



**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

EXECUTIVE/FINANCE COMMITTEE

AGENDA

Tuesday, October 6, 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. Meeting of the whole discussion
4. Intergovernmental Agreement (9-17)
5. Strategic Plan (18-23)

FINANCE

6. Finance Reports
 - A. In-Home Services (24-28)
 - B. Senior Center Network (29-32)
 - C. Budget Adjustment Report (33)
 - D. Millage reduction budget adjustment update
7. Home heating update
8. Newsletter/Brandy's services – Lori Wells, Deputy Director, SCN
9. Approval of 2016 SCN Fees (34-36)
10. SCN Program fee review – Lori Wells, Deputy Director (referred from Sept. Finance Committee)
 - A. Calculation
 - B. Profit, if any
11. Sliding Fee Scale (37-48)
12. 2016 Budget (49-64)
13. Fee Assistance Fund update
14. Old Business
15. New Business
16. 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.



Executive/Finance Committee Meeting ~ Minutes ~

GRAND TRAVERSE COUNTY COMMISSION ON AGING

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Tuesday, September 1, 2015

9:00 AM

GTCOA Meeting Room

DRAFT: 9/1/15

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	Absent	
Carol Sullivan	Member	Present	
David Taylor	Member	Present	
Kory Hansen	Member	Present	

Staff Present: Georgia Durga, Director
Cyndie F., Office Specialist

Guests Present: Carl Kucera, GTCOA Board member

Approval of Agenda

Motion to approve the agenda as presented.

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

Approval of Minutes

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

FINANCE

Finance reports

Durga reviewed the Finance reports for members, noting that the balance sheet now shows the \$250,000 set aside for the SCN (Senior Center Network).

She relayed that Wells has been spending funds from that line item on equipment provided on the board-approved list.

Motion to accept the July Finance Reports as presented.

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

Budget Adjustment Report

Durga relayed that there were several adjustments in July, relaying information regarding those adjustments. Members questioned items previously approved shown on the report and Durga provided answers to those questions. Member requested that Durga provide line items on the Budget Adjustment report.

Members discussed adjustments for the newsletter design. Durga explained that a previous employee has been used to design the Newsletter and to provide other design work for the SCN. Members relayed concerns that those amounts are being taken from fund balance. Member noted that throughout the year every effort should be made to take from other items not being fully utilized in the Budget as opposed to fund balance. He explained that staff should find the money within the budget. Members discussed advertising expenses.

Members discussed utilizing a former employee to design the newsletter, and concurred that they would like Durga to provide a 30 day notice to cease contracting design work for the newsletter.

Members discussed the number of employees at the SCN and Durga advised that the one position previously approved is being reviewed and is not being filled at this time. Durga continued that Wells is re-evaluating the position as the use of fund balance to hire would drop fund balance below approved limits.

Members discussed SCN program fees and classes and questioned whether fund balance could be considered for those programs. The scholarship fund was discussed. Durga relayed that she would discourage using fund balance for programming, relaying past experience on the affect when programming is free.

Motion that the full Board discuss all fund balance expenditures before they are spent.

RESULT:	WITHDRAWN
MOVED:	Harrand

SECONDED:	Sullivan
AYES:	None
NAYS:	None

Durga relayed that this would stop any kind of purchasing for emergency expenses. Members discussed special cases for emergencies.

Sullivan withdrew her support for the motion, Harrand withdrew the motion.

Durga relayed that overall she does not make adjustments from the fund balance unless she must. Members provided options for Durga to utilize funds other than fund balance, i.e. salaries for employees who are no longer employed. Durga relayed that she will make every effort to not utilize fund balance, and will speak to the Deputy Directors about researching other options. Members provided a directive, without motion, that Durga not take any funds from fund balance without speaking to the Chair and Treasurer in advance.

Motion to accept the Budget Adjustment report for July

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

Sliding Fee Scale update

Durga relayed that this process has become fairly complicated. She will forward her recommendation to the Finance Committee once she receives input from staff (mid-September). Durga relayed concerns about approving anything that lowers or raises fees by very much.

2016 Budget

Summary

Durga reviewed the narrative in detail for members. She answered member's questions on personnel, staffing, employee health costs, and retirement. Durga relayed that she has asked that Green research grant possibilities for capital purchases, such as a new vehicle or commercial mowers.

Total 2016

Member asked if heating assistance clients are repeat customers, if everyone received the same amount of funding, and whether clients could come back more than once per year and each year. Durga explained the process and limitations, relaying that she does not have information on repeat clients. Durga

to check with staff and return with an answer.

Members discussed the GTCOA Board being an advisory board. Member stated that she would like to see that the GTCOA Board return to a decision making board. Member noted that the BOC sets the millage and the BOC appoints the GTCOA Board. Member asked that discussion on the matter be added to the January Agenda.

Members questioned SCN program revenues, asking if Durga could provide members with information on profit margins for programs. Durga relayed that that is a question for Wells and is unsure if the SCN receives any revenue from programming, other than travel.

Member asked that Durga provide a breakdown in the Summary for fund balance items budgeted that the Board has already approved. Relaying that he would like to see how much fund balance is being used to balance the budget. Durga provided numbers for IHS (In-Home Services) previously approved for the wait lists. Member noted he would like to see this information prior to approval. Member stated that Durga is working on reorganizing personnel and asked if she is thinking that GTCOA could work with less staff. Additionally member asked if any reorganization would change personnel costs or the budget. Durga advised that it depends on what is changed.

Deputy Director/Director wage review

Durga stated that members had more requested information at last month's meeting. Durga was referred to Human Resources who after some discussion, relayed that the HR staff member felt the Deputy and Director were classified appropriately based on internal equity.

Durga stated that if there is no support from HR it is unlikely that it would be approved by the BOC. Member asked if the matter would go directly to the BOC. Durga stated that the process is that a Job Analysis Questionnaire (JAQ) would be submitted to HR for each position. HR would then agree or disagree. If the GTCOA Board didn't agree with what HR said then they may be able to appeal to the BOC. Durga was uncertain about that.

Durga stated that she had spoken to County Legal about the Traverse City Senior Center Intergovernmental Agreement (due to a ballot language question). Further discussion revealed Legal Counsel is not in agreement with the information received from the City Attorney via Wells regarding review of the Agreement by both bodies. She stated that the Agreement can't be approved by

the Administrators and there will be some work to do next year on that.

Durga stated she thinks it would be worth doing the JAQ, but relayed that if members are not in support, she would rather not move forward. Member asked if Durga would bring the JAQ to the Board before HR for approval. Durga relayed that it is a personnel issue. Members concurred that if Durga thinks the matter is warranted, then they would leave the decision up to her.

Members took a 2 minute break at 10:04 am. and rejoined the meeting.

EXECUTIVE

Meeting of the whole discussion

Chair Harrand relayed that she is looking for input on meetings of the whole. Four members relayed that they would rather keep the meetings as they currently stand. One member stated she would like Finance and Executive split. One member noted he would be in favor of it, but likes the combined meetings, and relayed he thought there were too many Committees to start. He further explained that he would like no Committees and one Board meeting per month, but there is no hurry and feels Finance and Executive is a good fit. One member stated she did not care. Member requested that all members be sent a copy of each Committee Agenda. Chair Harrand requested the matter be reviewed again in January next year.

2016 Bylaw review process

Harrand stated that she would like a special meeting of the whole board in October or November to review the Bylaws. Durga reviewed the requirements of the Bylaws to hold a special meeting quoting the Bylaws;

“A special meeting shall be held only when requested by at least one-third (1/3) of the members, the request shall be in writing, shall be addressed to the secretary, and shall specify the time, date, place, and purpose of the meeting, upon the receipt of a request, the secretary shall give notice to each of the members at least Eighteen (18) hours prior to the meeting.”

Durga stated that it is an Executive Committee decision and asked if members would like to waive the in requirement of in writing. Members discussed holding the meeting in October and concurred to waive the requirement in writing.

Motion to call a special meeting of the GTCOA Board for Bylaw review.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Harrand

SECONDED:	Sullivan
AYES:	Busch, Hansen, Harrand, Rokos, Sullivan, Taylor, Zerafa
NAYS:	None

Ballot language update

Durga relayed that language was sent to County Legal for review. She stated that his recommendation is for two proposals due to the complicated nature of the requests. The language is specifying different year schedules and would be too confusing for the public. Durga added that the language has been sent to the Treasurer, Planning, and County Clerk for review; relaying that captured taxes information is now required in the language.

Durga stated that she had hoped to increase the SCN millage levy to seven years to be on the same year levy as IHS. Durga stated that she should have the language at the October meeting and would encourage the Board to approve it quickly. Deadline to be submitted to the BOC is March for the August election. She stated the Board will need to decide which ballot each proposal will be placed on.

Remembering When conference

GT Metro Fire invited the GTCOA to partner on a Remembering When training grant. The program involves working with seniors in regard to fire and fall prevention. There is a conference in November to become a trainer for this program. Durga stated she obtained approval from acting administrator Bott and Chair Harrand, to attend the conference. GT Metro Fire wrote a grant for a scholarship to pay for the conference, which was approved. Durga relayed that she would be attending this conference November 4th-6th in Orlando. Travel and conference costs would be covered under the grant and she did not think the GTCOA would incur any expense for this conference.

Strategic Plan

No update.

Old Business

None

New Business

Member stated that the ballot language is time sensitive and asked if members would consider discussing those at the special meeting with the Bylaws? Durga relayed if the timing is right it could be done. Members concurred to review the ballot language at the special meeting.

Public comment

None.

Adjournment

Meeting adjourned at 11:38 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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**INTERGOVERNMENTAL AGREEMENT FOR
SENIOR CENTER MANAGEMENT**

THIS AGREEMENT made the 11 day of May, 2011, by and between the CITY OF TRAVERSE CITY, a Michigan municipal corporation, of 400 Boardman Avenue, Traverse City, Michigan, 49684, (the "City") and GRAND TRAVERSE COUNTY, a Michigan municipal corporation, of 400 Boardman Avenue, Traverse City, Michigan, 49684 (the "County");

WHEREAS, the City, by and through its Traverse City Senior Center (the "Senior Center") has provided over forty (40) years of senior center programming to the citizens of the City of Traverse City and the greater Grand Traverse Area; and

WHEREAS, the parties wish to improve the Senior Center and its related facilities identified on Attachment "A," attached hereto and incorporated herein by reference, located at 801 E. Front Street, Traverse City, Michigan, which serve the public; and

WHEREAS, the County wishes to assist the City in providing, maintaining and improving the services currently being provided to the citizens of the City of Traverse City and Grand Traverse County at the Senior Center and its related facilities; and

WHEREAS, the parties desire to have the County operate, manage, and staff the Senior Center and public programs at the Senior Center for the citizens of the City of Traverse City and Grand Traverse County at the Senior Center and its related facilities as an independent contractor; and

WHEREAS, the parties do not wish to dispose of or transfer any interest in the Senior Center and its related facilities, but only allow for the proper operation, management, and staffing of the Senior Center and its related facilities for senior and public programs as set forth in the Agreement; and

WHEREAS, this Agreement is being entered into pursuant to the Intergovernmental Contracts between Municipal Corporations statute authorized by MCL 124.1, et seq.; and

NOW THEREFORE, the City and the County agree as follows:

1. **Management and Operation of the Senior Center.** The County shall conduct the services and oversee the implementation of the plan as described in the Scope of Services and Management Plan, Attachment "B," attached hereto and incorporated herein by reference. This Agreement does not grant exclusive use of any part of the

Senior Center to the County, but recognizes that the County will secure its property, equipment, and accounts within designated portions of the Senior Center for its administrative purposes as described on Attachment "C," attached hereto and incorporated herein by reference.

2. **Senior Center Staffing.** The Senior Center shall be staffed by personnel of the County except the Senior Center's Executive Director shall remain an employee of the City under the direction and supervision of the Director of the County's Commission on Aging. The Senior Center's Executive Director shall follow the County's holiday schedule. The County shall quarterly reimburse the City in an amount equal to the salary and benefits the pay level and classification of that position would receive if the position was a County position. The pay level that the Executive Director's position would be at within the County is \$45,572.00 in salary and \$22,704.70 in benefits and the classification is Step J. This amount will be adjusted annually in accord with the County's annual pay and benefit adjustments for County employees at the pay level and classification. Should the existing Director leave this position, the new Director will become a County employee.

3. **City Funds.** Except as expressly set forth herein, no expenditure of City funds is authorized by this Agreement.

4. **Period of Performance and Termination.** The obligations under this agreement shall commence on July 1, 2011 and continue through December 31, 2016 (the "Term") and continue for each year thereafter for 5 years. This Agreement may be terminated by either party for fault of the other Party upon 60 days notice following notice of the default to the other Party and the defaulting Party's failure to cure the default within 30 days after receipt of the notice of default.

5. **Coordination of Activities.** The County and the City agree to meet and confer not later than November of each year to review the operation and management of the Senior Center during the term of this Agreement.

6. **Capital Improvements.** "Capital Improvements" means substantial remodeling of or additions to the Senior Center. The County shall not contract for any Capital Improvements to the Senior Center without the express written approval of the City Manager. The County shall contract for and be responsible for the payment for such improvements or repairs. The County agrees to compensate the City for any damage done to Senior Center Park during the construction of any approved improvements or repairs, and further agrees to restore landscaping and other vegetation, which may be disturbed during any such construction, to its normal condition.

7. **Ownership of Improvements.** All improvements or modifications to the Senior Center Building shall belong to the City. However, all trade fixtures, equipment, and personal property related to the activities being provided by the County shall remain the property of the County. The County may accept gifts from donors in support of its activities and for site improvements.

8. **Storage.** The County may store equipment in the Senior Center Building during the term of this Agreement, and the County shall obtain and maintain property insurance on all trade fixtures, equipment, and other personal property brought onto the site. No storage of fuel shall occur on City property, including in vehicles or otherwise, unless otherwise authorized in writing by the City Manager.

9. **Maintenance and Repair.** The City shall, at its expense, maintain the Senior Center and its related facilities in good repair and condition. The City shall also be responsible for repairs of equipment and fixtures located within the Senior Center. The County shall pay to the City the sum of \$45,920.00 per year payable in equal installments of \$22,960.00 semi-annually (the "Fund") for ongoing maintenance and repair of the Senior Center Building and its related facilities and other costs incurred by the City associated with the Senior Center.

10. **Utilities and Waste Disposal.** The County shall be responsible for all heat and electrical service charges related to the Senior Center Building as well as all charges for phone service and waste disposal

11. **Signs.** All signs shall conform to the City's Sign Ordinance or other applicable policies.

