



OPC

SOCIAL & ACTIVITY CENTER

The Best Place To Be 50+

**FY 2025 – 2027
OLDER PERSONS' COMMISSION
GOVERNING BOARD
ADOPTED BUDGET**

June 27, 2024

**OLDER PERSON'S COMMISSION
FY 2025 – FY 2027 OPC GOVERNING BOARD'S
ADOPTED BUDGET**

	<u>Pages</u>
Transmittal Letter	1
FY 2025 Budget Highlights	2 – 4
All Funds Budget (Illustrative only)	5
General Fund Budget by Revenue Type & Unit/Cost Center	6
General Fund Budget by Revenue Type & Expenditure Category	7
Capital Plan Schedule & Explanation	8 - 10
Transportation Fund Budget by Revenue Type & Expenditure Category	11
FY 2025 Budget Resolution	12



OPC SOCIAL & ACTIVITY CENTER

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650 Letica Drive | Rochester, MI 48307 | (248) 656-1403 | OPCcenter.org

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

FROM: OPC Governing Board and Administration

DATE: June 27, 2024

RE: FY 2025 – FY 2027 OPC Budget

On behalf of the OPC Governing Board and Administration we are pleased to present the FY 2025 – 2027 OPC Budget, adopted by the Board on June 27, 2024. 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. It is OPC's goal to enhance the lives of citizens 50 years and older, making our communities an attractive place to live, work, do business, and play.

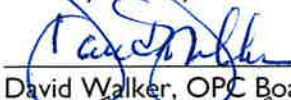
The FY 2025-2027 Adopted Budget includes the following revisions from the FY 2024-2026 Budget:

- Separation of the transportation program into a separate "special revenue fund." The transportation program remains under the authority of the OPC Governing Board and Administration, even with the adoption of the County public transit millage. It is important to note that no OPC/local funds support this program. Transportation expenses are covered 95% by the County allocation, with grants, donations and rider fees covering the remainder of the expenses.
- Over the next three fiscal years the OPC Governing Board and Administration plan to invest over \$5 million in upgrades to the facility at 650 Letica Drive, Rochester. These upgrades, including a new roof, new HVAC systems, and various energy efficiencies, should improve the facility operations for 15 to 20 years.
- The FY 2025 Adopted Budget includes a 4% increase to the salary schedule which is the basis for OPC employees pay. In addition, the budget includes additional part-time employees to handle the increased case load of the Adult Day Care program as well as the reclassification of the existing Administrative Director position to a Deputy Director. Finally, 15% of the personnel cost for the Executive Director, Deputy Director, Financial Manager, and Human Resources Manager will be charged to the transportation fund based on their day to day support of the department.
- As in previous years, recurring revenues will exceed recurring expenses. This positive variance will be used, along with a planned portion of fund balance, to cover the cost of major capital improvements.

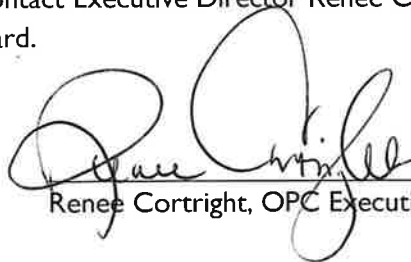
The FY 2025 OPC Budget, which begins October 1, 2024, totals **\$6,761,100** in operating expenditures (\$4,052,900 General Fund, \$2,708,200 Transportation) and **\$2,637,500** in one-time capital expenditures (\$2,037,500 General Fund, \$600,000 transportation). Please see the "Budget Highlights" section of this packet for additional details.

Should you have any questions, please feel free to contact Executive Director Renee Cortright, Administrative Director Tim Soave, or a member of the OPC Governing Board.

Thank you for your continued support of the OPC!


David Walker, OPC Board Chair


Tim Soave, OPC Administrative Director


Renee Cortright, OPC Executive Director

FY 2025 – 2027 OPC GOVERNING BOARD ADOPTED BUDGET
Budget Highlights

Below please find explanations for the major changes presented in the OPC Governing Board's FY 2025-2027 Adopted Budget.

