



AGENDA

Meeting of the Scotts Valley Senior Center Board of Directors

Date: November 6, 2014

Time: 3:30 p.m.

CITY OF SCOTTS VALLEY 1 Civic Center Drive Scotts Valley, CA 95066 (831) 438-3251	MEETING LOCATION Scotts Valley Senior Center 370 Kings Village Road Scotts Valley, CA 95066	POSTING: The agenda was posted 11-3-14 at City Hall, SV Senior Center, SV Recreation Offices and on the Internet at www.scottsvalley.org .
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<i>Council Appointed Commissioners</i> <i>Ferd Bergholz, Board Member</i> <i>Harvey Bustichi, Board Member</i> <i>Gillian McGlaze, Board Member</i> <i>Tom Steinhaus, Board Member</i> <i>Gary Cramer, Board Member</i> <i>Margaret Schraft, Board Member</i> <i>Terri Ritchie, Board Member</i>	<i>City Staff Members</i> <i>Scott Hamby, Public Works Director</i> <i>Kristin Ard, Recreation Division Manager</i> <i>Carol O'Neil, Administrative Secretary</i> <i>Darshana Croskrey, Senior Center Program Admin</i>
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Agenda and Agenda Packet Materials: The Senior Center Board of Directors agenda is available for review by 5:00 pm the Monday before the Thursday meeting on the Internet at the City's website: www.scottsvalley.org and in the registration office of the Recreation Office, located 361 Kings Village Road, Scotts Valley, CA. Pursuant to Government Code '54957.5, materials related to an agenda item, submitted after distribution of the agenda packet, are available for public inspection in the registration office of the Recreation Office during normal business hours, Monday-Friday, 8:00 am to 5:00 pm. In accordance with AB 1344, such documents will be posted on the City's website at www.scottsvalley.org .
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CALL TO ORDER 3:30 p.m.

ROLL CALL

PUBLIC COMMENT TIME This portion of the agenda is reserved for discussion by the public of items which are NOT agendized. No action may be taken by the commission except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the commission to be concise and to the point. All speakers are requested to sign their name at the podium so their name may be accurately recorded in the minutes of the meeting. A time limit of three minutes per individual will be allowed.

ALTERATIONS TO REGULAR AGENDA

(Board can remove or add items to the Consent Agenda.)

REGULAR AGENDA

(Persons wishing to speak on any item may do so by raising their hand to be recognized by the Chair.)

1. Budget Review fiscal Year 2013, 2014, 2015 (staff report)
2. Update on Senior Center activities and events (oral)
3. Senior Center Continuing Closures on 4th Friday (staff report)

FUTURE AGENDA ITEMS

1. Senior Center Bylaws

ADJOURNMENT

The City of Scotts Valley does not discriminate against persons with disabilities. The Commission meeting locations are accessible facilities. If you wish to attend a Commission meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the Recreation Office at 831-438-3251 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a Commission meeting be available in an alternative format consistent with a specific disability, please call the Recreation Office. The California State Relay Service (TTY/VCO/HCO to Voice: English 1-800-735-2929, Spanish 1-800-855-3000; or, Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.

City of Scotts Valley
SENIOR CENTER BOARD STAFF REPORT

DATE: November 6, 2014
TO: Senior Center Board Members
FROM: Kristin Ard, Recreation Division Manager
SUBJECT: **Budget Review Fiscal Year 2013, 2014, & 2015**

SUMMARY OF ISSUE

As per the request of Senior Center Board Members, the current fiscal year budget is attached for review along with 2013 and 2014 for comparison.

FISCAL IMPACT

Refer to Budget.

STAFF RECOMMENDATION

Subject is for discussion purposes only.

