

**FY 2023 – 2025  
OLDER PERSONS' COMMISSION  
EXECUTIVE DIRECTOR'S  
RECOMMENDED BUDGET**

**June 2, 2022**

**OLDER PERSON'S COMMISSION  
FY 2023 – FY 2025 EXECUTIVE DIRECTOR'S  
RECOMMENDED BUDGET**

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## **BUDGETARY HIGHLIGHTS - OPERATING**

The FY 2023-2025 Recommended Budget primarily reflects the FY 2022 -2024 Adopted Budget without significant organizational changes. The Recommended Budget does reflect inflationary pressures which are affecting the cost of all goods and services the OPC procures.

### **OPERATING REVENUES**

The FY 2023 revenues remains basically unchanged (1.9% overall increase - \$92,800) from the FY 2022 Adopted Budget. The primary increase is reflected in an additional \$163,500 in contributions received from the three-member communities reflecting anticipated increases in property values within those communities. Anticipated 2022 taxable value increases, as reported by the Oakland County Equalization Division are **5.87%** for Rochester Hills, **4.46%** for Rochester, and **5.66%** 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. In addition, donation revenue is anticipated to increase by \$17,200 over the FY 2022 Adopted Budget amount due to increased sponsorships of OPC events. Sales for trips, café, and the gift shop are anticipated to increase by \$7,000 as these activities recover from their COVID shutdowns.

The program revenue increases are partially offset by an anticipated \$55,400 decrease in fee income from the FY 2022 Adopted Budget as some classes are still experiencing limited attendance. It should be noted that fee income should be comparable with the FY 2022 actual experience. Further, grant income should be down \$30,000 for the FY 2022 Adopted Budget as additional COVID related grant funds cease. Finally, miscellaneous revenue may be down by \$9,500 reflecting a reduced amount available in the state insurance pool, which reimburses the OPC for insurance premiums.

### **ANNUAL OPERATING EXPENDITURES**

FY 2023 operating expenditures are increasing by .37% (\$16,300) from the FY 2022 Adopted Budget.

- **Salaries and Wages:** The Recommended Budget includes a 3% 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. 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.
- **Fringe Benefits:** The increases in social security corresponds to the general wage increase. Further health care insurance experienced an 11.01% rate increase, partially offset by two employees discontinuing coverage. Disability insurance and workers' compensation reflect rate reductions; and pension costs have decreased due to the retirement of a number of long-term full-time employees.
- **Outside Contractors / Services:** This cost has decreased as several professional services contracts are no longer required due to completion of specific projects.
- **Operating Supplies:** All changes reflect inflationary adjustments.

- Memberships & Seminars: Reductions reflect the fact that the FY 2022 Adopted Budget included additional money for training related to new technology in the transportation and finance areas which are not required in FY 2023.
- Maintenance & Utilities: Reduction in bus repairs and maintenance resulting from receipt of new buses from SMART.
- Equipment Purchases / Rentals: No significant changes.
- Liability / Unemployment Insurance: No significant changes.
- Other: No significant changes.

The net operating impact of the FY 2023-2025 Recommended Budget is that annual operating revenues will exceed annual operating expenditures by \$415,500 in FY 2023, \$412,300 in FY 2024 and \$465,800 in FY 2025. These projected funds will be used to support the capital improvement program.

Fund Balance: The FY 2023 – 2025 Budget has split the 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).

There are a number of required projects planned for FY 2023-2025, which are listed in the Capital Improvement section of this Recommended Budget. The cost of these projects will exceed the amounts available from the operating budget savings, therefore the Recommended Budget includes the use of \$346,600 from the Designation for Capital Improvements to support the completion of these projects.

**SCHEDULE A**  
**OPC - FY 2023 - 2025 Executive Recommended Budget**

	FY 2021 Actual	FY 2022 Budget	FY 2023 Recommended	FY 2024 Recommended	FY 2025 Recommended
<b>REVENUES</b>					
Donations	\$ 440,689	\$ 419,000	\$ 436,200	\$ 436,400	\$ 439,900
Fees	443,673	823,400	768,000	790,000	829,000
Grants	882,181	651,000	621,000	621,000	621,000
Miscellaneous	63,051	64,000	54,500	54,500	54,500
Rochester Hills Contribution	1,576,068	1,597,000	1,665,000	1,735,000	1,806,000
Rochester Contribution	327,077	313,000	329,000	340,000	353,000
Oakland Township Contribution	634,423	588,500	668,000	684,000	707,000
Trips, Perform., Café, Gift Shop	29,087	298,000	305,000	305,000	315,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 4,396,250</b>	<b>\$ 4,753,900</b>	<b>\$ 4,846,700</b>	<b>\$ 4,965,900</b>	<b>\$ 5,125,400</b>
<b>EXPENDITURES</b>					
Salaries & Wages	\$ 1,420,751	\$ 2,009,500	\$ 2,106,800	\$ 2,148,700	\$ 2,191,000
Fringe Benefits					
Pension	29,758	45,500	44,700	45,700	46,700
Health Savings Account	2,921	5,400	5,600	5,600	5,600
Social Security	108,751	154,700	171,300	174,900	178,900
Hospitalization	74,630	87,500	112,000	136,400	149,500
Life Insurance	4,654	4,600	5,200	5,500	6,100
Disability Insurance	15,853	16,100	10,400	11,200	12,000
Worker's Compensation	17,702	33,700	31,800	35,100	36,800
Fringe Total	\$ 254,268	\$ 347,500	\$ 381,000	\$ 414,400	\$ 435,600
Personnel Total	\$ 1,675,020	\$ 2,357,000	\$ 2,487,800	\$ 2,563,100	\$ 2,626,600
Outside Contractors / Services	\$ 367,493	\$ 897,600	\$ 812,700	\$ 826,800	\$ 849,700
Operating Supplies	438,907	660,800	669,100	681,300	687,400
Memberships / Seminars	15,754	30,600	24,600	24,900	25,200
Maintenance / Utilities	187,106	305,700	276,500	295,000	308,200
Non-Capital Equipment Purchases / Rentals	45,308	35,700	31,200	31,200	31,200
Liability / Unemployment Insurance	90,554	123,000	125,000	127,000	127,000
Other	1,974	4,500	4,300	4,300	4,300
Operating Total	\$ 1,147,097	\$ 2,057,900	\$ 1,943,400	\$ 1,990,500	\$ 2,033,000
<b>TOTAL ANNUAL OPERATING EXPENDITURES</b>	<b>\$ 2,822,115</b>	<b>\$ 4,414,900</b>	<b>\$ 4,431,200</b>	<b>\$ 4,553,600</b>	<b>\$ 4,659,600</b>
<b>NET OPERATING</b>	<b>\$ 1,574,135</b>	<b>\$ 339,000</b>	<b>\$ 415,500</b>	<b>\$ 412,300</b>	<b>\$ 465,800</b>
<b>ONE-TIME EXPENDITURES</b>					
Capital Improvement Plan	363,610	339,000	762,100	807,100	656,200
<b>TOTAL ONE-TIME EXPENDITURES</b>	<b>\$ 363,610</b>	<b>\$ 339,000</b>	<b>\$ 762,100</b>	<b>\$ 807,100</b>	<b>\$ 656,200</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,185,725</b>	<b>\$ 4,753,900</b>	<b>\$ 5,193,300</b>	<b>\$ 5,360,700</b>	<b>\$ 5,315,800</b>
Planned Impact on Fund Balance	\$ 1,210,525	\$ -	\$ (346,600)	\$ (394,800)	\$ (190,400)
Beginning Fund Balance	\$ 3,387,248	\$ 4,597,773	\$ 4,597,773	\$ 4,251,173	\$ 3,856,373
<b>Ending Fund Balance</b>	<b>\$ 4,597,773</b>	<b>\$ 4,597,773</b>	<b>\$ 4,251,173</b>	<b>\$ 3,856,373</b>	<b>\$ 3,665,973</b>
Percent Fund Balance of Expenditures	144.32%	96.72%	81.86%	71.94%	68.96%
<b>Target Fund Balance (25% of Expenditures)</b>	<b>\$ 705,529</b>	<b>\$ 1,103,725</b>	<b>\$ 1,107,800</b>	<b>\$ 1,138,400</b>	<b>\$ 1,164,900</b>
<b>Designated for Capital Improvements</b>	<b>\$ 1,946,122</b>	<b>\$ 1,747,024</b>	<b>\$ 1,571,686</b>	<b>\$ 1,358,986</b>	<b>\$ 1,250,536</b>
<b>Designation for Budget Stabilization</b>	<b>\$ 1,946,122</b>	<b>\$ 1,747,024</b>	<b>\$ 1,571,686</b>	<b>\$ 1,358,986</b>	<b>\$ 1,250,536</b>