OVERALL BUDGET CHANGES

New Budget/Accounting Fund

The most significant change to the FY 2025-2027 OPC Budget is the creation of a new "special revenue" fund to budget and account for transportation expenses. With the passage of the County-wide public transit millage in November 2022, and subsequent service contract between the OPC and Oakland County, the OPC transportation program has become part of the County-wide transportation network and has expanded from an \$800,000 annual operation to a \$3 million annual operation.

Funding for this operation is no longer being provided from local resources (local tax and city/township allocations), rather the contract with Oakland County, supported by the 10-year public transit millage, covers 94% of the transportation operations. The remaining portion of the transportation effort is supported by SMART municipal credits, SMART specialized services grant donations and rider fairs. No funds generated by the OPC operating millage supports the OPC transportation program.

Since transportation is totally supported by "outside" resources, it is prudent for planning and financial reporting, to separate this function from the rest of the OPC operations which is primarily funded by the local OPC operating millage as well as separate fees, grants, and donations. The addition of the transportation fund in no way changing the responsibility and oversight of the OPC Governing Board and OPC Administration over the transportation program. The transportation program is still an OPC operation and part of the OPC organization.

New Transportation Facility

With the above noted expansion of operations, the space allocated to OPC transportation in and around the OPC facility at 650 Letica Drive in Rochester, is no longer adequate to support this operations. Accordingly, in 2023, the OPC Governing Board approved an agreement leasing a facility on 328 South Street in Rochester, for a period of 10 years, to house the OPC transportation program. The facility was renovated during the first half of calendar year 2024 to support dispatch, administrative offices, and a bus garage for transportation operations. The building renovations, lease costs, and all building operation costs are charged to the transportation fund, no OPC general fund monies are involved.

GENERAL FUND BUDGET CHANGES

Revenues

Revenues continue to increase as participation in OPC programs, activities, and events exceeds the levels before the pandemic. Contributions from the three participating communities continues to increase as the value of property supported by the OPC operating millage increases. Fee income has also increased as the number of program/activity participants increases. Donations also remain solid. The only proposed fee increase is to the adult day service daily rate from \$55 to \$70 reflecting the increased number of staff required to support this operation. This fee is still 40% below other similar programs in the area.

Personnel Expenditures

The expansion of the OPC transportation program, including an additional OPC facility, is not the only expansion the OPC Governing Board and OPC Administration is dealing with. Membership, class offerings, events, and demands for support services for vulnerable residents of Rochester, Rochester Hills, and Oakland Township, have increased exponentially, well beyond the pre-pandemic levels. This requires additional management oversight. Accordingly, the OPC operating budget includes the reclassification of the current Administrative Director position to a Deputy Executive Director. This reclassified position will be charged with assisting the Executive Director in strategic planning and senior staff supervision, as well as coordinating the daily activities of financial planning and budget development, investments and cash management, grant development and monitoring, facility and contractor management.

In addition, a new part-time Adult Day Service position has been created in order to create the required balance between staff and clients in the adult day service program, as the number of participants continues to increase.

Further, the salary schedule, used to determine pay ranges for OPC employees, was increased by 4% in FY 2025 above the FY 2024. Individual pay was determined by where a particular employee falls in the pay range for their classification, current and anticipated market conditions, and any expansion of duties. Due to consolidation of duties, the wage and benefit general fund budget is \$10,000 less than the amount originally anticipated for FY 2025 in the FY 2024-2026 OPC budget. Health care rates increased only 3%, which is well below the current market.

Finally, 15% of the personnel cost for the Executive Director, Deputy Executive Director, Financial Manager and the Human Resources Manager have been allocated to the Transportation Fund to be paid by the County public transit millage. This amount reflects the administrative effort put forth by these employees in support of the transportation program and solidifies the practice of no General Fund monies being used for transportation services.