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SENIOR CENTER
FISCAL YEAR ENDED JUNE 30, 2013

	<u>Budget</u>	<u>Actual</u>	<u>Over (Under) Budget</u>
Activities	30,000	39,341	9,341
Building Rental	12,000	13,510	1,510
Boutique Sales	9,000	10,396	1,396
Membership Fees	5,600	10,664	5,064
Contributions	1,000	3,173	2,173
Van Income	500	545	45
Other Income	1,000	313	(687)
Total Income	<u>59,100</u>	<u>77,942</u>	<u>18,842</u>
Wages and Benefits	33,314	33,644	330
Office Expense	500	1,019	519
Special Department Expense	9,100	10,266	1,166
Advertising	600	2,327	1,727
Communications	1,200	1,558	358
Utilities	6,000	6,597	597
Other Contract Services		596	596
Insurance	718	942	224
Membership Dues	35	55	20
Building Maintenance	2,000	2,779	779
Equipment Maintenance	2,000	1,954	(46)
Vehicle Maintenance	500	470	(30)
Capital Improvements	3,300	7,094	3,794
Total Expense	<u>59,267</u>	<u>69,301</u>	<u>10,034</u>
Net Surplus (Deficit)	<u>(167)</u>	<u>8,641</u>	<u>8,808</u>

SENIOR CENTER
FISCAL YEAR ENDED JUNE 30, 2014

	<u>Budget</u>	<u>Actual</u>	<u>Over (Under) Budget</u>
Activities	37,000	35,934	(1,066)
Building Rental	12,000	14,178	2,178
Boutique Sales	9,000	10,687	1,687
Membership Fees	7,000	12,270	5,270
Contributions	1,000	2,067	1,067
Van Income	500	475	(25)
Other Income	500	307	(193)
Total Income	<u>67,000</u>	<u>75,918</u>	<u>8,918</u>
Wages and Benefits	38,467	34,555	(3,912)
Office Expense	500	1,053	553
Special Department Expense	8,500	10,002	1,502
Advertising	1,000	1,976	976
Communications	1,350	1,712	362
Utilities	6,200	8,006	1,806
Other Contract Services	600	435	(165)
Insurance	867	1,036	169
Membership Dues	55	110	55
Building Maintenance	2,500	4,417	1,917
Equipment Maintenance	2,000	1,987	(13)
Vehicle Maintenance	500	620	120
Capital Improvements (Deck)	4,500	3,881	(619)
Total Expense	<u>67,039</u>	<u>69,790</u>	<u>2,751</u>
Net Surplus (Deficit)	<u>(39)</u>	<u>6,128</u>	<u>6,167</u>

SENIOR CENTER
July 1, 2014 Through September 30, 2014

	<u>Annual Budget</u>	<u>3 Months Actual</u>
Activities	37,000	
Building Rental	12,000	
Boutique Sales	9,000	
Membership Fees	7,000	
Contributions	1,000	
Van Income	500	
Other Income	500	
	<u>67,000</u>	<u>-</u>
Wages and Benefits	38,467	
Office Expense	500	
Special Department Expense	8,500	
Advertising	1,000	
Communications	1,350	
Utilities	6,200	
Other Contract Services	600	
Insurance	867	
Membership Dues	55	
Building Maintenance	2,500	
Equipment Maintenance	2,000	
Vehicle Maintenance	500	
Capital Improvements	4,500	
	<u>67,039</u>	<u>-</u>
Net Deficit		

City of Scotts Valley
SENIOR CENTER BOARD STAFF REPORT

DATE: November 6, 2014
TO: Senior Center Board Members
FROM: Kristin Ard, Recreation Division Manager
SUBJECT: Senior Center Continuing Closures On 4th Friday

SUMMARY OF ISSUE

For the past five years the Senior Center has been closed the 4th Friday of each month due to mandatory furlough to help the City budget. Staff and volunteers would like to continue the 4th Friday closure in order to have a day for catching up on Senior Center business.

FISCAL IMPACT

None at this time.

STAFF RECOMMENDATION

If Board Members are in favor of keeping the Senior Center closed on the 4th Friday of each month, then make a recommendation for Recreation Division Manager to take back to Council for approval.

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