**SCHEDULE B**  
**OPC - FY 2023 - 2025 Executive Recommended Budget**

	FY 2021 Actual	FY 2022 Budget	FY 2023 Recommended	FY 2024 Recommended	FY 2025 Recommended
<b>REVENUES</b>					
Donations	\$ 440,689	\$ 419,000	\$ 436,200	\$ 436,400	\$ 439,900
Fees	443,673	823,400	768,000	790,000	829,000
Grants	882,181	651,000	621,000	621,000	621,000
Miscellaneous	63,051	64,000	54,500	54,500	54,500
Rochester Hills Contribution	1,576,068	1,597,000	1,665,000	1,735,000	1,806,000
Rochester Contribution	327,077	313,000	329,000	340,000	353,000
Oakland Township Contribution	634,423	588,500	668,000	684,000	707,000
Trips, Perform., Café, Gift Shop	29,087	298,000	305,000	305,000	315,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 4,396,250</b>	<b>\$ 4,753,900</b>	<b>\$ 4,846,700</b>	<b>\$ 4,965,900</b>	<b>\$ 5,125,400</b>
<b>EXPENDITURES</b>					
Administration	\$ 820,614	\$ 1,116,400	\$ 1,080,800	\$ 1,102,300	\$ 1,120,200
Facilities Management	416,233	550,800	518,600	533,900	551,000
Fitness & Aquatics	219,597	499,000	557,400	570,200	583,900
Nutrition	516,865	637,600	643,600	659,200	669,700
Leisure Travel	20,933	225,700	210,300	212,900	225,600
Adult Day Services	16,640	94,000	98,600	101,000	103,500
Performing Arts	1,190	21,600	14,100	15,100	16,100
Enrichment & Arts	185,769	246,600	271,100	291,300	297,900
Transportation	554,182	831,300	843,400	868,700	887,200
Newsletter / Vintage View	10,688	38,000	41,100	41,700	42,200
Senior Resources	34,480	43,300	44,600	45,900	47,100
Café	10,137	71,900	67,900	71,000	74,000
Volunteers	14,786	38,700	39,700	40,400	41,200
<b>TOTAL ANNUAL OPERATING EXPENDITURES</b>	<b>\$ 2,822,114</b>	<b>\$ 4,414,900</b>	<b>\$ 4,431,200</b>	<b>\$ 4,553,600</b>	<b>\$ 4,659,600</b>
<b>NET OPERATING</b>	<b>\$ 1,574,135</b>	<b>\$ 339,000</b>	<b>\$ 415,500</b>	<b>\$ 412,300</b>	<b>\$ 465,800</b>
<b>ONE-TIME EXPENDITURES</b>					
Capital Improvement Plan	363,610	339,000	762,100	807,100	656,200
<b>TOTAL ONE-TIME EXPENDITURES</b>	<b>\$ 363,610</b>	<b>\$ 339,000</b>	<b>\$ 762,100</b>	<b>\$ 807,100</b>	<b>\$ 656,200</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,185,725</b>	<b>\$ 4,753,900</b>	<b>\$ 5,193,300</b>	<b>\$ 5,360,700</b>	<b>\$ 5,315,800</b>
Impact on Fund Balance	\$ 1,210,525	\$ -	\$ (346,600)	\$ (394,800)	\$ (190,400)
Beginning Fund Balance	\$ 3,387,248	\$ 4,597,773	\$ 4,597,773	\$ 4,251,173	\$ 3,856,373
<b>Ending Fund Balance</b>	<b>\$ 4,597,773</b>	<b>\$ 4,597,773</b>	<b>\$ 4,251,173</b>	<b>\$ 3,856,373</b>	<b>\$ 3,665,973</b>
Percent Fund Balance of Expenditures	144.32%	96.72%	81.86%	71.94%	68.96%
<b>Target Fund Balance (25% of Expenditures)</b>	<b>\$ 705,529</b>	<b>\$ 1,103,725</b>	<b>\$ 1,107,800</b>	<b>\$ 1,138,400</b>	<b>\$ 1,164,900</b>
<b>Designated for Capital Improvements</b>	<b>\$ 1,946,122</b>	<b>\$ 1,747,024</b>	<b>\$ 1,571,686</b>	<b>\$ 1,358,986</b>	<b>\$ 1,250,536</b>
<b>Designation for Budget Stabilization</b>	<b>\$ 1,946,122</b>	<b>\$ 1,747,024</b>	<b>\$ 1,571,686</b>	<b>\$ 1,358,986</b>	<b>\$ 1,250,536</b>

