



# Memorandum

To: Honorable Mayor and Members of the Town Board

From: Wally Bobkiewicz, City Manager and Acting Township Supervisor

Subject: Acting Township Supervisor Report

Date: October 25, 2013

I will be submitting periodic reports to the Town Board on activities. My plan is weekly reports to start, transitioning to monthly reports.

Attached please find October, 2013 month to date report on Township program expenditures, as well as month summaries for January – September, 2013. I am working with staff on developing a more meaningful reporting system.

I am working on finalizing the proposed FY 2014 budget which will be submitted shortly. Regular weekly staff meetings have been instituted.

Director Thomas-Smith and I are beginning our review of operations and current staffing

The City Council will consider my responses to the League of Women's Voters letter pertaining to the proposed dissolution referendum on Monday evening.

Please let me know if you have any questions.

## Attachments

January – September 2013 Activity Reports  
October 2013 Activity Report to Date

# System Activity Report

[1/1/2013 - 1/31/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	11	\$1,728.05
Grants (Previous Clients) :	126	\$49,381.66
In-Process :	0	
Denials :	12	
Sanctions :	1	
Terminations :	2	
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	152	\$51,109.71

## General Assistance - Medical

Referrals :	21	
Disbursements :	201	\$81,879.36
	<hr/>	
	222	\$81,879.36

## General Assistance - Work Program Assignments

Job Training :	2	
Workfare :	0	
	<hr/>	
	2	

## General Assistance - Work Program Expenses

ABE - L & T :	1	\$20.00
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	1	\$20.00

## Emergency Assistance

Grants :	4	\$4,100.00
In-Process :	0	
Denials :	5	
	<hr/>	
	9	\$4,100.00

## Additional Activity

EAS Inquiry :	4	
GA inquiry :	19	
Home Visit :	4	
Intake Appt. :	13	
Medical :	5	
Other :	33	
Social Services Referral :	1	
Work Program :	74	
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	153	
Grand Totals:	539	\$137,109.07

# System Activity Report

[2/1/2013 - 2/28/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	10	\$2,426.65
Grants (Previous Clients) :	128	\$51,716.33
In-Process :	0	
Denials :	10	
Sanctions :	2	
Terminations :	10	
	<hr/>	
	160	\$54,142.98

## General Assistance - Medical

Referrals :	25	
Disbursements :	158	\$16,277.82
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	183	\$16,277.82

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	1	
	<hr/>	
	1	

## General Assistance - Work Program Expenses

Transportation :	3	\$72.00
ABE - L & T :	12	\$164.00
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	15	\$236.00

## Emergency Assistance

Grants :	2	\$2,050.00
In-Process :	0	
Denials :	5	
	<hr/>	
	7	\$2,050.00

## Additional Activity

EAS Inquiry :	6	
GA inquiry :	16	
Home Visit :	3	
Intake Appt. :	23	
Medical :	10	
Other :	27	
Phone Call :	4	
Social Services Referral :	7	
Work Program :	77	
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	173	
Grand Totals:	539	\$72,706.80

# System Activity Report

[3/1/2013 - 3/31/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	12	\$3,052.84
Grants (Previous Clients) :	128	\$51,861.33
In-Process :	0	
Denials :	14	
Sanctions :	6	
Terminations :	13	
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	173	\$54,914.17

## General Assistance - Medical

Referrals :	19	
Disbursements :	169	\$30,650.68
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	188	\$30,650.68

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	1	
	<hr/>	
	1	

## General Assistance - Work Program Expenses

Transportation :	2	\$120.00
ABE - L & T :	21	\$408.00
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	23	\$528.00

## Emergency Assistance

Grants :	1	\$600.00
In-Process :	0	
Denials :	12	
	<hr/>	
	13	\$600.00

## Additional Activity

EAS Inquiry :	4	
GA inquiry :	6	
Intake Appt. :	17	
Medical :	7	
Other :	26	
Phone Call :	1	
Social Services Referral :	4	
Work Program :	101	
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	166	
Grand Totals:	564	\$86,692.85

# System Activity Report

[4/1/2013 - 4/30/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	16	\$4,069.58
Grants (Previous Clients) :	128	\$51,966.33
In-Process :	0	
Denials :	13	
Sanctions :	3	
Terminations :	2	
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	162	\$56,035.91

## General Assistance - Medical

Referrals :	14	
Disbursements :	151	\$39,526.47
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	165	\$39,526.47

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
	<hr/>	
	0	

## General Assistance - Work Program Expenses

Transportation :	6	\$328.00
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	6	\$328.00

## Emergency Assistance

Grants :	4	\$2,838.00
In-Process :	1	
Denials :	7	
	<hr/>	
	12	\$2,838.00

## Additional Activity

EAS Inquiry :	1	
GA inquiry :	9	
Home Visit :	5	
Intake Appt. :	24	
Medical :	3	
Other :	24	
Phone Call :	1	
Social Services Referral :	6	
Work Program :	71	
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	144	
Grand Totals:	489	\$98,728.38

# System Activity Report

[5/1/2013 - 5/31/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	7	\$2,029.73
Grants (Previous Clients) :	136	\$56,050.83
In-Process :	0	
Denials :	8	
Sanctions :	3	
Terminations :	5	
	<hr/>	
	159	\$58,080.56

## General Assistance - Medical

Referrals :	7	
Disbursements :	123	\$8,762.51
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	130	\$8,762.51

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
	<hr/>	
	0	

## General Assistance - Work Program Expenses

Transportation :	1	\$2.00
ABE - L & T :	9	\$180.00
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	10	\$182.00

