



CITY COUNCIL AGENDA REPORT

MEETING DATE: MAY 4, 2010

ITEM NUMBER:

SUBJECT: COSTA MESA SENIOR CENTER AGREEMENT

DATE: APRIL 21, 2010

FROM: ADMINISTRATIVE SERVICES DEPARTMENT – RECREATION DIVISION

PRESENTATION BY: JANA M. RANSOM, RECREATION MANAGER

FOR FURTHER INFORMATION CONTACT: JANA M. RANSOM, 714-754-5300

RECOMMENDATION:

Approve the Agreement with the Costa Mesa Senior Corporation effective July 1, 2010 to operate the Costa Mesa Senior Center at 695 W. 19th Street for an initial term of five (5) years with extension options, and authorize the Mayor to sign

BACKGROUND:

At the request of Council Member Gary Monahan, and with the approval of the Council at their meeting of January 6, 2009, City Council approved the formation of an Ad Hoc Committee to review the existing Agreement between the City and the Costa Mesa Senior Corporation and to perform a comprehensive review of existing programs and services provided by the Senior Center as well as potential expansion of programs and facility enhancements; review the existing contract between the City and the Senior Corporation in anticipation of an extension of the contract in 2010; and review short and long range financial planning for existing and future operations, including required staffing, in conjunction with a contract extension.

At the Council meeting of February 3, 2009, the Council established the Senior Center Task Force and approved the membership to be comprised of two City Council members, two Senior Center Board members, and three “at large” community members (a representative of the Chamber of Commerce, a Senior Center volunteer, and one community member). The Recreation Manager and Senior Center Executive Director were asked to serve as non-voting members.

Council members appointed to the Task Force were Mayor Allan Mansoor and Council Member Gary Monahan. The Chamber appointed Patty Mason, the Costa Mesa Senior Corporation Board appointed Directors Arlene Flanagan and Judy Lindsay. The appointed committee members met on April 6, 2009 and selected Senior Center volunteer Anna Kozma and community member Mary Hornbuckle to fill the final two seats on the Task Force.

Beginning in May 2009, and over the next six months, the Task Force met to review the current Agreement and to discuss current programs and services as well as what additional opportunities might be undertaken by the City and or the Senior Corporation.

ANALYSIS:

After several Task Force meetings and discussions, the proposed Agreement (Attachment 1) is substantially the same as the existing Agreement with the following changes:

Section 1 - Clearly defines the Premise to be the interior of the Senior Center building and its programmable enclosed exterior spaces (patios).

Section 2 - Establishes the term beginning July 1, 2010 and ending on June 30, 2015 with the City's option to extend the term for up to three (3) additional five (5) year periods.

Section 4 - Formalizes the Senior Corporation's ability to rent out the premises for non-senior specific activities during hours when the Center is not being used for senior programming. It also gives the Senior Corporation priority use of the parking lot during operating hours and during the time activities or rentals are occurring.

Section 6 - Better defines industry standards for indoor room temperatures. Places the responsibility for maintaining the indoor room temperature of the building with the City, and makes the City responsible for utilities, maintenance, and upkeep related to the exterior of the premises, landscaping and parking lot.

Section 7 - Makes the replacement of capital equipment, other than the heating, air conditioning and ventilation systems, a negotiable item between the Senior Corporation and the City. Adds a Roles and Responsibilities Exhibit to the Agreement and allows for the revision of the Exhibit by written agreement of both parties.

Section 8 - Provides a specific due date for the Senior Corporation to submit to the City an annual program report (previously bi-annual) and an annual survey of senior centers in surrounding cities.

Section 9 - Reduces the City's base funding option to \$240,000 a year, and allows for an annual increase of \$5,000 by vote of the City Council if funds are available. Provides that the City Council shall appoint up to 3 persons to serve on the Senior Corporation Board to represent the City for a term of two years each.

Section 21 - Removes the obligation of the City to provide a Senior Transportation Program and allows the City to provide the program at its sole discretion and if funding is available.

The Costa Mesa Senior Corporation approved the proposed Agreement at their meeting of March 16, 2010 (Minutes included as Attachment 2).

ALTERNATIVES CONSIDERED:

City Council could exercise the option in the existing Agreement to extend the Agreement for a 5-year term ending June 30, 2015 with no changes to the Agreement.

City Council could direct staff and the Task Force to continue discussions to make additional changes or revisions to the existing Agreement.

FISCAL REVIEW:

Funding for the Senior Center has been proposed for FY 10-11 at the current level of \$240,000. The proposed Agreement provides for a City base contribution amount of \$240,000 with the option of annual \$5,000 increases. However, the proposed Agreement provides that funding for the Senior Corporation and the Senior Transportation Program is at the option of the City Council based on economic conditions and as funding allows.

LEGAL REVIEW:

The City Attorney's office has reviewed the proposed Agreement and approved it as to form.

CONCLUSION:

The Costa Mesa Senior Corporation provides a wide variety of senior programs and services at the Costa Mesa Senior Center and has done a good job meeting the needs of the senior population in Costa Mesa. With the upcoming expiration of the existing Agreement, City Council requested a review of the Agreement and approved the formation of a Senior Center Task Force to perform the review. The Task Force has worked diligently to review the existing Agreement and make recommended changes favorable to both the City and the Costa Mesa Senior Corporation. The proposed Agreement formalizes existing practices and clearly defines the roles and responsibilities of both parties.

JANA M. RANSOM
RECREATION MANAGER

STEPHEN N. MANDOKI
ADMINISTRATIVE SERVICES DIRECTOR

DISTRIBUTION: City Manager
City Clerk
Senior Corporation Board of Directors
Senior Center Executive Director
Senior Center Task Force Members

ATTACHMENTS: 1 [Proposed Senior Center Agreement](#)
2 [Minutes of the Senior Center Corporation Board of Directors](#)