**SCHEDULE C**  
**OPC - FY 2023 - 2025 Executive Recommended Budget**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Recommended</b>
<u>OPERATING REVENUES</u>	\$ 4,832,425	\$ 5,043,665	\$ 4,059,678	\$ 4,396,250	\$ 4,753,900	\$ 4,846,700
<u>OPERATING EXPENDITURES</u>	\$ 4,375,835	\$ 4,353,200	\$ 3,340,112	\$ 2,822,114	\$ 4,414,900	\$ 4,431,200
<b>NET OPERATING</b>	<b>\$ 456,590</b>	<b>\$ 690,465</b>	<b>\$ 719,566</b>	<b>\$ 1,574,136</b>	<b>\$ 339,000</b>	<b>\$ 415,500</b>
<u>ONE-TIME EXPENDITURES</u>	\$ 144,009	\$ 159,891	\$ 209,582	\$ 363,610	\$ 339,000	\$ 762,100
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,519,844</b>	<b>\$ 4,513,092</b>	<b>\$ 3,549,695</b>	<b>\$ 3,185,725</b>	<b>\$ 4,753,900</b>	<b>\$ 5,193,300</b>
<u>Impact on Fund Balance</u>	\$ 312,581	\$ 530,573	\$ 509,983	\$ 1,210,525	\$ -	\$ (346,600)
Beginning Fund Balance	\$ 2,034,111	\$ 2,346,692	\$ 2,877,265	\$ 3,387,248	\$ 4,597,773	\$ 4,597,773
<b>Ending Fund Balance</b>	<b>\$ 2,346,692</b>	<b>\$ 2,877,265</b>	<b>\$ 3,387,248</b>	<b>\$ 4,597,773</b>	<b>\$ 4,597,773</b>	<b>\$ 4,251,173</b>
Percent Fund Balance of Expenditures	51.92%	63.75%	95.42%	144.32%	96.72%	81.86%
<b>Target Fund Balance (25% of Expenditures)</b>	<b>\$ 1,093,959</b>	<b>\$ 1,088,300</b>	<b>\$ 835,028</b>	<b>\$ 705,529</b>	<b>\$ 1,103,725</b>	<b>\$ 1,107,800</b>
<b>Designated for Capital Improvements</b>	<b>\$ 626,367</b>	<b>\$ 894,483</b>	<b>\$ 1,276,110</b>	<b>\$ 1,946,122</b>	<b>\$ 1,747,024</b>	<b>\$ 1,571,686</b>
<b>Designation for Budget Stabilization</b>	<b>\$ 626,367</b>	<b>\$ 894,483</b>	<b>\$ 1,276,110</b>	<b>\$ 1,946,122</b>	<b>\$ 1,747,024</b>	<b>\$ 1,571,686</b>