12. **Independent Contractor.** The relationship of the parties and their employees to each other is that of an independent contractor. The City and County agree to conduct themselves consistent with that status. The City, the County, and their employees, officers, or agents will not claim to be an officer, employee, or agent of the other, or make any claim, demand, or application to or for any rights or privileges applicable to any officer or employee of the City or County, including without limitation, workers' compensation coverage, unemployment insurance benefits, social security coverage, or retirement membership or credit. The City and the County shall not be considered to be engaged in a joint venture, partnership, association, or other enterprise between the parties.

13. **Standard of Care.** The County shall perform the work and provide all services in a good and professional manner, and assumes the risk in performing under this Agreement. The City shall be solely responsible for its employees. The County shall be solely responsible and answerable for all improper work, accidents, or injuries to persons or property resulting from actions or negligence of its officers, agents, employees or volunteers. The County specifically represents and agrees that its staff possesses the experience, knowledge, and competence necessary to either provide or oversee construction of the improvements and services required in this Agreement.

14. **Insurance.**

a. **General Liability Insurance.** The County agrees to purchase and maintain general comprehensive liability insurance in an amount of not less than one million dollars (\$1,000,000) per occurrence and with a deductible of not more than one thousand dollars (\$1,000). Said policy shall name the City of Traverse City as an additionally

named insured. Written notification of insurance cancellation shall be provided to the City Clerk of Traverse City 10 days prior to cancellation, and the County agrees to maintain such insurance throughout the period of performance of this Agreement. Should any required insurance be cancelled, materially reduced or expired, all activities under this Agreement shall immediately cease until substitute insurance in compliance with all requirements hereof has been procured and evidence thereof presented to the City and the County.

b. **Real Property Insurance.** The City shall maintain real property insurance covering the Senior Center and its facilities during the term of this Agreement.

15. **Indemnification.**

a. The County shall defend, indemnify, and hold harmless the City, its officers and employees, from all claims, liabilities, losses, damages, reasonable attorney fees, and settlement expenses for injury or death of any person, and damage or loss of any property allegedly or actually resulting or arising out of any act, omission, or negligence of the the County or its employees, agents, subcontractors, or volunteers, in connection with performing this Agreement to the extent of the insurance limits and deductibles maintained by the City for same. This provision shall survive the termination of this agreement.

b. The City agrees to defend, indemnify, and hold harmless the County, its officers and employees, from all claims, liabilities, losses, damages, reasonable attorney fees and settlement expenses for injury or death of any person, or loss of any property allegedly or actually resulting or arising out of any act, omission, or negligence of the City or its employees, agents, or subcontractors to the extent of the insurance limits and deductibles maintained by the City for same. This provision shall survive the termination of this agreement.

16. **Workers' Compensation.** The City and County shall maintain workers' compensation on their respective employees to the extent required by Michigan law, and the parties shall provide a certificate of insurance to the each other on execution of this agreement.

17. **Compliance with Regulations.** The County and the City shall comply with all applicable statutes, rules, and regulations of all federal, state, and local governments and agencies having jurisdiction, and bears the risk of any such authorities.

18. **Non-Discrimination.** The County and the City agree not to discriminate against any employee or applicant for employment with respect to hire, tenure, teams, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, sexual orientation, gender identity, or marital status. Breach of this covenant may be regarded as a material breach of this Agreement. The County agrees to not discriminate on the above basis in the administration of its programs under this Agreement.

19. **Prohibition Against Assignment.** This Agreement is intended to secure the services of the County because of its abilities and reputation, and none of the County's duties under this Agreement shall be assigned, subcontracted, or transferred.

20. **Notice.** Whenever it is provided in this Agreement that a notice or other communication is to be given or directed to the County or the City, it shall be directed to the party at his address as specified in this Agreement, or at such other address as either party may designate by written notification.

21. **Amendments.** This Agreement may be modified, but such modification shall be in writing and signed by the County and the City.

22. **Dispute Resolution.** If any party has a dispute with another regarding the meaning, operation, or enforcement of any provision of this Agreement, the disputing parties agree to meet and confer to negotiate a resolution of the dispute. They further agree as follows:

a. **Mediation.** If they are unable to resolve the dispute themselves and before formally instituting any other dispute mechanism, they shall utilize the services of a mutually acceptable neutral mediator, who meets the qualifications of MCR 2.411, to bring them together in at least one mediation session.

b. **Arbitration.** If they are unable to resolve the dispute through mediation, it shall be decided by final and binding arbitration according to the rules and procedures of Arbitration Services of Northern Michigan, or as otherwise agreed by the parties. Judgment upon the award rendered by the arbitrator may be entered in Circuit Court.

c. **Venue.** All meetings, hearings, and actions to resolve the dispute shall be in Grand Traverse County.

d. **Notice.** Written notice of a dispute shall be given to the other parties not later than 90 days after the occurrence giving rise to the dispute becomes known or should have become known. Negotiations and mediation shall occur within 60 days after such notice. Unless a longer time is agreed upon, arbitration must be demanded within 120 days after such notice and, if not, the claim is deemed waived. Arbitration must be demanded within this time limit even if negotiation or mediation has not occurred, but the arbitrator must require the parties to participate in at least one mediation before issuing an award.

23. **Interpretation.** This Agreement shall be governed by the laws of the State of Michigan, both as to interpretation and performance.

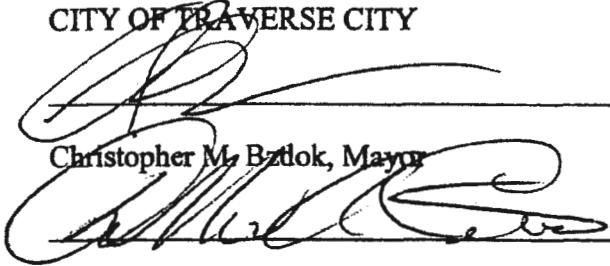
24. **Entire Agreement.** This Agreement, together with all attachments, constitutes the entire agreement of the County and the City with respect to the subject matter of this Agreement, and there are no valid promises, conditions, or understandings which are not contained in this Agreement. This Agreement supersedes the Interim Intergovernmental Agreement for Senior Center Management authorized by the City on December 6, 2010.

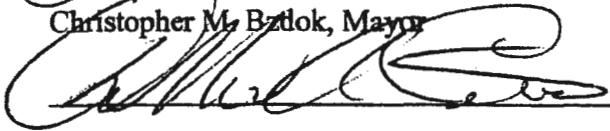
25. **Third Parties.** There are no third-party beneficiaries intended by this Agreement.

26. **Authority to Execute.** The County and the City agree that the signatories appearing below are authorized to execute this Agreement on behalf of the respective parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first above written.

CITY OF TRAVERSE CITY


Christopher M. Bzdok, Mayor

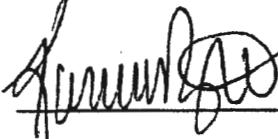

Debra A. Curtiss, City Clerk

Approved as to Substance:



R. Ben Bifoss

Approved as to Form:



Karrie A. Zeits

COUNTY OF GRAND TRAVERSE



Larry Inman, Chairman



Linda Coburn, County Clerk

ATTACHMENT A - SENIOR CENTER INTERGOVERNMENTAL AGREEMENT



ATTACHMENT B

SCOPE OF SERVICES AND MANAGEMENT PLAN

GRAND TRAVERSE COUNTY & CITY OF TRAVERSE CITY SENIOR CENTER OPERATIONS

County (GTC) – City (CTC)

1. CTC shall allow GTC to use the Senior Center building at 801 E. Front Street for the purposes of providing Senior Center Services to the citizens of the City of Traverse City and Grand Traverse County.
2. GTC shall provide supervision of operations through the Grand Traverse County Commission on Aging for service provision.
3. GTC shall support continued use of volunteers to carry out services provided by the Senior Center.
4. GTC shall provide administrative support to staff of the Senior Center to carry out operations of the program. (Human Resources, Financial Management, Technical Support etc.)
5. GTC shall provide for ongoing maintenance of indoor premises, including utilities, cleaning and preventative maintenance of equipment.
6. GTC shall provide for continued senior center services in the City and along with expansion to other townships throughout the County.
7. GTC shall apply for grants on behalf of the Senior Center.
8. CTC shall maintain funds collected for new construction until such use is needed for a new structure.
9. GTC shall continue all current senior center services as they are able and resources allow.

ATTACHMENT C – SENIOR CENTER INTERGOVERNMENTAL AGREEMENT

Traverse City Senior Center
801 E. Front St.
Traverse City, MI 49686
231-922-4911

**Attachment C for Intergovernmental Agreement
Between City of Traverse City & Grand Traverse County**

Business Office/Closet – Area where Staff are stationed with their desks and related storage units.

Wait Room Storage – Area where various supplies are stored.

Computer Lab – Locked space for storage of sensitive materials and computer hardware.

**Grand Traverse County
COMMISSION ON AGING**

STRATEGIC PLAN

2016-2017

**Approved by GTCOA:
Revised:
Approved by GTCOA:
BOC Reviewed:**

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.

Vision Statement

The Grand Traverse County Commission on Aging will continue to be an organization widely recognized and highly regarded in the community, funded by the citizens of Grand Traverse County (Millage), fees, and endowment funding. This will be achieved by providing and supporting services that will help maintain a high quality of life for resident senior citizens and enable them to remain in their homes, and active in the community.

The Commission on Aging will promote wellness and provide health education to resident senior citizens and will be a leader in Grand Traverse County, providing services, activities, information and referrals.

GRAND TRAVERSE COUNTY
COMMISSION ON AGING
2016 STRATEGIC PLAN

GOAL #1: TRAVERSE CITY SENIOR CENTER RENOVATION
(Executive Committee)

Objective #1 **Educate Board Members on the history surrounding renovating the building at 801 East Front Street (Traverse City Senior Center)**

Action Plan:

Description	Person(s) Responsible	Deadline	Date Completed
Presentation to GTCOA Board on the history of Traverse City Senior Center.	SCN DD	5/28/15	5/28/15

Objective #2 **Obtain necessary support and approval to move forward with project**

Action Plan:

Description	Person(s) Responsible	Deadline	Date Completed
Obtain GTCOA Board Support for Project.	Staff	7/21/15	7/21/15
Obtain BOC support for Project.	SCN DD	9/2/15 PHS 9/30/15 BOC	9/2/15 PHS
Staff to meet with City Administration to determine next steps.	SCN DD	10/2015	

GRAND TRAVERSE COUNTY
COMMISSION ON AGING
2016 STRATEGIC PLAN

**Objective #3 Establish a fund raising campaign to renovate the building at
801 East Front Street (Traverse City Senior Center)**

Action Plan:

Description	Person(s) Responsible	Deadline	Date Completed
Identify fund raising goal	Staff	01/31/16	
Set up a Committee	SCN DD	01/31/16	
Identify funding sources	Staff/Committee	03/01/16	
Raise funds for renovation	Committee/Board/Staff	12/31/16	

Objective #4 Initiate Construction

Action Plan:

Description	Person(s) Responsible	Deadline	Date Completed
Develop timeline	Staff	03/31/17	
Prepare RFP for contractor	Staff	03/31/17	
Determine relocation plan	Staff	05/01/17	

Please note: All dates subject to change

GRAND TRAVERSE COUNTY
COMMISSION ON AGING
2016 STRATEGIC PLAN

GOAL #2: TECHNOLOGY
(Staff/All Committees)

Objective #1: Write a Request for Proposal (RFP) for the In-Home Services Technology Project.

Action Plan:

Description	Person(s) Responsible	Deadline	Date Completed
Prepare and review RFP	Staff	01/01/16	
RFP Review	IT Director	01/01/16	
Publish RFP	Staff	01/31/16	
Selection of Vendor	Staff/IT Director	05/02/16	

Objective #2: Obtain necessary Approvals

Action Plan:

Description	Person(s) Responsible	Deadline	Date Completed
Identify funding	Staff	05/16/16	
GTCOA Board Approval	Staff	06/21/16	
BOC Approval	Staff	07/27/16	

GRAND TRAVERSE COUNTY
COMMISSION ON AGING
2016 STRATEGIC PLAN

Objective #3: Purchase and Install Technology

Action Plan:

Description	Person(s) Responsible	Deadline	Date Completed
Award contract to vendor	Staff/IT Director	08/08/16	
Implement transition plan	Vendor	09/08/16	
Train Staff	Staff/Vendor/IT Director	10/02/16	
Review changes with vendor and tweak.	Staff/Vendor/IT Director	11/2016	
Go live	Staff/Vendor/IT Director	01/02/17	
Identify & set aside funds for replacement capital	Staff	06/2017	

Please note: All dates subject to change

Run Date 09/11/2015

GRAND TRAVERSE COUNTY
TRIAL BALANCEPeriod End Date 08/31/2015 PAGE 1
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FUND 297 G. T. COUNTY COMMISSION ON AGING

		DEBIT	CREDIT	DEBIT	CREDIT
ASSETS	001.00 CASH	2,303,683.58	.00		
	018.00 IMPREST CASH	100.00	.00		
LIABILITIES	339.00 DEFERRED REVENUE	.00	37,000.00		
	389.11 F.BAL.RES. - CAPITAL OUTLAY	.00	47,000.00		
	390.00 FUND BALANCE	.00	1,371,250.03		
REVENUES	400.00 REVENUE CONTROL	.00	2,433,463.18		
EXPENDITURES	700.00 EXPENDITURE CONTROL	1,584,929.63	.00	3,888,713.21	3,888,713.21
				3,888,713.21	3,888,713.21

