES	1500.00	100.00	1600.00	35.71	1551.57	.00	48.43	96.97
747.11 EQUIPMENT	3000.00	15000.00	18000.00	.00	1280.59	.00	16719.41	7.11
810.00 SUBSCRIPTIONS	246.00	30.00	276.00	.00	266.00	.00	10.00	96.38
810.01 DUES	243.00	525.00	768.00	300.00	763.52	.00	4.48	99.42
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	2245.78	8612.54	.00	3087.46	73.61
812.11 COMPUTER EQUIPMENT	4700.00	1800.00-	2900.00	.00	2856.71	.00	43.29	98.51
818.00 CONTRACT SERVICES	25000.00	26337.00	51337.00	2315.67	33614.74	2474.79	15247.47	65.48
818.07 SECRETARIAL	.00	2700.00	2700.00	.00	2695.50	.00	4.50	99.83
819.32 EVENTS	2550.00	1000.00	3550.00	45.00	495.44	.00	3054.56	13.96
850.00 TELEPHONE	1200.00	.00	1200.00	85.30	766.95	.00	433.05	63.91
850.01 TELEPHONE LOCAL & L.D.	1700.00	.00	1700.00	135.83	1191.69	.00	508.31	70.10
850.04 TELE-CELLULAR NETWORK	2600.00	.00	2600.00	125.05	1104.24	.00	1495.76	42.47



RUN DATE: 10/09/15

GRAND TRAVERSE COUNTY  
LINE ITEMS AS OF 09/30/2015

PAGE 2

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
860.00 TRAVEL	5200.00	.00	5200.00	164.51	2003.33	375.72	2820.95	38.53
860.01 CONVENTIONS & CONFERENCES	650.00	2800.00	3450.00	.00	2147.53	.00	1302.47	62.25
860.15 EVENTS TRAVEL	.00	1200.00	1200.00	.00	1200.00	.00	.00	100.00
862.00 VEHICLE RENTAL	.00	.00	.00	.00	.00	.00	.00	N/A
909.00 ADVERTISING	27980.00	3037.00-	24943.00	.00	4193.04	621.00	20128.96	16.81
910.00 INSURANCE & BONDS	2000.00	.00	2000.00	.00	.00	.00	2000.00	.00
920.50 UTILITIES - HEAT	3000.00	.00	3000.00	992.27	2486.47	37.53	476.00	82.88
921.00 UTILITIES - ELECTRIC	7000.00	.00	7000.00	.00	4043.66	675.14	2281.20	57.77
932.00 EQUIP REPAIR & MAINT	2000.00	.00	2000.00	.00	1510.28	.00	489.72	75.51
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
977.00 MACHINERY AND EQUIPMENT	.00	6000.00	6000.00	.00	.00	.00	6000.00	.00
980.00 OFFICE EQUIP & FURNITURE	10000.00	1000.00-	9000.00	.00	6155.00	.00	2845.00	68.39
992.00 CONTINGENCY	3000.00	2692.00-	308.00	.00	.00	.00	308.00	.00
992.05 FUNDS FOR SUBSEQUENT YEARS	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	503749.00	47840.00	551589.00	26917.87	331898.11	4394.38	215296.51	60.17

**September**  
**EXPENSES - SR. CTR.**  
**GOAL 75%**

RUN DATE: 10/09/15

GRAND TRAVERSE COUNTY  
LINE ITEMS AS OF 09/30/2015

PAGE 1

SELECTION: FUND RANGE 298 TO 298  
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	3610.00	47177.00	50787.00	.00	.00	.00	50787.00	.00
403.00 CURRENT TAX	445539.00	10430.00-	435109.00	.00	435109.71	.00	.71-	100.00
417.00 UNPAID PERSONAL PROP TAX	200.00	978.00	1178.00	3.38	1178.19	.00	.19-	100.02
427.00 IN LIEU OF TAXES	400.00	416.00	816.00	.00	816.61	.00	.61-	100.07
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	6669.28	39290.53	.00	709.47	98.23
608.05 SPONSORSHIPS	3000.00	.00	3000.00	.00	150.00	.00	2850.00	5.00
615.00 SALES	500.00	290.00	790.00	90.99	831.78	.00	41.78-	105.29
615.05 SALES COMMISSIONS	5000.00	8559.00	13559.00	6209.87	14993.24	.00	1434.24-	110.58
665.00 INTEREST EARNED	3000.00	.00	3000.00	.00	.00	.00	3000.00	.00
675.00 CONTRIBUTIONS, PRIVATE SOURCE	500.00	335.00	835.00	.00	835.37	.00	.37-	100.04
675.02 CONTRIBUTIONS, MEMORIALS	500.00	.00	500.00	.00	140.00	.00	360.00	28.00
686.00 REIMBURSEMENTS	.00	515.00	515.00	.00	515.00	.00	.00	100.00
GRAND TOTALS	503749.00	47840.00	551589.00	12973.52	493860.43	.00	57728.57	89.53