OPC - FY 2023 - 2025 Executive Recommended Revenue Budget

GL NUMBER	DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2025
		Adopted Budget	Recommended Budget	Recommended Budget	Recommended Budget
101-172-674000	Contributions & Donations - Administration	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
101-172-674050	Charity Fund Raising		1,500	1,500	1,500
101-172-674065	Building Fund	45,000			
101-172-678000	Sponsorships	6,000	17,000	17,000	17,000
101-172-678001	Charity - Sponsorships	22,500	22,500	22,500	22,500
101-172-682000	Annual Giving Plan - Administration	25,000	32,000	32,000	35,000
101-602-674000	Contributions & Donations - Fitness	500	2,000	2,000	2,000
101-603-642002	Liquid Meal Sales	2,000	2,000	2,000	2,000
101-603-651001	Walk for Meals/Run	4,000	4,000	4,000	4,000
101-603-674000	Contributions & Donations - Nutrition	260,000	260,000	260,000	260,000
101-603-674001	Walk for Meals Donations	5,000	5,000	5,000	5,000
101-603-682000	Annual Giving Plan - Nutrition		12,000	12,000	12,000
101-755-674000	Contributions & Donations - Adult Day Svs	4,000	4,000	4,000	4,000
101-755-682000	Annual Giving Plan - Adult Day Svs		1,500	1,500	2,000
101-757-678000	Sponsorships - Performing Arts	5,000	6,000	6,000	6,000
101-758-674000	Contributions & Donations - Enrichment / Arts	3,500	3,500	3,700	3,700
101-758-678000	Sponsorships - Enrichment/ Arts	11,000	30,000	30,000	30,000
101-758-682000	Annual Giving Plan - Enrichment / Arts		2,500	2,500	2,500
101-759-674000	Contributions & Donations - Transportation	4,000	4,200	4,200	4,200
101-759-682000	Annual Giving Plan- Transportation				
101-762-674055	AOK Donations & Contributions	1,500	3,500	3,500	3,500
101-762-678000	Sponsorships - Senior Resources		3,000	3,000	3,000
101-762-682000	Annual Giving Plan - Senior Resources				
<b>DONATIONS</b>		<b>\$ 419,000</b>	<b>\$ 436,200</b>	<b>\$ 436,400</b>	<b>\$ 439,900</b>
101-172-651000	Fees - Administration	\$ 4,000	\$ 10,000	\$ 10,000	\$ 12,000
101-172-651002	Charity Fees	5,000	5,000	5,000	5,000
101-172-651003	Non-Resident Fee	60,000	70,000	70,000	80,000
101-172-651004	Building Rental Fees	96,000	40,000	40,000	40,000
101-602-651000	Fees - Fitness & Aquatics	428,400	400,000	420,000	430,000
101-755-651000	Fees - Adult Day Services	40,000	40,000	40,000	50,000
101-757-651000	Fees - Performing Arts		20,000	20,000	25,000
101-758-651000	Fees - Enrichment & Arts	85,000	90,000	90,000	90,000
101-759-651000	Fees - Transportation	65,000	65,000	65,000	65,000
101-761-651000	Fees - Newsletter	17,000	10,000	10,000	10,000
101-761-651006	Vintage View Fees	3,000	3,000	3,000	3,000
101-762-651000	Fees - Senior Resources	20,000	15,000	17,000	19,000
<b>FEE INCOME</b>		<b>\$ 823,400</b>	<b>\$ 768,000</b>	<b>\$ 790,000</b>	<b>\$ 829,000</b>
101-603-503000	Federal Grant AAA1B Nutrition Meals	\$ 530,000	\$ 500,000	\$ 500,000	\$ 500,000
101-759-569001	Municipal Credits / Spec. Services	98,800	98,800	98,800	98,800
101-759-569002	Specialized Services	22,200	22,200	22,200	22,200
<b>GRANTS</b>		<b>\$ 651,000</b>	<b>\$ 621,000</b>	<b>\$ 621,000</b>	<b>\$ 621,000</b>
101-172-665000	Interest & Dividend Earnings	\$ 8,000	\$ 3,500	\$ 3,500	\$ 3,500
101-172-675000	Miscellaneous Revenue	1,000	1,000	1,000	1,000
101-172-687000	Refunds & Rebates	\$ 55,000	\$ 50,000	\$ 50,000	\$ 50,000
<b>MISCELLANEOUS</b>		<b>\$ 64,000</b>	<b>\$ 54,500</b>	<b>\$ 54,500</b>	<b>\$ 54,500</b>
101-172-581000	Contribution Rochester Hills	\$ 1,230,300	\$ 1,280,000	\$ 1,347,000	\$ 1,380,000
101-172-581001	Delinquent Rochester Hills		16,000	16,000	16,000
101-759-581000	Contribution Rochester Hills	366,700	369,000	372,000	410,000
<b>ROCHESTER HILLS CONTRIBUTION</b>		<b>\$ 1,597,000</b>	<b>\$ 1,665,000</b>	<b>\$ 1,735,000</b>	<b>\$ 1,806,000</b>
101-172-582000	Contribution Rochester	\$ 243,000	\$ 259,000	\$ 267,000	\$ 276,000
101-759-582000	Contribution Rochester	70,000	70,000	73,000	77,000
<b>ROCHESTER CONTRIBUTION</b>		<b>\$ 313,000</b>	<b>\$ 329,000</b>	<b>\$ 340,000</b>	<b>\$ 353,000</b>
101-172-583000	Contribution Oakland Township	\$ 454,200	\$ 515,000	\$ 530,000	\$ 550,000
101-759-583000	Contribution Oakland Township	134,300	153,000	154,000	157,000
<b>OAKLAND TOWNSHIP CONTRIBUTION</b>		<b>\$ 588,500</b>	<b>\$ 668,000</b>	<b>\$ 684,000</b>	<b>\$ 707,000</b>
101-603-642000	Sales - Nutrition				
101-754-642000	Sales - Leisure Travel	220,000	230,000	230,000	240,000
101-757-642000	Sales - Performing Arts	20,000	15,000	15,000	15,000
101-758-642000	Sales - Enrichment & Arts	8,000	15,000	15,000	15,000
101-763-642000	Sales - Café	50,000	45,000	45,000	45,000
<b>SALES</b>		<b>\$ 298,000</b>	<b>\$ 305,000</b>	<b>\$ 305,000</b>	<b>\$ 315,000</b>
<b>TOTAL REVENUES</b>		<b>\$ 4,753,900</b>	<b>\$ 4,846,700</b>	<b>\$ 4,965,900</b>	<b>\$ 5,125,400</b>



OPC - FY 2023 - 2025 Executive Recommended Expenditure Budget

GL NUMBER	DESCRIPTION	FY 2022		FY 2023		FY 2024		FY 2025	
		Adopted Budget	Recommended Budget	Recommended Budget	Recommended Budget	Recommended Budget	Recommended Budget		
<b>Dept 172 - ADMINISTRATION</b>									
101-172-702000	Salaries & Wages	\$ 558,100	\$ 567,300	\$ 578,600	\$ 590,200				
101-172-710000	Social Security	42,700	43,400	44,300	45,200				
101-172-712000	Pension Plan	21,500	18,800	19,100	19,500				
101-172-713000	Health Savings Account	1,800	2,400	2,400	2,400				
101-172-714000	Hospitalization	25,000	42,000	46,200	50,800				
101-172-715000	Life Insurance	2,200	2,200	2,300	2,400				
101-172-716000	Disability Insurance	7,900	4,600	4,700	4,800				
101-172-717000	Unemployment Insurance	8,000	8,000	8,000	8,000				
101-172-718000	Workers Compensation	2,500	2,700	2,900	3,100				
101-172-727000	Operating Supplies	34,000	36,000	36,000	36,000				
101-172-727001	Charity Operating Supplies	6,200	6,500	6,500	6,500				
101-172-750000	Expendable Equipment	6,000	6,000	6,000	6,000				
101-172-801000	Professional Services	125,000	95,000	95,000	95,000				
101-172-801001	Charity Professional Services	3,400	3,400	3,400	3,400				
101-172-802000	Audit Fees	14,400	14,600	14,800	14,800				
101-172-803000	Bank Charges		1,500	1,500	1,500				
101-172-804000	Credit Card Fees	25,000	28,000	30,000	30,000				
101-172-805000	Legal Fees	5,000	5,000	5,000	5,000				
101-172-806000	Contractual Services								
101-172-810000	Memberships & Dues	15,000	12,000	12,000	12,000				
101-172-811000	Seminars & Conferences	2,700	1,500	1,500	1,500				
101-172-812000	Payroll Fees	5,000	5,000	5,000	5,000				
101-172-813000	PayPal MAC Fees	2,600	2,800	2,800	2,800				
101-172-814000	Advertising/Marketing	36,000	10,000	10,000	10,000				
101-172-850000	Telephone Expense	2,900	3,100	3,300	3,300				
101-172-861000	Travel Expenses								
101-172-862000	Freight								
101-172-900000	Printing & Publishing	15,000	15,000	15,000	15,000				
101-172-940000	Rental Equipment	19,000	14,000	14,000	14,000				
101-172-940001	Charity Rental Equipment	11,000	11,000	11,000	11,000				
101-172-955000	Miscellaneous Expense	3,500	2,000	2,000	2,000				
101-172-965000	Liability Insurance and Bonds	115,000	117,000	119,000	119,000				
<b>Totals for dept 172 - ADMINISTRATION</b>		<b>\$ 1,116,400</b>	<b>\$ 1,080,800</b>	<b>\$ 1,102,300</b>	<b>\$ 1,120,200</b>				
<b>Dept 261 - FACILITIES MANAGEMENT</b>									
101-261-702000	Salaries & Wages	\$ 125,300	\$ 133,500	\$ 136,200	\$ 138,200				
101-261-710000	Social Security	9,600	10,300	10,500	10,800				
101-261-712000	Pension Plan	6,400	6,800	6,900	7,000				
101-261-713000	Health Savings Account	1,800	1,600	1,600	1,600				
101-261-714000	Hospitalization	25,000	28,000	29,700	31,900				
101-261-715000	Life Insurance	600	600	600	700				
101-261-716000	Disability Insurance	2,000	1,200	1,400	1,600				
101-261-718000	Workers Compensation	7,500	7,800	8,200	8,400				
101-261-728000	Custodial Supplies	32,000	28,000	30,000	32,000				
101-261-750000	Expendable Equipment	500	500	500	500				
101-261-801000	Professional Services	170,000	130,000	133,000	138,000				
101-261-806000	Contractual Services								
101-261-807000	License Fees	500	1,200	1,200	1,200				
101-261-808000	Inspection Fees		3,500	3,500	3,500				
101-261-810000	Memberships & Dues	100	100	100	100				
101-261-920000	Public Utilities	135,000	135,000	138,000	141,000				
101-261-931000	Repair & Maint - Equipment	34,000	30,000	32,000	34,000				
101-261-955000	Miscellaneous Expense	500	500	500	500				
<b>Totals for dept 261 - FACILITIES MANAGEMENT</b>		<b>\$ 550,800</b>	<b>\$ 518,600</b>	<b>\$ 533,900</b>	<b>\$ 551,000</b>				
<b>Dept 602 - FITNESS &amp; AQUATICS</b>									
101-602-702000	Salaries & Wages	\$ 204,400	\$ 212,100	\$ 216,300	\$ 220,600				
101-602-710000	Social Security	16,200	26,200	26,500	27,000				
101-602-712000	Pension Plan	7,000	7,500	7,700	7,900				
101-602-713000	Health Savings Account	900	800	800	800				
101-602-714000	Hospitalization	12,500	28,000	30,800	34,100				
101-602-715000	Life Insurance	600	700	800	900				
101-602-716000	Disability Insurance	2,100	1,300	1,500	1,700				
101-602-718000	Workers Compensation	1,400	1,600	1,600	1,700				
101-602-727000	Operating Supplies	26,000	27,000	27,000	27,000				
101-602-750000	Expendable Equipment	3,000	3,000	3,000	3,000				