RUN DATE: 9/11/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 08/31/2015

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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	4048.33	39639.42	.00	18196.58	68.54
701.01 PER DIEM	5000.00	4608.00	9608.00	554.01	4670.85	.00	4937.15	48.61
702.00 FULL TIME & REGULAR PART TIME	1163896.00	.00	1163896.00	79104.10	709791.75	.00	454104.25	60.98
702.01 LONGEVITY	6708.00	.00	6708.00	125.02	300.02	.00	6407.98	4.47
702.10 POST-STORM 8/2/2015	.00	.00	.00	2201.28	2201.28	.00	2201.28-	N/A
703.00 PART TIME TEMPORARY	27000.00	.00	27000.00	484.33	1921.29	.00	25078.71	7.12
704.00 OVERTIME	.00	.00	.00	164.93	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	6478.21	56627.58	.00	41748.42	57.56
716.00 HEALTH, OPTICAL & DENTAL	399242.00	.00	399242.00	28258.28	241496.76	.00	157745.24	60.49
716.02 SHORT & L-T DISABILITY	9499.00	.00	9499.00	818.99	6790.63	.00	2708.37	71.49
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	308.30	2523.29	.00	18.71	99.26
718.00 RETIREMENT	19870.00	314.00	20184.00	1477.26	12789.66	.00	7394.34	63.37
718.01 RETIREMENT DC	94635.00	.00	94635.00	6320.47	55584.21	.00	39050.79	58.74
718.05 RETIREMENT - DB UAL	116533.00	.00	116533.00	8259.73	72462.00	.00	44071.00	62.18
719.00 WORKER'S COMP INS	26520.00	117.00	26637.00	1786.70	15284.86	.00	11352.14	57.38
720.00 UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00	.00	.00	.00	N/A
727.00 OFFICE SUPPLIES	7000.00	727.00	7727.00	427.42	5656.82	.00	2070.18	73.21
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	1.00-	559.44	.00	740.56	43.03
729.08 RISOGRAPH COPIES	.00	.00	.00	.00	.00	.00	.00	N/A
730.00 POSTAGE	15000.00	.00	15000.00	.00	8232.16	.00	6767.84	54.88
743.00 OTHER SUPPLIES	100.00	159.00	259.00	.00	33.17	2.00	223.83	12.81
743.29 BASKETS OF BOUNTY	5000.00	2586.00	7586.00	199.57	208.65	.00	7377.35	2.75
743.35 PROPERTY DAMAGE	2300.00	2300.00	4600.00	.00	1948.00	492.95	2159.05	42.35
745.00 UNIFORMS & ACCESSORIES	5680.00	.00	5680.00	.00	3188.75	.00	2491.25	56.14
747.00 SMALL TOOLS & SUPPLIES	17000.00	5192.00	22192.00	392.96	7616.86	2478.83	12096.31	34.32
747.11 EQUIPMENT	11320.00	5667.00	16987.00	.00	6186.47	.00	10800.53	36.42
748.00 GAS, OIL & GREASE	25000.00	.00	25000.00	740.54	8253.70	.00	16746.30	33.01
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	107.00	199.48	.00	398.52	33.36
811.00 SERVICE CONTRACTS	30042.00	30000.00-	42.00	.00	.00	.00	42.00	.00

RUN DATE: 9/11/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 08/31/2015

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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	.00	9950.46	.00	10049.54	49.75
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	7545.97	55775.99	20.00	99493.01	35.92
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	640.00	4509.70	.00	14761.30	23.40
818.93 SENIOR SUPPORT	16000.00	6193.00	22193.00	2976.26	13227.46	110.00	8855.54	59.60
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	1560.00	16700.00	.00	81724.00	16.97
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	833.27	3412.91	.00	2187.09	60.94
850.01 TELEPHONE LOCAL & L.D.	700.00	.00	700.00	2.91	16.41	.00	683.59	2.34
850.04 TELE-CELLULAR NETWORK	8084.00	.00	8084.00	67.64	4776.76	.00	3307.24	59.09
860.00 TRAVEL	76400.00	150.00-	76250.00	5260.79	43340.32	.00	32909.68	56.84
860.01 CONVENTIONS & CONFERENCES	2530.00	.00	2530.00	89.00	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	183.20	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	51.65	423.84	.00	376.16	52.98
930.00 BLDG REPAIR & MAINT	3000.00	.00	3000.00	21.11	2121.17	.00	878.83	70.71
932.00 EQUIP REPAIR & MAINT	15000.00	.00	15000.00	1356.01	10999.82	.00	4000.18	73.33
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	157.46	5908.31	.00	9091.69	39.39
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	.00	.00	8998.00	2802.00	.00
978.00 VEHICLE	.00	.00	.00	.00	.00	.00	.00	N/A

RUN DATE: 9/11/15

GRAND TRAVERSE COUNTY
 L I N E I T E M S A S O F 08/31/2015
 SELECTION: FUND RANGE 297 TO 297
 LINE ITEM RANGE 701.00 TO 999.00
 DEPARTMENTS

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	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	5778.00-	6232.00	.00	.00	.00	6232.00	.00
992.05 FUNDS FOR SUBSEQUENT YEARS	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	2785761.00	31048.00	2816809.00	163001.70	1584929.63	12101.78	1219777.59	56.27

**August
 EXPENSES – IN HOME
 SRVCS.
 GOAL 66.7%**

- - -

RUN DATE: 9/11/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 08/31/2015

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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	.00	2227645.00	.00	2176472.59	.00	51172.41	97.70
417.00 UNPAID PERSONAL PROP TAX	1000.00	.00	1000.00	.05	5897.35	.00	4897.35-	589.74
427.00 IN LIEU OF TAXES	2100.00	.00	2100.00	121.92	4082.95	.00	1982.95-	194.43
543.00 STATE GRANT	.00	.00	.00	.00	.00	.00	.00	N/A
582.00 LOCAL GRANTS	16000.00	6702.00	22702.00	2722.94	25424.94	.00	2722.94-	111.99 --
607.00 CHARGES FOR SERVICES - FEES	258700.00	.00	258700.00	19821.38	160928.63	.00	97771.37	62.21
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	83.07	718.06	.00	481.94	59.84
607.09 CHARGES FOR TRANSPORT COUPON	2000.00	.00	2000.00	194.10	2264.23	.00	264.23-	113.21
607.60 CHARGES FOR SERV -HC VOUCHER	.00	.00	.00	77.00	2597.50	.00	2597.50-	N/A
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	.00	8700.00	1309.90	15250.90	.00	6550.90-	175.30
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	4098.00	14398.00	1074.75	12297.33	.00	2100.67	85.41
675.01 BASKETS OF BOUNTY	1000.00	.00	1000.00	760.38	1918.70	.00	918.70-	191.87
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	31048.00	2816809.00	26165.49	2433463.18	.00	383345.82	86.39

August
REVENUE – IN HOME
SRVCS.
GOAL 66.7%

Run Date 09/11/2015

GRAND TRAVERSE COUNTY
TRIAL BALANCEPeriod End Date 08/31/2015 PAGE 1
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FUND 298 SENIOR CENTER

			DEBIT	CREDIT	DEBIT	CREDIT
ASSETS	001.00	CASH	725,622.28	.00		
	018.00	IMPREST CASH	100.00	:00		
	045.00	ACCT. RECEIVABLE - INVOICE	200.00	: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	480,886.91		
EXPENDITURES	700.00	EXPENDITURE CONTROL	304,980.24	.00	1,030,902.52	1,030,902.52
					1,030,902.52	1,030,902.52

RUN DATE: 9/11/15

GRAND TRAVERSE COUNTY
L I N E I T E M S A S O F 08/31/2015

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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	891.91	8027.23	.00	3567.77	69.23
701.01 PER DIEM	1000.00	950.00	1950.00	110.99	894.15	.00	1055.85	45.85
702.00 FULL TIME & REGULAR PART TIME	107882.00	2700.00-	105182.00	9555.48	69617.46	.00	35564.54	66.19
702.01 LONGEVITY	192.00	.00	192.00	.00	.00	.00	192.00	.00
702.10 POST-STORM 8/2/2015	.00	.00	.00	126.40	126.40	.00	126.40-	N/A
703.00 PART TIME TEMPORARY	18000.00	.00	18000.00	357.91	6607.43	.00	11392.57	36.71
705.00 PERSONAL LEAVE	2337.00	.00	2337.00	.00	.00	.00	2337.00	.00
715.00 FICA	10787.00	.00	10787.00	834.89	6470.64	.00	4316.36	59.99
716.00 HEALTH, OPTICAL & DENTAL	31713.00	.00	31713.00	3130.14	19575.14	.00	12137.86	61.73
716.02 SHORT & L-T DISABILITY	942.00	.00	942.00	65.45	553.02	.00	388.98	58.71
717.00 LIFE INSURANCE	248.00	.00	248.00	23.77	207.06	.00	40.94	83.49
718.00 RETIREMENT	1320.00	.00	1320.00	98.02	882.76	.00	437.24	66.88
718.01 RETIREMENT DC	9900.00	.00	9900.00	761.06	5813.91	.00	4086.09	58.73
718.05 RETIREMENT - DB UAL	9109.00	.00	9109.00	762.55	5866.37	.00	3242.63	64.40
719.00 WORKER'S COMP INS	222.00	.00	222.00	17.37	133.80	.00	88.20	60.27
727.00 OFFICE SUPPLIES	5000.00	1000.00-	4000.00	202.89	1906.35	323.82	1769.83	47.66
729.00 PRINTING AND BINDING	3000.00	.00	3000.00	33.75	635.79	.00	2364.21	21.19
729.02 COPY MACHINE USE	1500.00	.00	1500.00	104.29	827.60	.00	672.40	55.17
730.00 POSTAGE	8000.00	.00	8000.00	.00	3764.00	.00	4236.00	47.05
743.00 OTHER SUPPLIES	30000.00	7600.00-	22400.00	1991.75	13109.50	1532.32	7758.18	58.52
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	.00	1515.86	.00	84.14	94.74
747.11 EQUIPMENT	3000.00	15000.00	18000.00	569.48	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	22.00	463.52	300.00	4.48	60.35
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	.00	6366.76	1122.89	4210.35	54.42
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	7161.43	31299.07	975.00	19062.93	60.97
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	.00	450.44	45.00	3054.56	12.69
850.00 TELEPHONE	1200.00	.00	1200.00	170.60	681.65	.00	518.35	56.80
850.01 TELEPHONE LOCAL & L.D.	1700.00	.00	1700.00	118.41	1055.86	.00	644.14	62.11
850.04 TELE-CELLULAR NETWORK	2600.00	.00	2600.00	13.56	979.19	.00	1620.81	37.66

RUN DATE: 9/11/15

GRAND TRAVERSE COUNTY
 L I N E I T E M S A S O F 08/31/2015
 SELECTION: FUND RANGE 298 TO 298
 LINE ITEM RANGE 701.00 TO 999.00
 DEPARTMENTS

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	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
860.00 TRAVEL	5200.00	.00	5200.00	25.50	1838.82	.00	3361.18	35.36
860.01 CONVENTIONS & CONFERENCES	650.00	2500.00	3150.00	.00	2147.53	.00	1002.47	68.18
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	2500.00-	25480.00	770.65	4193.04	.00	21286.96	16.46
910.00 INSURANCE & BONDS	2000.00	.00	2000.00	.00	.00	.00	2000.00	.00
920.50 UTILITIES - HEAT	3000.00	.00	3000.00	37.53	1504.20	944.74	551.06	50.14
921.00 UTILITIES - ELECTRIC	7000.00	.00	7000.00	.00	4043.66	.00	2956.34	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	6155.00	6155.00	.00	2845.00	68.39
992.00 CONTINGENCY	3000.00	2242.00-	758.00	.00	.00	.00	758.00	.00
992.05 FUNDS FOR SUBSEQUENT YEARS	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	503749.00	48377.00	552126.00	34112.78	304980.24	5243.77	241901.99	55.24

August
 EXPENSES – SR. CTR.
 NETWORK
 GOAL 66.7%

RUN DATE: 9/11/15

GRAND TRAVERSE COUNTY
 L I N E I T E M S A S O F 08/31/2015
 SELECTION: FUND RANGE 298 TO 298
 LINE ITEM RANGE 401.00 TO 699.00
 DEPARTMENTS

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	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	.00	445539.00	.00	435109.71	.00	10429.29	97.66
417.00 UNPAID PERSONAL PROP TAX	200.00	.00	200.00	.01	1174.81	.00	974.81-	587.41
427.00 IN LIEU OF TAXES	400.00	.00	400.00	24.40	816.61	.00	416.61-	204.15
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	4387.84	32621.25	.00	7378.75	81.55
608.05 SPONSORSHIPS	3000.00	.00	3000.00	150.00	150.00	.00	2850.00	5.00
615.00 SALES	500.00	.00	500.00	98.82	740.79	.00	240.79-	148.16
615.05 SALES COMMISSIONS	5000.00	1200.00	6200.00	605.00	8783.37	.00	2583.37-	141.67
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	.00	835.37	.00	335.37-	167.07
675.02 CONTRIBUTIONS, MEMORIALS	500.00	.00	500.00	.00	140.00	.00	360.00	28.00
686.00 REIMBURSEMENTS	.00	.00	.00	.00	515.00	.00	515.00-	N/A
GRAND TOTALS	503749.00	48377.00	552126.00	5266.07	480886.91	.00	71239.09	87.10

August
 REVENUE – SR. CTR.
 NETWORK
 GOAL 66.7%

Grand Traverse County
 Commission on Aging
BUDGET ADJUSTMENT REPORT
 August 2015

BRD APPROVAL REQUIRED*	DATE	INCREASE (EXP)	INCREASE (REV)	DECREASE (EXP)	DECREASE (REV)	EXPLANATION
	8/13/15	Office Supplies, PERS \$20		Contingency, PERS \$20		Increase 297-724-727.00 Decrease 297-724-992.00

*A motion is required.



BOC
2016 PROPOSED FEES

The following fees shall be incorporated into the fee schedule for the following departments and shall become effective January 1, 2016:

General Fund 101:

(101-101)

BOARD OF COMMISSIONERS

	<u>2015 Fee</u>	<u>2016 Fee</u>
Meeting Room Rental Fees	\$30/Hour	\$30/Hour
	\$120/Half Day	\$120/Half Day
	\$200/Full Day	\$200/Full Day
Meeting Room Security Fee (Mandated fee with room rental for meetings after 5 p.m.)	\$45/Minimum 3-Hour Fee	\$45/Minimum 3-Hour Fee

COUNTY CLERK

(101-131/215)

Circuit Court Records/Family Court Records

	<u>2015 Fee</u>	<u>2016 Fee</u>
Filing Fee – New Cases*	\$150	\$150
Jury Demand*	\$85	\$85
Certified Copies*	\$10 for 1 st /\$1 Addl.	\$10 for 1 st /\$1 Addl.
Appeal – District Court to Circuit Court*	\$150	\$150
Appeal – Circuit Court to Court of Appeals*	\$25	\$25
Admission to the Bar*	\$25	\$25
Motion Fee*	\$20	\$20
Writ of Garnishment, Attachment, Execution Jdg. Debtor Discovery*	\$15	\$15
True Copy	\$1	\$1
Photocopies	\$.50/Page	\$.50/Page
Friend of the Court Fee*	\$80 or \$40	\$80 or \$40
Bonds, Court Costs, Restitution	Varies	Varies
State Crime Victim's Rights Fees*	\$30/\$40 or \$60	\$30/\$40 or \$60
Research Fee	\$10	\$10

(101-215/191)

Vital Records/Elections

Certified Copy Fees – Birth, Death, Marriage	\$15 for 1 st \$5 Ea./Addl.	\$15 for 1 st \$5 Ea./Addl.
Certified Copy Birth Certificate (Seniors 65+)	\$7 for 1 st \$5 Ea./Addl.	\$7 for 1 st \$5 Ea./Addl.
Administrative Use Only Copy Vital Record	\$5	\$5
Concealed Pistol License (New & Renewal)* (\$26 new/\$36 renewal to CPL Fund, \$15 to Sheriff and remainder to State)	\$105	\$115
Assumed Name Filing*	\$10	\$10

Swimming Pool/Spa		
First Pool or Spa at Facility	\$182	\$182
Each Additional Pool or Spa	\$36	\$36
Well/Septic Status Form Approval	\$15	\$15
Administration		
Disinterment	\$10	\$20
Medical Examiner		
Cremation Permit	\$50	\$50

(222-430)

TREASURER'S OFFICE	<u>2015 Fee</u>	<u>2016 Fee</u>
Fees Collected for Other Departments		
Dog License Sterilized – 1 year	\$10	\$10
Dog License Sterilized – 2 year	\$15	\$15
Dog License Sterilized – 3 year	\$20	\$20
	<u>2015 Fee</u>	<u>2016 Fee</u>
Dog License – Non-Sterilized – 1 year	\$20	\$20
Dog License – Non-Sterilized – 2 Year	\$30	\$30
Dog License – Non-Sterilized – 3 Year	\$40	\$40
Puppy	\$5	\$5

Veterinary offices are paid \$1 each for each license year license issued.