Operating Expenditures

There are no unusual or significant changes in operating expenditures for FY 2025 other than inflationary increases for current services and commodities as well as supply increases as demands for activities and services continue to climb.

Capital Outlay

The current OPC facility at 650 Letica is now 22 years old. Although well maintained, several of the systems use older technology and therefore costs more to repair, maintain, and even operate on a daily basis. With the renewal and expansion of the OPC operating millage in 2020, the OPC Governing Board and OPC Administration implemented a substantial capital improvement plan to upgrade the facility, increasing its energy efficiency for the next 20 years. The first phase of this project is being implemented in the current FY 2024 with the installation of several new HVAC units, installation of digital controls over all HVAC systems, and new lighting. The FY 2025 General Fund budget includes money for phase II of this energy efficiencies with the replacement of the remaining HVAC units.

TRANSPORTATION FUND

As stated above, the Transportation Fund is new this year and has been created to separately track the revenues and expenditures related to the transportation program. The FY 2025 Transportation Budget is \$3,382,200, of which 94% is supported by the County public transit millage. A new transportation facility and new driver and dispatch positions have been added for FY 2025 to meet the expanded demand for this service. Again, no OPC General Fund monies are used to support the transportation program.

FY 2025 - 2027 OPC GOVERNING BOARD ADOPTED BUDGET
"ALL FUNDS" BUDGET SUMMARY (Illustrative Only)

DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 ADOPTED BUDGET	FY 2026 ADOPTED BUDGET	FY 2027 ADOPTED BUDGET
Revenues							
General Fund	\$ 4,909,802	\$ 7,464,500	\$ 7,264,500	\$ 5,068,200	\$ 4,682,400	\$ 4,798,700	\$ 4,903,000
Transportation Fund	-	-	-	2,885,295	3,308,200	3,443,400	3,409,500
Total Revenues	\$ 4,909,802	\$ 7,464,500	\$ 7,264,500	\$ 7,953,495	\$ 7,990,600	\$ 8,242,100	\$ 8,312,500
Operating Expenditures							
General Fund	\$ 4,120,677	\$ 5,528,464	\$ 6,516,100	\$ 3,829,700	\$ 4,052,900	\$ 4,201,700	\$ 4,333,800
Transportation Fund	-	-	-	1,780,195	2,708,200	2,843,400	2,976,000
Total Operating Expenditures	\$ 4,120,677	\$ 5,528,464	\$ 6,516,100	\$ 5,609,895	\$ 6,761,100	\$ 7,045,100	\$ 7,309,800
Net Operating	\$ 789,125	\$ 1,936,036	\$ 748,400	\$ 2,343,600	\$ 1,229,500	\$ 1,197,000	\$ 1,002,700
One-Time Capital Expenditures							
General Fund	\$ 308,629	\$ 904,318	\$ 1,633,500	\$ 1,718,900	\$ 2,037,500	\$ 1,033,700	\$ 2,325,000
Transportation Fund	-	-	-	1,095,100	600,000	600,000	600,000
Total One-Time Capital Expenditures	\$ 308,629	\$ 904,318	\$ 1,633,500	\$ 2,814,000	\$ 2,637,500	\$ 1,633,700	\$ 2,925,000
All Expenditures *	\$ 4,429,306	\$ 6,432,782	\$ 8,149,600	\$ 8,423,895	\$ 9,398,600	\$ 8,678,800	\$ 10,234,800

* Planned use of fund balance will cover the difference between budgeted revenues and expenditures.

