



2005 – 2006 Proposed Budget --- Budget Summary Parks & Recreation Fund – Senior Center

2005 – 2006 Senior Center Budget Highlights

- Continue present level of recreation, social and life-long learning and enrichment programming services that reflect the interests and needs of McMinnville’s older adult population. 10th year Senior Center anniversary in October 2005.
- Senior Center revenues and expenditures remain relatively unchanged.
- Senior Citizen’s Inc. continues to partner with the City in providing funding support for needed projects and improvements at the Senior Center. These donations are shown in revenue line item Donations-Seniors 30-168-81 and in expenditure line items Equipment – Donation Seniors 30-07-702-00 and BLDG Improvement-Donation Seniors 30-07-771-81.
- McMinnville Seniors also support the Senior Center by volunteering as many as 5,000 hours annually to the operations and supervision of Center activities.

Full-Time Equivalents

	<u>2004 - 2005</u>	<u>Change</u>	<u>2005 - 2006</u>
FTE Adopted Budget	1.67		
No Change		0.00	
FTE Proposed Budget			1.67

Core Services

- Enrichment classes and programs for senior adults
- Senior support services: health, fitness, legal, etc.
- Regional meal site including Meals on Wheels.
- Facility rentals and community events.
- Facility maintenance and repairs.

Short- and Long-Term Issues

➤ Short-Term Issues

- Expand Senior Center parking (Park Bond Project)
- Maximize facility use through expanded programs and rentals
- Address developing, age and use related Senior Center maintenance and repair needs

➤ Long-Term Issues

- “Activate” and publicize Senior Center Foundation to generate long-term funding support for facility improvements
- Continue to assess program effectiveness in addressing changing senior adult interests and needs within McMinnville

Special interest classes and programs drew an attendance of over 13,000 last year.





Parks & Rec Fund – Senior Center --- Historical Highlights

1965 Bessie Cornie and other community senior citizens establish McMinnville Senior Citizens, Inc. to provide social functions, recreation activity, and assistance to area seniors. Their membership meetings and activities are held in the City-owned community building at 1st Street and Galloway.

1979 McMinnville Senior Citizens Inc. assists the City in planning and passing bond levies to purchase and remodel the old National Guard building as a Community Center.

1981 The new McMinnville Community Center opens to the public. McMinnville Senior Citizens, Inc. moves its programs to the Community Center where rooms are dedicated for their use.

1983 Barbara Brewer hired as secretary at Community Center. She begins assisting seniors and developing expanded senior programs and activities

1987 Barbara Brewer promoted to Recreation Coordinator in charge of Senior Programs.

1987 From 1987 – 1993, Senior Programs expand at the Community Center and Senior Citizens, Inc. asks the City Council for a “stand alone” Senior Center, “a place of our own” that can better serve older adults without the scheduling difficulties of the busy Community Center. City Council approves preliminary planning efforts.

1993 City applies for and is awarded a \$600,000 Community Development Block Grant to build a “stand alone” Senior Center. Senior Citizen’s Inc. donates \$100,000 and the City adds \$300,000 to support the construction of a new Senior Center on the edge of Wortman Park.



Senior Citizens, Inc. founded in 1965 provides 5,000+ hours of volunteer supervision and leadership at the Senior Center each year.

1995 In October, new McMinnville Senior Center opens with great fanfare. Barbara Brewer named the Senior Center Manager and moves with the seniors from the Community Center to the new facility. The Mid-Willamette Valley Senior Services Agency also moves their meal site to the Senior Center and provides meals five days a week including Meals On Wheels to home bound seniors.

1995 From 1995 – 2005, Senior Programs continue to expand at the Senior Center. Senior Citizens, Inc. proves to be an outstanding partner in supporting the Senior Center by providing continued cash donations and thousands of volunteer hours annually to support operations.

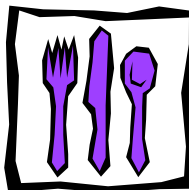
2003 In June, long-time City employee and Senior Center Manager, Barbara Brewer-Nelson retires

2003 In May, current Senior Center Manager Virginia Jordan hired.

Parks & Rec Fund – Senior Center --- Historical Highlights

2005 10th anniversary of Senior Center will be held in October. Senior Programs continue as do general facility rentals for

2006 receptions and community events at the Senior Center.