Consideration could be given to adjusting license fees to offset additional Animal Control program costs.

(257)

TREASURER'S OFFICE	<u>2015 Fee</u>	<u>2016 Fee</u>
PRE Homestead Fund Revenue		
PRE Denial Interest (Depending on initiating unit)*	10-70%	10-70%

(297-Various)

COMMISSION ON AGING	<u>2015 Fee</u>	<u>2016 Fee</u>
Senior Center Network		
BINGO	\$1/Card	\$1/Card
Bridge Class – Guest	\$25	\$25
Bridge Class – Member	\$20	\$20
Building Rental	\$25/Hour	\$25/Hour
Cards/Games	\$.25 - \$1	\$.25 - \$3
Casino Tour	\$27/Trip	\$27/Trip
Computer Class	\$25/Class members	\$25/Class members
	\$40/Class non-members	\$40/Class non-members
Dance – Guest	\$5	\$5
Dance – Member	\$3	\$3
Foot Care	\$20	<u>\$25</u>
→ iPad Club		<u>\$5/members; \$8/guests</u>

→ iPad/Computer Tutoring		\$15/hour
Lunch – Ages 60+ (Fees set by Community Action Agency)	\$3 Donation	\$3 Donation
→ Lunch – Ages Under 60 (Fees set by Community Action Agency)	\$6	\$5 ↓
Massage	\$5	\$5
Reflexology	\$5	\$5
→ Membership – Elmwood Township Resident	\$20	\$50
Membership – Out County	\$50	\$50
Membership – Age Under 60	\$10	\$10
Programs	Varies	Varies

Program fees are based on cost and vary.

Fees not covered by sponsors are generally covered by participant fees.

Shuffleboard Equipment Rental	Donation	Donation
Tennis/Pickleball/Shuffleboard	\$10/Season	\$10/Season
→ Pickleball - Winter		\$5/month
Tours	Varies	Varies
Tour prices are based on fees charged by vendor and/or attractions and motorcoach.		
Watercolor Art Class	\$30	\$30

FEES FOR SERVICES PROPOSALS*

	Total Clients	Total Current Income	Proposal 2 Fee Income	Proposal 3 Fee Income	Proposal 4 Fee Income
HMA	604	\$97,944	\$107,136	\$75,696	\$94,152
HHC	74	\$28,080	\$36,576	\$27,432	\$34,200
RESP	36	\$33,264	\$37,584	\$28,080	\$36,288
HC	381	\$41,472	\$75,984	\$53,496	\$67,056
PERS	508	\$32,400	\$24,204	\$19,320	\$21,552
FC	114	\$6,840	\$13,380	\$9,276	\$11,472
BATA	45	\$357	\$357	\$207	\$357
TRANSP	72	\$884	\$1,112	\$896	\$1,064
HC VOUCHER	153	\$12,546	\$12,546	\$6,273	\$12,546
Totals:		\$253,787	\$308,879	\$220,676	\$278,687

Less than \$973 Single	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	100	\$2	\$2	\$2	\$2
HHC	12	\$2	\$3	\$2	\$3
RESP	6	\$2	\$3	\$2	\$3
HC	57	\$2	\$3	\$2	\$3
PERS	85	\$2	\$1	\$1	\$1
FC	19	\$3	\$5	\$4	\$5
BATA	23	\$2	\$2	\$1	\$2
TRANSP	35	\$2	\$2	\$2	\$2
HC VOUCHER	TBD	\$2	\$2	\$1	\$2

\$1946- \$2918 Single	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	60	\$10	\$12	\$7	\$9
HHC	5	\$10	\$15	\$9	\$12
RESP	0	\$10	\$14	\$9	\$11
HC	33	\$7	\$14	\$9	\$11
PERS	59	\$6	\$5	\$3	\$4
FC	23	\$14	\$27	\$17	\$21
BATA	0	\$6	\$8	\$5	\$6
TRANSP	1	\$6	\$10	\$6	\$8
HC VOUCHER	TBD	\$7	\$8	\$5	\$6

Greater than \$3891 Single	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	4	\$38	\$44	\$30	\$37
HHC	0	\$38	\$55	\$37	\$46
RESP	0	\$38	\$52	\$35	\$44
HC	6	\$25	\$52	\$35	\$44
PERS	17	\$23	\$19	\$13	\$16
FC	3	\$46	\$102	\$69	\$86
BATA	0	\$23	\$29	\$19	\$24
TRANSP	1	\$23	\$38	\$26	\$32
HC VOUCHER	TBD	\$25	\$29	\$19	\$24

\$974-\$1945 Single	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	245	\$5	\$5	\$4	\$5
HHC	40	\$5	\$6	\$5	\$6
RESP	18	\$5	\$5	\$4	\$5
HC	141	\$3	\$5	\$4	\$5
PERS	221	\$3	\$2	\$2	\$2
FC	42	\$6	\$11	\$9	\$11
BATA	17	\$3	\$3	\$2	\$3
TRANSP	29	\$3	\$4	\$3	\$4
HC VOUCHER	TBD	\$3	\$3	\$2	\$3

\$2919- \$3890 Single	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	22	\$20	\$23	\$15	\$19
HHC	1	\$20	\$29	\$19	\$23
RESP	0	\$20	\$27	\$17	\$22
HC	11	\$14	\$27	\$18	\$22
PERS	32	\$13	\$10	\$7	\$8
FC	4	\$25	\$54	\$34	\$43
BATA	0	\$13	\$15	\$10	\$12
TRANSP	1	\$13	\$20	\$13	\$16
HC VOUCHER	TBD	\$14	\$15	\$10	\$12

Addl Hrs or does not want to divulge	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	0	\$50	\$47	\$47	\$47
HHC	0	\$58	\$58	\$58	\$58
RESP	0	\$45	\$55	\$55	\$55
HC	0	\$52	\$55	\$55	\$55
PERS	8	\$24	\$20	\$20	\$20
FC	0	\$49	\$107	\$107	\$107
BATA	0	\$24	\$30	\$30	\$30
TRANSP	0	\$24	\$40	\$40	\$40
HC VOUCHER	TBD	\$30	\$30	\$30	\$30

FEES FOR SERVICES PROPOSALS*

Less than \$973 Two Person	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee	\$974-\$1945 Two Person	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	9	\$2	\$2	\$2	\$2	HMA	92	\$5	\$5	\$4	\$5
HHC	3	\$2	\$3	\$2	\$3	HHC	10	\$5	\$6	\$5	\$6
RESP	6	\$2	\$3	\$2	\$3	RESP	4	\$5	\$5	\$4	\$5
HC	13	\$2	\$3	\$2	\$3	HC	70	\$3	\$5	\$4	\$5
PERS	7	\$2	\$1	\$1	\$1	PERS	55	\$3	\$2	\$2	\$2
FC	1	\$3	\$5	\$4	\$5	FC	9	\$6	\$11	\$9	\$11
BATA	4	\$2	\$2	\$1	\$2	BATA	1	\$3	\$3	\$2	\$3
TRANSP	4	\$2	\$2	\$2	\$2	TRANSP	1	\$3	\$4	\$3	\$4
HC VOUCHER	TBD	\$0	\$0	\$0	\$0	HC VOUCHER	TBD	\$0	\$0	\$0	\$0
\$1946- \$2918 Two Person	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee	\$2919- \$3890 Two Person	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	49	\$10	\$12	\$7	\$9	HMA	21	\$20	\$23	\$15	\$19
HHC	2	\$10	\$15	\$9	\$12	HHC	1	\$20	\$29	\$19	\$23
RESP	2	\$10	\$14	\$9	\$11	RESP	0	\$20	\$27	\$17	\$22
HC	40	\$7	\$14	\$9	\$11	HC	10	\$14	\$27	\$18	\$22
PERS	11	\$6	\$5	\$3	\$4	PERS	3	\$13	\$10	\$7	\$8
FC	12	\$14	\$27	\$17	\$21	FC	0	\$25	\$54	\$34	\$43
BATA	0	\$6	\$8	\$5	\$6	BATA	0	\$13	\$15	\$10	\$12
TRANSP	0	\$6	\$10	\$6	\$8	TRANSP	0	\$13	\$20	\$13	\$16
HC VOUCHER	TBD	\$0	\$0	\$0	\$0	HC VOUCHER	TBD	\$0	\$0	\$0	\$0
Greater than \$3891 Two Person	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee	Addl Hrs or does not want to divulge	Total Clients	Total Current Charge	Proposal 2 Fee	Proposal 3 Fee	Proposal 4 Fee
HMA	2	\$38	\$44	\$30	\$37	HMA	0	\$50	\$47	\$47	\$47
HHC	0	\$38	\$55	\$37	\$46	HHC	0	\$58	\$58	\$58	\$58
RESP	0	\$38	\$52	\$35	\$44	RESP	0	\$45	\$55	\$55	\$55
HC	0	\$25	\$52	\$35	\$44	HC	0	\$52	\$55	\$55	\$55
PERS	10	\$23	\$19	\$13	\$16	PERS	0	\$24	\$20	\$20	\$20
FC	1	\$46	\$102	\$69	\$86	FC	0	\$49	\$107	\$107	\$107
BATA	0	\$23	\$29	\$19	\$24	BATA	0	\$24	\$30	\$30	\$30
TRANSP	0	\$23	\$38	\$26	\$32	TRANSP	0	\$24	\$40	\$40	\$40
HC VOUCHER	TBD	\$0	\$0	\$0	\$0	HC VOUCHER	TBD	\$0	\$0	\$0	\$0

* Based on 2014 Unit Costs and January 1, 2015 Client Counts.

* Loan Closet revenue not included.

FEES FOR SERVICES PROPOSALS

2014 Unit Cost: \$46.6

2014 Total Revenue: \$101,170

- # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

* Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

FEES FOR SERVICES PROPOSALS

ONE PERSON HOUSE-HOLD	HOME HEALTH CARE		What % of Unit Cost is now	# of Clients*	Average Visits per year**	Estm. Current charges @ current fees	Proposal 1 - CURRENT		Proposal 1 Fee		Proposal 1 Fee Rounded		Current Yearly Fees Proposal 1		Revenue Affect Proposal 1		Proposal 2		Difference between current charges and this percent		Fees		Fees Rounded		Yearly Fees		Revenue Affect		Proposal 3		Difference between current charges and this percent		Fees		Fees Rounded		Yearly Fees		Revenue Affect	
	HOME	HEALTH	CARE				Proposal 1 - CURRENT	Proposal 1 Fee	Proposal 1 Fee	Proposal 1 Fee Rounded	Current Yearly Fees Proposal 1	Revenue Affect Proposal 1	Proposal 2	Proposal 2	Proposal 2	Proposal 2 Fee Delta	Proposal 2 Fee	Proposal 2 Fee	Proposal 2 Fee Rounded	Current Yearly Fees Proposal 2	Revenue Affect Proposal 2	Proposal 3	Proposal 3	Proposal 3	Proposal 3 Fee Delta	Proposal 3 Fee	Proposal 3 Fee	Proposal 3 Fee Rounded	Current Yearly Fees Proposal 3	Revenue Affect Proposal 3	Proposal 4	Proposal 4	Proposal 4	Proposal 4 Fee Delta	Proposal 4 Fee	Proposal 4 Fee	Proposal 4 Fee Rounded	Current Yearly Fees Proposal 4	Revenue Affect	
less than \$ 973	\$2	3.44%	12	72	\$1,728	4%	\$2.32	\$2	\$1,728	\$0	5%	\$1.00	\$2.91	\$3	\$2,592	\$864	4%	\$0.00	\$2.32	\$2	\$1,728	\$0	5%	\$1.00	\$2.91	\$3	\$2,592	\$864												
\$ 974 - \$ 1,945	\$5	8.61%	40	72	\$14,400	9%	\$5.23	\$5	\$14,400	\$0	10%	\$1.00	\$5.81	\$6	\$17,280	\$2,880	8%	\$0.00	\$4.65	\$5	\$14,400	\$0	10%	\$1.00	\$5.81	\$6	\$17,280	\$2,880												
\$ 1,946 - \$ 2,918	\$10	17.21%	5	72	\$3,600	17%	\$9.88	\$10	\$3,600	\$0	25%	\$5.00	\$14.53	\$15	\$5,400	\$1,800	16%	(\$1.00)	\$9.30	\$9	\$3,240	(\$360)	20%	\$2.00	\$11.62	\$12	\$4,320	\$720												
\$ 2,919 - \$ 3,890	\$20	34.42%	1	72	\$1,440	34%	\$19.75	\$20	\$1,440	\$0	50%	\$9.00	\$29.05	\$29	\$2,088	\$648	32%	(\$1.00)	\$18.59	\$19	\$1,368	(\$72)	40%	\$3.00	\$23.24	\$23	\$1,656	\$216												
greater than \$ 3,891	\$38	65.40%	0	72	\$0	65%	\$37.77	\$38	\$0	\$0	95%	\$17.00	\$55.20	\$55	\$0	\$0	64%	(\$1.00)	\$37.18	\$37	\$0	\$0	80%	\$8.00	\$46.48	\$46	\$0	\$0												
Addl hours or does not want to divulge income	\$58	99.83%	0	72	\$0	100%	\$58.10	\$58	\$0	\$0	100%	\$0.00	\$58.10	\$58	\$0	\$0	100%	\$0.00	\$58.10	\$58	\$0	\$0	100%	\$0.00	\$58.10	\$58	\$0	\$0												
Total One Person:			58		\$21,168				\$21,168	\$0					\$27,360	\$6,192							\$20,736	(\$432)							\$25,848	\$4,680								
2014 Unit Cost:					\$58.10																																			

TWO PERSON HOUSE-HOLD	HOME HEALTH CARE		What % of Unit Cost is now	# of Clients	Average Visits per year	Estm. Current charges @ current fees	Proposal 1 - CURRENT		Proposal 1 Fee		Proposal 1 Fee Rounded		Current Yearly Fees Proposal 1		Revenue Affect Proposal 1		Proposal 2		Proposal 2 Fee Delta		Proposal 2 Fee		Proposal 2 Fee Rounded		Current Yearly Fees Proposal 2		Revenue Affect Proposal 2		Proposal 3		Proposal 3 Fee Delta		Proposal 3 Fee		Proposal 3 Fee Rounded		Current Yearly Fees Proposal 3		Revenue Affect Proposal 3		Proposal 4		Proposal 4 Fee Delta		Proposal 4 Fee		Proposal 4 Fee Rounded		Current Yearly Fees Proposal 4		Revenue Affect Proposal 4	
	HOME	HEALTH	CARE				Proposal 1 - CURRENT	Proposal 1 Fee	Proposal 1 Fee	Proposal 1 Fee Rounded	Current Yearly Fees Proposal 1	Revenue Affect Proposal 1	Proposal 2	Proposal 2	Proposal 2	Proposal 2 Fee Delta	Proposal 2 Fee	Proposal 2 Fee	Proposal 2 Fee Rounded	Current Yearly Fees Proposal 2	Revenue Affect Proposal 2	Proposal 3	Proposal 3	Proposal 3	Proposal 3 Fee Delta	Proposal 3 Fee	Proposal 3 Fee	Proposal 3 Fee Rounded	Current Yearly Fees Proposal 3	Revenue Affect Proposal 3	Proposal 4	Proposal 4	Proposal 4	Proposal 4 Fee Delta	Proposal 4 Fee	Proposal 4 Fee	Proposal 4 Fee Rounded	Current Yearly Fees Proposal 4	Revenue Affect													
less than \$ 1,311	\$2	3.44%	3	72	\$432	4%	\$2.32	\$2	\$432	\$0	5%	\$1.00	\$2.91	\$3	\$648	\$216	4%	\$0.00	\$2.32	\$2	\$432	\$0	5%	\$1.00	\$2.91	\$3	\$648	\$216																								
\$ 1,312 - \$ 2,622	\$5	8.61%	10	72	\$3,600	9%	\$5.23	\$5	\$3,600	\$0	10%	\$1.00	\$5.81	\$6	\$4,320	\$720	8%	\$0.00	\$4.65	\$5	\$3,600	\$0	10%	\$1.00	\$5.81	\$6	\$4,320	\$720																								
\$ 2,623 - \$ 3,933	\$10	17.21%	2	72	\$1,440	17%	\$9.88	\$10	\$1,440	\$0	25%	\$5.00	\$14.53	\$15	\$2,160	\$720	16%	(\$1.00)	\$9.30	\$9	\$1,296	(\$144)	20%	\$2.00	\$11.62	\$12	\$1,728	\$288																								
\$ 3,934 - \$ 5,244	\$20	34.42%	1	72	\$1,440	34%	\$19.75	\$20	\$1,440	\$0	50%	\$9.00	\$29.05	\$29	\$2,088	\$648	32%	(\$1.00)	\$18.59	\$19	\$1,368	(\$72)	40%	\$3.00	\$23.24	\$23	\$1,656	\$216																								
greater than \$ 5,245	\$38	65.40%	0	72	\$0	65%	\$37.77	\$38	\$0	\$0	95%	\$17.00	\$55.20	\$55	\$0	\$0	64%	(\$1.00)	\$37.18	\$37	\$0	\$0	80%	\$8.00	\$46.48	\$46	\$0	\$0																								
Addl hours or does not want to divulge income	\$58	99.83%	0	72	\$0	100%	\$58.10	\$58	\$0	\$0	100%	\$0.00	\$58.10	\$58	\$0	\$0	100%	\$0.00	\$58.10	\$58	\$0	\$0	100%	\$0.00	\$58.10	\$58	\$0	\$0																								
Total 2 Person:			16		\$6,912				\$6,912	\$0					\$9,216	\$2,304							\$6,696	(\$216)							\$8,352	\$1,440																				
Total:			74		\$28,080				\$28,080	\$0					\$36,576	\$8,496							\$27,432	(\$648)							\$34,200	\$6,120																				
2014 Total:					\$33,498																																															

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

** Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

FEES FOR SERVICES PROPOSALS

**2014 Unit
Cost:**

2014 Total: **\$34,215**

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

** Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

FEES FOR SERVICES PROPOSALS

**2014 Unit
Cost:**

2014 Total: \$50,258

\$50,258

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

** Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

FEES FOR SERVICES PROPOSALS

ONE PERSON HOUSE-HOLD	HC VOUCHERS	What % of Unit Cost is now	# of Clients*	Average Visits per year**	Estm. Current charges @ current fees	Proposal 1 - CURRENT	Proposal 1 Fee	Proposal 1 Fee Rounded	Current Yearly Fees Proposal 1	Revenue Affect Proposal 1	Proposal 2	Difference between current charges and this percent	Fees	Fees Rounded	Yearly Fees	Revenue Affect	Proposal 3	Difference between current charges and this percent	Fees	Fees Rounded	Yearly Fees	Revenue Affect	Proposal 4	Difference between current charges and this percent	Fees	Fees Rounded	Yearly Fees	Revenue Affect						
	less than \$ 973	\$2 6.67%	153 41	\$12,546	7% \$2.10 \$2 \$12,546 \$0 5% \$0.00 \$1.50 \$2 \$12,546 \$0 4% (\$1.00) \$1.20 \$1 \$6,273 (\$6,273) 5% \$0.00 \$1.50 \$2 \$12,546 \$0	10% \$3.00 \$3 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0 8% (\$1.00) \$2.40 \$2 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0	23% \$6.90 \$7 \$0 \$0 25% \$1.00 \$7.50 \$8 \$0 \$0 16% (\$2.00) \$4.80 \$5 \$0 \$0 20% (\$1.00) \$6.00 \$6 \$0 \$0 20% (\$1.00) \$6.00 \$6 \$0 \$0	47% \$14.10 \$14 \$0 \$0 50% \$1.00 \$15.00 \$15 \$0 \$0 32% (\$4.00) \$9.60 \$10 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0	83% \$24.90 \$25 \$0 \$0 95% \$4.00 \$28.50 \$29 \$0 \$0 64% (\$6.00) \$19.20 \$19 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
\$ 974 - \$ 1,945	\$3 10.00%	0 0	\$0	10% \$3.00 \$3 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0 8% (\$1.00) \$2.40 \$2 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0 10% \$0.00 \$3.00 \$3 \$0 \$0	23.33% \$0 0 \$0 25% \$1.00 \$7.50 \$8 \$0 \$0 16% (\$2.00) \$4.80 \$5 \$0 \$0 20% (\$1.00) \$6.00 \$6 \$0 \$0 20% (\$1.00) \$6.00 \$6 \$0 \$0 20% (\$1.00) \$6.00 \$6 \$0 \$0	46.67% \$0 0 \$0 50% \$1.00 \$15.00 \$15 \$0 \$0 32% (\$4.00) \$9.60 \$10 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0	83.33% \$0 0 \$0 95% \$4.00 \$28.50 \$29 \$0 \$0 64% (\$6.00) \$19.20 \$19 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	
\$ 1,946 - \$ 2,918	\$7 23.33%	0 0	\$0	23% \$6.90 \$7 \$0 \$0 25% \$1.00 \$7.50 \$8 \$0 \$0 16% (\$2.00) \$4.80 \$5 \$0 \$0 20% (\$1.00) \$6.00 \$6 \$0 \$0 20% (\$1.00) \$6.00 \$6 \$0 \$0 20% (\$1.00) \$6.00 \$6 \$0 \$0	46.67% \$0 0 \$0 50% \$1.00 \$15.00 \$15 \$0 \$0 32% (\$4.00) \$9.60 \$10 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0	83.33% \$0 0 \$0 95% \$4.00 \$28.50 \$29 \$0 \$0 64% (\$6.00) \$19.20 \$19 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00		
\$ 2,919 - \$ 3,890	\$14 46.67%	0 0	\$0	47% \$14.10 \$14 \$0 \$0 50% \$1.00 \$15.00 \$15 \$0 \$0 32% (\$4.00) \$9.60 \$10 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0 40% (\$2.00) \$12.00 \$12 \$0 \$0	83.33% \$0 0 \$0 95% \$4.00 \$28.50 \$29 \$0 \$0 64% (\$6.00) \$19.20 \$19 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00			
greater than \$ 3,891	\$25 83.33%	0 0	\$0	83% \$24.90 \$25 \$0 \$0 95% \$4.00 \$28.50 \$29 \$0 \$0 64% (\$6.00) \$19.20 \$19 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0 80% (\$1.00) \$24.00 \$24 \$0 \$0	100% \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00			
Addl hours or does not want to divulge income	\$30 100.00%	0 0	\$0	100% \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0	100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0 100% \$0.00 \$30.00 \$30 \$0 \$0	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00			
Total One Person:		153	\$12,546		\$12,546		\$0		\$12,546																									

2014 Unit Cost:

\$30.00

2014 Total:

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

** Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

*** Home Chore Voucher Client breakdown was nominal in January of 2015. # of clients is based on maximum available to serve at lowest income level.

FEES FOR SERVICES PROPOSALS

2014 Total: **\$30,329**

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

** Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

FEES FOR SERVICES PROPOSALS

ONE PERSON HOUSEHOLD	FOOTCARE	What % of Unit Cost is now		# of Clients*	Average Visits per year**	Estm. Current charges @ current fees	Proposal 1 - CURRENT			Proposal 2			Proposal 3			Proposal 4														
		Footcare	Other				Proposal 1 Fee	Proposal 1 Fee Rounded	Current Yearly Fees Proposal 1	Revenue Affect Proposal 1	Fee	Fees Rounded	Yearly Fees	Revenue Affect	Fee	Fees Rounded	Yearly Fees	Revenue Affect												
less than \$ 973	\$3	2.79%	19	6	\$342	3%	\$3.22	\$3	\$342	\$0	5%	\$2.00	\$5.37	\$5	\$570	\$228	4%	\$1.00	\$4.30	\$4	\$456	\$114	5%	\$2.00	\$5.37	\$5	\$570	\$228		
\$ 974 - \$ 1,945	\$6	5.58%	42	6	\$1,512	6%	\$6.45	\$6	\$1,512	\$0	10%	\$5.00	\$10.75	\$11	\$2,772	\$1,260	8%	\$3.00	\$8.60	\$9	\$2,268	\$756	10%	\$5.00	\$10.75	\$11	\$2,772	\$1,260		
\$ 1,946 - \$ 2,918	\$14	13.03%	23	6	\$1,932	13%	\$13.97	\$14	\$1,932	\$0	25%	\$13.00	\$26.86	\$27	\$3,726	\$1,794	16%	\$3.00	\$17.19	\$17	\$2,346	\$414	20%	\$7.00	\$21.49	\$21	\$2,898	\$966		
\$ 2,919 - \$ 3,890	\$25	23.27%	4	6	\$600	23%	\$24.71	\$25	\$600	\$0	50%	\$29.00	\$53.73	\$54	\$1,296	\$696	32%	\$9.00	\$34.38	\$34	\$816	\$216	40%	\$18.00	\$42.98	\$43	\$1,032	\$432		
greater than \$ 3,891	\$46	42.81%	3	6	\$828	43%	\$46.20	\$46	\$828	\$0	95%	\$56.00	\$102.08	\$102	\$1,836	\$1,008	64%	\$23.00	\$68.77	\$69	\$1,242	\$414	80%	\$40.00	\$85.96	\$86	\$1,548	\$720		
Add'l hours or does not want to divulge income	\$49	45.60%	0	6	\$0	46%	\$49.43	\$49	\$0	\$0	100%	\$58.00	\$107.45	\$107	\$0	\$0	100%	\$58.00	\$107.45	\$107	\$0	\$0	100%	\$58.00	\$107.45	\$107	\$0	\$0		
Total One Person:			91		\$5,214				\$5,214	\$0					\$10,200	\$4,986					\$7,128	\$1,914							\$8,820	\$3,606

2014 Unit Cost:		\$107.45																																																			
TWO PERSON HOUSE-HOLD	FOOTCARE	What % of Unit Cost is now		# of Clients	Average Visits per year	Estm. Current charges @ current fees		Proposal 1 - CURRENT		Proposal 1 Fee		Proposal 1 Fee Rounded		Current Yearly Fees Proposal 1		Revenue Affect Proposal 1		Proposal 2		Proposal 2 Fee Delta		Proposal 2 Fee		Proposal 2 Fee Rounded		Yearly Fees Proposal 2		Revenue Affect Proposal 2		Proposal 3		Proposal 3 Fee Delta		Proposal 3 Fee		Proposal 3 Fee Rounded		Yearly Fees Proposal 3		Revenue Affect Proposal 3		Proposal 4		Proposal 4 Fee Delta		Proposal 4 Fee		Proposal 4 Fee Rounded		Yearly Fees Proposal 4		Revenue Affect Proposal 4	
		FOOTCARE	What % of Unit Cost is now			Estm. Current charges @ current fees	Proposal 1 - CURRENT	Proposal 1 Fee	Proposal 1 Fee Rounded	Current Yearly Fees Proposal 1	Revenue Affect Proposal 1	Proposal 2	Proposal 2 Fee Delta	Proposal 2 Fee	Proposal 2 Fee Rounded	Yearly Fees Proposal 2	Revenue Affect Proposal 2	Proposal 3	Proposal 3 Fee Delta	Proposal 3 Fee	Proposal 3 Fee Rounded	Yearly Fees Proposal 3	Revenue Affect Proposal 3	Proposal 4	Proposal 4 Fee Delta	Proposal 4 Fee	Proposal 4 Fee Rounded	Yearly Fees Proposal 4	Revenue Affect Proposal 4																								
less than \$ 1,311	\$3	2.79%	1	6	\$18	3%	\$3.22	\$3	\$18	\$0	5%	\$2.00	\$5.37	\$5	\$30	\$12	4%	\$1.00	\$4.30	\$4	\$24	\$6	5%	\$2.00	\$5.37	\$5	\$30	\$12																									
\$1,312 - \$ 2,622	\$6	5.58%	9	6	\$324	6%	\$6.45	\$6	\$324	\$0	10%	\$5.00	\$10.75	\$11	\$594	\$270	8%	\$3.00	\$8.60	\$9	\$486	\$162	10%	\$5.00	\$10.75	\$11	\$594	\$270																									
\$2,623 - \$ 3,933	\$14	13.03%	12	6	\$1,008	13%	\$13.97	\$14	\$1,008	\$0	25%	\$13.00	\$26.86	\$27	\$1,944	\$936	16%	\$3.00	\$17.19	\$17	\$1,224	\$216	20%	\$7.00	\$21.49	\$21	\$1,512	\$504																									
\$3,934 - \$ 5,244	\$25	23.27%	0	6	\$0	23%	\$24.71	\$25	\$0	\$0	50%	\$29.00	\$53.73	\$54	\$0	\$0	32%	\$9.00	\$34.38	\$34	\$0	\$0	40%	\$18.00	\$42.98	\$43	\$0	\$0																									
greater than \$ 5,245	\$46	42.81%	1	6	\$276	43%	\$46.20	\$46	\$276	\$0	95%	\$56.00	\$102.08	\$102	\$612	\$336	64%	\$23.00	\$68.77	\$69	\$414	\$138	80%	\$40.00	\$85.96	\$86	\$516	\$240																									
Addl hours or does not want to divulge income	\$49	45.60%	0	6	\$0	46%	\$49.43	\$49	\$0	\$0	100%	\$58.00	\$107.45	\$107	\$0	\$0	100%	\$58.00	\$107.45	\$107	\$0	\$0	100%	\$58.00	\$107.45	\$107	\$0	\$0																									
Total 2 Person:			23		\$1,626				\$1,626	\$0					\$3,180	\$1,554						\$2,148	\$522								\$2,652	\$1,026																					
Total:			114		\$6,840				\$6,840	\$0					\$13,380	\$6,540						\$9,276	\$2,436								\$11,472	\$4,632																					

2014 Total:

\$9,634

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

** Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher

FEES FOR SERVICES PROPOSALS

2014 Unit \$30.00

2014 Total: **\$1,001**

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

* Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

*** Additional Clients can be accepted

FEES FOR SERVICES PROPOSALS

ONE PERSON HOUSE-HOLD	TRANSPORTATION										
	What % of Unit Cost is now	# of Clients*	Average Visits per year**	Estm. Current charges @ current fees	Proposal 1 - CURRENT	Proposal 1 Fee	Proposal 1 Fee Rounded	Current Yearly Fees Proposal 1	Revenue Affect Proposal 1	Proposal 2	
less than \$ 973	\$2 5.00%	35 4	\$280	5% \$2.00 \$2 \$280 \$0	5% \$0.00 \$2.00 \$2 \$280 \$0	5% \$1.00 \$4.00 \$4 \$464 \$116	10% \$7.00 \$20.00 \$20 \$80 \$28	4% \$0.00 \$1.60 \$2 \$280 \$0	5% \$0.00 \$2.00 \$2 \$280 \$0	Proposal 1 - CURRENT	
\$ 974 - \$ 1,945	\$3 7.50%	29 4	\$348	8% \$3.20 \$3 \$348 \$0	8% \$1.00 \$4.00 \$4 \$464 \$116	10% \$16.00 \$40.00 \$40 \$0 \$0	100% \$16.00 \$40.00 \$40 \$0 \$0	8% \$0.00 \$3.20 \$3 \$348 \$0	10% \$1.00 \$4.00 \$4 \$464 \$116	Proposal 1 Fee	
\$ 1,946 - \$ 2,918	\$6 15.00%	1 4	\$24	15% \$6.00 \$6 \$24 \$0	15% \$4.00 \$10.00 \$10 \$40 \$16	25% \$15.00 \$38.00 \$38 \$152 \$60	50% \$16.00 \$40.00 \$40 \$0 \$0	16% \$0.00 \$6.40 \$6 \$24 \$0	20% \$2.00 \$8.00 \$8 \$32 \$8	Proposal 1 Fee Rounded	
\$ 2,919 - \$ 3,890	\$13 32.50%	1 4	\$52	33% \$13.20 \$13 \$52 \$0	33% \$7.00 \$20.00 \$20 \$80 \$28	50% \$16.00 \$40.00 \$40 \$0 \$0	32% \$12.80 \$32.00 \$32 \$0 \$0	16% \$0.00 \$6.40 \$6 \$24 \$0	20% \$2.00 \$8.00 \$8 \$32 \$8	Current Yearly Fees Proposal 1	
greater than \$ 3,891	\$23 57.50%	1 4	\$92	58% \$23.20 \$23 \$92 \$0	58% \$15.00 \$38.00 \$38 \$152 \$60	95% \$16.00 \$40.00 \$40 \$0 \$0	64% \$25.60 \$62.00 \$62 \$104 \$12	4% \$0.00 \$1.60 \$2 \$280 \$0	5% \$0.00 \$2.00 \$2 \$280 \$0	Revenue Affect	
Addl hours or does not want to divulge income	\$24 60.00%	0 4	\$0	60% \$24.00 \$24 \$0 \$0	60% \$16.00 \$40.00 \$40 \$0 \$0	100% \$16.00 \$40.00 \$40 \$0 \$0	100% \$16.00 \$40.00 \$40 \$0 \$0	8% \$0.00 \$3.20 \$3 \$348 \$0	10% \$1.00 \$4.00 \$4 \$464 \$116	Proposal 1 Fee Rounded	
Total One Person:		67	\$796		\$796 \$0		\$1,016 \$220				\$808 \$12

2014 Unit Cost: **\$40.00**

TWO PERSON HOUSE-HOLD	TRANSPORTATION										
	What % of Unit Cost is now	# of Clients*	Average Visits per year	Estm. Current charges @ current fees	Proposal 1 - CURRENT	Proposal 1 Fee	Proposal 1 Fee Rounded	Current Yearly Fees Proposal 1	Revenue Affect Proposal 1	Proposal 2	
less than \$ 1,311	\$2 5.00%	4 8	\$64	5% \$2.00 \$2 \$64 \$0	5% \$0.00 \$2.00 \$2 \$64 \$0	5% \$1.00 \$4.00 \$4 \$64 \$0	10% \$7.00 \$20.00 \$20 \$80 \$28	4% \$0.00 \$1.60 \$2 \$64 \$0	5% \$0.00 \$2.00 \$2 \$64 \$0	Proposal 1 - CURRENT	
\$ 1,312 - \$ 2,622	\$3 7.50%	1 8	\$24	8% \$3.20 \$3 \$24 \$0	8% \$1.00 \$4.00 \$4 \$32 \$8	10% \$16.00 \$40.00 \$40 \$0 \$0	100% \$16.00 \$40.00 \$40 \$0 \$0	8% \$0.00 \$3.20 \$3 \$24 \$0	10% \$1.00 \$4.00 \$4 \$32 \$8	Proposal 1 Fee	
\$ 2,623 - \$ 3,933	\$6 15.00%	0 8	\$0	15% \$6.00 \$6 \$0 \$0	15% \$4.00 \$10.00 \$10 \$0 \$0	25% \$15.00 \$38.00 \$38 \$0 \$0	50% \$16.00 \$40.00 \$40 \$0 \$0	16% \$0.00 \$6.40 \$6 \$0 \$0	20% \$2.00 \$8.00 \$8 \$0 \$0	Proposal 1 Fee Rounded	
\$ 3,934 - \$ 5,244	\$13 32.50%	0 8	\$0	33% \$13.20 \$13 \$0 \$0	33% \$7.00 \$20.00 \$20 \$0 \$0	95% \$15.00 \$38.00 \$38 \$0 \$0	32% \$12.80 \$32.00 \$32 \$0 \$0	4% \$0.00 \$1.60 \$2 \$64 \$0	5% \$0.00 \$2.00 \$2 \$64 \$0	Current Yearly Fees Proposal 1	
greater than \$ 5,245	\$23 57.50%	0 8	\$0	58% \$23.20 \$23 \$0 \$0	58% \$15.00 \$38.00 \$38 \$0 \$0	95% \$16.00 \$40.00 \$40 \$0 \$0	64% \$25.60 \$62.00 \$62 \$0 \$0	4% \$0.00 \$1.60 \$2 \$64 \$0	5% \$0.00 \$2.00 \$2 \$64 \$0	Revenue Affect Proposal 1	
Addl hours or does not want to divulge income	\$24 60.00%	0 8	\$0	60% \$24.00 \$24 \$0 \$0	60% \$16.00 \$40.00 \$40 \$0 \$0	100% \$16.00 \$40.00 \$40 \$0 \$0	100% \$16.00 \$40.00 \$40 \$0 \$0	8% \$0.00 \$3.20 \$3 \$24 \$0	10% \$1.00 \$4.00 \$4 \$32 \$8	Proposal 1 Fee Rounded	
Total 2 Person:		5	\$88		\$88 \$0		\$96 \$8				\$88 \$0
Total:		72	\$884		\$884 \$0		\$1,112 \$228				\$896 \$12

2014 Total: **\$2,054**

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

** Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

*** Additional Clients can be accepted

FEES FOR SERVICES PROPOSALS

ONE PERSON HOUSE- HOLD	LOAN CLOSET	What % of Unit Cost is now	# of Clients*	Average Visits per year**	Estm. Current charges @ current fees
less than \$ 973	\$3	#DIV/0!	204	1	\$612
\$ 974 - \$ 1,945	\$6	#DIV/0!	0	0	\$0
\$ 1,946 - \$ 2,918	\$13	#DIV/0!	0	0	\$0
\$ 2,919 - \$ 3,890	\$27	#DIV/0!	0	0	\$0
greater than \$ 3,891	\$49	#DIV/0!	0	0	\$0
Addl hours or does not want to divulge income	\$52	#DIV/0!	0	0	\$0
Total One Person:			204		\$612

2014 Unit Cost:

2014 Total: \$2,742.00

* # of Clients is the number of unduplicated clients as of January, 2015, when all clients are new. Does not include Fee Assistance or Purchase of Services Clients.

** Average visits per year = average number of 1 hour visits made per year. Respite Units are more than one hour per week and are therefore higher.

*** Loan Closet is not an assumble number. Figured as the number of clients served in 2014 based lowest income level.

GRAND TRAVERSE COUNTY
COMMISSION ON AGING
2016 BUDGET NARRATIVE

Listed below are highlights of the 2016 Budget.

FINANCIAL OVERVIEW:

Total Budget: **\$ 3,483,363**

Department Revenue: **\$ 3,021,773** (\$ 461,550 fund balance budgeted)

Department Expenditures: **\$ 3,483,313**

In Home Svcs. Total Budget: **\$ 2,858,035**

In Home Svcs. Revenue: **\$ 2,532,362** (\$ 325,673 fund balance budgeted)

In Home Svcs. Expenditures: **\$ 2,858,035**

Senior Center Svcs. Total Budget: **\$ 625,328**

Senior Center Svcs. Revenue: **\$ 489,411** (\$135,917 fund balance budgeted)

Senior Center Svcs. Expenditures: **\$ 625,328**

I. REVENUE

A. MILLAGE

1. Millage revenue projection based on 2015 amount received plus 1% increase (per Finance Director) and less 0.4% for property tax reductions (per Equalization, Kathryn Wallace).
2. In Home Services – fifth year of a six year millage levy.
 - a. Increase of \$21,770 (1%)
 - b. Millage revenue reduced by \$8,796 (0.4%) for Personal Property Tax reduction (Year 2 of 10).
3. Senior Center Network – sixth year of a six year millage levy.
 - a. Increase of \$ 2,593(0.6%)
 - b. Millage revenue reduced by \$ 1,759 (0.4%) for Personal Property Tax reduction (Year 2 of 10).

B. FUND BALANCE BUDGETED

1. In Home Services - \$ 325,673

Of this amount, \$137,000 was committed and approved by both the GTCOA Board and the BOC in 2015 as follows:

- A. *\$112,000 for Home Chore (to reduce wait list in 2015)*
- B. *\$14,000 for In Home Foot care (5 additional hours to week to reduce wait list in 2015)*
- C. *\$11,000 for Personal Emergency Response Units (to reduce wait list by 50 clients in 2015)*

2. Senior Center Network – \$ 135,917

Of this amount, \$63,000 was committed for a Program Coordinator (\$55,000) and the Mather Café Model (\$8,000) and was approved by the GTCOA Board and the BOC in 2015.

C. FEES FOR SERVICES

1. In-Home Services Fees (I&A, HMA, HHC, HC, RES, FC, PERS) - \$ 255,000
No client fee increases projected for 2016 as of this date (August 5, 2015).

2. Senior Center Services Fees (no changes)

- a. Memberships
 - 1. Residents 60 years and older – no charge.
 - 2. Residents less than 60 years of age - \$10 annually.
 - 3. Non-residents, all ages - \$50 annually.
- b. Program fees

II. EXPENSES

A. OUTSIDE AGENCY FUNDING - \$40,000

The GTCOA Board approved Outside Agency Funding in the amount of \$40,000.

- 1. In Home Services - \$35,460
 - a. Meals on Wheels (NW Mi Community Action Agency) \$16,667
 - b. Area Agency on Aging \$7,600
 - c. Senior Companion program (Catholic Human Services) \$10,000
 - d. Other \$1,193
- 2. Senior Center Network - \$4,540
 - a. Meals on Wheels (NMCAA) \$3,333
 - b. Long Lake Township (Long Lakers Senior Center) - \$1,200.
 - c. Misc. \$7

B. STAFF

- 1. In Home Services – No new positions added
 - a. 1.5 FTE seasonal employee to the Home Chore program in 2015 to address the wait list. Total funds requested equal \$30,000 (\$27,000 for salaries, \$3,000 for FICA match and worker's compensation).
 - b. Homemaker Aide, Home Health Care, Home Chore, and Respite employee hours increased from 37.5 to 40 (as needed) in 2015 and again in 2016 (implemented in 2014). Salary and benefits to be determined by Human Resources. To address wait lists.

- c. Foot Care nurse hours increased from 30 to 35 in mid-2015.
- d. Request to reclassify Homemaker Aides and Home Health Aides not included in 2016 Budget. Needs BOC approval first.

2. Senior Center Network – No new positions added

- a. Part time on-call employee again requested in 2016 (first requested in 2014) at a cost of \$18,000 for the year (salary only).
- b. Program Coordinator position added in 2015. Due to the large use of Fund Balance, the filling of this position may be delayed in 2015 or changed to part time.

3. Both Divisions

- a. Department Head salary split between two divisions – 83% In-Home Services, 17% Senior Center Services.
- b. Health insurance increased \$48,877, 11.3%.
- c. Personnel costs increased 174,481, 7.7%.

C. CAPITAL PURCHASES

- 1. In-Home Services
 - a. Dump trailer - \$7,000 (Home Chore)
 - b. Commercial grade mowers (2 @ \$6,000 each) - \$12,000 (Home Chore)
 - c. Three quarter ton truck with snow plow - \$26,000 (Home Chore)
- 2. Senior Center Network – None.

D. RENT

- 1. In Home Services - \$46,800
West Front Street Building rent increased by 1.6% per Finance Director June 2015).
- 2. Traverse City Senior Center - \$45,920
Rent remains the same each year per Intergovernmental Agreement with the City of Traverse City.

E. INDIRECT COSTS –

- 1. In Home Services – \$ 45,200
Increased 5% per Finance Director June 2015.
- 2. Senior Center Network – \$9,000
Increased 5% per Finance Director June 2015.

F. HOME CHORE VOUCHER SERVICES - \$30,000

Funds approved by the GTCOA board to address the HC wait list. Program successful in 2014/2015 snow season. No decision by the GTCOA Board at the time of the 2016 Budget deadline as to whether they will continue to use vouchers. Project was successful as determined by a client survey.

G. HARDSHIP FUND – \$3,000

Established in 2013 to assist clients having a difficult time paying their bills.

H. TRANSPORTATION SERVICES – \$59,200

1. \$18,500 from Whitkopf Memorial (Year 2 of 3), \$15,500 for transportation vouchers, \$3,000 for BATA passes.
2. Vouchers, total - \$47,200
3. BATA passes, total - \$12,000

These show up on the budget in two different line items – 297-717-818.94 and 297-717-818.99

H. HEATING ASSISTANCE - \$10,000

Serves 20 clients @ \$500 each

I. SENIOR SUPPORT - \$16,000

BASA funds (100%)

J. PERSONNEL EXPENSES

All personnel expenses determined and entered by Human Resources with the exception of part time on call positions.

K. COMPUTERS AND TELEPHONES

All computer and telephone expenses determined by IT Department.

Georgia Durga, Director 8/05/15

Revised: September 24, 2015

GRAND TRAVERSE COUNTY

COMMISSION ON AGING - TOTAL

BUDGET FY 2016

EXPENDITURES

DATE: August 5, 2015

REVISED:

	TOTAL	ADMIN	I&A	HMA	HHC	HC	RESPITE	FT CARE	PERS	SR ASST	SCN
	716	717	718	719	720	721	722	724	727	728	
DEPARTMENT HEAD - 701.00	70,471	58,702	0	0	0	0	0	0	0	0	11,769
PER DIEM - 701.01	10,000	8,333	0	0	0	0	0	0	0	0	1,667
FT & REG PT - 702.00	1,347,916	36,331	25,311	402,368	212,246	233,836	196,914	46,635	17,118	3,404	173,753
LONGEVITY PAY - 702.01	6,953	1,000	83	1,640	1,127	1,477	1,046	131	221	28	200
PT. TEMP. - 703.00	45,000	0	0	0	0	27,000	0	0	0	0	18,000
OVERTIME - 704.00	100	0	0	0	0	100	0	0	0	0	0
PERSONAL LEAVE - 705.00	27,365	1,825	494	7,762	4,077	4,518	3,779	897	333	66	3,614
FICA - 715.00	115,652	8,124	1,980	31,500	16,635	20,573	15,433	3,646	1,352	267	16,142
HEALTH, OPT, DENTAL - 716.00	480,489	17,967	7,290	153,687	74,541	72,210	70,423	17,497	6,554	445	59,875
S. & L.T. DISABILITY - 716.02	12,319	702	231	3,534	1,818	2,133	1,694	361	156	31	1,659
PMT IN LIEU OF BFTS - 716.03	4,000	0	0	0	0	2,000	0	0	0	0	2,000
LIFE INS - 717.00	4,517	302	81	1,286	675	744	626	148	54	11	590
RETIREMENT - 718.00	24,464	5,718	0	4,153	6,466	0	5,607	1,374	0	0	1,146
RETIREMENT DC - 718.01	106,141	3,332	2,265	31,760	15,307	20,818	14,523	3,382	1,360	266	13,128
RETIREMENT DB - 718.05	151,251	17,299	2,207	36,557	24,646	23,772	21,342	6,319	3,050	524	15,535
WRK COMP INS - 719.00	26,917	167	41	9,329	5,047	5,849	4,880	1,092	178	6	328
UNEMPLOY COMP - 720.00	0	0	0	0	0	0	0	0	0	0	0
PERSONNEL TOTAL	2,433,555	159,802	39,983	683,576	362,585	415,030	336,267	81,482	30,376	5,048	319,406
OFFICE SUPPL - 727.00	13,000	352	160	2,952	1,272	1,704	1,192	256	96	16	5,000
PRINT & BIND - 729.00	6,800	1,167	76	1,402	604	809	566	122	46	8	2,000
COPY MACHINE USE - 729.02	3,500	44	20	369	159	213	149	32	12	2	2,500
POSTAGE - 730.00	24,272	678	3,678	5,683	2,449	3,280	2,295	493	185	31	5,500
OTHER SUPPLIES - 743.00	40,200	0	200	0	0	0	0	0	0	0	40,000
BASKETS OF BOUNTY - 743.29	2,500	0	2,500	0	0	0	0	0	0	0	0
PROPERTY DAMAGE - 743.35	5,000	0	0	1,000	750	2,000	750	500	0	0	0
UNIFORMS & ACCESSORIES - 745.00	5,610	0	0	1,950	750	1,600	750	60	0	0	500
SM TOOLS & SUPPL - 747.00	32,000	1,000	5,000	5,000	4,500	5,000	4,000	3,300	100	100	4,000
EQUIPMT - 747.11	15,600	0	7,000	600	0	7,000	0	0	0	0	1,000
GAS, OIL, & GREASE - 748.00	25,000	0	0	0	0	25,000	0	0	0	0	0
COMMODITIES TOTAL	173,482	3,241	18,634	18,956	10,484	46,606	9,702	4,763	439	157	60,500
AUDITING - 807.00	0	0	0	0	0	0	0	0	0	0	0
SUBSCRIPTIONS - 810.00	825	325	0	0	0	0	0	0	0	0	500
DUES - 810.01	1,602	702	0	0	0	0	0	0	0	0	900
SVC CONTRACTS - 811.00	75,050	50	0	0	0	0	0	0	0	0	75,000
MIS CHARGES - 812.00	39,400	1,100	500	9,225	3,975	5,325	3,725	800	300	50	14,400

GRAND TRAVERSE COUNTY

COMMISSION ON AGING - TOTAL

BUDGET FY 2016**EXPENDITURES**

DATE: August 5, 2015

REVISED:

	TOTAL	ADMIN	I&A	HMA	HHC	HC	RESPITE	FT CARE	PERS	SR ASST	SCN
		716	717	718	719	720	721	722	724	727	728
COMPUTER EQUIPMT - 812.11	0	0	0	0	0	0	0	0	0	0	0
CONTRACT SERVIC - 818.00	195,540	2,450	2,890	14,000	12,000	9,000	12,000	50	96,100	50	47,000
SECRETARIAL - 818.07	0	0	0	0	0	0	0	0	0	0	0
HARDSHIP FUND - 818.89	3,000	0	0	650	650	650	650	200	200	0	0
SR HEAT & EMERGENCIES - 818.92	10,000	0	0	0	0	0	0	0	0	10,000	0
SR SUPPORT - 818.93	20,000	0	4,000	0	0	0	0	0	0	0	16,000
TRANSPORTATION - 818.94	12,000	0	12,000	0	0	0	0	0	0	0	0
VOUCHERS - 818.99	77,200		47,200			30,000					
EVENTS - 819.32	2,600	0	600	0	0	0	0	0	0	0	2,000
TELEPHONE - 850.00	6,532	241	110	2,029	875	1,172	820	176	66	11	1,032
TELEPHONE, LCL&LD - 850.01	2,300	13	6	110	48	64	44	10	4	1	2,000
TELEPH, CELLULAR - 850.04	12,700	2,000	200	3,000	1,500	1,700	1,300	500	100		2,400
TRAVEL - 860.00	89,100	4,300	300	34,500	24,000	2,000	13,000	5,000	900	100	5,000
CONV & CONF - 860.01	5,030	2,000	1,030	0	0	0	0	0	0	0	2,000
EVENTS, TRAVEL - 860.15	1,400	0	200	0	0	0	0	0	0	0	1,200
VEH RENTAL/LEASE - 861.00	0	0	0	0	0	0	0	0	0	0	0
VEHICLE RENTAL - 862.00	665	0	165	0	0	0	0	0	0	0	500
CONTRACTUAL SVCS TOTAL	554,944	13,181	69,201	63,514	43,048	49,911	31,539	6,736	97,670	26,212	153,932
ADVERTISING - 909.00	20,830	0	5,000	330	200	300	200	100	0	0	14,700
INS & BONDS - 910.00	3,500	0	0	0	0	1,500	0	0	0	0	2,000
UTILITIES, HEAT 920.50	5,300	0	0	0	0	2,300	0	0	0	0	3,000
UTILITIES, ELEC - 921.00	6,900	0	0	0	0	900	0	0	0	0	6,000
BLDG REPAIR & MAINT - 930.00	3,000	0	0	0	0	3,000	0	0	0	0	0
EQMT REPR & MAINT - 932.00	16,800	0	0	800	0	14,000	0	0	0	0	2,000
OFC EQ RPR & MAIN - 933.00	0	0	0	0	0	0	0	0	0	0	0
VEHICLE RPR & MAIN - 934.00	15,000	0	0	0	0	15,000	0	0	0	0	0
RENT - 940.00	92,800	2,059	936	17,269	7,441	9,968	6,973	1,498	562	94	46,000
SYSTEM SOFTWARE - 941.02	0	0	0	0	0	0	0	0	0	0	0
INDIRECT COSTS - 942.00	54,200	1,989	904	16,679	7,187	9,628	6,735	1,446	542	90	9,000
EMPLOYEE TUTIO - 955.00	0	0	0	0	0	0	0	0	0	0	0
EMPLOYEE TRAIN & DEV - 956.00	6,002	400	650	1,417	617	717	617	217	117	0	1,250
APPROPRIATIONS - 963.00	40,000	0	35,460	0	0	0	0	0	0	0	4,540
OTHER CHARGES TOTAL	264,332	4,448	42,950	36,495	15,445	57,313	14,525	3,261	1,221	184	88,490
BUILDINGS - 975.00	0	0	0	0	0	0	0	0	0	0	0
MACHINERY:EQMT - 977.00	19,000	0	0	0	0	19,000	0	0	0	0	0

GRAND TRAVERSE COUNTY

COMMISSION ON AGING - TOTAL

BUDGET FY 2016**EXPENDITURES**

DATE: August 5, 2015

REVISED:

	TOTAL	ADMIN	I&A	HMA	HHC	HC	RESPITE	FT CARE	PERS	SR ASST	SCN
		716	717	718	719	720	721	722	724	727	728
VEHICLE - 978.00	26,000	0	0	0	0	26,000	0	0	0	0	0
OFC EQMT - 980.00	0	0	0	0	0	0	0	0	0	0	0
CAPITAL OUTLAY TOTAL	45,000	0	0	0	0	45,000	0	0	0	0	0
CONTINGENCY - 992.00	12,050	1,000	1,000	2,000	1,000	2,000	1,000	500	500	50	3,000
FUNDS FOR SUBS. YRS - 992.05	0	0	0	0	0	0	0	0	0	0	0
DEBT SERVICE TOTAL	12,050	1,000	1,000	2,000	1,000	2,000	1,000	500	500	50	3,000
PROGRAM/BUDGET TOTAL	3,483,363	181,672	171,768	804,541	432,562	615,860	393,033	96,742	130,206	31,651	625,328

GRAND TRAVERSE COUNTY COMMISSION ON AGING - TOTAL BUDGET FY 2016											
REVENUE											
DATE: August 5, 2015											
REVISED:											
	TOTAL	ADMIN	I&A	HMA	HHC	HC	RESPITE	FT CARE	PERS	SR AST	SCN
	716	717	718	719	720	721	722	724	727	728	
FUND BAL FORWARD - 401.00	461,590	14,327	6,512	120,155	51,774	69,358	48,518	10,470	3,908	651	135,917
CURRENT TAX (MILLAGE) - 403.00	2,627,803	160,345	128,986	578,686	339,788	490,802	305,815	79,372	91,198	15,000	437,811
UNPAID PRP TAX - 417.00	1,400	1,000	0	0	0	0	0	0	0	0	400
IN LIEU OF TAXES - 427.00	2,800	2,100	0	0	0	0	0	0	0	0	700
FEDERAL GRANT - 506.00	0	0	0	0	0	0	0	0	0	0	0
STATE GRANT, AAA - 543.00	0	0	0	0	0	0	0	0	0	0	0
STATE GRANT - 546.00	0	0	0	0	0	0	0	0	0	0	0
LOCAL GRANTS - 582.00	22,700	0	6,700	0	0	0	0	0	0	16,000	0
CHGS FOR SVCS, FEES - 607.00	295,000	0	3,000	100,000	35,000	50,000	28,000	6,000	33,000	0	40,000
CHGS FOR SVCS, FC VCHR - 607.06	0										0
CHGS FOR BATA PASS - 607.08	1,800	0	1,800	0	0	0	0	0	0	0	0
CHGS FOR TRANS,COUP - 607.09	4,000	0	4,000	0	0	0	0	0	0	0	0
SPONSORSHIPS - 608.05	3,000	0	0	0	0	0	0	0	0	0	3,000
SALES - 615.00	0	0	0	0	0	0	0	0	0	0	0
SALES COMMISSIONS - 615.05	5,000	0	0	0	0	0	0	0	0	0	5,000
CHGS FOR SVCS - 642.00	18,500	0	0	2,000	5,000	1,500	10,000	0	0	0	0
INTEREST EARNED - 665.00	5,400	3,900	0	0	0	0	0	0	0	0	1,500
SALES OF FIXED ASSESTS - 673.00	0	0	0	0	0	0	0	0	0	0	0
CONTRIBUTIONS, PRIVATE - 675.00	12,420	0	220	3,500	800	4,000	600	800	2,000	0	500
BASKETS OF BOUNTY - 675.01	2,000	0	2,000	0	0	0	0	0	0	0	0
CONTRIBUTIONS, MEM. - 675.02	19,950	0	18,550	200	200	200	100	100	100	0	500
FUNDRAISING - 675.03	0	0	0	0	0	0	0	0	0	0	0
CONTRIBUTIONS, HEAT - 675.06	0	0	0	0	0	0	0	0	0	0	0
REIMBURSEMENTS - 686.00	0	0	0	0	0	0	0	0	0	0	0
TRANSFER IN - 699.00	0	0	0	0	0	0	0	0	0	0	0
TOTAL	3,483,363	181,672	171,768	804,541	432,562	615,860	393,033	96,742	130,206	31,651	625,328

GRAND TRAVERSE COUNTY COMMISSION ON AGING - IN-HOME SERVICES										
BUDGET FY 2016										
EXPENDITURES										
DATE: August 5, 2015										
REVISED:										
	100%	4.4%	2.0%	36.9%	15.9%	21.3%	14.9%	3.2%	1.2%	0.2%
	TOTAL	ADMIN	I&A	HMA	HHC	HC	RESPITE	FT CARE	PERS	SR ASST
		716	717	718	719	720	721	722	724	727
DEPARTMENT HEAD - 701.00	58,702	58,702								
PER DIEM - 701.01	8,333	8,333								
FT & REG PT - 702.00	1,174,163	36,331	25,311	402,368	212,246	233,836	196,914	46,635	17,118	3,404
LONGEVITY PAY - 702.01	6,753	1,000	83	1,640	1,127	1,477	1,046	131	221	28
PT. TEMP. - 703.00	27,000					27,000				
OVERTIME - 704.00	100					100				
PERSONAL LEAVE - 705.00	23,751	1,825	494	7,762	4,077	4,518	3,779	897	333	66
FICA - 715.00	99,510	8,124	1,980	31,500	16,635	20,573	15,433	3,646	1,352	267
HEALTH, OPT, DENTAL - 716.00	420,614	17,967	7,290	153,687	74,541	72,210	70,423	17,497	6,554	445
S. & LT. DISABILITY - 716.02	10,660	702	231	3,534	1,818	2,133	1,694	361	156	31
PMT IN LIEU OF BFTS - 716.03	2,000					2,000				
LIFE INS - 717.00	3,927	302	81	1,286	675	744	626	148	54	11
RETIREMENT - 718.00	23,318	5,718		4,153	6,466		5,607	1,374		
RETIREMENT DC - 718.01	93,013	3,332	2,265	31,760	15,307	20,818	14,523	3,382	1,360	266
RETIREMENT DB - 718.05	135,716	17,299	2,207	36,557	24,646	23,772	21,342	6,319	3,050	524
WRK COMP INS - 719.00	26,589	167	41	9,329	5,047	5,849	4,880	1,092	178	6
UNEMPLOY COMP - 720.00	0									
PERSONNEL TOTAL	2,114,149	159,802	39,983	683,576	362,585	415,030	336,267	81,482	30,376	5,048
OFFICE SUPPL - 727.00	8,000	352	160	2,952	1,272	1,704	1,192	256	96	16
PRINT & BIND - 729.00	4,800	1,167	76	1,402	604	809	566	122	46	8
COPY MACHINE USE - 729.02	1,000	44	20	369	159	213	149	32	12	2
POSTAGE - 730.00	18,772	678	3,678	5,683	2,449	3,280	2,295	493	185	31
OTHER SUPPLIES - 743.00	200		200							
BASKETS OF BOUNTY - 743.29	2,500		2,500							
PROPERTY DAMAGE - 743.35	5,000			1,000	750	2,000	750	500		
UNIFORMS - 745.00	5,110			1,950	750	1,600	750	60		
SM TOOLS & SUPPL - 747.00	28,000	1,000	5,000	5,000	4,500	5,000	4,000	3,300	100	100
EQUIPMT - 747.11	14,600		7,000	600		7,000				
GAS, OIL, & GREASE - 748.00	25,000					25,000				
COMMODITIES TOTAL	112,982	3,241	18,634	18,956	10,484	46,606	9,702	4,763	439	157

GRAND TRAVERSE COUNTY COMMISSION ON AGING - IN-HOME SERVICES										
BUDGET FY 2016										
EXPENDITURES										
DATE: August 5, 2015										
REVISED:										
	100%	4.4%	2.0%	36.9%	15.9%	21.3%	14.9%	3.2%	1.2%	0.2%
	TOTAL	ADMIN	I&A	HMA	HHC	HC	RESPITE	FT CARE	PERS	SR ASST
		716	717	718	719	720	721	722	724	727
AUDITING - 807.00		0								
SUBSCRIPTIONS - 810.00		325	325							
DUES - 810.01		702	702							
SVC CONTRACTS - 811.00		50	50							
MIS CHARGES - 812.00		25,000	1,100	500	9,225	3,975	5,325	3,725	800	300
COMPUTER EQUIPMT - 812.11		0								
CONTRACT SERVIC - 818.00		148,540	2,450	2,890	14,000	12,000	9,000	12,000	50	96,100
SECRETARIAL - 818.07		0								
HARDSHIP FUND - 818.89		3,000			650	650	650	650	200	200
SR HEATING - 818.92		10,000								10,000
SR SUPPORT - 818.93		20,000		4,000						16,000
TRANSPORTATION - 818.94		12,000		12,000						
VOUCHERS - 818.99		77,200		47,200			30,000			
EVENTS - 819.32		600		600						
TELEPHONE - 850.00		5,500	241	110	2,029	875	1,172	820	176	66
TELEPHONE, LCL&LD - 850.01		300	13	6	110	48	64	44	10	4
TELEPH, CELLULAR - 850.04		10,300	2,000	200	3,000	1,500	1,700	1,300	500	100
TRAVEL - 860.00		84,100	4,300	300	34,500	24,000	2,000	13,000	5,000	900
CONV & CONF - 860.01		3,030	2,000	1,030						
EVENTS, TRAVEL - 860.15		200		200						
VEH RENTAL/LEASE - 861.00		0								
VEHICLE RENTAL - 862.00		165		165						
CONTRACTUAL SVCS TOTAL		401,012	13,181	69,201	63,514	43,048	49,911	31,539	6,736	97,670
ADVERTISING - 909.00		6,130		5,000	330	200	300	200	100	
INS & BONDS - 910.00		1,500					1,500			
UTILITIES, HEAT 920.50		2,300					2,300			
UTILITIES, ELEC - 921.00		900					900			
BLDG REPAIR & MAINT. - 930.00		3,000					3,000			
EQMT REPR & MAINT - 932.00		14,800			800		14,000			
OFC EQ RPR & MAIN - 933.00		0								
VEHICLE RPR & MAIN - 934.00		15,000					15,000			

GRAND TRAVERSE COUNTY COMMISSION ON AGING - IN-HOME SERVICES										
BUDGET FY 2016										
EXPENDITURES										
DATE: August 5, 2015										
REVISED:										
	100%	4.4%	2.0%	36.9%	15.9%	21.3%	14.9%	3.2%	1.2%	0.2%
	TOTAL	ADMIN	I&A	HMA	HHC	HC	RESPITE	FT CARE	PERS	SR ASST
BUILDING RENT - 940.00	46,800	2,059	936	17,269	7,441	9,968	6,973	1,498	562	94
SYSTEM SOFTWARE - 941.02	0									
INDIRECT COSTS - 942.00	45,200	1,989	904	16,679	7,187	9,628	6,735	1,446	542	90
EMPLOYEE TUITIO - 955.00	0									
EMPLOYEE TRAIN & DEV - 956.00	4,752	400	650	1,417	617	717	617	217	117	
APPROPRIATIONS - 963.00	35,460		35,460							
OTHER CHARGES TOTAL	175,842	4,448	42,950	36,495	15,445	57,313	14,525	3,261	1,221	184
BUILDINGS - 975.00	0									
MACHINERY:EQMT - 977.00	19,000					19,000				
VEHICLE - 978.00	26,000					26,000				
OFC EQMT - 980.00	0									
CAPITAL OUTLAY TOTAL	45,000	0	0	0	0	45,000	0	0	0	0
CONTINGENCY - 992.00	9,050	1,000	1,000	2,000	1,000	2,000	1,000	500	500	50
FUNDS FOR SUBS. YRS - 992.05	0									
DEBT SERVICE TOTAL	9,050	1,000	1,000	2,000	1,000	2,000	1,000	500	500	50
PROGRAM/BUDGET TOTAL	2,858,035	181,672	171,768	804,541	432,562	615,860	393,033	96,742	130,206	31,651

GRAND TRAVERSE COUNTY
COMMISSION ON AGING - IN HOME SERVICES

BUDGET FY 2016

REVENUE

DATE: August 5, 2015

REVISED:

	TOTAL	ADMIN	I&A	HMA	HHC	HC	RESPITE	FT CARE	PERS	SR AST
	716	717	718	719	720	721	722	724	727	
FUND BAL FORWARD - 401.00	325,673	14,327	6,512	120,155	51,774	69,358	48,518	10,470	3,908	651
CURRENT TAX (MILLAGE) - 403.00	2,189,992	160,345	128,986	578,686	339,788	490,802	305,815	79,372	91,198	15,000
UNPAID PRP TAX - 417.00	1,000	1,000								
IN LIEU OF TAXES - 427.00	2,100	2,100								
FEDERAL GRANT - 506.00	0									
STATE GRANT, AAA - 543.00	0									
STATE GRANT - 546.00	0									
LOCAL GRANTS - 582.00	22,700		6,700							16,000
CHGS FOR SVCS, FEES - 607.00	255,000		3,000	100,000	35,000	50,000	28,000	6,000	33,000	
CHGS FOR BATA PASS - 607.08	1,800		1,800							
CHGS FOR TRANS,COUP - 607.09	4,000		4,000							
SPONSORSHIPS - 608.05	0									
SALES - 615.00	0									
SALES COMMISSION - 615.05	0									
CHGS FOR SVCS - 642.00	18,500			2,000	5,000	1,500	10,000			
INTEREST EARNED - 665.00	3,900	3,900								
SALES OF FIXED ASSESTS - 673.00	0									
CONTRIBUTIONS, PRIVATE - 675.00	11,920		220	3,500	800	4,000	600	800	2,000	
BASKETS OF BOUNTY - 675.01	2,000		2,000							
CONTRIBUTIONS, MEM. - 675.02	19,450		18,550	200	200	200	100	100	100	
FUNDRAISING - 675.03	0									
CONTRIBUTIONS, HEATING - 675.06	0									
REIMBURSEMENTS - 686.00	0									
TRANSFER IN - 699.00	0									
TOTAL	2,858,035	181,672	171,768	804,541	432,562	615,860	393,033	96,742	130,206	31,651

GRAND TRAVERSE COUNTY								
COMMISSION ON AGING - SENIOR CENTER SERVICES								
BUDGET FY 2016								
EXPENDITURES								
DATE: August 5, 2015								
REVISED:								
	TOTAL	SENIOR CENTER						
		728						
DEPARTMENT HEAD - 701.00	11,769	11,769						
PER DIEM - 701.01	1,667	1,667						
FT & REG PT - 702.00	173,753	173,753						
LONGEVITY PAY - 702.01	200	200						
PT. TEMP. - 703.00	18,000	18,000						
OVERTIME - 704.00	0	0						
PERSONAL LEAVE - 705.00	3,614	3,614						
FICA - 715.00	16,142	16,142						
HEALTH, OPT, DENTAL - 716.00	59,875	59,875						
S. & L.T. DISABILITY - 716.02	1,659	1,659						
PMT IN LIEU OF BFTS - 716.03	2,000	2,000						
LIFE INS - 717.00	590	590						
RETIREMENT - 718.00	1,146	1,146						
RETIREMENT DC - 718.01	13,128	13,128						
RETIREMENT DB - 718.05	15,535	15,535						
WRK COMP INS - 719.00	328	328						
UNEMPLOY COMP - 720.00	0	0						
PERSONNEL TOTAL	319,406	319,406						
OFFICE SUPPL - 727.00	5,000	5,000						
PRINT & BIND - 729.00	2,000	2,000						
COPY MACHINE USE - 729.02	2,500	2,500						
POSTAGE - 730.00	5,500	5,500						
OTHER SUPPLIES - 743.00	40,000	40,000						
BASKETS OF BOUNTY - 743.29	0	0						
PROPERTY DAMAGE - 743.35	0	0						
UNIFORMS & ACCESSORIES- 745.00	500	500						
SM TOOLS & SUPPL - 747.00	4,000	4,000						
EQUIPMT - 747.11	1,000	1,000						

GRAND TRAVERSE COUNTY								
COMMISSION ON AGING - SENIOR CENTER SERVICES								
BUDGET FY 2016								
EXPENDITURES								
DATE: August 5, 2015								
REVISED:								
	TOTAL	SENIOR CENTER						
		728						
GAS, OIL, & GREASE - 748.00	0							
COMMODITIES TOTAL	60,500	60,500						
SUBSCRIPTIONS - 810.00	500	500						
DUES - 810.01	900	900						
SVC CONTRACTS - 811.00	75,000	75,000						
MIS CHARGES - 812.00	14,400	14,400						
COMPUTER EQUIPMT - 812.11	0							
CONTRACT SERVIC - 818.00	47,000	47,000						
SECRETARIAL - 818.07	0							
HARDSHIP FUND - 818.89	0							
SR HEAT & EMERGENCIES - 818.92	0							
SR SUPPORT - 818.93	0							
TRANSPORTATION - 818.94	0							
EVENTS - 819.32	2,000	2,000						
TELEPHONE - 850.00	1,032	1,032						
TELEPHONE, LCL&LD - 850.01	2,000	2,000						
TELEPH, CELLULAR - 850.04	2,400	2,400						
TRAVEL - 860.00	5,000	5,000						
CONV & CONF - 860.01	2,000	2,000						
EVENTS, TRAVEL - 860.15	1,200	1,200						
VEH RENTAL/LEASE - 861.00	0							
VEHICLE RENTAL - 862.00	500	500						
CONTRACTUAL SVCS TOTAL	153,932	153,932						
ADVERTISING - 909.00	14,700	14,700						
INS & BONDS - 910.00	2,000	2,000						
UTILITIES, HEAT 920.50	3,000	3,000						
UTILITIES, ELEC - 921.00	6,000	6,000						

GRAND TRAVERSE COUNTY
COMMISSION ON AGING - SENIOR CENTER SERVICES

BUDGET FY 2016

EXPENDITURES

DATE: August 5, 2015

REVISED:

	TOTAL	SENIOR CENTER									
		728									
BLDG REPAIR & MAINT - 930.00	0										
EQMT REPR & MAINT - 932.00	2,000	2,000									
OFC EQ RPR & MAIN - 933.00	0										
VEHICLE RPR & MAIN - 934.00	0										
BUILDING RENT - 940.00	46,000	46,000									
SYSTEM SOFTWARE - 941.02	0										
INDIRECT COSTS - 942.00	9,000	9,000									
EMPLOYEE TUITIO - 955.00	0										
EMPLOYEE TRAIN & DEV - 956.00	1,250	1,250									
APPROPRIATIONS - 963.00	4,540	4,540									
OTHER CHARGES TOTAL	88,490	88,490									
BUILDINGS - 975.00	0										
MACHINERY:EQMT - 977.00	0										
VEHICLE - 978.00	0										
OFC EQMT - 980.00	0										
CAPITAL OUTLAY TOTAL	0	0									
CONTINGENCY - 992.00	3,000	3,000									
FUNDS FOR SUBS. YRS - 992.05	0										
DEBT SERVICE TOTAL	3,000	3,000									
PROGRAM/BUDGET TOTAL	625,328	625,328									

**GRAND TRAVERSE COUNTY
COMMISSION ON AGING - SENIOR CENTER SERVICES
BUDGET FY 2016**

REVENUE

DATE: August 5, 2015

REVISED