Contract #K-1314-33 (not to exceed \$14,500)

With Aging Services Inc. for the Operation of the Kiwanis Kruiser Transportation Program for Senior Adults and Adults with Disabilities

#### FY22 ANNUAL REPORT as of 01/31/2022

Aging Services Inc./ASI appreciates the support from the City of Norman for the operation of the Kiwanis Kruiser Transportation Program for senior adults and adults with disabilities. For many years, the support from the City of Norman which covers gasoline and repair expenses has been an integral component of the ASI transportation program.

Aging Services Inc. tracks the number of one way rides and the number of unduplicated individuals served by the Kiwanis Kruiser Transportation Program. ASI then tracks the number of senior adults served separately from the number of individuals with disabilities who are provided rides by this service.

- From 07/01/21 through 12/31/21 (FY22 Year-to Date), the Kiwanis Kruiser provided a total of 837 one way rides to a pool of 426 senior adults and 0 adults with disabilities.
- From 07/01/20 through 6/30/21 (FY21 Year End), the Kiwanis Kruiser provided a total of 1,052 one way rides to a pool of 426 senior adults and 1 adults with disabilities.
- From 07/01/19 through 06/30/19 (FY19 Year End), the Kiwanis Kruiser provided a total of 2,002 one-way rides to a pool from 997 senior adults and 27 adults with disabilities.

The arrival of the pandemic has caused our transportation numbers to be a lot lower especially during the first 6 months of this year. People are still riding but our Covid -19 protocol states we can only use every other seat on the bus. Seniors are also staying home to be safe. There are more opportunities to have meal delivery and medical appointments in-home instead of in-office so a ride at this time

A 2007 Star craft AllIstar bus was used to provide these services. The bus was acquired through the federally funded 5310 program which was administered by OKDHS. The program is now administered by OODOT's Office of Mobility and Public Transit Division. Aging

Services, Inc. filled out an application for a new 12-passenger vehicle under the Federal Transit Administration Section 5310 program on September 23, 2020. On January 19, 2021, ASI received a letter that they have been approved for this vehicle and that the Transit Division of ODOT was in the process of programming the funds and will be sending out agreements in the coming weeks. In a conversation with Creative Bus Sales on Friday, January 28, 2022, I learned that we probably would not be receiving our bus unless e could come up with \$32,168 more. This price hike is because of the inability to get as many chassis from Ford, and the rising cost of everything. When we receive our new 5310 vehicle, we will of course let the City of Norman know. Hopefully, this new vehicle will be much more energy efficient and need very little repair, if any.

The federal Transit Administration has been sending us PPE to install in our old bus. We have plastic sheeting around the bus driver, as well as an installed air infiltration system, masks, gloves, and sanitizers. The new vehicle will come equipped with all of these PPE items installed. The 2007 Star craft Allstar will be kept to start a new ASI rural bus route.

The Norman Chapter of the Kiwanis Club has provided not only a monthly stipend to support this service; but has provided the match the funds for the new 5310 bus and the new vehicle will also become the Kiwanis Kruiser. The new vehicle will carry twelve passengers and is equipped with a wheelchair lift. The Kiwanis Kruiser vehicle has been driven a total of **4,420** miles to provide this service as of 12/31/21.

The Kiwanis Kruiser is available to provide rides to all persons age 60 and over and adults with disabilities at least 18 years of age. Rides are provided on a first come, first served basis Monday through Friday from 8:30am until 4:00 pm. Rides for medical appointments may be reserved one week in advance. All other rides can be scheduled two days in advance. There is no fixed route and the service is provided on a demand response system. The service perimeters are as follows:

- North to Tecumseh Road
- South to Cedar Lane
- East to 36<sup>th</sup> Street
- West to 48<sup>th</sup> Street

Aging Services, Inc. is going to be looking at new service perimeters this year. We make regular runs to the Norman Regional Health Complex. Because of this we are now covering more miles than we previously did. As Norman grows, we want to make sure that our service perimeters change with that growth. Once the new service perimeters are set, the City of Norman will be notified.