Please note that this "All Funds Budget" is presented simply for illustrative purposes, to reflect the total effort of the OPC Governing Board and Administration. For budgeting, accounting and financial reporting purposes, the General Fund and the Transportation Fund are separate entities. They are self-balancing funds. There is no transfer of resources between the General Fund and the Transportation Fund unless

FY 2025-2027 OPC GOVERNING BOARD'S ADOPTED BUDGET
GENERAL FUND BUDGET BY DEPARTMENT

	FY 2023 Actual	FY 2024 Adopted	FY 2025 Adopted	FY 2026 Adopted	FY 2027 Adopted
<u>REVENUES</u>					
Donations	\$ 498,524	\$ 408,400	\$ 410,300	\$ 415,200	\$ 424,300
Fees	987,670	825,500	949,500	967,700	987,400
Grants	1,067,060	654,600	530,000	530,000	530,000
Miscellaneous	168,625	64,000	54,000	54,000	54,000
County Public Transit Contribution	1,185,479	1,928,600	-	-	-
Rochester Hills Contribution	1,708,378	1,423,600	1,485,300	1,541,500	1,579,300
Rochester Contribution	270,450	265,000	277,800	286,100	297,500
Oakland Township Contribution	660,111	570,800	588,000	602,700	618,000
Carry Forward	-	794,000	-	-	-
Trips, Perform., Café, Gift Shop	750,405	330,000	387,500	401,500	412,500
TOTAL OPERATING REVENUES	\$ 7,296,702	\$ 7,264,500	\$ 4,682,400	\$ 4,798,700	\$ 4,903,000
<u>EXPENDITURES</u>					
Administration	915,171	1,107,900	1,160,000	1,203,600	1,247,600
Facilities Management	770,663	537,000	621,100	634,200	647,800
Fitness & Aquatics	504,280	581,200	570,800	590,500	609,600
Nutrition	729,502	679,800	697,200	720,500	739,400
Leisure Travel	412,047	229,900	252,000	264,300	265,600
Adult Day Services	73,367	120,500	131,500	137,100	142,800
Performing Arts	8,171	9,100	8,700	9,800	10,300
Enrichment & Arts	316,449	304,900	384,700	400,700	418,300
Transportation	1,621,452	2,729,000	0	0	0
Newsletter / Vintage View	11,676	38,200	19,700	21,900	23,900
Senior Resources	54,376	57,800	63,500	66,600	69,100
Café	89,409	79,400	100,800	107,600	112,500
Volunteers	<u>21,901</u>	<u>41,400</u>	<u>42,900</u>	<u>44,900</u>	<u>46,900</u>
TOTAL ANNUAL OPERATING EXPENDITURES	\$ 5,528,464	\$ 6,516,100	\$ 4,052,900	\$ 4,201,700	\$ 4,333,800
NET OPERATING	\$ 1,768,238	\$ 748,400	\$ 629,500	\$ 597,000	\$ 569,200
<u>ONE-TIME EXPENDITURES</u>					
Capital Improvement Plan	<u>904,318</u>	<u>1,633,500</u>	<u>2,037,500</u>	<u>1,033,700</u>	<u>2,325,000</u>
TOTAL ONE-TIME EXPENDITURES	\$ 904,318	\$ 1,633,500	\$ 2,037,500	\$ 1,033,700	\$ 2,325,000
TOTAL EXPENDITURES	\$ 6,432,782	\$ 8,149,600	\$ 6,090,400	\$ 5,235,400	\$ 6,658,800
Impact on Fund Balance	<u>\$ 863,920</u>	<u>\$ (885,100)</u>	<u>\$ (1,408,000)</u>	<u>\$ (436,700)</u>	<u>\$ (1,755,800)</u>
Beginning Fund Balance	\$ 5,107,896	\$ 5,971,816	\$ 5,086,716	\$ 3,678,716	\$ 3,242,016
Ending Fund Balance	\$ 5,971,816	\$ 5,086,716	\$ 3,678,716	\$ 3,242,016	\$ 1,486,216
Percent Fund Balance of Expenditures	92.83%	62.42%	60.40%	61.92%	22.32%
Target Fund Balance (25% of Expenditures)	\$ 1,382,116	\$ 1,629,025	\$ 1,013,225	\$ 1,050,425	\$ 1,083,450
Reserve / Contingency	\$ 4,589,700	\$ 3,457,691	\$ 2,665,491	\$ 2,191,591	\$ 402,766