An average of 60 older adults attend daily lunch program with 15,600 meals served annually.

An average of 100 meals are delivered daily in the Meals-On-Wheels program to shut-in, frail, elderly individuals - 26,000 meals annually.



Both regional and statewide day trips and overnight national and international tours are taken annually.



McMinnville Senior Center provides meeting, reception and event space for general community functions, including weddings, birthdays, anniversaries, and other community functions and celebrations.



Over 13,000 senior participants use Senior Center annually.

SENIOR CENTER

2005-06

10-May-05

30	07	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05		NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
REQUIREMENTS									
<u>PERSONAL SERVICES</u>									
		50,721	40,776	43,461	80363-00 RECREATION PROGRAM MANAGER Virginia Jordan	1.00	44,636	0	0
		5,839	6,612	9,000	80384-00 EXTRA HELP - SENIOR CENTER Senior Center part-time staff. Other extra-help duties are supported through volunteerism at the Senior Center.	0.60	9,000	0	0
					Budget Note: Volunteerism helps keep this expense minimized with nearly 5,000 hours of volunteer time donated by seniors annually.				
		0	0	0	80384-05 EXTRA HELP - DAY TOURS	0.00	0	0	0
		2,473	468	1,000	80384-51 EXTRA HELP - SPECIAL EVENTS Staff costs for activities and rentals which occur before or after regular operating hours.	0.07	1,000	0	0
					Budget Note: Expense charged to rental groups with revenue received through Senior Center - Staff Fees, Account #30-00-60066-41.				
		0	0	0	80388-00 FRINGE BENEFITS:	0.00	0	0	0
		4,505	3,413	4,089	80389-00 FICA	0.00	4,179	0	0
		385	7,719	8,228	80390-00 PERS, OPSRP & IAP	0.00	13,216	0	0
		193	2,700	3,444	80391-00 HEALTH INSURANCE	0.00	3,840	0	0
		8	88	90	80392-00 LIFE INSURANCE	0.00	69	0	0
		4,421	2,739	3,070	80393-00 WORKERS' COMPENSATION INS In addition to covering regular and part-time staff, this line-item includes ~\$1,400 of workers' compensation coverage for Senior Program volunteers.	0.00	3,017	0	0
		0	0	250	80394-00 UNEMPLOYMENT	0.00	250	0	0
		0	252	248	80395-00 DISABILITY INSURANCE	0.00	254	0	0
		68,545	64,767	72,880	TOTAL PERSONAL SERVICES	1.67	79,461	0	0
<u>MATERIALS & SERVICES</u>									
		25	352	110	80420-00 EMPLOYEE DEVELOPMENT "In-house" presentations, seminars, and workshops providing continuing development for City employees.	0.00	100	0	0
		335	425	400	80421-00 TRAVEL & EDUCATION Attendance at professional development workshops and conferences.	0.00	600	0	0

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10-May-05

30	07	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
		8,090	7,972	8,500	0.00	8,500	0	0
				80441-00 HVAC & LIGHTS Natural gas and electricity costs.				
		1,822	2,125	2,500	0.00	2,500	0	0
		7,861	5,268	4,500	0.00	4,500	0	0
				80451-00 TELECOMMUNICATIONS				
				80461-00 MATERIALS & SUPPLIES: Office and other general supplies.				
		0	4,204	0	0.00	2,000	0	0
				80461-81 M&S - DONATIONS SENIORS Materials and supplies purchased from general donations that support the Senior Center through Donations - Senior, Account #30-00-60168-81.				
		6,264	8,919	8,000	0.00	11,000	0	0
				80471-00 REPAIRS & MAINTENANCE: General and unanticipated repairs and maintenance, garbage service, etc. Increase reflects a need to address a variety of small repairs throughout facility due to general wear and tear.				
		0	0	9,000	0.00	5,000	0	0
				80471-81 R&M - DONATIONS SENIORS Facility repairs and maintenance funded by donations from seniors through Donations - Senior, Account #30-00-60168-81. This funding will support the repair or replacement of table-tops and chairs.				
		0	0	0	0.00	0	0	0
		5,029	3,204	3,500	0.00	4,000	0	0
				80480-00 SENIOR PROGRAMS:				
				80480-02 SP - NEWSLETTER Production and mailing senior newsletter, a monthly publication mailed to over 540 seniors; expenses recovered through subscription and advertising fees in Senior Programs - Newsletter, Account #30-00-60067-02.				
		0	0	0	0.00	2,000	0	0
				80480-03 SP - CLASSES & PROGRAMS Materials and supplies for special interest classes and programs including costs associated with instructors who are independent contractors.				
		2,493	2,411	1,500	0.00	3,000	0	0
				80480-04 SP - SPECIAL EVENTS Costs associated with special fund raising events.				
				Budget Note: Expenses are off-set by Special Programs - Special Events, Account #30-00-60067-04.				
		19,536	18,209	16,000	0.00	20,000	0	0
				80480-05 SP - DAY TOURS Senior day tour excursions including bus transportation, admission fees, meals, and other event related expenses.				
				Budget Note: Expenses recovered through registration fees in Senior Programs - Day Tours, Account #30-00-60067-05.				
		24,977	4,570	17,000	0.00	15,000	0	0
				80480-06 SP - OVERNIGHT TOURS In-state and out-of-state multi-day senior trips and tours including transportation, hotel accommodations, and event admissions.				
				Budget Note: Expenses recovered through participation fees in Senior Programs - Overnight Tours, Account #30-00-60067-06.				