To make an appointment for a ride, riders call the ASI office. Riders are asked to provide their name, address, phone number and the address of their destination to book their reservation. Wednesdays are reserved for Wal-Mart shopping only. Individuals from all over the service area as well as groups from apartment complexes such as Senior Cottages, Savannah House–East, Savannah House-West, Rose Rock Villa and Northcliff Gardens utilize this service.

Areawide Aging Agency is the primary funder of our transportation program via an Older Americans Act/Title III Grant. Aging Services Inc. has been awarded this grant for over 40 years. For FY22, the budget for the transportation program is \$52,142.00 and at this time, it is hoped that the award for FY23 will remain at approximately the same level of funding. The transportation program is also supported by the Kiwanis Club of Norman who has been providing a \$200 per month donation to the ASI program. Rider donations also help to fund the program. Rides are provided on a donation basis with a suggested donation for a one-way ride of \$1.25. No one is denied a ride whether or not a donation is made because it is a stipulation of the Older Americans Act/Title III grant. During the first six months of this fiscal year, the Kiwanis Club and the Kruiser riders donated a total of \$1,981.41\_for the rides that were provided. These donations covered 4% of the cost to operate this service during FY21 year-to-date. It should be noted that the overwhelming majority of Kiwanis Kruiser riders are living on a fixed income and at least 65% of riders are at or below the federal poverty guidelines given their monthly income level.

ASI provided Kiwanis Kruiser riders with a Satisfaction Survey in April of 2020. The majority of the riders who responded to the survey questions reported the following:

- Most riders are females who still live in their own home.
- Most riders are at least 60 years of age or older.

- Most riders feel the Kiwanis Kruiser Transportation Service is very important.
- Most riders stated that the driver was polite and helpful.
- Most riders stated that the service helps them get out of the house more often and enhances their ability to continue to live independently and less lonely lives.
- Most riders felt that the service was excellent.
- The most frequently requested rides were for medical appointments and grocery shopping opportunities.

ASI holds a contract with OK Department of Human Services to provide ADvantage Case Management Services. ASI also holds a contract to provide ADvantage Meals in Cleveland County. Income from these contracts is used to make up the difference between the budget and actual expenses, but these funds are also needed to help with expenses of other programs and services provided. Therefore, the Aging Services Inc. Board of Directors has been working to develop new fund raising efforts to help fund our much needed programs and services for senior adults in our community. Currently, the Board of Directors is conducting a year end fund raising campaign to benefit our programs and services. Aging Services held an on-line auction this year in December along with our Annual Fund Drive. We have raised \$4,285 to date. We continue to explore other fund raising ideas that will begin in 2022.

We have been incredibly thankful for the contract that we have had with the City of Norman this year. They have fixed so much on our "carry over" vehicle that it almost is like a new vehicle. Aging Services Inc. respectfully requests consideration of a continuation of this contract at the rate not to exceed \$14,500 for FY22/23. It is hoped that the City will find that the service is of great enough importance to continue the funding to cover our gasoline and normal repair expenses. Aging Services Inc. appreciates the support of the City of Norman in this endeavor.