FY 2025-2027 OPC GOVERNING BOARD'S ADOPTED BUDGET
GENERAL FUND BUDGET BY CATEGORY (Illustrative Only)

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
	Actual	Adopted	Adopted	Adopted	Adopted
<u>REVENUES</u>					
Donations	\$ 498,524	\$ 408,400	\$ 410,300	\$ 415,200	\$ 424,300
Fees	987,670	825,500	949,500	967,700	987,400
Grants	1,067,060	654,600	530,000	530,000	530,000
Miscellaneous	168,625	64,000	54,000	54,000	54,000
County Public Transit Contribution	1,185,479	1,928,600	-	-	-
Rochester Hills Contribution	1,708,378	1,423,600	1,485,300	1,541,500	1,579,300
Rochester Contribution	270,450	265,000	277,800	286,100	297,500
Oakland Township Contribution	660,111	570,800	588,000	602,700	618,000
Carry Forward	-	794,000	-	-	-
Trips, Perform., Café, Gift Shop	750,405	330,000	387,500	401,500	412,500
TOTAL OPERATING REVENUES	\$ 7,296,702	\$ 7,264,500	\$ 4,682,400	\$ 4,798,700	\$ 4,903,000
<u>EXPENDITURES</u>					
Salaries & Wages	2,350,148	2,621,500	1,679,600	1,747,200	1,817,600
Fringe Benefits					
Pension	41,118	60,200	54,900	57,300	59,700
Health Savings Account	7,598	9,600	6,400	6,500	6,600
Social Security	158,351	210,000	129,200	135,100	141,100
Hospitalization	132,192	182,000	171,000	183,700	196,300
Life Insurance	11,204	7,000	5,400	5,900	6,400
Disability Insurance	15,382	23,300	17,900	18,800	19,700
Worker's Compensation	47,360	35,100	12,300	13,200	14,100
Fringe Total	<u>\$ 413,205</u>	<u>\$ 527,200</u>	<u>\$ 397,100</u>	<u>\$ 420,500</u>	<u>\$ 443,900</u>
Personnel Total	\$ 2,763,353	\$ 3,148,700	\$ 2,076,700	\$ 2,167,700	\$ 2,261,500
Outside Contractors / Services	1,305,585	1,113,700	992,700	1,027,100	1,049,600
Operating Supplies	759,283	718,300	639,600	658,400	673,700
Memberships / Seminars	15,713	20,800	26,600	27,800	28,000
Maintenance / Utilities	487,456	317,400	223,300	222,900	221,100
Non-Capital Equipment Purchases / Rentals	98,371	24,900	25,700	26,500	26,600
Liability / Unemployment Insurance	87,701	214,000	64,000	67,000	69,000
Other	11,004	958,300	4,300	4,300	4,300
Operating Total	<u>\$ 2,765,113</u>	<u>\$ 3,367,400</u>	<u>\$ 1,976,200</u>	<u>\$ 2,034,000</u>	<u>\$ 2,072,300</u>
TOTAL ANNUAL OPERATING EXPENDITURES	\$ 5,528,464	\$ 6,516,100	\$ 4,052,900	\$ 4,201,700	\$ 4,333,800
NET OPERATING	\$ 1,768,238	\$ 748,400	\$ 629,500	\$ 597,000	\$ 569,200
<u>ONE-TIME EXPENDITURES</u>					
Capital Improvement Plan	904,318	1,633,500	2,037,500	1,033,700	2,325,000
TOTAL ONE-TIME EXPENDITURES	\$ 904,318	\$ 1,633,500	\$ 2,037,500	\$ 1,033,700	\$ 2,325,000
TOTAL EXPENDITURES	\$ 6,432,782	\$ 8,149,600	\$ 6,090,400	\$ 5,235,400	\$ 6,658,800
IMPACT ON FUND BALANCE	\$ 863,920	\$ (885,100)	\$ (1,408,000)	\$ (436,700)	\$ (1,755,800)
Beginning Fund Balance	\$ 5,107,896	\$ 5,971,816	\$ 5,086,716	\$ 3,678,716	\$ 3,242,016
Ending Fund Balance	\$ 5,971,816	\$ 5,086,716	\$ 3,678,716	\$ 3,242,016	\$ 1,486,216
Percent Fund Balance of Expenditures	92.83%	62.42%	60.40%	61.92%	22.32%
Target Fund Balance (25% of Expenditures)	\$ 1,382,116	\$ 1,629,025	\$ 1,013,225	\$ 1,050,425	\$ 1,083,450
Reserve / Contingency	\$ 4,589,700	\$ 3,457,691	\$ 2,665,491	\$ 2,191,591	\$ 402,766

**FY 2025 - 2027 OPC GOVERNING BOARD ADOPTED BUDGET
2025-2035 CAPITAL IMPROVEMENT PLAN (CIP)**

PROJECT	Total Cost	FY 2025 Adopted	FY 2026 Adopted	FY 2027 Adopted	Future Projects
GENERAL FUND					
<u>New Projects (01-3001-570200)</u>					
Energy Efficiency - Phase I	\$ 994,000	994,000			
Energy Efficiency - Phase II	\$ 1,500,000	750,000	750,000		
Parking Lot Seal Coating	\$ 71,000		35,000		\$ 36,000
Refinish Gym and Exercise Room	\$ 15,000	15,000			
Moving Lapidary to Lower Level	\$ 75,000				\$ 75,000
Barn Development	\$ 1,300,000				\$ 1,300,000
Parking Lot Expansion	\$ 2,100,000			2,100,000	
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
Barn Engineering Study	\$ 15,000				\$ 15,000
Retile Lap Pool Decking	\$ 30,000				\$ 30,000
Pool Filter Tanks and Valving	\$ 50,000		50,000		
Caulking and Resealing	\$ 51,200	16,500	10,700	24,000	
Replace Main Boiler					<i>Est. in process</i>
Replace Main Electric Entry Doors					<i>Est. in process</i>
Update Irrigation System					<i>Est. in process</i>
Contingency for Emergencies	\$ 400,000	100,000	100,000	100,000	100,000
TOTAL PROJECTS	\$ 9,541,200	1,875,500	945,700	\$ 2,224,000	\$ 4,496,000
<u>Equipment (01-3001-570300)</u>					
Office Desks / Workstations	\$ 53,000	28,000			\$ 25,000
New Computers / Servers / Firewall / IT Infras	\$ 26,000	6,000			\$ 20,000
HUR Equipment	\$ 150,000				\$ 150,000
Weight / Cardio Equipment	\$ 32,000	8,000	8,000	\$ 8,000	\$ 8,000
Dining Room Chairs	\$ 80,000	80,000			
Exercise Bikes	\$ 40,000		40,000		
Patio Chairs	\$ 5,000	5,000			
Laser Printers	\$ 20,000				\$ 20,000
Hot Shot Van	\$ 75,000				\$ 75,000
Kitchen Equipment	\$ 100,000			\$ 50,000	\$ 50,000
Replace Generator					\$ 88,000
TOTAL EQUIPMENT	\$ 581,000	127,000	48,000	\$ 58,000	\$ 436,000
<u>Maintenance (01-3001-550300)</u>					
Parking Lot	\$ 46,000	6,000	8,000	\$ 10,000	\$ 22,000
Lawn / Irrigation	\$ 25,000	4,000	4,000	\$ 5,000	\$ 12,000
Caulking and Resealing	\$ 15,000				\$ 15,000
Roof Maintenance	\$ 13,500	-	3,000	\$ 3,000	\$ 7,500
Pool / UV Maintenance	\$ 31,000	5,000	5,000	\$ 5,000	\$ 16,000
Miscellaneous	\$ 130,000	20,000	20,000	\$ 20,000	\$ 70,000
TOTAL MAINTENANCE	\$ 260,500	35,000	40,000	\$ 43,000	\$ 142,500
GENERAL FUND CAPITAL PLAN	\$ 10,382,700	2,037,500	1,033,700	\$ 2,325,000	\$ 5,074,500
TRANSPORTATION FUND					
Buswash Updates (including curb cut)	\$ 60,000	60,000			
Handicapped Accessible Buses	\$ 1,900,000	600,000	600,000	\$ 600,000	\$ 100,000
TRANSPORTATION FUND CAPITAL PLAN	\$ 1,960,000	660,000	600,000	\$ 600,000	\$ 100,000