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2005-06

10-May-05

30	07				10-May-05			
ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05			NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
3,400	3,300	3,900	80511-00	INSURANCE-PROPERTY & LIABILITY	0.00	3,700	0	0
5,370	8,184	8,000	80609-00	JANITORIAL SERVICES & SUPPLIES	0.00	9,100	0	0
805	871	975	80611-00	PROFESSIONAL SERVICES:	0.00	1,050	0	0
				Audit fee allocation				
1,764	91	100	80611-05	PS - HUMAN RESOURCES	0.00	300	0	0
3,170	610	1,768	80612-00	COMPUTER SERVICES - IS FUND	0.00	1,714	0	0
				Shared network services cost - Network and PC support agreements, licenses, financial systems, internet connection etc.				
3,681	4,600	4,375	80631-00	MAINTENANCE & RENTAL CONTRACTS	0.00	4,000	0	0
				1,525 Carpet cleaning				
				875 HVAC system maintenance contract				
				600 Roof and gutter cleaning				
				200 Pest control				
				500 Copy machine maintenance				
				300 Fire alarm monitoring				
451	340	350	80665-00	CREDIT CARD FEES	0.00	350	0	0
0	0	0	80680-00	M&S ASSETS:	0.00	0	0	0
0	0	0	80681-00	M&S EQUIPMENT	0.00	0	0	0
100	0	1,145	80683-00	M&S COMPUTERS - IS FUND	0.00	1,804	0	0
				300 Department Equipment				
				Replacement Network switch				
				164 M&S Equipment - IS Department				
				104 M&S Equipment - Network Software				
				619 M&S Equipment - Network Hardware				
				617 Capital Equipment - Network Hardware/Software				
287	1,371	4,500	80691-00	M&S EQUIP - DONATIONS SENIORS	0.00	3,000	0	0
				Equipment purchased, with a value less than \$4,999, from general donations that support the Senior Center through Donations - Seniors, Account #30-00-60168-81.				
95,460	77,026	96,123	TOTAL MATERIALS & SERVICES		0.00	103,218	0	0
<u>CAPITAL OUTLAY</u>								
0	0	0	80701-00	EQUIPMENT	0.00	0	0	0
0	0	0	80702-00	EQUIPMENT - DONATIONS SENIORS	0.00	3,000	0	0
				Equipment purchased from general senior donations that support the Senior Center; funded through Donations - Seniors, Account #30-00-60168-81.				
0	0	0	80704-00	EQUIPMENT - COMPUTER - IS FUND	0.00	0	0	0
0	0	0	80771-00	BUILDING IMPROVEMENTS:	0.00	0	0	0

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2005-06

10-May-05

30	07	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05		NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
		0	0	5,000	80771-81 BLDG IMP - DONATIONS SENIORS	0.00	5,000	0	0
					Building improvements that upgrade or renovate Senior Center facility; funded through Donations - Seniors, Account #30-00-60168-81.				
		0	0	5,000	TOTAL CAPITAL OUTLAY	0.00	8,000	0	0
		164,005	141,793	174,003	TOTAL REQUIREMENTS	1.67	190,679	0	0