Respectfully submitted,

Tammy C. Vaughn
Executive Director

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
rdinary Income/Expense				
Income				
4 · Contributed support - Main Acct				
4010 · Participant Contributions	69,492.34	73,105.56	-3,613.22	95.1%
4230 · Local Grants - Main Acct			,	
4346 · City of Norman-SVSC	4,598.28			
4345 · City of Norman CDBG-Covid Fun	5,000.00			
4238 · EFSP/Norman New Meals	0.00	18,900.00	-18,900.00	0.0%
4237 · Emergency Food and Shelter Gran	36,100.00	31,500.00	4,600.00	114.6%
4242 · OEC Operation Round Up	10,000.00	10,000.00	0.00	100.0%
4241 · United Way Covid Funds	5,000.00			
4240 · City of Moore Cares Grant	29,153.65			
4231 · City of Moore CDBG	15,000.00	49,154.00	-34,154.00	30.5%
4232 · United Way Housekeeping	20,000.00	25,000.00	-5,000.00	80.0%
4236 · Misc. Small Grants	1,963.31			
4230 · Local Grants - Main Acct - Other	3,500.00			
Total 4230 · Local Grants - Main Acct	130,315.24	134,554.00	-4,238.76	96.8%
4330 · Local Donations - Main Acct				
4344 · On Line Auction	1,662.08			
4338 · PayPal-Website Donations	450.31			
4331 · Annual Fund Drive-Unrestricted	3,246.30	3,422.00	-175.70	94.9%
4332 · Misc. Small Donations	3,244.07	, ,		5 115 15
4334 · Memorial Donations	530.00			
4335 · Kiwanis Club	3,800.00	2,400.00	1,400.00	158.3%
4336 · Christmas Donations	1,250.00		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
Total 4330 · Local Donations - Main Acct	14,182.76	5,822.00	8,360.76	243.6%
Total 4 · Contributed support - Main Acct	213,990.34	213,481.56	508.78	100.2%
5 · Earned revenues - Main Acct				
5010 · AAA Grants Main Account				
5010.1 · AAA Grants	1,201,826.77	1,371,210.00	-169,383.23	87.6%
Total 5010 · AAA Grants Main Account	1,201,826.77	1,371,210.00	-169,383.23	87.6%
5020 · Medicaid - Health Care Ath-Main				
5030 · ADV Meals	137,690.40	130,610.00	7,080.40	105.4%
5040 · ADV Case Management	184,132.72	165,132.00	19,000.72	111.5%
-			,	
Total 5020 · Medicaid - Health Care Ath-M	321,823.12	295,742.00	26,081.12	108.8%

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
5150 · Revenues - Main Account 5319 · Misc Income 5318 · Realized gain on sale of stock 5205 · Insurance Reimbursement 5310 · Interest Income 5315 · Dividends	707.29 25,162.70 170.26 52.20 1,276.80	, ,	1	
Total 5150 · Revenues - Main Account	27,369.25			
Total 5 · Earned revenues - Main Acct	1,551,019.14	1,666,952.00	-115,932.86	93.0%
5100 · Write off uncollected medicaid	-3,715.88			
Total Income	1,761,293.60	1,880,433.56	-119,139,96	93.7%
oss Profit	1,761,293.60	1,880,433.56	-119,139.96	93.7%
Expense 4000 · Reconciliation Discrepancies 7220.1 · FT Hourly-Main Acct.	0.01 131,551.04	135,023.00	-3,471.96	97,4%
723521 · Hourly Overtime 7200 · Salaries Expenses - Main Acct	1,801.78			8
7210 · Executive Director-Hourly	41,357.61	40,553.00	804.61	102.0%
71131 · Case Manager-Salary	109,616.57	108,820.00	796.57	100.7%
71126 · Kitchen Supervisor-Hourly	26,609.26	29,660.00	-3,050,74	89.7%
71127 · Kitchen Sup-Hrly PTO 7220 · Accountant III-Hourly	3,080.16 48,841.47	52,203.00	-3,361.53	93.6%
7220.4 · Accountant III-PTO	3,470.73	52,203.00	-3,361.53	93.0%
7220.2 · PT Hourly-Main Acct.	102,760.00	145,579.00	-42,819.00	70.6%
7230 · Retirement 7240 · Employee Benefit Exp - Main Acc	20,819.94	29,050.00	-8,230.06	71.7%
7220.3 · Longevity Bonus	12,347.00	12,753.00	-406.00	96.8%
7240.1 · Health Insurance	61,968.10	67,302.00	-5,333.90	92.1%
7240.3 · Unemployment Expenses	0.00	3,059.00	-3,059.00	0.0%
7240.4 · Workers Compensation	6,530.51	9,358.00	-2,827.49	69.8%
Total 7240 · Employee Benefit Exp - Main	80,845.61	92,472.00	-11,626.39	87.4%
7250 · Payroll taxes	40,310.85	40,574.00	-263.15	99.4%
Total 7200 · Salaries Expenses - Main Acct	477,712.20	538,911.00	-61,198.80	88.6%
7500 · Other Prof Expense - Main Acct				
7500.4 · Professional Fees	0.00	1,890.00	-1,890.00	0.0%
7510 · 990 Tax Return	1,400.00	1,192.00	208.00	117.4%
7520 · Audit Expense	13,454.60	10,683.00	2,771.60	125.9%
Total 7500 · Other Prof Expense - Main Acct	14,854.60	13,765.00	1,089.60	107.9%

