



MEMORANDUM

DATE: April 12, 2002
TO: City Council
FROM: Dave Brees, Recreation Director
SUBJECT: LOS ALTOS SENIOR CENTER

RECOMMENDATION

Motion:

Directing Recreation staff to assume the complete management of the Los Altos Senior Center and prepare related budget documents for consideration in the upcoming FY 2002-03 budget hearings.

BACKGROUND

The Los Altos Senior Center was established in 1977 as the result of a collaborative effort by the Senior Coordinating Council, The City of Los Altos and several other community organizations. In 1983, due to the rapid growth of the Senior Center, it was deemed advisable to separate the Senior Center operations from the parent organizations and it became a separate entity known as the Los Altos Senior Center Inc. (LASCI) The Los Altos Senior Center, Inc. is a nonprofit organization with its Board members elected annually by the members of the Senior Center.

LASCI and the City of Los Altos currently share in the oversight and management of the Senior Center. (See Attachment A) In 1998, LASCI conducted an evaluation and survey of neighboring senior centers that resulted in several recommendations being developed. (See Attachment B) The City Council met with LASCI Board Members in March 2001 to discuss issues related to the Senior Center. At that meeting, Council directed staff to investigate the possibility of the City assuming the complete management of the operations at the Senior Center and develop recommendations.

DISCUSSION

Staff has met with the LASCI Board Members on several occasions over the past six months. The LASCI Board has expressed concern over their responsibility of and difficulty with the oversight of the daily operations of the Senior Center. In their review of other senior center operations, no other agency was set up with two agencies sharing the oversight responsibilities. The split management responsibilities at the Senior Center has led to some confusion as to who is responsible for what tasks and the duplication of efforts on several occasions. The LASCI Board is made up of volunteers who are dedicated to improving services to the senior community. Some Board members

CITY COUNCIL AGENDA

April 23, 2002

expressed frustration over the amount of time focused on daily operational details versus the programs and offerings available at the Senior Center.

The consolidation of the Senior Center management would lead to increased communication between the LASCI Board, the City, and the Senior Center membership; the elimination of duplicate procedures; and increased utilization of volunteer resources. The recommended transfer would allow the LASCI Board to use all their efforts advocating, advising, and assisting City staff in their efforts to provide services to our senior population.

The City currently funds two 30-hour/week-employee positions at the Senior Center and receives approximately \$10,650 in revenue. The City currently hosts a trust account for LASCI. The trust account is for the daily operational revenues and expenditures at the Senior Center. The proposed changes in Senior Center management would result in the incorporation of the trust account into the City budget and result in the following budget scenario:

	Current	Proposed
Revenue: Memberships, Home Repair, Lunches, etc.	\$10,650	\$46,384
Expenditures: Supplies, Food, Movies, Music	\$5,369	\$27,700
Staff:	\$53,844	\$64,200

Should Council approve staff's recommendations, it is recommended that funding levels for the new Senior Center management operations be considered as an Alternative Funding Level at the upcoming FY 2002-03 budget hearings.

ALTERNATIVES

Maintain the existing management structure currently in place at the Senior Center and clearly define the operating roles of the City and LASCI.

Dave Brees
Recreation Director

Attachments

City Council
April 23, 2002
Page 3

Cc: Los Altos Senior Center Inc. Board Members