## Emergency Assistance

Grants :	4	\$3,512.00
In-Process :	0	
Denials :	2	
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	6	\$3,512.00

## Additional Activity

GA inquiry :	5	
Home Visit :	2	
Intake Appt. :	11	
Medical :	3	
Other :	19	
Social Services Referral :	1	
Work Program :	49	
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	90	
Grand Totals:	395	\$70,537.07

# System Activity Report

[6/1/2013 - 6/30/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	4	\$1,026.80
Grants (Previous Clients) :	135	\$54,872.77
In-Process :	0	
Denials :	14	
Sanctions :	2	
Terminations :	9	
	<b>164</b>	<b>\$55,899.57</b>

## General Assistance - Medical

Referrals :	8	
Disbursements :	109	\$44,090.42
	<b>117</b>	<b>\$44,090.42</b>

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
	<b>0</b>	

## General Assistance - Work Program Expenses

Transportation :	7	\$366.00
ABE - L & T :	14	\$228.00
	<b>21</b>	<b>\$594.00</b>

## Emergency Assistance

Grants :	5	\$4,437.60
In-Process :	0	
Denials :	6	
	<b>11</b>	<b>\$4,437.60</b>

## Additional Activity

EAS Inquiry :	2	
GA inquiry :	11	
Home Visit :	4	
Intake Appt. :	13	
Medical :	2	
Other :	36	
Social Services Referral :	3	
Work Program :	55	
	<b>126</b>	

<b>Grand Totals:</b>	<b>439</b>	<b>\$105,021.59</b>
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# System Activity Report

[7/1/2013 - 7/31/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	17	\$4,217.93
Grants (Previous Clients) :	135	\$55,210.86
In-Process :	1	
Denials :	9	
Sanctions :	3	
Terminations :	1	
	<hr/>	
	166	\$59,428.79

## General Assistance - Medical

Referrals :	11	
Disbursements :	139	\$22,735.33
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	150	\$22,735.33

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
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	0	

## General Assistance - Work Program Expenses

Transportation :	2	\$121.00
ABE - L & T :	1	\$24.00
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	3	\$145.00

## Emergency Assistance

Grants :	5	\$4,486.62
In-Process :	0	
Denials :	6	
	<hr/>	
	11	\$4,486.62

## Additional Activity

EAS Inquiry :	10	
GA inquiry :	34	
Intake Appt. :	12	
Medical :	9	
Other :	50	
Phone Call :	3	
Social Services Referral :	2	
Work Program :	51	
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	171	
Grand Totals:	501	\$86,795.74



# System Activity Report

[8/1/2013 - 8/31/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	14	\$6,350.71
Grants (Previous Clients) :	141	\$58,278.50
In-Process :	4	
Denials :	15	
Sanctions :	3	
Terminations :	6	
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	183	\$64,629.21

## General Assistance - Medical

Referrals :	10	
Disbursements :	136	\$13,900.57
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	146	\$13,900.57

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
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	0	

## General Assistance - Work Program Expenses

Transportation :	7	\$314.00
ABE - L & T :	25	\$436.00
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	32	\$750.00

## Emergency Assistance

Grants :	9	\$8,421.74
In-Process :	0	
Denials :	8	
	<hr/>	
	17	\$8,421.74

## Additional Activity

EAS Inquiry :	12	
GA inquiry :	27	
Home Visit :	10	
Intake Appt. :	27	
Medical :	6	
Other :	49	
Phone Call :	4	
Social Services Referral :	2	
Work Program :	29	
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	166	
Grand Totals:	544	\$87,701.52

# System Activity Report

[9/1/2013 - 9/30/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	7	\$2,524.30
Grants (Previous Clients) :	143	\$58,669.50
In-Process :	9	
Denials :	2	
Sanctions :	0	
Terminations :	3	
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	164	\$61,193.80

## General Assistance - Medical

Referrals :	10	
Disbursements :	98	\$9,209.22
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	108	\$9,209.22

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
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	0	

## General Assistance - Work Program Expenses

Transportation :	3	\$113.00
ABE - L & T :	10	\$64.00
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	13	\$177.00

## Emergency Assistance

Grants :	10	\$7,119.10
In-Process :	0	
Denials :	0	
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	10	\$7,119.10

## Additional Activity

EAS Inquiry :	5	
GA inquiry :	15	
Home Visit :	4	
Intake Appt. :	11	
Medical :	3	
Other :	18	
Social Services Referral :	1	
Work Program :	16	
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	73	
Grand Totals:	368	\$77,699.12

# System Activity Report

[10/1/2013 - 10/31/2013] Report Date: 10/24/2013

## General Assistance

Grants (New Clients) :	12	\$3,270.49
Grants (Previous Clients) :	154	\$63,227.47
In-Process :	7	
Denials :	5	
Sanctions :	2	
Terminations :	4	
	<hr/>	
	184	\$66,497.96

## General Assistance - Medical

Referrals :	9	
Disbursements :	57	\$4,869.83
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	66	\$4,869.83

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
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	0	

## General Assistance - Work Program Expenses

Transportation :	6	\$426.00
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	6	\$426.00

## Emergency Assistance

Grants :	9	\$6,824.95
In-Process :	7	
Denials :	5	
	<hr/>	
	21	\$6,824.95

## Additional Activity

EAS Inquiry :	15	
GA inquiry :	39	
Home Visit :	9	
Intake Appt. :	21	
Medical :	5	
Other :	37	
Phone Call :	14	
Social Services Referral :	1	
Work Program :	30	
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	171	

Grand Totals:	448	\$78,618.74
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