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
8100 - Admin Expenses - Main Acct				
8112 · interest Expense	920.32			
8111 · Bank SC	341.00			
8130.1 · Cell Phones	324.05	348.00	-23.95	93.1%
8105 · Chargeback	210.33			
8570 · Employment Ads	444.50	600.00	-155.50	74.1%
8160 · Equip rental & maintenance	770.00	4,200.00	-3,430.00	18.3%
8000 · First Fidelity Bank-Interest Ex	1,685.48			
8170 · Printing & copying	5,422.89	5,749.00	-326.11	94.3%
8002 · Insurance/office/misc	2,052.55	1,733.00	319.55	118.4%
8003 · Directors and Officers Insur	1,262.97	0.00	1,262.97	100.0%
8004 · Site Liability Insurance	1,096.86	655.00	441.86	167.5%
8530 · Membership dues - organization	482.60	1,000.00	-517.40	48.3%
8110 · Office Supplies	12,768.13	8,860.00	3,908.13	144.1%
8560 · Outside computer services	1,880.00	1,482.00	398.00	126.9%
8140 · Postage, shipping, delivery	1,650.00	3,998.00	-2,348.00	41.3%
8130 · Telephone & telecommunications	5,203.88	4,479.00	724.88	116.2%
8640 · Volunteer Insurance	608.83			
「otal 8100 · Admin Expenses - Main Acct	37,124.39	33,104.00	4,020.39	112.1%
3200 · Occupancy expenses - Main Acct				
8210 · Rent, Utilities	29,818.14	26,616.00	3,202.14	112.0%
8240 · Pest Control	550.00	648.00	-98.00	84.9%
Total 8200 · Occupancy expenses - Main Acct	30,368.14	27,264.00	3,104.14	111.4%
300 · Travel & Meet Exp - Main Acct				
8310 · Travel - Admin Staff	1,628.31	2,391.00	-762.69	68.1%
8310.01 · Travel - Outreach	1,132.48	1,463.00	-330.52	77.4%
8310.02 · Travel - Casemanagement	380.98	2,200.00	-1,819.02	17.3%
8310.03 · Travel - Site Managers	276.07	1,262,00	-985.93	21.9%
8310.04 · Travel-Housekeeper	74.52	5,226.00	-5,151.48	1.4%
8310.1 · Food Carrier Mileage	1,898.51	2,078.97	-180.46	91.3%
8310.2 · Home Delivery Mileage	21,693.32	25,805.75	-4,112.43	84.1%
8310.3 · Travel-Respite	1,258,46	4,990.00	-3,731.54	25.2%
8320 · Conference,convention,meeting	100.00			
otal 8300 · Travel & Meet Exp - Main Acct	28,442.65	45,416.72	-16,974.07	62.6%
3400 · Client Services - Main Account				
8532 · Staff Retreat	0.00			
8120 · Vehicle Operations Expense	15,322.40	22,213.00	-6,890.60	69.0%
8225 · Site Supplies	0.00			
8230 · Kitchen and Site Supplies	40,590.35	38,057.66	2,532.69	106.7%

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
8410 · Senior Sup Serv Main Acct				
8533 · Board Retreat	0.00			
8432 · Day of Caring Expenses	0.00			
8431 · GRG Conference Expenses	0.00			
8429 · Center Stage For Seniors	120.00			
8411 · Dental	32.15			
8412 · Utility Assistance	2,498.03			
8413 · Eye Exam and Glasses	255.00			
8415 · Telephone Asst.	0.00			
8417 · Vehicle Repairs	0.00			
8418 · Misc Expense	6,182.32			
8419 · Client Christmas Gifts	510.88			
8420 · Food Pantry	0.00			
8421 · Prescription Drugs	200.00			
8422 · Groceries/Supplies	79.37			
8423 · Rental Assistance	542.00			
8426 · Volunteer Appreciation	45.15			
8427 · Misc Client Expense	52.73			
8428 · Equipment	1,626.83	45,951.83	-44,325.00	3.5%
Total 8410 · Senior Sup Serv Main Acct	12,144.46	45,951,83	-33,807.37	26.4%
8450 · Dietitian	4,836.00	8,008.00	-3,172.00	60.4%
8460 · Food Costs				
8460.01 · ADV Food Cost	0.00			
8460.05 · Title III Food Cost	237,200.97	290,798.19	-53,597.22	81.6%
8460.06 · AF Food Cost	0.00			
8460 · Food Costs - Other	0.00	0,00	0.00	0.0%
Total 8460 · Food Costs	237,200.97	290,798.19	-53,597.22	81.6%
8465 · Emergency Meals	0.00	0.00	0.00	0.0%
8470 Frozen Meals	191,474.54	221,819.80	-30,345.26	86.3%
8490 · USDA Costs	25,043.82	53,183.00	-28,139.18	47.1%
Total 8400 · Client Services - Main Account	526,612.54	680,031.48	-153,418.94	77.4%
8401 · Respite Care	190,440.20	220,660.00	-30,219.80	86.3%
8402 · Respite-GRG	49,000.00	49,700.00	-700.00	98.6%
8850 · Depreciaton	14,575.75			
Total Expense	1,502,483.30	1,743,875.20	-241,391.90	86.2%
Net Ordinary Income	258,810.30	136,558.36	122,251.94	189.5%
Other Income/Expense				
Other Income				
5101 · Other Income	1,700.00			
	.,,			

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
6800 · Unrealized gain (loss) 6800 · Unrealized gain (loss) - Other	-12,939.80			
Total 6800 · Unrealized gain (loss)	-12,939.80			
Total Other Income	-11,239.80			
Net Other Income	-11,239.80			
Net Income	247,570.50	136,558.36	111,012.14	181.3%

## Aging Services, Inc. Profit & Loss

July 2020 through June 2021

	Jul '20 - Jun 21
Ordinary Income/Expense	
Income 4 · Contributed support - Main Acct	
4010 · Participant Contributions	69,492.34
4230 · Local Grants - Main Acct	00,402.04
4346 · City of Norman-SVSC	4,598.28
4345 · City of Norman CDBG-Covid Funds	5,000.00
4237 · Emergency Food and Shelter Gran	36,100.00
4242 · OEC Operation Round Up	10,000.00
4241 · United Way Covid Funds	5,000.00
4240 · City of Moore Cares Grant 4231 · City of Moore CDBG	29,153.65 15,000.00
4232 · United Way Housekeeping	20,000.00
4236 · Misc. Small Grants	1,963.31
4230 · Local Grants - Main Acct - Other	3,500.00
Total 4230 · Local Grants - Main Acct	130,315.24
4330 · Local Donations - Main Acct	
4344 · On Line Auction	1,662.08
4338 · PayPal-Website Donations 4331 · Annual Fund Drive-Unrestricted	450.31
4331 · Alinual Fulld Drive-Onrestricted	3,246.30 3,244.07
4334 Memorial Donations	530.00
4335 · Kiwanis Club	3,800.00
4336 · Christmas Donations	1,250.00
Total 4330 · Local Donations - Main Acct	14,182.76
Total 4 · Contributed support - Main Acct	213,990.34
5 · Earned revenues - Main Acct	
5010 · AAA Grants Main Account	
5010.1 · AAA Grants	1,201,826.77
Total 5010 · AAA Grants Main Account	1,201,826.77
5020 · Medicaid - Health Care Ath-Main	
5030 · ADV Meals	137,690.40
5040 · ADV Case Management	184,132.72
Total 5020 · Medicaid - Health Care Ath-Main	321,823.12
5150 · Revenues - Main Account	
5319 · Misc Income	707.29
5318 · Realized gain on sale of stock	25,162.70
5205 · Insurance Reimbursement 5310 · Interest Income	170.26
5315 · Dividends	52.20 1,276.80
Total 5150 · Revenues - Main Account	27,369.25
Total 5 · Earned revenues - Main Acct	1,551,019.14
5100 · Write off uncollected medicaid	-3,715.88
Total Income	
	1,761,293.60
Gross Profit	1,761,293.60
Expense 4000 · Reconciliation Discrepancies	0.01
7220.1 · FT Hourly-Main Acct.	131,551.04
•	101,001.04
723521 · Hourly Overtime	1,801.78
7200 · Salaries Expenses - Main Acct	477,712.20

## Aging Services, Inc. Profit & Loss

July 2020 through June 2021

	Jul '20 - Jun 21	
7500 · Other Prof Expense - Main Acct 7510 · 990 Tax Return 7520 · Audit Expense	1,400.00 13,454.60	
Total 7500 · Other Prof Expense - Main Acct		,854.60
8100 · Admin Expenses - Main Acct		
8112 · interest Expense 8111 · Bank SC	920.32 341.00	
8130.1 · Cell Phones	324.05	
8105 · Chargeback	210.33	
8570 · Employment Ads 8160 · Equip rental & maintenance	444.50	
8000 · First Fidelity Bank-Interest Ex	770.00 1,685.48	
8170 · Printing & copying	5,422.89	
8002 · Insurance/office/misc	2,052.55	
8003 · Directors and Officers Insur	1,262.97	
8004 · Site Liability Insurance 8530 · Membership dues - organization	1,096.86 482.60	
8110 · Office Supplies	12,768.13	
8560 · Outside computer services	1,880.00	
8140 · Postage, shipping, delivery	1,650.00	
8130 · Telephone & telecommunications 8640 · Volunteer Insurance	5,203.88	
Total 8100 · Admin Expenses - Main Acct	608.83	,124.39
·	57,	, , _ , , , ,
8200 · Occupancy expenses - Main Acct 8210 · Rent, Utilities 8240 · Pest Control	29,818.14 550.00	
Total 8200 · Occupancy expenses - Main Acct		368.14
8300 · Travel & Meet Exp - Main Acct		
8310 · Travel - Admin Staff	1,628.31	
8310.01 · Travel - Outreach	1,132.48	
8310.02 · Travel - Casemanagement	380.98	
8310.03 · Travel - Site Managers 8310.04 · Travel-Housekeeper	276.07	
8310.1 · Food Carrier Mileage	74.52 1,898.51	
8310.2 · Home Delivery Mileage	21,693.32	
8310.3 Travel-Respite	1,258.46	
8320 · Conference,convention,meeting	100.00	
Total 8300 · Travel & Meet Exp - Main Acct	28,	442.65
8400 · Client Services - Main Account	2.22	
8532 · Staff Retreat 8120 · Vehicle Operations Expense	0.00 15,322.40	
8225 · Site Supplies	0.00	
8230 · Kitchen and Site Supplies	40,590.35	
8410 · Senior Sup Serv Main Acct 8533 · Board Retreat	0.00	
8432 · Day of Caring Expenses	0.00 0.00	
8431 · GRG Conference Expenses	0.00	
8429 · Center Stage For Seniors	120.00	
8411 · Dental	32.15	
8412 · Utility Assistance 8413 · Eye Exam and Glasses	2,498.03 255.00	
8415 · Telephone Asst.	0.00	
8417 · Vehicle Repairs	0.00	
8418 · Misc Expense	6,182.32	
8419 · Client Christmas Gifts 8420 · Food Pantry	510.88	
8421 · Prescription Drugs	0.00 200.00	
8422 · Groceries/Supplies	79.37	
8423 Rental Assistance	542.00	
8426 · Volunteer Appreciation	45.15	

## Aging Services, Inc. Profit & Loss

July 2020 through June 2021

	Jul '20 - Jun 21
8427 · Misc Client Expense 8428 · Equipment	52.73 1,626.83
Total 8410 · Senior Sup Serv Main Acct	12,144.46
8450 · Dietitian 8460 · Food Costs	4,836.00
8460.01 · ADV Food Cost	0.00
8460.05 · Title III Food Cost	237,200.97
8460.06 · AF Food Cost	0.00
Total 8460 · Food Costs	237,200.97
8470 · Frozen Meals	191,474.54
8490 · USDA Costs	25,043.82
Total 8400 · Client Services - Main Account	526,612.54
8401 · Respite Care	190,440.20
8402 Respite-GRG	49,000.00
8850 · Depreciaton	14,575.75
Total Expense	1,502,483.30
Net Ordinary Income	258,810.30
Other Income/Expense Other Income	
5101 · Other Income	1,700.00
6800 · Unrealized gain (loss)	-12,939.80
Total Other Income	-11,239.80
Net Other Income	-11,239.80
Net Income	247,570.50