**September**  
**REVENUE - SR. CTR.**  
**GOAL 75%**

Grand Traverse County  
Commission on Aging  
**BUDGET ADJUSTMENT REPORT**  
September 2015

BOARD APPROVAL REQUIRED*	DATE	INCREASE (EXP)	INCREASE (REV)	DECREASE (EXP)	DECREASE (REV)	ACCOUNT	EXPLANATION
Y	9/03/15	\$500	\$500			297-717-747.00 297-717-675.00	Increase Small Tools Increase Contributions <u>RJG Donation</u>
N	9/18/15	\$50 \$100		\$150		297-722-717.00 297-722-727.00 297-722-702.00	Increase Life Ins. Increase Office Supplies Decrease FT/Regular Salary <u>FC Line Items overdrawn</u>
N	9/18/15		\$4,914 \$1,982		\$6,896	297-716-417.00 297-716-427.00 297-716-403.00	Increase Unpaid Personal Prop Tax Increase In Lieu/Taxes Decrease Current Tax
			\$3,023		\$3,023	297-718-642.00 297-718-403.00	Increase Charges for Services Decrease Current Tax
			\$2,035 \$299		\$2,334	297-719-642.00 297-719-675.00 297-719-403.00	Increase Charges for Services Increase Contributions Decrease Current Tax
			\$2,711 \$954		\$3,665	297-720-607.60 297-720-642.00  297-720-403.00	Increase Charges for Services Increase Charges for Services, AAANM Decrease Current Tax (Continued)



BOARD APPROVAL REQUIRED*	DATE	INCREASE (EXP)	INCREASE (REV)	DECREASE (EXP)	DECREASE (REV)	ACCOUNT	EXPLANATION
N	9/18/15 Cont.		\$1,669 \$252		\$1,921	297-721-642.00 297-721-675.00 297-721-403.00	Increase Charges for Services Increase Contributions, Personal Decrease Current Tax
N			\$1,233		\$1,233	297-724-675.00 297-724-403.00	Increase Contributions, Personal Decrease Current Tax Millage Shortfall Adj. IHS
Y	9/18/15			\$5,000 \$5,000	\$10,000	297-720-703.00 297-720-702.00 297-720-403.00	Decrease Part Time Temp Decrease Full Time & Regular Decrease Current Tax
				\$10,000	\$10,000	297-719-702.00 297-719-403.00	Decrease Full Time & Regular Decrease Current Tax
				\$12,101	\$12,101	297-718-702.00 297-718-403.00	Decrease Full Time & Regular Decrease Current Tax Millage Shortfall Adj. IHS
Y	9/18/15			\$537	\$537	298-728-909.00 298-728.403.00	Decrease Advertising Decrease Current Tax Millage Shortfall Adj. SCN
N	9/18/15		\$978 \$416 \$290 \$7,359 \$335 \$515		\$9,893	298-728-417.00 298-728-427.00 298-728-615.00 298-728-615.05 298-728-675.00 298-728-686.00 298-728-403.00	Increase Unpaid Pers. Property Tax Increase In Lieu/Taxes Increase Sales Increase Sales Commissions Increase Contributions, Personal Increase Reimbursements Decrease Current Tax Millage Shortfall Adj. SCN