FY 2025 Capital Improvement Plan

New Projects

- Energy Efficiency Phase I - The OPC has contracted with Ameresco, Inc. to improve the energy efficiency of the main OPC facility. Phase I began in FY 2023 and will be completed in FY 2024, along with Phase II. Included in Phase I of the project is the replacement of nine (9) HVAC units, implementation of a centralized automated system to operate the entire facility HVAC system, upgrade the pool pump to be more efficient, upgrade LED lighting in the facility and extend LED lighting to the exterior, and improve the heating duct system for more even distribution of heating and cooling. These improvements should generate an estimated \$52,000 in annual energy savings and allow for the maintenance of these important systems for the next 20 years.
- Energy Efficiency Phase II – The second phase of this project will replace the remaining nine (9) HVAC units and fully implement the centralized automated HVAC system.
- Refurbish Gym - This project will refurbish the gym floor, which as been worn down through constant daily use.
- Caulking and Resealing – Numerous cracks in the exterior of the building that have developed over the 20+ years of existence, this funding will be used to repair those issues.
- Contingency for Emergencies – Even with proper maintenance, unexpected breakdowns happen in a facility over 20 years old, particularly one with a variety of activities and thus equipment. The allocation of a contingency is prudent, in order to meet these unexpected challenges without impacting the rest of the budget.

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 began in FY 2023 which replaced those workstations which are in view of the public. This second phase will cover “back office” areas of the facility.
- New Computers / Servers / Firewall / IT Infrastructure – based on the recommendation of the OPC’s contracted IT support company, VC3; an eight-year replacement plan has been developed to keep the IT assets free from interference and operating at peak capacity. The FY 2025 funds will be used to improve backup and disaster recovery and firewall protection.
- Weight and Cardio Equipment – Beginning in FY 2025 an annual allocation will be made to replace the weight and cardio equipment, located in the weight and cardio room, over the next three years. This equipment is used daily, usually 12 hours a day, which leads to the need for periodic replacements.
- Dining Room Chairs – These chairs, used daily for programs and events, as well as in-house dining are scheduled for replacement with easier to maintain, more ergonomic designed units.
- Patio Chairs – In order to make more efficient use of the patio, located off the OPC dining room, new chairs are required.

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. During FY 2025, \$657,700 of General Fund balance will be used to support the Capital Improvement program.

Further, several projects and equipment needs are related to the OPC's Transportation program. Funding from the OPC's allocation of the County-wide public transit millage will be used to support these needs.

FY 2025-2027 OPC GOVERNING BOARD'S ADOPTED BUDGET
TRANSPORTATION FUND BUDGET BY CATEGORY

	FY 2023 Actual *	FY 2024 Adopted *	FY 2025 Adopted	FY 2026 Adopted	FY 2027 Adopted
<u>REVENUES</u>					
Donations	\$ 22,793	\$ 4,200	\$ 15,000	\$ 15,000	\$ 15,000
Fees	60,635	75,000	78,000	80,000	80,000
Grants	130,084	124,600	124,600	124,600	124,600
County Public Transit Contribution	1,185,479	1,928,600	3,090,600	3,223,800	3,409,500
Rochester Hills Contribution	381,208		-	-	-
Rochester Contribution	-		-	-	-
Oakland Township Contribution	150,800	-	-	-	-
Carry Forward	-	794,000	-	-	-
TOTAL OPERATING REVENUES	\$ 1,930,999	\$ 2,926,400	\$ 3,308,200	\$ 3,443,400	\$ 3,629,100
<u>EXPENDITURES</u>					
Salaries & Wages	782,660	928,600	1,527,200	1,588,300	1,651,900
Fringe Benefits					
Pension	3,135	12,200	23,600	24,600	25,600
Health Savings Account		4,000	4,000	4,200	4,400
Social Security	60,113	71,100	116,800	121,500	126,500
Hospitalization	28,000	56,000	93,300	99,900	106,900
Life Insurance	642	1,700	2,900	3,100	3,300
Disability Insurance	1,991	5,800	10,000	10,400	10,900
Worker's Compensation	11,430	16,000	17,000	17,000	17,000
Fringe Total	<u>\$ 105,311</u>	<u>\$ 166,800</u>	<u>\$ 267,600</u>	<u>\$ 280,700</u>	<u>\$ 294,600</u>
Personnel Total	\$ 887,971	\$ 1,095,400	\$ 1,794,800	\$ 1,869,000	\$ 1,946,500
Outside Contractors / Services	232,015	390,331	493,800	522,800	553,800
Operating Supplies	138,796	144,414	194,000	203,000	213,000
Memberships / Seminars	1,664	2,100	2,100	2,100	2,100
Maintenance / Utilities	12,009	160,000	151,000	161,000	171,000
Non-Capital Equipment Purchases / Rentals	2,137	500	500	500	500
Liability / Unemployment Insurance	61,200	144,000	72,000	85,000	89,000
Other		794,000			53,200
Operating Total	<u>\$ 447,821</u>	<u>\$ 1,635,345</u>	<u>\$ 913,400</u>	<u>\$ 974,400</u>	<u>\$ 1,082,600</u>
TOTAL ANNUAL OPERATING EXPENDITURES	\$ 1,335,790	\$ 2,730,745	\$ 2,708,200	\$ 2,843,400	\$ 3,029,100
NET OPERATING	\$ 595,207	\$ 195,655	\$ 600,000	\$ 600,000	\$ 600,000
<u>ONE-TIME EXPENDITURES</u>					
Capital Improvement Plan			600,000	600,000	600,000
TOTAL ONE-TIME EXPENDITURES	\$ 275,834	\$ 727,400	\$ 600,000	\$ 600,000	\$ 600,000
TOTAL EXPENDITURES	\$ 1,611,625	\$ 3,458,145	\$ 3,308,200	\$ 3,443,400	\$ 3,629,100
IMPACT ON FUND BALANCE			\$ -	\$ -	\$ -
Beginning Fund Balance			\$ -	\$ -	\$ -
Ending Fund Balance			\$ -	\$ -	\$ -

Rochester Hills – Oakland – Rochester Older Persons' Commission
Fiscal Year 2025 Budget Resolution

Whereas pursuant to Public Act 621 of 1978 (as amended by P.A. 493 of 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 2025 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 2025 (October 1, 2024 – September 30, 2025).
- 3) Notice of a public hearing on the proposed budget was published on the OPC Website on June x, 2024 and a public hearing on the proposed budget was held by the OPC Board of Directors on June 27, 2024.
- 4) The OPC Board of Directors (Board) adopts the all funds budget for the OPC for the fiscal year beginning October 1, 2024, with total estimated revenues of \$7,990,600, which includes a General Fund budget of \$4,682,400 and a Transportation Fund budget of \$3,308,200.
- 5) The Board authorizes the Executive Director to transfer appropriations between cost categories as delineated in the *General Fund Budget by Department* and the *Transportation Fund by Category* schedules 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 reserve fund balance 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.