



SENIOR COMMISSION AGENDA REPORT

MEETING DATE JULY 12, 2016

ITEM NUMBER: **10a**

SUBJECT: SENIOR CENTER FISCAL YEAR 2016/2017 PROGRAM BUDGET

DATE: JUNE 24, 2016

FROM: PARKS & COMMUNITY SERVICES / SENIOR CENTER

PRESENTATION BY: YVETTE AGUILAR, SENIOR CENTER PROGRAM ADMINISTRATOR

**FOR FURTHER INFORMATION CONTACT: YVETTE AGUILAR, SENIOR CENTER PROGRAM
ADMINISTRATOR, 714-327-7540**

RECOMMENDATION

Staff recommends that the Senior Commission receive and file this report.

BACKGROUND

At the June 2, 2016 special meeting of the Senior Commission, staff was asked to provide updated financial information for the Fiscal Year 16-17 budget for the Senior Center. At the time of this request, staff noted that the proposed FY 16-17 budget had not yet been approved by City Council. On June 21, 2016, City Council approved the FY 2016-2017 City budget.

ANALYSIS

The majority of the Senior Center's expenditures are funded by the City's General Fund account. Approximately sixty-nine percent (69%), of City-wide general fund revenues come from Costa Mesa sales tax and property tax. There are sixteen (16) primary Senior Center expenditure account categories that come from the General Fund. These are all listed below. The few Senior Center items that are not accounted for in the General Fund include the HOAG grant utilized for medical transportation and the Orange County Transit Authority (OCTA) Measure M2 funds for the Senior Mobility Program.

Senior Center Expenditure Account Categories per Fiscal Year:

- Multi-media items (*The Chronicle*, flyers, posters, banners, etc.)
- Stationary/Office supplies
- Full-time and part-time salaries and compensation
- Small tools and equipment
- Staff uniforms/clothing
- Electricity/Gas
- Water
- Janitorial services
- Postage/Mailings
- Telephone/Communications systems

- Furniture
- Security Services
- Special events expenditures
- Transportation services
- Regular facility maintenance
- Other renovations/cosmetic repairs, as needed

The chart below outlines the year-to-year budget for comparison for revenue and expenditures at the Senior Center, as well as explanations for the major increases/decreases for FY 16-17.

	FY 2015-2016 (Expected)	FY 2016-2017 (Adopted)
Total Budget	\$902,785	\$982,212
Revenue	\$146,106.22	\$146,106.22

Expenditures

Since the City assumed full responsibility of all Senior Center operations in 2014, the total of program and service offerings have increased by more than 100% and continue to increase monthly. During this time, the total operating budget has only seen a moderate increase, with a total three (3) year increase of roughly \$51,000, or five and one-half percent (5.5%). Overall, the quality of programs, services, and customer service have increased exponentially, but staff have been cautious to increase programs and services that are not directly cost related. The additional expenditures are due in part to increased part-time and full-time employee salary and benefit costs, the continued increase in senior program offerings, and the enhanced monthly publication, *The Chronicle*. One of the notable changes in expenditures for FY 16-17 is the printing and mailing of the monthly issue of *The Chronicle*, which increased the Senior Center's budget due to the new full color edition, as well as the increase in number of pages to accommodate the additional programs offered. In previous years, this expenditure was coded to the Parks & Community Services Department as an administrative expense. For FY 16-17, this funding has been increased and reallocated to reflect an expenditure to the Senior Center. It is worth noting that approximately 20% of this total is due to the fluctuating expenditure for the Senior Mobility Program, which is subject to change annually depending on the revenue from Measure M2 funds.

Revenues

Overall, revenue is projected to be the same as the previous fiscal year. Like other City provided Parks and Community Services programs, the Senior Center operation is not meant to be fully self-funded. The City subsidizes these programs and staff seeks grants and other opportunities to offset costs when possible.

FISCAL REVIEW

The City Council approved the FY 2016-17 budget on June 21, 2016.

LEGAL REVIEW

There is no legal review is required for this item.

ALTERNATIVES CONSIDERED

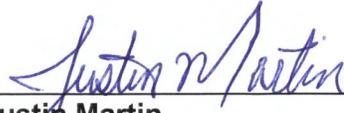
There are no alternatives for this item.

CONCLUSION

Staff recommends that the Senior Commission receive and file this report.



Yvette E. Aguilar
Senior Center Program Administrator



Justin Martin
Recreation Manager



Tamara S. Letourneau
Assistant Chief Executive Officer