

CITY OF LINCOLN CITY

LINCOLN CITY COUNCIL

WORK SESSION MEETING AGENDA

JANUARY 19, 2021 4:00 PM

**4:00 PM - The Lincoln City Council will hold a Work Session on Zoom. The meeting will be broadcast live in the Council Chambers, 801 SW Highway 101 - 3rd Floor, Lincoln City, OR 97367.**

**The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, for a hearing impaired device, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to City Recorder, (541) 996-1203.**

**This meeting is a work session only and does not include public comment.**

- A. CALL TO ORDER**
- B. DISCUSSION ITEMS**
  - Disposition of the Space in the Community Center used by the Senior Citizens
- C. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL**
- D. ADJOURNMENT**

# Council Communication

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## Senior Center Space

Meeting Date: January 19, 2021      Primary Staff Contact: Ronald F Chandler  
 Department: Administration      E-Mail: RChandler@lincolncity.org  
 Secondary Dept:      Secondary Contacts:  
 Approval: Ronald F Chandler      Estimated Time:

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### History:

Space for a 1000 sq. ft. "Seniors Lounge" was included in the original Community Center plans, drawn in 1979. Community Center was built in 1981 with this Lounge area which included a kitchen, bathroom, and office space.

In the early 1990's, an additional 1,440 sq. ft. was added to the Senior Center, increasing the lounge area and including a quilters room.

Combined with the use of the Small Meeting Room, Book Room, Pool Table Room, etc, the total space currently utilized by the Seniors is 3046 square feet, or 8.7% of the entire Community Center.

The Community Center total square footage is 35,002 sq ft.

Attached is a letter from Gail Kimberling to David Hawker on 2/4/2014 and a diagram showing the space used by the Senior Citizens.

During the meeting, Jeanne Sprague will provide an updated information concerning the number of Seniors who attend meetings, the gatherings in the Senior area, how often per month they meet, list of the services provided by the Seniors, etc.

### Expenditures for Senior Center, Jan – Dec 2019:

<b>Utilities for Jan-Dec 2019</b>	<b>Community Center Total</b>	<b>Senior Center Usage at 8.7%</b>
Pacific Power	\$ 56,241.69	\$ 4,893.03
NW Natural Gas	\$ 34,099.79	\$ 2,966.68
Century Link	\$ 7,117.20	\$ 619.20
IconPro	\$ 549.60	\$ 47.82
NL Sanitary	\$ 3,239.55	\$ 281.84
<b>Other expenditures</b>		

City staff cleaning - 30 mins/ M-F		\$ 3,900.00
Janitorial supplies - toilet paper, etc		\$ 500.00
Capital Projects 2019		\$ 18,500.00
<b>Total</b>	<b>\$ 101,247.83</b>	<b>\$ 31,708.56</b>

The Senior Center 501c3 does not pay for rent, utilities, maintenance or janitorial supplies in the Community Center. The City maintains the space via our Parks and Recreation Dept. staff and budget. There is no contract or MOU in place between the Senior Center 501c3 or City of Lincoln City.

Per Capital Projects for FY19-20 in the Senior Center:

- Senior Center carpet: \$14k
- Knocking out window and part of wall in Sm Mtg room, so it can attach to kitchen: \$3k
- Senior parking signs/painting in the Senior Center parking lot: \$1k
- Replacement of moulding, light bulbs, new shelves in office: \$500
- TOTAL: \$18,500

Per Capital Projects for FY20-21 in the Senior Center:

- New windows: \$2k
- TOTAL: \$2,000

On 12/10/20, the Lincoln City Parks and Recreation Board motioned the following item as a Council recommendation:

“The City of Lincoln City needs to enter into a contract with the Senior Center, for a to be determined amount, as a lessee of space in the Community Center.”

The motion was seconded, with a vote approval of the 5 Board members present. Director Sprague is forwarding this information to City Manager Ron Chandler.

**Attachments:**

- senior center correspondence g kimberling 2014 (PDF)
- senior center portion of community center (PDF)

**Lincoln City Community Center**

To: David Hawker  
From: Gail Kimberling  
CC: Mayor Dick Anderson and City Council  
Date: February 4, 2014  
Re: Senior Center space

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This memo is to clarify several statements regarding the Lincoln City Senior Center made by Gordon McMinn at the City Council meeting on January 13, 2014.

Mr. McMinn and the board of the Lincoln City Senior Center allege space for their activities and programs has been reduced since the Senior Center was established in 1980.

On the contrary, the seniors now enjoy nearly double the square footage than they were originally given when the Community Center was first opened.

Space for a 1,000 square foot "Seniors Lounge" was included in the original "Lincoln City Multi-Purpose Building" plans drawn up by Broome, Oringdulph, O'Toole, Rudolf & Associates in April 1979. The lounge included a kitchen, bathroom and office space.

Another 1,440 square feet was added to the Senior Center during the Community Center expansion in the early 1990s. This space greatly increased the lounge area (where two pool tables are now located) and included a quilter's room.

According to long-time Parks and Recreation Director Ron Ploger, the 200-square foot meeting room adjacent to the Senior Center was designed to be a shared space between the recreation department and the seniors. The seniors placed an old TV and couch in the room. However, the room was very rarely used by the seniors so it was converted to a part-time yoga studio in 2009. The Community Center purchased a brand new TV for the room, painted the walls and laid new carpet. Seniors are still welcome to use the room when yoga classes are not being held.

The 200-square foot "Craft Room" is another space shared by the recreation department and seniors. The seniors hold bridge games (six hours/week) and painting classes (eight hours/week) in this room free of charge.

A sign for the Senior Center was formerly located in the hallway between the Community Center's main lobby and the Senior Center, but this sign was taken down during the 1990s expansion when a gate was installed in the hall. A sign on the 45-degree wall outside of the Senior Center now designates their space.

The Senior Center has never owned any part of the Community Center building, paid rent or utilities, or paid for any maintenance or janitorial supplies.

Several of the "senior" programs mentioned by Mr. McMinn in his Jan. 13 statement are actually sponsored or hosted by the Community Center, not the Senior Center. They include:

- Meals on Wheels/Senior Meal Site – The Council on Aging pays \$1 per year to the City of Lincoln City for use of the Community Center's commercial kitchen and large meeting room from 7 a.m. – 1 p.m. Monday, Wednesday and Friday, year round.
- AARP Tax Aide – The Community Center donates use of the Craft Room for this nationally-based service, offered Tuesday, Thursday and Saturday from February 1 through April 15.
- AARP Driver Safety – The Community Center donates use of a meeting room for this nationally-based class, which is held one or two days a month year round.
- Line Dancers – The group practices from 9 a.m. – 11a.m. Monday, Wednesday and Friday year round in the Community Center gymnasium. Participants pay a nominal fee which is donated to charity.

Twice a year, the Community Center donates use of the large meeting room and kitchen for the Senior Center's annual Thanksgiving Dinner and Christmas dinners. The meeting room has also been made available at no charge for special Senior Center events such as general membership meetings.

Senior citizens are a very important part of the Community Center. Seniors age 62 and older make up 30% of the Community Center's total membership, and half (51%) of Senior Center paid members are also members of the Community Center.

I believe a solid and mutually beneficial relationship is possible between the Community Center and Senior Center, provided an atmosphere of trust can prevail and clear expectations are established for each organization.

The basis of this relationship should be in the form of a contract delineating clear occupancy for the Senior Center in the Community Center building, as well as financial consideration for utilities, supplies, staff time and any additional space required for special events.

Gail Kimberling, Director  
Lincoln City Community Center