GL NUMBER	DESCRIPTION	FY 2022		FY 2023		FY 2024		FY 2025	
		Adopted Budget		Proposed Budget		Proposed Budget		Proposed Budget	
101-602-801000	Professional Services	220,000		220,000		225,000		230,000	
101-602-810000	Memberships & Dues	1,000		1,000		1,000		1,000	
101-602-811000	Seminars & Conferences	500		500		500		500	
101-602-931000	Repair & Maint - Equipment	3,400		2,500		2,500		2,500	
101-602-940000	Rental Equipment			500		500		500	
101-602-941000	Rental Expense			24,700		24,700		24,700	
<b>Totals for dept 602 - FITNESS &amp; AQUATICS</b>		<b>\$ 499,000</b>	<b>\$</b>	<b>\$ 557,400</b>	<b>\$</b>	<b>\$ 570,200</b>	<b>\$</b>	<b>\$ 583,900</b>	
<b>Dept 603 - NUTRITION</b>									
101-603-702000	Salaries & Wages	\$ 227,600	\$	\$ 253,700	\$	\$ 258,800	\$	\$ 264,000	
101-603-710000	Social Security	17,500		19,400		19,800		20,100	
101-603-712000	Pension Plan	3,600		4,200		4,400		4,500	
101-603-713000	Health Savings Account	900							
101-603-714000	Hospitalization	12,500							
101-603-715000	Life Insurance	500		600		600		700	
101-603-716000	Disability Insurance	1,700		1,100		1,200		1,300	
101-603-718000	Workers Compensation	2,500		2,800		3,000		3,200	
101-603-727000	Operating Supplies	315,000		320,000		325,000		325,000	
101-603-750000	Expendable Equipment	3,000		3,000		3,000		3,000	
101-603-801000	Professional Services	18,000		15,000		16,000		17,000	
101-603-810000	Memberships & Dues	3,100		2,100		2,400		2,700	
101-603-811000	Seminars & Conferences	3,200		3,400		3,400		3,400	
101-603-861000	Travel Expenses			600		600		600	
101-603-862000	Freight	500		1,000		1,000		1,000	
101-603-900000	Printing & Publishing	1,000		1,000		1,000		1,000	
101-603-931000	Repair & Maint - Equipment	7,000		3,500		3,800		4,000	
101-603-932000	Repair & Maint - Vehicles	20,000		12,000		15,000		18,000	
101-603-955000	Miscellaneous Expense			200		200		200	
<b>Totals for dept 603 - NUTRITION</b>		<b>\$ 637,600</b>	<b>\$</b>	<b>\$ 643,600</b>	<b>\$</b>	<b>\$ 659,200</b>	<b>\$</b>	<b>\$ 669,700</b>	
<b>Dept 754 - LEISURE TRAVEL</b>									
101-754-702000	Salaries & Wages	\$ 26,100	\$	\$ 27,700	\$	\$ 28,200	\$	\$ 28,800	
101-754-710000	Social Security	2,000		2,100		2,200		2,300	
101-754-718000	Workers Compensation	100							
101-754-727000	Operating Supplies	37,000		10,000		12,000		14,000	
101-754-801000	Professional Services	160,000		170,000		170,000		180,000	
101-754-811000	Seminars & Conferences	500		500		500		500	
<b>Totals for dept 754 - LEISURE TRAVEL</b>		<b>\$ 225,700</b>	<b>\$</b>	<b>\$ 210,300</b>	<b>\$</b>	<b>\$ 212,900</b>	<b>\$</b>	<b>\$ 225,600</b>	
<b>Dept 755 - ADULT DAY SERVICES</b>									
101-755-702000	Salaries & Wages	\$ 78,000	\$	\$ 84,100	\$	\$ 85,800	\$	\$ 87,500	
101-755-710000	Social Security	6,000		6,500		6,600		6,900	
101-755-718000	Workers Compensation	800		900		1,000		1,000	
101-755-727000	Operating Supplies	3,100		2,500		2,600		2,700	
101-755-750000	Expendable Equipment	200		200		200		200	
101-755-801000	Professional Services	5,500		4,000		4,400		4,800	
101-755-811000	Seminars & Conferences	300		300		300		300	
101-755-931000	Repair & Maint - Equipment	100		100		100		100	
<b>Totals for dept 755 - ADULT DAY SERVICES</b>		<b>\$ 94,000</b>	<b>\$</b>	<b>\$ 98,600</b>	<b>\$</b>	<b>\$ 101,000</b>	<b>\$</b>	<b>\$ 103,500</b>	
<b>Dept 757 - PERFORMING ARTS</b>									
101-757-727000	Operating Supplies	\$ 3,000	\$	\$ 1,500	\$	\$ 1,500	\$	\$ 1,500	
101-757-801000	Professional Services	18,000		12,000		13,000		14,000	
101-757-900000	Printing & Publishing	500		500		500		500	
101-757-931000	Repair & Maint - Equipment	100		100		100		100	
<b>Totals for dept 757 - PERFORMING ARTS</b>		<b>\$ 21,600</b>	<b>\$</b>	<b>\$ 14,100</b>	<b>\$</b>	<b>\$ 15,100</b>	<b>\$</b>	<b>\$ 16,100</b>	
<b>Dept 758 - ENRICHMENT &amp; FINE ARTS</b>									
101-758-702000	Salaries & Wages	\$ 131,000.0	\$	\$ 143,800.0	\$	\$ 146,600.0	\$	\$ 149,600.0	
101-758-710000	Social Security	10,100		11,000		11,200		11,400	
101-758-712000	Pension Plan	3,100		7,400		7,600		7,800	
101-758-713000	Health Savings Account			800		800		800	
101-758-714000	Hospitalization	12,500		14,000		29,700		32,700	
101-758-715000	Life Insurance	300		700		800		900	
101-758-716000	Disability Insurance	1,200		1,400		1,500		1,600	
101-758-718000	Workers Compensation	500		600		700		700	
101-758-727000	Operating Supplies	48,000		50,000		50,000		50,000	
101-758-750000	Expendable Equipment	2,500		2,500		2,500		2,500	
101-758-801000	Professional Services	35,000		36,000		37,000		37,000	

