

AGREEMENT

This AGREEMENT between the Adult Resource Alliance of Yellowstone County (ARAYC) and the City of Billings, is for the provision of the services for persons 60 years of age or older and their spouses according to the following terms.

SECTION 1 GENERAL TERMS

- 1.1 This agreement will be effective from July 1, 2016 through June 30, 2017. Prior to the completion date, the contract will be reviewed for renewal by ARAYC upon submission of a budget and funding request to ARAYC for the upcoming year by the City of Billings.
- 1.2 This agreement is for Yellowstone County Senior Mil Levy funding which comes to the Adult Resource Alliance of Yellowstone County and is distributed to senior service providers by the ARAYC with approval by the County Commissioners. As such, these funds are available to match Federal funds or other grants.
- 1.3 The allocation for this time period will be \$34,361. Payments will be made in two amounts. The first payment will be \$13,931. The second payment will be made in January and will include the increase from the Senior Mill Levy that was passed in June 2016 and will be \$20,430. This amount includes \$2,400 that is considered rent for the kitchen and dining room space for the Senior Dinner Program meal site. The remainder of the funds will be used to support the Senior Center program expenses. It is understood that ARAYC will pay for ½ of the repairs to the kitchen equipment owned by the city, which we use provided there is notification of necessary repairs before they are made. See attached list of these items.
- 1.4 This agreement may be modified by a written amendment signed by an authorized representative of both parties, and attached to the original of this contract.
- 1.5 Either party, without cause, may terminate this agreement by written notice sixty (60) days in advance.

SECTION 2 REPORTS AND RECORDS

- 2.1 All financial and supporting documents regarding the use of these funds shall be available at anytime to the ARAYC upon request from the ARAYC auditor.
- 2.2 Information regarding participation of seniors will be available upon request.. This may include name and birthdate of participants that may be needed for federal reports.

SECTION 3 REPRESENTATIVE

- 3.1 The ARAYC representative shall be Bea Ann Melichar, Executive Director or her representative. The City of Billings representative shall be the Parks, Recreation and Public Lands Director or his representative.

SECTION 4 SENIOR NEWS

- 4.1 The monthly ARAYC publication, "Senior News", shall be available to all participants of the center and is not subject to their membership in any organization. News specific to the Billings Community Center shall be included in the publication each month and will follow guidelines established by ARAYC for setup, font size and content with upcoming events, activities and speakers featured. News is subject to review and editing by the ARAYC Executive Director and or her designee. Refer to the schedule sent out the first of each year for the date of submittal of the information. There will be a charge for additional space in the Senior News. Notification will be given when the schedule changes.

SECTION 5 TRAINING/PLANNING MEETINGS

- 5.1 A representative of the Billings Community Center will attend planning or training meetings as necessary in relationship to these funds, provided there is adequate notification of such meetings. This includes the Senior Center Board and Officers meetings that are held with 4 – 6 times per year.

SECTION 6 IDENTIFICATION ON PUBLICATIONS

- 6.1 Any written materials the Billings Community Center produces that lists the sources of funding for their program shall also include the Adult Resource Alliance of Yellowstone County.

This AGREEMENT is hereby signed and entered into by both parties:

Bea Ann Melichar Date 12/6/16
Bea Ann Melichar, Executive Director

City of Billings Representative Date _____

Items that are in the Billings Community Center Kitchen:

Owned by the City of Billings

- 1 60" Vulcan Hart 6 burner electric range with 24" griddle
Double ovens and salamander, 208 volt, 3 phase
- 1 Maple baker table
- 2 Blodgett Convection Ovens
- 1 Three Compartment Sink / drainboards and lever drains
- 1 Ice Machine
- 1 Pepsi Cooler