BOARD APPROVAL REQUIRED*	DATE	INCREASE (EXP)	INCREASE (REV)	DECREASE (EXP)	DECREASE (REV)	ACCOUNT	EXPLANATION
N	9/21/15	\$150		\$150		298-728-992.00 298-728-717.00	Decrease Contingency Increase Life Ins. <u>Line Item Overdrawn</u>
N	9/21/15	\$300		\$300		297-719-992.00 297-719-717.00	Decrease Contingency Increase Life Ins
		\$300		\$300		297-720-992.00 297-720-717.00	Decrease Contingency Increase Life Ins.
		\$150		\$150		297-716-992.00 297-716-717.00	Decrease Contingency Increase Life Ins.
		\$400		\$400		297-718-700.00 297-718-717.00	Decrease Full Time & Regular Increase Life Ins.
		\$200		\$200		297-721-992.00 297-721-717.00	Decrease Contingency Increase Life Ins.
		\$50		\$50		297-722-992.00 297-722-717.00	Decrease Contingency Increase Life Ins.
		\$50		\$50		297-724-992.00 297-724-717.00	Decrease Contingency Increase Life Ins. <u>Line Items Overdrawn</u>
N		\$300		\$300		297-720-992.00 297-720-745.00	Decrease Contingency Increase Uniforms Funds not budgeted <u>Winter outerwear for HC Crew</u>

\*A motion is required

<b>2016 FEES FOR SERVICES BREAKDOWN BY PROGRAM</b>										
<b>ONE PERSON HOUSEHOLD</b>	<b>HMA</b>	<b>HHC</b>	<b>RESP</b>	<b>HC</b>	<b>\$30 HC VOUCHERS</b>	<b>PERS</b>	<b>LC</b>	<b>FC</b>	<b>BATA</b>	<b>TRANS</b>
<b>Average Monthly Income</b>										
less than \$ 981	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$3.00	\$3.00	\$3.00	\$3.00
\$ 982 - \$ 1,962	\$5.00	\$5.00	\$5.00	\$3.00	\$3.00	\$3.00	\$6.00	\$6.00	\$5.00	\$5.00
\$ 1,963 - \$ 2,943	\$10.00	\$10.00	\$10.00	\$7.00	\$7.00	\$6.00	\$13.00	\$14.00	\$9.00	\$12.00
\$ 2,944 - \$ 3,924	\$20.00	\$20.00	\$20.00	\$14.00	\$14.00	\$13.00	\$27.00	\$25.00	\$20.00	\$22.00
greater than \$ 3,925	\$38.00	\$38.00	\$38.00	\$25.00	\$25.00	\$20.00	\$49.00	\$46.00	\$28.00	\$38.00
Addl hours or does not want to divulge income	\$47.00	\$58.00	\$55.00	\$55.00	\$30.00	\$21.00	\$52.00	\$65.00	\$36.00	\$48.00
<b>TWO PERSON HOUSEHOLD</b>	<b>HMA</b>	<b>HHC</b>	<b>RESP</b>	<b>HC</b>	<b>\$30 HC VOUCHERS</b>	<b>PERS</b>	<b>LC</b>	<b>FC</b>	<b>BATA</b>	<b>TRANS</b>
<b>Average Monthly Income</b>										
less than \$ 1,328	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$3.00	\$3.00	\$3.00	\$3.00
\$1,329 - \$ 2,656	\$5.00	\$5.00	\$5.00	\$3.00	\$3.00	\$3.00	\$6.00	\$6.00	\$5.00	\$5.00
\$ 2,657 - \$ 3,984	\$10.00	\$10.00	\$10.00	\$7.00	\$7.00	\$6.00	\$13.00	\$14.00	\$9.00	\$12.00
\$ 3,985 - \$ 5,312	\$20.00	\$20.00	\$20.00	\$14.00	\$14.00	\$13.00	\$27.00	\$25.00	\$20.00	\$22.00
greater than \$ 5,313	\$38.00	\$38.00	\$38.00	\$25.00	\$25.00	\$20.00	\$49.00	\$46.00	\$28.00	\$38.00
Addl hours or does not want to divulge income	\$47.00	\$58.00	\$55.00	\$55.00	\$30.00	\$21.00	\$52.00	\$65.00	\$36.00	\$48.00



## 2015 FEES FOR SERVICES BREAKDOWN BY PROGRAM

ONE PERSON HOUSEHOLD	HMA	HHC	RESP	HC	\$30 HC VOUCHERS	PERS	LC	FC	BATA	TRANS
<b>Average Monthly Income</b>										
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
<b>Average Monthly Income</b>										
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: