

**FY 2022 – 2024
OLDER PERSONS' COMMISSION
ADOPTED BUDGET**

June 24, 2021

**OLDER PERSON'S COMMISSION
FY 2022 – FY 2024 ADOPTED BUDGET**

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To: Rochester Hills City Council
Rochester City Council
Oakland Township Board

In Re: FY 2022 – FY 2024 OPC Budget

June 24, 2021

On behalf of the Older Persons' Commission Governing Board (OPC Board) we are pleased to present the FY 2022 – FY 2024 OPC Budget which was adopted by the Board on this date. We believe the attached budget meets the programing needs and wishes of OPC's clients. More importantly, it utilizes taxpayer revenue in an efficient and effective manner. Our goal is to enhance the lives of citizens 50 years and older making our communities an attractive place to live, work, do business, and play.

Due to uncertainty generated by the continuing effects of COVID-19, the FY 2022-2024 Adopted Budget primarily reflects the FY 2021 -2023 Adopted Budget, with adjustments to the most impactful areas. Due to the generous support of area voters, who approved the mileage renewal with a slight increase in August 2020, the receipt of a number of COVID related grants, as well as proactive expenditure reductions initiated by the OPC Administration, the organization survived the most difficult phase of the pandemic shutdowns and is in a strong financial position to continue to provide programs and services to the area's older residents for years to come.

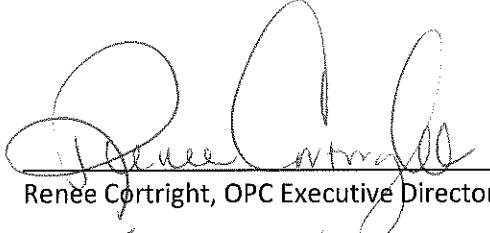
The FY 2022 OPC Budget, which begins October 1, 2021, totals **\$4,753,900** an increase of **\$99,400 (2.1%)** from the FY 2021 budget. Items of note in the FY 2022 Recommended Budget include a 2% general wage increase which completes the implementation of the compensation study directed by the OPC Board in 2019. This increase is offset by a reduction in positions. Details of other changes are included under the "Budget Highlights" section of this packet. The FY 2022 Budget maintains the OPC Board's practice of matching operating expenditures to operating revenues.

Additional details are located in the attached packet. Should you have any questions, please feel free to contact Executive Director Renee Cortright, Administrative Director Tim Soave, or a member of the OPC Board.

Thank you for your continued support of the OPC!



John Dalton, OPC Board Chair



Renee Cortright, OPC Executive Director



Tim Soave, OPC Administrative Director

BUDGETARY HIGHLIGHTS - OPERATING

Due to uncertainty generated by the continuing effects of COVID-19, the FY 2022-2024 Adopted Budget primarily reflects the FY 2021 -2023 Adopted Budget, with adjustments to the most impactful areas. Due to the generous support of area voters, who approved the millage renewal with a slight increase in August 2020, the receipt of a number of COVID related grants, as well as proactive expenditure reductions initiated by the OPC Administration, the organization survived the most difficult phase of the pandemic shutdowns and is in a strong financial position to continue to provide services to the area's older residents.

OPERATING REVENUES

The FY 2022 revenues remains basically unchanged (2.1% overall increase) from the FY 2021 Adopted Budget reflecting a continuation of a slow, methodical reopening for all programs and services.

- The exceptions are in the contributions received from the three member communities reflecting anticipated increases in property values within those communities. Anticipated 2021 taxable value increases reported by the Oakland County Equalization Division are 3.12% for Rochester Hills, 7.24% for Rochester, and 4.36% for Oakland Township. These increases in property values have been slightly offset by decreases in the millage rate as required by the Headlee constitutional amendment.
- Further, specific fundraising efforts will be engaged during FY 2022 to support specific capital projects including repair to the south patio and retaining wall due to safety concerns.
- In addition, miscellaneous revenue estimation decreased reflecting reduced interest income from OPC investments.

ANNUAL OPERATING EXPENDITURES

FY 2022 operating expenditures are increasing by 1.2% from the FY 2021 Adopted Budget.

- Salaries and Wages: The Adopted Budget includes a 2% general wage increase for employees whose wages fall within the salary ranges approved by the OPC Board as part of the compensation study conducted in late 2019 and early 2020. Prior to this budget, there were a number of positions which fell below the market wage range; with the recommended 2% general increase, all budgeted positions fall within the OPC Board approved wage ranges. A 2% general wage increase has been included in FY 2023 and FY 2024 as a place holder. Any actual increase will depend upon the fiscal condition of the OPC at that time and will require the approval of the OPC Board.
- Positions: Although the Adopted Budget includes the 2% general wage increase, budgeted salaries and wages are 2% less than those included in the FY 2021 Adopted Budget. This is due to adjustments implemented due to COVID-19.
 - o Several part-time positions have been eliminated including the HR Generalist (transitioned to part-time contractor) and the Travel Programmer in Leisure Travel. In addition, the duties of the Senior Resource Manager have been reassigned to other positions.

- A number of long-term employees also decided not to return to the OPC after the reopening of the facility, some of these positions remain vacant and others have been filled by less experienced staff that is paid at the lower end of the wage range.
- Previously budgeted hours have been redistributed to allow for the creation of a Activity Coordinator for the Adult Day Service.
- Fringe Benefits: increases in health care insurance, disability insurance, and workers' compensation reflect market changes resulting from the COVID-19 pandemic. Pension costs have decreased due to the retirement of a number of long-term full time employees.
- Outside Contractors / Services: Increase relates to the addition of a contracted HR consultant as recommended in the OPC approved compensation study.
- Operating Supplies: All changes reflect simple inflationary adjustments.
- Memberships & Seminars: Changes reflect participation in training related to new technology in the transportation and finance areas.
- Maintenance & Utilities: The utility budget is recommended to increase to match historical patterns.
- Equipment Purchases / Rentals: No significant changes.
- Liability / Unemployment Insurance: No significant changes.
- Other: No significant changes.

Fund Balance: The FY 2022 – 2024 Budget has split remaining fund balance into three categories in order to increase the transparency of the planned use of these funds. Per the OPC Board policy, 25% of annual expenditures must remain in fund balance; this amount is designated as “Target Fund Balance.” The remaining fund balance is split evenly between “Budget Stabilization” which the OPC Board can use in the case of unexpected operating revenue and expenditure changes, and “Designation for Capital Improvements.” This portion of fund balance will be used to meet future capital needs. This designation is required because, per the Interlocal Agreement, the OPC cannot issue debt, and with the age of the facility, major repairs will be required in the future.

Focus Change: The OPC Administration is in the process of changing the focus of the Gift Shop located near the facility lobby to the **OPC Artisan Market**. Rather than sell items purchased through various vendors, the shop will sell items made by clients who participate in the various OPC arts and craft classes and facilities.

SCHEDULE A
OPC - FY 2022 - 2024 Adopted Budget

	FY 2020 Actual	FY 2021 Budget	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Adopted
<u>REVENUES</u>					
Donations	\$ 420,276	\$ 389,500	\$ 419,000	\$ 376,200	\$ 376,400
Fees	412,541	808,000	823,400	841,200	846,200
Grants	755,444	651,000	651,000	651,000	651,000
Miscellaneous	28,183	21,000	9,000	9,000	9,000
Rochester Hills Contribution	1,212,295	1,552,600	1,597,000	1,628,700	1,639,400
Rochester Contribution	221,827	294,600	313,000	336,700	342,100
Oakland Township Contribution	455,385	597,800	588,500	627,400	637,300
Reimbursements	(86,583)	55,000	55,000	56,000	56,000
Trips, Perform., Café, Gift Shop	640,308	285,000	298,000	318,000	318,000
TOTAL OPERATING REVENUES	\$ 4,059,678	\$ 4,654,500	\$ 4,753,900	\$ 4,844,200	\$ 4,875,400
<u>EXPENDITURES</u>					
Salaries & Wages	\$ 1,522,884	\$ 2,041,300	\$ 2,009,500	\$ 2,045,700	\$ 2,080,300
Fringe Benefits					
Pension	30,087	48,900	45,500	46,200	46,900
Health Savings Account	3,894	6,600	5,400	5,700	6,100
Social Security	115,913	156,600	154,700	157,100	162,200
Hospitalization	75,183	79,800	87,500	92,200	96,600
Life Insurance	3,697	3,800	4,600	4,800	5,000
Disability Insurance	14,845	13,800	16,100	17,000	17,700
Worker's Compensation	23,511	19,500	33,700	36,900	40,200
Fringe Total	\$ 267,130	\$ 329,000	\$ 347,500	\$ 359,900	\$ 374,700
Personnel Total	\$ 1,790,015	\$ 2,370,300	\$ 2,357,000	\$ 2,405,600	\$ 2,455,000
Outside Contractors / Services	\$ 692,886	\$ 880,200	\$ 897,600	\$ 904,100	\$ 912,300
Operating Supplies	483,674	644,400	660,800	679,600	685,700
Memberships / Seminars	8,795	20,400	30,600	31,500	32,000

	FY 2020 Actual	FY 2021 Budget	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Adopted
Maintenance / Utilities	204,889	297,000	305,700	311,300	319,500
Non-Capital Equipment Purchases / Rentals	41,304	26,000	35,700	36,700	36,700
Liability / Unemployment Insurance	115,548	115,000	123,000	125,000	127,000
Other	3,003	4,100	4,500	4,500	4,500
Operating Total	\$ 1,550,099	\$ 1,987,100	\$ 2,057,900	\$ 2,092,700	\$ 2,117,700
TOTAL ANNUAL OPERATING EXPENDITURES	\$ 3,340,112	\$ 4,357,400	\$ 4,414,900	\$ 4,498,300	\$ 4,572,700
NET OPERATING	\$ 719,566	\$ 297,100	\$ 339,000	\$ 345,900	\$ 302,700
<u>ONE-TIME EXPENDITURES</u>					
Capital Improvement Plan	209,582	42,000	339,000	345,900	302,700
TOTAL ONE-TIME EXPENDITURES	\$ 209,582	\$ 42,000	\$ 339,000	\$ 345,900	\$ 302,700
TOTAL EXPENDITURES	\$ 3,549,695	\$ 4,399,400	\$ 4,753,900	\$ 4,844,200	\$ 4,875,400
Planned Impact on Fund Balance	\$ 509,983	\$ 255,100	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 2,877,265	\$ 3,387,248	\$ 3,642,348	\$ 3,642,348	\$ 3,642,348
Ending Fund Balance	\$ 3,387,248	\$ 3,642,348	\$ 3,642,348	\$ 3,642,348	\$ 3,642,348
Percent Fund Balance of Expenditures	95.42%	82.79%	76.62%	75.19%	74.71%
Designated for Capital Improvements	\$ -	\$ -	\$ 1,226,936	\$ 1,215,649	\$ 1,211,749
Budget Stabilization	\$ 2,499,824	\$ 2,542,498	\$ 1,226,937	\$ 1,215,649	\$ 1,211,749
Target Fund Balance (25% of Expenditures)	\$ 887,424	\$ 1,099,850	\$ 1,188,475	\$ 1,211,050	\$ 1,218,850

SCHEDULE B
OPC - FY 2022 - 2024 Adopted Budget

	FY 2020 Actual	FY 2021 Budget	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Adopted
<u>REVENUES</u>					
Donations	\$ 420,276	\$ 389,500	\$ 419,000	\$ 376,200	\$ 376,400
Fees	412,541	808,000	823,400	841,200	846,200
Grants	755,444	651,000	651,000	651,000	651,000
Miscellaneous	28,183	21,000	9,000	9,000	9,000
Rochester Hills Contribution	1,212,295	1,552,600	1,597,000	1,628,700	1,639,400
Rochester Contribution	221,827	294,600	313,000	336,700	342,100
Oakland Township Contribution	455,385	597,800	588,500	627,400	637,300
Reimbursements	(86,583)	55,000	55,000	56,000	56,000
Trips, Perform., Café, Gift Shop	640,308	285,000	298,000	318,000	318,000
TOITAL OPERATING REVENUES	\$ 4,059,678	\$ 4,654,500	\$ 4,753,900	\$ 4,844,200	\$ 4,875,400

<u>EXPENDITURES</u>					
Administration	\$ 831,003	\$ 1,142,900	\$ 1,116,400	\$ 1,111,500	\$ 1,131,000
Facilities Management	435,481	526,200	550,800	565,300	576,700
Leisure Travel	266,859	226,100	225,700	239,100	239,100
Adult Day Services	33,683	74,100	94,000	95,900	96,800
Performing Arts	7,265	18,600	21,600	23,600	23,600
Fitness & Aquatics	314,534	482,000	499,000	518,500	523,900
Enrichment & Arts	176,288	204,900	246,600	253,500	258,100
Nutrition	567,140	676,000	637,600	647,000	656,300
Transportation	556,066	820,300	831,300	849,000	869,800
Newsletter / Vintage View	24,163	37,200	38,000	38,500	39,200
Senior Resources	69,756	41,900	43,300	44,400	45,100
Café	40,706	71,100	71,900	72,500	72,900
Volunteers	17,168	36,100	38,700	39,500	40,200

	FY 2020 Actual	FY 2021 Budget	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Adopted
TOTAL ANNUAL OPERATING EXPENDITURES	\$ 3,340,112	\$ 4,357,400	\$ 4,414,900	\$ 4,498,300	\$ 4,572,700
NET OPERATING	\$ 719,566	\$ 297,100	\$ 339,000	\$ 345,900	\$ 302,700
<u>ONE-TIME EXPENDITURES</u>					
Capital Improvement Plan	209,582	42,000	339,000	345,900	302,700
TOTAL ONE-TIME EXPENDITURES	\$ 209,582	\$ 42,000	\$ 339,000	\$ 345,900	\$ 302,700
TOTAL EXPENDITURES	\$ 3,549,695	\$ 4,399,400	\$ 4,753,900	\$ 4,844,200	\$ 4,875,400
Impact on Fund Balance	\$ 509,983	\$ 255,100	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 2,877,265	\$ 3,387,248	\$ 3,642,348	\$ 3,642,348	\$ 3,642,348
Ending Fund Balance	\$ 3,387,248	\$ 3,642,348	\$ 3,642,348	\$ 3,642,348	\$ 3,642,348
Percent Fund Balance of Expenditures	95.42%	82.79%	76.62%	75.19%	74.71%
Designated for Capital Improvements	\$ -	\$ -	\$ 1,226,936	\$ 1,215,649	\$ 1,211,749
Budget Stabilization	\$ 2,499,824	\$ 2,542,498	\$ 1,226,937	\$ 1,215,649	\$ 1,211,749
Target Fund Balance (25% of Expenditures)	\$ 887,424	\$ 1,099,850	\$ 1,188,475	\$ 1,211,050	\$ 1,218,850

FY 2022 -2024
OPC Adopted Revenue Budget

DEPT.#	ACCT. #	REVENUE	FY 2020 Actual	FY 2021 Budget	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Adopted
DONATIONS							
0820	1 450100	CONTRIBUTIONS & DONATIONS - GENERAL	15,843	15,000	20,000	20,000	20,000
0820	1 450102	CHARITY FUND RAISING	11,425	-	-	-	-
0820	1 450200	ANNUAL GIVING PLAN - GENERAL	28,440	25,000	25,000	25,000	25,000
0820	1 450300	SPONSORSHIPS - GENERAL	6,000	4,000	6,000	6,000	6,000
0820	3 450310	CHARITY SPONSORSHIPS	30,750	22,500	22,500	22,500	22,500
0820	1 450500	BUILDING FUND	-	-	45,000	-	-
3004	1 450100	CONTRIBUTIONS & DONATIONS - ADS	4,773	5,000	4,000	4,000	4,000
3004	1 450200	ANNUAL GIVING PLAN - ADS	1,543	1,500	-	-	-
3004	1 450300	SPONSORSHIPS - ADS	(250)	-	-	-	-
3006	1 450100	CONTRIBUTIONS & DONATIONS - PERFORMING ARTS	162	-	-	-	-
3006	1 450300	SPONSORSHIPS - PERFORMING ARTS	2,000	5,000	5,000	5,000	5,000
3007	1 450100	CONTRIBUTION & DONATIONS - FITNESS & AQUATICS	4,215	2,000	500	500	500
3007	1 450300	SPONSORSHIPS - FITNESS & AQUATICS	-	-	-	-	-
3008	1 450100	CONTRIBUTIONS & DONATIONS - ENRICHMENT & ARTS	4,242	4,000	3,500	3,500	3,700
3008	1 450200	ANNUAL GIVING PLAN - ENRICHMENT & ARTS	1,022	1,000	-	-	-
3008	1 450300	SPONSORSHIPS - ENRICHMENT & ARTS	13,825	10,000	11,000	12,000	12,000
3009	1 430100	NUTRITION SALES	1,838	2,000	-	-	-
3009	1 430250	LIQUID MEAL SALES	2,313	2,500	2,000	2,000	2,000
3009	1 440101	WALK FOR MEALS / RUN	441	4,000	4,000	4,000	4,000
3009	1 450100	CONTRIBUTION & DONATIONS - NUTRITION	234,362	260,000	260,000	260,000	260,000
3009	1 450101	WALK FOR MEALS DONATIONS	13,475	3,000	5,000	6,000	6,000
3009	1 450200	ANNUALGIVING PLAN - NUTRITION	14,613	8,000	-	-	-
3009	1 450300	SPONSORSHIPS - NUTRITION	-	-	-	-	-
3011	1 450100	CONTRIBUTIONS & DONATIONS - TRANSPORTATION	10,464	3,500	4,000	4,200	4,200
3011	1 450200	ANNUAL GIVING PLAN - TRANSPORTATION	4,552	3,500	-	-	-
3012	1 450100	CONTRIBUTION & DONATIONS - NEWSLETTER	435	-	-	-	-
3013	1 450100	CONTRIBUTION & DONATIONS - SENIOR RESOURCES	2,045	-	-	-	-
3013	1 450103	AOK - CONTRIBUTIONS & DONATIONS	3,000	1,500	1,500	1,500	1,500
3013	1 450200	ANNUAL GIVING PLAN - SENIOR RESOURCES	1,000	500	-	-	-
3013	1 450300	SPONSORSHIPS - SENIOR RESOURCES	6,700	6,000	-	-	-
3013	1 450400	CONTRIBUTION & DONATIONS - MEDICAL CLOSET	50	-	-	-	-
3015	1 450100	CONTRIBUTION & DONATIONS - VOLUNTEERS	1,000	-	-	-	-
			\$ 420,276	\$ 389,500	\$ 419,000	\$ 376,200	\$ 376,400

			FY 2020 Actual	FY 2021 Budget	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Adopted
FEES							
0820	2	430150	SPECIAL EVENTS	200	-	-	-
0820	2	430500	SALES TAX	290			
0820	2	430600	MS. SENIOR MICHIGAN	-			
0820	2	440100	FEES - ADMINISTRATION	8,354	5,000	4,000	4,000
0820	2	440200	FEES - NON-RESIDENT MEMBERSHIP	55,950	95,000	60,000	60,000
0820	2	440300	FEES - BUILDING RENTAL	54,500	71,000	96,000	96,000
3002	2	440200	FEES - TRAVEL	(172,677)	-	-	-
3004	2	440100	FEES - ADULT DAY SERVICES	44,897	65,000	40,000	40,000
3006	2	430150	SPECIAL EVENTS - PERFORMING ARTS	1,172.79			
3006	2	440100	FEES - PERFORMING ARTS	1,427.00			
3007	2	440100	FEES - HEALTH & WELLNESS	256,707	400,000	428,400	433,200
3007	2	440400	FEES - APR	250	-	-	-
3008	2	430150	SPECIAL EVENTS - ENRICHMENT & ARTS	392	-	-	-
3008	2	440100	FEES - ENRICHMENT & ARTS	74,686	75,000	85,000	90,000
3008	2	470350	FEES - PAYPAL MAC REBATES	-	-	-	-
3009	2	430150	SPECIAL EVENTS -NUTRITION	-			
3011	2	440100	FEES - TRANSPORTATION	47,091	55,000	65,000	70,000
3012	1	440100	FEES - NEWSLETTER	8,157	16,000	17,000	18,000
3012	1	440500	FEES - VINTAGE VIEW	3,410	3,000	3,000	3,000
3013	2	430150	SPECIAL EVENTS - SENIOR RESOURCES	-			
3013	1	440100	FEES - SENIOR RESOURCES	27,735	18,000	20,000	22,000
3017	3	440100	FEES - CHARITY EVENT	-	5,000	5,000	5,000
				\$ 412,541	\$ 808,000	\$ 823,400	\$ 841,200
							\$ 846,200
GRANTS							
820	4	410060	COVID GRANTS - ADMINISTRATION	38,606			
3007	4	410030	FOUNDATION GRANT	-			
3009	4	410010	FEDERAL GRANT AAA1B NUTRITION MEALS	511,031	530,000	530,000	530,000
3010	4	410020	STATE GRANT AAA1B WAIVER MEALS	-	-	-	-
3011	4	410040	MUNICIPAL CREDITS	123,500	98,800	98,800	98,800
3011	4	410050	SPECIALIZED SERVICE	19,086	22,200	22,200	22,200
3011	4	410060	COVID GRANTS - TRANSPORTATION	63,221	-	-	-
				\$ 755,444	\$ 651,000	\$ 651,000	\$ 651,000
MISCELLANEOUS							
0820	5	430200	SALES OF ASSETS	-	-	-	-
0820	5	470200	INTEREST & DIVIDENDS EARNINGS	25,247	20,000	8,000	8,000
0820	5	470400	MISCELLANEOUS REVENUE	2,936	1,000	1,000	1,000
				\$ 28,183	\$ 21,000	\$ 9,000	\$ 9,000

			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
			Actual	Budget	Adopted	Adopted	Adopted
<u>ROCHESTER HILLS - CONTRIBUTION</u>							
0820	6 420100	TAX CONTRIBUTION - ROCHESTER HILLS	849,982	1,196,000	1,230,300	1,254,800	1,263,000
0820	6 420100	DELINQUENT TAX - ROCHESTER HILLS	21,323	-	-	-	-
3011	6 420100	TRANSPORTATION MILLAGE - ROCHESTER HILLS	340,991	356,600	366,700	373,900	376,400
			\$ 1,212,295	\$ 1,552,600	\$ 1,597,000	\$ 1,628,700	\$ 1,639,400
<u>ROCHESTER - CONTRIBUTION</u>							
0820	7 420200	TAX CONTRIBUTION - ROCHESTER	160,478	228,300	243,000	259,400	263,600
0820	7 420210	DELINQUENT TAX - ROCHESTER	-	-	-	-	-
3011	7 420200	TRANSPORTATION APPROPRIATION - ROCHESTER	61,349	66,300	70,000	77,300	78,500
			\$ 221,827	\$ 294,600	\$ 313,000	\$ 336,700	\$ 342,100
<u>OAKLAND TOWNSHIP - CONTRIBUTION</u>							
0820	8 420300	TAX CONTRIBUTION - OAKLAND TOWNSHIP	312,228	461,800	454,200	485,100	493,000
0820	8 420310	DELINQUENT TAX - OAKLAND TOWNSHIP	10,295	-	-	-	-
3011	8 420300	TRANSPORTATION MILLAGE - OAKLAND TOWNSHIP	132,862	136,000	134,300	142,300	144,300
			\$ 455,385	\$ 597,800	\$ 588,500	\$ 627,400	\$ 637,300
<u>REIMBURSEMENTS</u>							
0820	9 460100	REIMBURSEMENT- ADMINISTRATION	998	-	-	-	-
0820	9 470300	REFUND & REBATES - INSURANCE	71,933	55,000	55,000	56,000	56,000
3002	9 460100	REIMBURSEMENT- TRAVEL	(159,514)	-	-	-	-
3007	9 460100	REIMBURSEMENT- APR	-	-	-	-	-
			\$ (86,583)	\$ 55,000	\$ 55,000	\$ 56,000	\$ 56,000
<u>TRIPS, PERFORMANCE, GIFT SHOP, CAFÉ</u>							
0820	5 430200	SALES OF ASSETS	3,300	-	-	-	-
3002	10 430100	SALES - TRIPS	576,266	200,000	220,000	230,000	230,000
3006	10 430100	SALES - PERFORMING ARTS	12,865	20,000	20,000	20,000	20,000
3008	10 430100	SALES - GIFT SHOP	19,038	25,000	8,000	8,000	8,000
3008	10 430300	RAFFLE - ENRICHMENT & ARTS	911	-	-	-	-
3009	10 430100	NUTRITION SALES	-	-	-	-	-
3009	10 430300	RAFFLE - NUTRITION	-	-	-	-	-
3014	10 430100	SALES - OUR TOWN CAFÉ	27,927	40,000	50,000	60,000	60,000
3017	10 430350	AUCTION - CHARITY EVENT	-	-	-	-	-
3017	10 430300	RAFFLE - CHARITY EVENT	-	-	-	-	-
			\$ 640,308	\$ 285,000	\$ 298,000	\$ 318,000	\$ 318,000
TOTAL REVENUES			\$ 4,059,678	\$ 4,654,500	\$ 4,753,900	\$ 4,844,200	\$ 4,875,400

FY 2022 - 2024 OPC Adopted Expenditure Budget

DEPT.#	ACCT. #		FY 2020 Actual	FY 2021 Budget	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Adopted
820 ADMINISTRATION							
0820	1 510100	SALARIES & WAGES	406,052	572,500	558,100	566,400	577,700
0820	2 520100	PENSION PLAN	12,489	21,100	21,500	21,900	22,300
0820	3 520200	H.S.A. ADMINISTRATION & SAVINGS PLAN FEE	2,094	1,900	1,800	1,900	2,000
0820	4 520400	EMPLOYERS SOCIAL SECURITY	31,063	43,800	42,700	43,400	44,200
0820	5 520500	HOSPITALIZATION INSURANCE	22,453	22,800	25,000	26,300	27,600
0820	6 520600	EMPLOYERS LIFE INSURANCE	1,410	1,600	2,200	2,300	2,400
0820	7 520700	PHYSICAL DISABILITY INSURANCE	5,671	6,400	7,900	8,300	8,700
0820	14 520800	UNEMPLOYMENT INSURANCE	5,279	8,000	8,000	8,000	8,000
0820	8 520900	WORKERS COMPENSATION INSURANCE	1,187	2,800	2,500	2,700	2,900
0820	10 530100	OPERATING SUPPLIES-ADMINISTRATION	35,602	32,000	34,000	36,000	36,000
0820	10 530110	CHARITY OPERATING SUPPLIES	434	6,000	6,200	6,500	6,500
0820	13 530300	EXPENDIBLE EQUIPMENT	6,383	1,200	6,000	6,000	6,000
0820	9 540000	ADVERTISING / MARKETING	1,691	36,000	36,000	10,000	10,000
0820	9 540100	PROFESSIONAL SERVICES / CONTRACTUAL SERVICES	106,453	148,000	125,000	125,000	125,000
0820	9 540100	CHARITY PROFESSIONAL SERVICES	-	3,300	3,400	3,400	3,400
0820	9 540200	AUDIT FEES	15,814	14,100	14,400	14,600	14,800
0820	9 540225	BANK CHARGES	15	-	-	-	-
0820	9 540250	CREDIT CARD FEES	17,184	31,000	25,000	28,000	30,000
0820	9 540300	LEGAL FEES	4,994	7,000	5,000	5,000	5,000
0820	9 540500	RECORDING FEES	249				
0820	11 540600	MEMBERSHIP & DUES	5,803	5,200	15,000	15,500	16,000
0820	11 540700	SEMINARS & CONFERENCES	1,250	2,500	2,700	2,900	2,900
0820	9 540750	PAYROLL FEES	11,857	15,500	5,000	5,000	5,000
0820	9 540800	PRINTING & PUBLISHING-WANT ADS	14,107	15,000	15,000	15,000	15,000
0820	9 540810	CHARITY PRINTING & PUBLISHING	1,952	-	-	-	-
0820	9 540850	PAYPAL MAC FEES	1,775	2,500	2,600	2,800	2,800
0820	9 540900	FREIGHT	-	1,500	-	-	-
0820	14 541000	LIABILITY INSURANCE & BONDS	110,269	107,000	115,000	117,000	119,000
0820	12 550200	TELEPHONE EXPENSE	1,854	2,600	2,900	3,100	3,300
0820	13 560100	RENTAL EQUIPMENT	4,060	18,000	19,000	20,000	20,000
0820	10 560110	CHARITY RENTAL	-	10,000	11,000	11,000	11,000
0820	15 560300	TAX TRIBUNALS	85	-	-	-	-
0820	15 580100	MISCELLANEOUS EXPENSE	1,476	3,600	3,500	3,500	3,500
			\$ 831,003	\$ 1,142,900	\$ 1,116,400	\$ 1,111,500	\$ 1,131,000
3001 FACILITIES MANAGEMENT							
3001	1 510100	SALARIES & WAGES	103,186	123,200	125,300	126,800	128,200
3001	2 520100	PENSION PLAN	4,979	6,300	6,400	6,500	6,500
3001	3 520200	H.S.A. ADMINISTRATION & SAVINGS PLAN FEE	800	1,900	1,800	1,900	2,000
3001	4 520400	EMPLOYERS SOCIAL SECURITY	7,894	9,500	9,600	9,700	9,800

			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024						
			Actual	Budget	Adopted	Adopted	Adopted						
3001	5	520500	HOSPITALIZATION INSURANCE	33,679	22,800	25,000	26,300	27,600					
3001	6	520600	EMPLOYERS LIFE INSURANCE	614	500	600	600	600					
3001	7	520700	PHYSICAL DISABILITY INSURANCE	2,953	1,800	2,000	2,100	2,200					
3001	8	520900	WORKERS COMPENSATION INSURANCE	3,751	600	7,500	7,800	8,200					
3001	10	530100	OPERATING SUPPLIES	9,658	-	-	-	-					
3001	10	530200	CUSTODIAL SUPPLIES	9,720	30,000	32,000	35,000	35,000					
3001	13	530300	EXPENDIBLE EQUIPMENT	6,161	-	500	500	500					
3001	9	540100	PROFESSIONAL SERVICES / CONTRACTUAL SERVICES	98,229	165,000	170,000	175,000	180,000					
3001	15	540425	LICENSE FEES	785	500	500	500	500					
3001	9	540450	INSPECTION FEES	663	-	-	-	-					
3001	11	540600	MEMBERSHIP & DUES	-	100	100	100	100					
3001	9	540900	FRIEGHT	-	-	-	-	-					
3001	12	550100	PUBLIC UTILITIES	110,852	132,000	135,000	138,000	141,000					
3001	12	550400	MAINTENANCE-EQUIPMENT	37,396	32,000	34,000	34,000	34,000					
3001	13	560100	EQUIPMENT RENTAL	4,162	-	-	-	-					
3001	15	580100	MISCELLANEOUS EXPENSE	-	-	500	500	500					
				\$	435,481	\$	526,200	\$	550,800	\$	565,300	\$	576,700
3002 LEISURE TRAVEL													
3002	1	510100	SALARIES & WAGES	17,587	37,600	26,100	26,400	26,400					
3002	4	520400	EMPLOYERS SOCIAL SECURITY	1,345	2,900	2,000	2,100	2,100					
3002	8	520900	WORKERS COMPENSATION INSURANCE	92	100	100	100	100					
3002	10	530100	OPERATING SUPPLIES	865	35,000	37,000	40,000	40,000					
3002	9	540100	PROFESSIONAL SERVICES	246,970	150,000	160,000	170,000	170,000					
3002	9	540800	PRINTING & PUBLISHING	-	-	-	-	-					
3002	11	540700	TRAVEL EXPENSES	-	500	500	500	500					
				\$	266,859	\$	226,100	\$	225,700	\$	239,100	\$	239,100
3004 ADULT DAY SERVICES													
3004	1	510100	SALARIES & WAGES	28,893	60,500	78,000	79,100	79,800					
3004	4	520400	EMPLOYERS SOCIAL SECURITY	2,210	4,700	6,000	6,100	6,200					
3004	8	520900	WORKERS COMPENSATION INSURANCE	386	300	800	900	1,000					
3004	10	530100	OPERATING SUPPLIES	524	3,000	3,100	3,200	3,200					
3004	13	530300	EXPENDABLE EQUIPMENT	-	200	200	200	200					
3004	9	540100	PROFESSIONAL SERVICES	1,670	5,000	5,500	6,000	6,000					
3004	11	540700	SEMINARS & CONFERENCES	-	300	300	300	300					
3004	12	550400	MAINTENANCE-EQUIPMENT	-	100	100	100	100					
				\$	33,683	\$	74,100	\$	94,000	\$	95,900	\$	96,800
3006 PERFORMING ARTS													
3006	10	530100	OPERATING SUPPLIES	410	3,000	3,000	3,000	3,000					
3006	13	530300	EXPENDIBLE EQUIPMENT	512	-	-	-	-					
3006	9	540100	PROFESSIONAL SERVICES	5,983	15,000	18,000	20,000	20,000					
3006	9	540800	PRINTING & PUBLISHING	360	500	500	500	500					
3006	12	550400	MAINTENANCE-EQUIPMENT	-	100	100	100	100					
3006	12	580100	MISCELLANEOUS EXPENSE	-	-	-	-	-					
				\$	7,265	\$	18,600	\$	21,600	\$	23,600	\$	23,600

				FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
				Actual	Budget	Adopted	Adopted	Adopted
3007 FITNESS & AQUATICS								
3007	1	510100	SALARIES & WAGES	124,576	200,600	204,400	211,200	214,000
3007	2	520100	PENSION PLAN	5,647	7,000	7,000	7,100	7,200
3007	3	520200	H.S.A. ADMINISTRATION & SAVINGS PLAN FEE	-	900	900	900	1,000
3007	4	520400	EMPLOYERS SOCIAL SECURITY	8,990	15,400	16,200	16,200	16,300
3007	5	520500	HOSPITALIZATION INSURANCE	-	-	12,500	13,200	13,800
3007	6	520600	EMPLOYERS LIFE INSURANCE	563	600	600	700	700
3007	7	520700	PHYSICAL DISABILITY INSURANCE	1,984	1,800	2,100	2,300	2,500
3007	8	520900	WORKERS COMPENSATION INSURANCE	847	1,200	1,400	1,600	1,600
3007	10	530100	OPERATING SUPPLIES (includes MSO in FY 2020)	13,874	25,000	26,000	27,000	27,000
3007	13	530300	EXPENDIBLE EQUIPMENT	18,651	3,000	3,000	3,000	3,000
3007	9	540100	PROFESSIONAL SERVICES	116,775	200,000	220,000	230,000	231,500
3007	11	540600	MEMBERSHIP & DUES	75	1,000	1,000	1,000	1,000
3007	11	540700	SEMINARS & CONFERENCES	482	500	500	500	500
3007	9	540800	PRINTING & PUBLISHING	520	-	-	-	-
3007	12	550400	MAINTENANCE-EQUIPMENT	8,296	3,000	3,400	3,800	3,800
3007	13	560100	RENTAL EQUIPMENT	533				
3007	10	560200	RENTAL EXPENSE	12,720	22,000	-	-	-
				\$ 314,534	\$ 482,000	\$ 499,000	\$ 518,500	\$ 523,900
3008 ENRICHMENT & ARTS								
3008	1	510100	SALARIES & WAGES	105,319	107,100	131,000	133,500	136,100
3008	2	520100	PENSION PLAN	-	3,100	3,100	3,200	3,200
3008	3	520200	H.S.A. ADMINISTRATION & SAVINGS PLAN FEE	200				
3008	4	520400	EMPLOYERS SOCIAL SECURITY	8,057	8,200	10,100	10,300	10,500
3008	5	520500	HOSPITALIZATION INSURANCE	7,825	11,400	12,500	13,200	13,800
3008	6	520600	EMPLOYERS LIFE INSURANCE	231	300	300	300	400
3008	7	520700	PHYSICAL DISABILITY INSURANCE	1,088	900	1,200	1,200	1,200
3008	8	520900	WORKERS COMPENSATION INSURANCE	251	200	500	600	700
3008	10	530100	OPERATING SUPPLIES	34,456	45,000	48,000	50,000	50,000
3008	13	530300	EXPENDIBLE EQUIPMENT	397	1,500	2,500	2,500	2,500
3008	9	540100	PROFESSIONAL SERVICES	16,410	25,000	35,000	36,000	37,000
3008	11	540600	MEMBERSHIP & DUES	-	300	300	300	300
3008	11	540700	SEMINARS & CONFERENCES	133	200	200	200	200
3008	9	540800	PRINTING & PUBLISHING	1,477	500	700	1,000	1,000
3008	12	550400	MAINTENANCE-EQUIPMENT	-	200	200	200	200
3008	13	560100	RENTAL EQUIPMENT	445	1,000	1,000	1,000	1,000
				\$ 176,288	\$ 204,900	\$ 246,600	\$ 253,500	\$ 258,100
3009 NUTRITION								
3009	1	510100	SALARIES & WAGES	233,921	266,400	227,600	230,400	233,500
3009	2	520100	PENSION PLAN	4,809	7,600	3,600	3,600	3,700
3009	3	520200	H.S.A. ADMINISTRATION & SAVINGS PLAN FEE	800	1,900	900	1,000	1,100
3009	4	520400	EMPLOYERS SOCIAL SECURITY	17,847	20,400	17,500	17,700	17,900
3009	5	520500	HOSPITALIZATION INSURANCE	11,226	22,800	12,500	13,200	13,800

			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	
			Actual	Budget	Adopted	Adopted	Adopted	
3009	6	520600	EMPLOYERS LIFE INSURANCE	358	600	500	500	500
3009	7	520700	PHYSICAL DISABILITY INSURANCE	1,234	1,900	1,700	1,800	1,800
3009	8	520900	WORKERS COMPENSATION INSURANCE	3,110	1,800	2,500	2,800	3,000
3009	10	530100	OPERATING SUPPLIES	265,150	300,000	315,000	320,000	325,000
3009	13	530300	EXPENDIBLE EQUIPMENT	-	1,000	3,000	3,000	3,000
3009	9	540100	PROFESSIONAL SERVICES	14,208	17,000	18,000	18,000	18,000
3009	11	540600	MEMBERSHIP & DUES	586	3,100	3,100	3,100	3,100
3009	11	540700	SEMINARS & CONFERENCES	446	3,000	3,200	3,400	3,400
3009	9	540800	PRINTING & PUBLISHING	563	1,000	1,000	1,000	1,000
3009	9	540900	FRIEGHT	-	500	500	500	500
3009	12	550400	MAINTENANCE	688	7,000	7,000	7,000	7,000
3009	12	550500	HOT SHOT VANS MAINTAINED-NUTRITION	12,195	20,000	20,000	20,000	20,000
3009	13	570300	CAPITALIZED EQUIPMENT	-	-	-	-	-
3009	15	570300	MISCELLANEOUS EXPENSE	-	-	-	-	-
				\$ 567,140	\$ 676,000	\$ 637,600	\$ 647,000	\$ 656,300
3011 TRANSPORTATION								
3011	1	510100	SALARIES & WAGES	394,578	547,200	532,000	542,600	553,400
3011	2	520100	PENSION PLAN	-	3,800	3,900	3,900	4,000
3011	4	520400	EMPLOYERS SOCIAL SECURITY	30,185	41,900	40,700	41,600	43,400
3011	5	520500	HOSPITALIZATION INSURANCE	-	-	-	-	-
3011	6	520600	EMPLOYERS LIFE INSURANCE	296	200	400	400	400
3011	7	520700	PHYSICAL DISABILITY INSURANCE	1,097	1,000	1,200	1,300	1,300
3011	8	520900	WORKERS COMPENSATION INSURANCE	13,057	12,000	17,000	19,000	21,000
3011	10	530100	OPERATING SUPPLIES	1,780	1,000	2,500	2,600	2,700
3011	13	530300	EXPENDIBLE EQUIPMENT	-	100	500	500	500
3011	10	530400	FUEL	74,401	100,000	107,000	109,000	110,000
3011	9	540100	PROFESSIONAL SERVICES / EMPLOYEE MEDICAL EXAMS	6,258	10,000	20,000	20,000	20,000
3011	11	540600	MEMBERSHIPS & DUES	-	100	100	100	100
3011	11	540700	SEMINARS & CONFERENCES	-	3,000	3,000	3,000	3,000
3011	9	540800	PRINTING & PUBLISHING	150	-	-	-	-
3011	12	550400	MAINTENANCE	675	100,000	-	-	-
3011	15	580100	MISCELLANEOUS EXPENSE	657	-	-	-	-
3011	13	550500	MAINTENANCE-VEHICLES	32,934	-	103,000	105,000	110,000
				\$ 556,066	\$ 820,300	\$ 831,300	\$ 849,000	\$ 869,800
3012 NEWSLETTER / VINTAGE VIEW								
3012	1	510100	SALARIES & WAGES	10,212	22,600	23,000	23,500	24,000
3012	4	520400	EMPLOYERS SOCIAL SECURITY	781	1,800	1,800	1,800	1,900
3012	8	520900	WORKERS COMPENSATION INSURANCE	49	100	200	200	300
3012	10	530100	OPERATING SUPPLIES	9,445	6,200	6,500	6,500	6,500
3012	9	540100	PROFESSIONAL SERVICES	1,685	2,000	2,000	2,000	2,000
3012	9	540800	PRINTING & PUBLISHING	1,991	4,500	4,500	4,500	4,500
				\$ 24,163	\$ 37,200	\$ 38,000	\$ 38,500	\$ 39,200

			FY 2020 Actual	FY 2021 Budget	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Adopted
3013 SENIOR RESOURCES							
3013	1	510100 SALARIES & WAGES	57,516	27,500	28,100	28,700	29,200
3013	2	520100 PENSION PLAN	2,163	-	-	-	-
3013	4	520400 EMPLOYERS SOCIAL SECURITY	4,400	2,100	2,200	2,200	2,300
3013	5	520500 HOSPITALIZATION INSURANCE	-	-	-	-	-
3013	6	520600 EMPLOYERS LIFE INSURANCE	225	-	-	-	-
3013	7	520700 PHYSICAL DISABILITY INSURANCE	818	-	-	-	-
3013	8	520900 WORKERS COMPENSATION INSURANCE	227	100	400	400	500
3013	10	530100 OPERATING SUPPLIES	1,337	3,000	3,200	3,400	3,400
3013	10	530120 AOK OPERATING SUPPLIES	166				
3013	9	540100 PROFESSIONAL SERVICES	2,530	7,000	7,200	7,500	7,500
3013	9	540120 AOK PROFESSIONAL SERVICES	137	1,500	1,500	1,500	1,500
3013	11	540600 MEMBERSHIPS & DUES	-	100	100	100	100
3013	11	540700 SEMINARS & CONFERENCES	20	100	100	100	100
3013	9	540800 PRINTING & PUBLISHING	217	500	500	500	500
			\$ 69,756	\$ 41,900	\$ 43,300	\$ 44,400	\$ 45,100
3014 OUR TOWN CORNER CAFÉ							
3014	1	510100 SALARIES & WAGES	25,360	45,400	43,000	43,500	43,800
3014	4	520400 EMPLOYERS SOCIAL SECURITY	1,940	3,500	3,300	3,400	3,400
3014	8	520900 WORKERS COMPENSATION INSURANCE	480	200	600	600	700
3014	10	530100 OPERATING SUPPLIES	12,926	22,000	25,000	25,000	25,000
3014	13	530300 EXPENDIBLE EQUIPMENT	-	-	-	-	-
3014	9	540800 PRINTING & PUBLISHING	-	-	-	-	-
			\$ 40,706	\$ 71,100	\$ 71,900	\$ 72,500	\$ 72,900
3015 VOLUNTEERS							
3015	1	510100 SALARIES & WAGES	15,687	30,700	32,900	33,600	34,200
3015	4	520400 EMPLOYERS SOCIAL SECURITY	1,200	2,400	2,600	2,600	2,700
3015	8	520900 WORKERS COMPENSATION INSURANCE	74	100	200	200	200
3015	10	530100 OPERATING SUPPLIES	207	1,200	1,300	1,400	1,400
3015	9	540100 PROFESSIONAL SERVICES	-	1,200	1,200	1,200	1,200
3015	11	540600 MEMBERSHIP & DUES	-	300	300	300	300
3015	11	540700 SEMINARS & CONFERENCES	-	100	100	100	100
3015	9	540800 PRINTING & PUBLISHING	-	100	100	100	100
			\$ 17,168	\$ 36,100	\$ 38,700	\$ 39,500	\$ 40,200
		TOTAL ANNUAL OPERATING	\$ 3,340,112	\$ 4,357,400	\$ 4,414,900	\$ 4,498,300	\$ 4,572,700

			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
			Actual	Budget	Adopted	Adopted	Adopted
ONE-TIME EXPENDITURES							
0820	16 570200	BUILDING - CAPITAL ADDITIONS & IMPROVEMENTS	30,129				
0820	16 570300	CAPITALIZED EQUIPMENT	8,650	-	-	-	-
3001	16 550300	CAPITAL IMPROVEMENT PLAN -MAINTENANCE & REPAIRS - BLDS. & GROUNDS	76,366	42,000	47,000	41,500	41,500
3001	16 570200	CAPITAL IMPROVEMENT PLAN -BUILDING-ADDITIONS & IMPROVEMENTS CAPITAL	74,830	-	181,500	200,400	135,200
3001	16 570300	CAPITAL IMPROVEMENT PLAN - CAPITALIZED EQUIPMENT	-	-	110,500	104,000	126,000
3006	16 570300	CAPITALIZED EQUIPMENT	4,224	-	-	-	-
3007	16 570300	CAPITALIZED EQUIPMENT	12,997	-	-	-	-
3011	16 570300	CAPITALIZED EQUIPMENT	2,387				
			\$ 209,582	\$ 42,000	\$ 339,000	\$ 345,900	\$ 302,700
FUND TOTALS			\$ 3,549,695	\$ 4,399,400	\$ 4,753,900	\$ 4,844,200	\$ 4,875,400

OPC 2022-2033 CAPITAL IMPROVEMENT PLAN (CIP)

PROJECT	Total Cost	FY2022 Adopted	FY2023 Adopted	FY2024 Adopted	FY 2025 to FY 2027	FY 2028 to FY 2030	FY 2031 to FY 2033
<u>New Projects (01-3001-570200)</u>							
New Patio and Water Garden Wall	\$ 80,000	\$ 80,000					
Community Garden	\$ 50,000	\$ 50,000					
Landscaping Barn Barrier	\$ 20,000	\$ 20,000					
Gift Shop/ Library Carpeting and Painting	\$ 20,000	\$ 20,000					
Volunteer Desk	\$ 8,000	\$ 8,000					
Nutrition Office Carpeting and Painting	\$ 2,000	\$ 2,000					
Kitchen / Receiving Door	\$ 1,000	\$ 1,000					
Senior Resource Office painting	\$ 500	\$ 500					
Walking Track Replacement	\$ 50,000		\$ 50,000				
Gym Floor Refurbishing and Painting	\$ 15,000		\$ 15,000				
HVAC/LAN Thermostat Control	\$ 15,000		\$ 15,000				
Lapidary Reconfiguration	\$ 15,000		\$ 15,000				
Security Improvements	\$ 15,000		\$ 15,000				
Café Upgrade	\$ 10,000		\$ 10,000				
Auditorium murals and painting	\$ 3,000		\$ 3,000				
Refurbish Lighting	\$ 25,000			\$ 25,000			
Barn Engineering Study	\$ 15,000			\$ 15,000			
RTU & Dehumidification Replacement	\$ 1,550,000				\$ 750,000	\$ 800,000	
Roof Membrane Removal / Replacement	\$ 1,350,000				\$ 675,000	\$ 337,000	\$ 338,000
Barn Development	\$ 1,300,000					\$ 900,000	\$ 400,000
Parking Lot Expansion	\$ 1,200,000				\$ 1,200,000		
Current Parking Lot Replacement	\$ 700,000				\$ 700,000		
Extended Receiving Bay	\$ 390,000				\$ 390,000		
Filter Tanks Sand Change	\$ 51,000				\$ 25,000	\$ 12,000	\$ 14,000
Snowmelt Blower and Relocation	\$ 35,000				\$ 35,000		
Cardio Flooring Replacement	\$ 20,000				\$ -	\$ 20,000	
Dutch LaVere Flooring Replacement	\$ 20,000				\$ -	\$ 20,000	
Other / Carry Forward for Future Projects	\$ 172,600		\$ 77,400	\$ 95,200			
TOTAL PROJECTS	\$ 6,788,600	\$ 181,500	\$ 200,400	\$ 135,200	\$3,775,000	\$2,089,000	\$ 752,000
<u>Equipment (01-3001-570300)</u>							
Dining Room Chairs	\$ 40,000	\$ 40,000					
New Computers / Servers / Firewall / IT Infrastructure	\$ 98,000	\$ 33,000	\$ 24,000	\$ 16,000	\$ 5,000	\$ 10,000	\$ 10,000
Office Desks / Workstations	\$ 60,000	\$ 30,000		\$ 30,000			
Multiuse Vehicle	\$ 7,500	\$ 7,500					
Hur Equipment	\$ 70,000		\$ 30,000				\$ 40,000
Handicapped Accessible Buses	\$ 340,000			\$ 80,000	\$ 83,000	\$ 87,000	\$ 90,000
Laser Printers	\$ 20,000						\$ 20,000
Hot Shot Van	\$ 75,000					\$ 75,000	
Replace Five Machines in the Cardio Room	\$ 28,000					\$ 28,000	
Kitchen Coolers / Refrigerators/ Freezers	\$ 45,000					\$ 45,000	
Other / Carry Forward for Future Projects	\$ 50,000	\$ -	\$ 50,000				
TOTAL EQUIPMENT	\$ 833,500	\$ 110,500	\$ 104,000	\$ 126,000	\$ 88,000	\$ 245,000	\$ 160,000
<u>Maintenance (01-3001-550300)</u>							
Parking Lot	\$ 87,000	\$ 9,000	\$ 3,000	\$ 3,000	\$ 18,000	\$ 24,000	\$ 30,000
Lawn / Irrigation	\$ 58,000	\$ 3,000	\$ 3,500	\$ 3,500	\$ 12,000	\$ 16,000	\$ 20,000
Caulking and Resealing	\$ 69,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 15,000	\$ 18,000	\$ 21,000
Roof Maintenance	\$ 47,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 7,500	\$ 11,000	\$ 14,000
Rug Replacement Contract	\$ 75,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 17,000	\$ 20,000	\$ 23,000
Miscellaneous	\$ 300,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 70,000	\$ 80,000	\$ 90,000
TOTAL MAINTENANCE	\$ 636,500	\$ 47,000	\$ 41,500	\$ 41,500	\$ 139,500	\$ 169,000	\$ 198,000
TOTAL CAPITAL PLAN	\$ 8,258,600	\$ 339,000	\$ 345,900	\$ 302,700	\$4,002,500	\$2,503,000	\$1,110,000

FY 2022 Capital Improvement Plan

New Projects

- New Patio and Water Garden Wall – after 15 years of use the south patio and water garden wall are showing wear and tear with cracks and concrete heaves. For the safety of the clients replacement is warranted. Efforts will be made to find sponsors for a portion of this project.
- Community Garden – this project will improve the community gardens which are located south of fitness & aquatics parking lot. Improvements include ground leveling, installation of raised beds, creation of solid footing, and fencing around the garden. These improvements will allow for easier access and use of the garden for all clients but especially those that have mobility challenges.
- Landscape Barn Barrier – in preparation for expanded use of the donated barn, this project will plan a row of trees screening the barn from the rest of the property.
- Gift Shop / Library Carpeting and Painting – this project will refresh both the gift shop and the library for expanded use for meetings and classes.
- Volunteers Desk – funds will be used to place a new covering on the volunteer desk in the main lobby. The covering will be similar to the one used at the cashier counter.
- Nutrition Office Carpeting and Painting – this project will provide new flooring and painting for the main nutrition office and the meals on wheels area. Improvements have not been made to this area since the building opened.
- Kitchen / Receiving Door – installation of a security door limiting access to the kitchen and receiving area of the facility.
- Senior Resource Office Painting – funding to repaint the senior resource area.

Equipment

- Dining Room Chairs – this project will replace all the chairs in the facility dining room that have become worn out due to constant use. The chairs sought will be durable and ease to clean.
- New Computers / Servers / Firewall / IT Infrastructure – based on the recommendation of the OPC's contracted IT support company, IT Right. An eight year replacement plan has been developed to keep the IT assets free from interference and operating at peak capacity. The FY 2022 funds will be used to improve backup and disaster recovery and firewall protection.
- Workstations – a two year program will be implemented to replace the current staff workstations, many of which have been in place since the facility opened.
- Multiuse Vehicle – funds will be used to purchase a vehicle for use of the facility and grounds staff to haul equipment and meet other needs.

**Rochester Hills – Oakland – Rochester Older Persons' Commission
Fiscal Year 2022 Budget Resolution**

Whereas pursuant to Public Act 621 of 1978 (as amended by P.A. 493 or 2000), the Uniform Budgeting and Accounting Act for Local Governments, it is the responsibility of the Older Person's Commission (OPC) to adopt an annual budget and work program; and

Whereas the OPC Executive Director has submitted a proposed budget as required by the Interlocal Agreement.

Now Therefore Be it Resolved

- 1) That this resolution shall be known and be cited as the "FY 2022 Older Persons' Commission Budget Resolution."
- 2) That this budget reflects a reasonable allocation of available resources and allows for the delivery of programs and administrative activities for the OPC during Fiscal Year 2022 (October 1, 2021 – September 30, 2022).
- 3) Notice of a public hearing on the proposed budget was published on the OPC Website on June 17, 2021 and a public hearing on the proposed budget was held by the OPC Board of Directors on June 24, 2021.
- 4) The OPC Board of Directors (Board) adopts the General Fund budget for the OPC for the fiscal year beginning October 1, 2021, with total estimated revenues of \$4,753,900.
- 5) The Board authorizes the Executive Director to transfer appropriations between cost categories as delineated in Schedule B of the budget document, in an amount up to \$10,000 or 25% of the original and/or amended budget, whichever is less.
- 6) Whenever it appears to the Executive Director or the Board that actual and probable revenues in the General Fund will be less than the estimated revenues upon which appropriations were based, the Executive Director shall present to the Board recommendations which, if adopted, will prevent expenditures from exceeding available revenues for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, use of the Budget Stabilization account or all three.
- 7) With the approval of this resolution the OPC Board approves all expenditures and bills presented within the budget allocation as adopted, amended, or transferred as specified in #5 above, in accordance with Article V, Section 4 of the Interlocal Agreement.
- 8) All purchases of goods and services shall conform to the Board's approved Purchasing Procedures.

- 9) If any provision of this act appears to be in conflict with the Interlocal Agreement signed by the participating communities, the provisions of the Interlocal Agreement shall apply.

Approved June 24, 2021

(8) Yeah

(0) Nay