GL NUMBER	DESCRIPTION	FY 2022		FY 2023		FY 2024		FY 2025	
		Adopted Budget		Proposed Budget		Proposed Budget		Proposed Budget	
101-758-810000	Memberships & Dues	300		300		300		300	
101-758-811000	Seminars & Conferences	200		200		200		200	
101-758-900000	Printing & Publishing	700		1,000		1,000		1,000	
101-758-931000	Repair & Maint - Equipment	200		200		200		200	
101-758-940000	Rental Equipment	1,000		1,000		1,000		1,000	
101-758-955000	Miscellaneous Expense			200		200		200	
<b>Totals for dept 758 - ENRICHMENT &amp; FINE ARTS</b>		<b>\$ 246,600</b>		<b>\$ 271,100</b>		<b>\$ 291,300</b>		<b>\$ 297,900</b>	
<b>Dept 759 - TRANSPORTATION</b>									
101-759-702000	Salaries & Wages	\$ 532,000		\$ 561,000		\$ 572,200		\$ 583,600	
101-759-710000	Social Security	40,700		43,000		43,900		44,800	
101-759-712000	Pension Plan	3,900							
101-759-715000	Life Insurance	400		400		400		500	
101-759-716000	Disability Insurance	1,200		800		900		1,000	
101-759-718000	Workers Compensation	17,000		14,000		16,000		17,000	
101-759-727000	Operating Supplies	2,500		2,600		2,700		2,700	
101-759-750000	Expendable Equipment	500		500		500		500	
101-759-801000	Professional Services	20,000		20,000		20,000		20,000	
101-759-810000	Memberships & Dues	100		100		100		100	
101-759-811000	Seminars & Conferences	3,000		2,000		2,000		2,000	
101-759-860000	Fuel	107,000		109,000		110,000		110,000	
101-759-931000	Repair & Maint - Equipment								
101-759-932000	Repair & Maint - Vehicles	103,000		90,000		100,000		105,000	
<b>Totals for dept 759 - TRANSPORTATION</b>		<b>\$ 831,300</b>		<b>\$ 843,400</b>		<b>\$ 868,700</b>		<b>\$ 887,200</b>	
<b>Dept 761 - NEWSLETTER</b>									
101-761-702000	Salaries & Wages	\$ 23,000		\$ 22,200		\$ 22,600		\$ 23,000	
101-761-710000	Social Security	1,800		1,700		1,800		1,900	
101-761-718000	Workers Compensation	200		200		300		300	
101-761-727000	Operating Supplies	6,500		6,500		6,500		6,500	
101-761-801000	Professional Services	2,000		6,000		6,000		6,000	
101-761-900000	Printing & Publishing	4,500		4,500		4,500		4,500	
<b>Totals for dept 761 - NEWSLETTER</b>		<b>\$ 38,000</b>		<b>\$ 41,100</b>		<b>\$ 41,700</b>		<b>\$ 42,200</b>	
<b>Dept 762 - SENIOR RESOURCES</b>									
101-762-702000	Salaries & Wages	\$ 28,100		\$ 30,300		\$ 30,900		\$ 31,500	
101-762-710000	Social Security	2,200		2,300		2,400		2,500	
101-762-718000	Workers Compensation	400		400		500		500	
101-762-727000	Operating Supplies	3,200		3,400		3,400		3,400	
101-762-727002	AOK Operating Supplies			2,000		2,000		2,000	
101-762-801000	Professional Services	7,200		4,000		4,500		5,000	
101-762-801002	AOK Professional Services	1,500		1,500		1,500		1,500	
101-762-810000	Memberships & Dues	100		100		100		100	
101-762-811000	Seminars & Conferences	100		100		100		100	
101-762-900000	Printing & Publishing	500		500		500		500	
<b>Totals for dept 762 - SENIOR RESOURCES</b>		<b>\$ 43,300</b>		<b>\$ 44,600</b>		<b>\$ 45,900</b>		<b>\$ 47,100</b>	
<b>Dept 763 - CAFE</b>									
101-763-702000	Salaries & Wages	\$ 43,000		\$ 37,200		\$ 38,000		\$ 38,800	
101-763-710000	Social Security	3,300		2,900		3,100		3,300	
101-763-718000	Workers Compensation	600		600		700		700	
101-763-727000	Operating Supplies	25,000		27,000		29,000		31,000	
101-763-955000	Miscellaneous Expense			200		200		200	
<b>Totals for dept 763 - CAFE</b>		<b>\$ 71,900</b>		<b>\$ 67,900</b>		<b>\$ 71,000</b>		<b>\$ 74,000</b>	
<b>Dept 765 - VOLUNTEERS</b>									
101-765-702000	Salaries & Wages	\$ 32,900		\$ 33,900		\$ 34,500		\$ 35,200	
101-765-710000	Social Security	2,600		2,500		2,600		2,700	
101-765-718000	Workers Compensation	200		200		200		200	
101-765-727000	Operating Supplies	1,300		1,400		1,400		1,400	
101-765-801000	Professional Services	1,200		1,200		1,200		1,200	
101-765-810000	Memberships & Dues	300		300		300		300	
101-765-811000	Seminars & Conferences	100		100		100		100	
101-765-900000	Printing & Publishing	100		100		100		100	
<b>Totals for dept 765 - VOLUNTEERS</b>		<b>\$ 38,700</b>		<b>\$ 39,700</b>		<b>\$ 40,400</b>		<b>\$ 41,200</b>	
<b>TOTAL OPERATING</b>		<b>\$ 4,414,900</b>		<b>\$ 4,431,200</b>		<b>\$ 4,553,600</b>		<b>\$ 4,659,600</b>	

GL NUMBER	DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2025
		Adopted Budget	Proposed Budget	Proposed Budget	Proposed Budget
<u>Dept 901 - ONE-TIME/CAPITAL</u>					
101-901-930000	Repair & Maint - Bldg & Grounds	\$ 47,000	\$ 36,500	\$ 41,500	\$ 38,300
101-901-971000	Capitalized Equipment	110,500	74,000	45,000	119,000
101-901-972000	Building - Capital Additions & Imp	181,500	651,600	720,600	498,900
<b>Totals for dept 901 - ONE-TIME/CAPITAL</b>		<b>\$ 339,000</b>	<b>\$ 762,100</b>	<b>\$ 807,100</b>	<b>\$ 656,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 4,753,900</b>	<b>\$ 5,193,300</b>	<b>\$ 5,360,700</b>	<b>\$ 5,315,800</b>

**OPC 2023-2034 CAPITAL IMPROVEMENT PLAN (CIP)**

PROJECT	Total Cost	FY2023 Proposed	FY2024 Proposed	FY 2025 Proposed	FY 2026 to FY 2028	FY 2029 to FY 2031	FY 2032 to FY 2034
<b><u>New Projects (01-3001-570200)</u></b>							
Roof Membrane Replacement	\$ 1,259,100	\$ 446,600	\$ 561,600	\$ 250,900	\$ -	\$ -	\$ -
Walking Track Replacement	\$ 60,000	\$ 60,000					
Parking Lot Milling, Patching, Spot Repaving	\$ 82,000	\$ 40,000	\$ 42,000				
Café / Billard Room Carpeting & Cabinets	\$ 40,000	\$ 40,000					
Parking Lot Seal Coating	\$ 130,300	\$ 26,000			\$ 29,900	\$ 34,400	\$ 40,000
Security Improvements / Cameras	\$ 15,000	\$ 15,000					
LED Lighting	\$ 14,000	\$ 14,000					
Audio / Visual Improvements to Dining Room and Aud.	\$ 10,000	\$ 10,000					
Art Studios Cabinets and Curtans	\$ 40,000		\$ 40,000				
Administration Area Recarpeting	\$ 20,000		\$ 20,000				
Lockeroom Water Heaters	\$ 20,000		\$ 20,000				
HVAC/LAN Thermostat Control	\$ 15,000		\$ 15,000				
Refinish Gym and Exercise Room	\$ 15,000		\$ 15,000				
Refinish Stair Railings	\$ 7,000		\$ 7,000				
Moving Transportation Office to Garage	\$ 100,000			\$ 100,000			
Moving Lapidary to Lower Level	\$ 75,000			\$ 75,000			
Lighting Protection System	\$ 63,000			\$ 63,000			
Buswash Updates (including curb cut)	\$ 10,000			\$ 10,000			
RTU & Dehumidification Replacement	\$ 1,500,000				\$ 1,500,000		
Barn Development	\$ 1,300,000					\$ 900,000	\$ 400,000
Parking Lot Expansion	\$ 1,500,000					\$ 1,500,000	
Parking Lot Total Repaving	\$ 2,500,000					\$ 2,500,000	
Extended Receiving Bay	\$ 390,000				\$ 390,000		
Exterior Access to Roof	\$ 50,000				\$ 50,000		
Snowmelt Blower and Relocation	\$ 35,000				\$ 35,000		
Barn Engineering Study	\$ 15,000				\$ 15,000		
<b>TOTAL PROJECTS</b>	<b>\$ 9,265,400</b>	<b>\$ 651,600</b>	<b>\$ 720,600</b>	<b>\$ 498,900</b>	<b>\$ 2,019,900</b>	<b>\$ 4,934,400</b>	<b>\$ 440,000</b>
<b><u>Equipment (01-3001-570300)</u></b>							
Office Desks / Workstations	\$ 87,000	\$ 35,000	\$ 24,000	\$ 28,000	\$ -		
New Computers / Servers / Firewall / IT Infrastructure	\$ 61,000	\$ 21,000	\$ 14,000	\$ 1,000	\$ 5,000	\$ 10,000	\$ 10,000
Weight Cardio Equipment	\$ 54,000	\$ 18,000		\$ 8,000		\$ 28,000	
Pool Vacuum	\$ 7,000		\$ 7,000				
Dining Room Chairs	\$ 65,000			\$ 65,000			
Gym Curtain	\$ 12,000			\$ 12,000			
Handicapped Accessible Buses	\$ 260,000				\$ 83,000	\$ 87,000	\$ 90,000
Hur Equipment	\$ 40,000						\$ 40,000
Padio Chairs	\$ 5,000			\$ 5,000			
Laser Printers	\$ 20,000						\$ 20,000
Hot Shot Van	\$ 75,000					\$ 75,000	
Kitchen Coolers / Refrigerators/ Freezers	\$ 45,000					\$ 45,000	
<b>TOTAL EQUIPMENT</b>	<b>\$ 731,000</b>	<b>\$ 74,000</b>	<b>\$ 45,000</b>	<b>\$ 119,000</b>	<b>\$ 88,000</b>	<b>\$ 245,000</b>	<b>\$ 160,000</b>
<b><u>Maintenance (01-3001-550300)</u></b>							
Parking Lot	\$ 81,300	\$ 3,000	\$ 3,000	\$ 3,300	\$ 18,000	\$ 24,000	\$ 30,000
Lawn / Irrigation	\$ 59,000	\$ 3,500	\$ 3,500	\$ 4,000	\$ 12,000	\$ 16,000	\$ 20,000
Caulking and Resealing	\$ 69,500	\$ 5,000	\$ 5,000	\$ 5,500	\$ 15,000	\$ 18,000	\$ 21,000
Roof Maintenance	\$ 48,000	\$ 5,000	\$ 5,000	\$ 5,500	\$ 7,500	\$ 11,000	\$ 14,000
Filter Tanks Sand Change	\$ 56,000	\$ -	\$ 5,000	\$ -	\$ 25,000	\$ 12,000	\$ 14,000
Miscellaneous	\$ 300,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 70,000	\$ 80,000	\$ 90,000
<b>TOTAL MAINTENANCE</b>	<b>\$ 613,800</b>	<b>\$ 36,500</b>	<b>\$ 41,500</b>	<b>\$ 38,300</b>	<b>\$ 147,500</b>	<b>\$ 161,000</b>	<b>\$ 189,000</b>
<b>TOTAL CAPITAL PLAN</b>	<b>\$ 10,610,200</b>	<b>\$ 762,100</b>	<b>\$ 807,100</b>	<b>\$ 656,200</b>	<b>\$ 2,255,400</b>	<b>\$ 5,340,400</b>	<b>\$ 789,000</b>

## FY 2023 Capital Improvement Plan

### New Projects

- Roof Membrane Replacement – This project is the first phase of a multi-phased project to place a new Duro-Last PVC membrane on the facility roof as well as new metal roofing panels where appropriate. The roof is 22 years old and leaks are starting to appear in some areas. This FY 2023 project will replace the most worn roof areas – over the gym, pool, and locker rooms. Additional phased replacements are planned for FY 2024 (south end of the facility) and FY 2025 (northeast portion of the facility).
- Walking Track Replacement – This project will install a new surface to the heavily used walking track. The current track surface is worn down and losing its base coat.
- Parking Lot Milling, Patching, Spot Repaving – Large cracks have appeared in the eastern portion of the north parking lot, leading to uneven pavement which may develop into a hazard for members and guests. An engineering review revealed that the composition of that area needs to be reworked. This project will mill (remove) the pavement in that area and repave. Additional patching and repaving will also be completed in various areas of the north parking lot. In FY 2024 this work will be completed in the south parking lot.
- Café / Billiard Room Carpeting and Cabinets – The café work area (where food is prepared, served and stored) is in need of repair in order for the café staff to function and serve the members properly. In addition the flooring in the café, and the attached billiard room, is over 20 years old and needs replacement.
- Parking Lot Seal Coating – Routine parking lot seal coating and patching is required to maintain the pavement for the safety of OPC members and guests.
- Security Improvements / Cameras – Currently there are 8 security cameras located on the exterior of the facility and two cameras in the woodshop. After using the current security system it was determined that the camera placement does not clearly cover some of the entrances, and except for the woodshop, there are no cameras inside the facility. Due to some unfortunate incidents inside the facility additional cameras are required. Grant funding is potentially available to offset part of the cost of this project.
- LED Lighting – LED lighting is currently present in the gym and the pool high usage areas. The plan is to replace current lighting with LED lighting in the remainder of the facility. Funds are available from DTE to cover part of the cost. In addition, the LED lighting should reduce on-going utility expenses.
- Audio-Visual Improvements to the Dining Room and Auditorium – Both the dining room and auditorium are consistently used for large gatherings, including performances, movies, lectures, special speakers, etc. A functioning audio-visual system enhances the all these activities for members and guests who attend these events. This project will update the current system.

### Equipment

- Office Workstations – Current office workstations are over 20 years old. Many of the stations are in disrepair and potentially dangerous. This project will replace these units over a three-year period. The first phase beginning in FY 2023 will replace those workstations which are in view of the public. Workstations in the Administrative area are not scheduled for replacement.
- 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 2023 funds will be used to improve backup and disaster recovery and firewall protection.
- Fitness & Aquatics Equipment – The requests includes a new multi-gym for the cardio / weight room, enhancing the member's experience; and a lap pool vacuum specifically designed for large commercial pools.

### Funding

Per the Interlocal Agreement which created the organization, the OPC is prohibited from issuing debt or borrowing from private institutions; normally organizations will issue debt to cover large and infrequent capital expenditures. Accordingly, funds needed to pay for any capital improvements and equipment must be generated by OPC operations, either from annual operational savings, grant funding, fundraising, or use of fund balance. For the past eight years all capital improvements have been supported by annual operational savings and grant funding. However, current and future facility projects will create a larger demand on resources than can be generated through normal operations.

The FY 2023-2025 Budget utilizes approximately \$400,000 annually, from operational savings, to support the capital improvement plan. This level of funding will not be sufficient to support the major, infrequent capital needs. With last year's budget the OPC Governing Board established a Designated Fund Balance for Capital Improvements, setting aside funds specifically to support the major capital projects which cannot be supported by annual operational savings. The FY 2023-2025 Budget assumes use of a portion of that fund balance to support the capital improvement plan.

**Rochester Hills – Oakland – Rochester Older Persons' Commission**  
**Fiscal Year 2023 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 2023 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 2023 (October 1, 2022 – September 30, 2023).
- 3) Notice of a public hearing on the proposed budget was published on the OPC Website on June 30, 2022 and a public hearing on the proposed budget was held by the OPC Board of Directors on July 7, 2022.
- 4) The OPC Board of Directors (Board) adopts the General Fund budget for the OPC for the fiscal year beginning October 1, 2022, with total estimated revenues of \$4,846,700.
- 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.