

Ad-hoc Strategic Planning Committee
City of Port Washington – Adult Community Senior Center
Meeting Minutes

February 3, 2015

Present: Mary Fran Lepaska,, Edie Webb, Tom Murphy, Director Catherine Kiener,
Paul Ehrlich, Alderman Bill Driscoll, John Sigwart, Irene Taylor, Chris Flint

Excused: John Jacque, Joe Millonzi, Mayor Tom Mlada

Next meeting: Tuesday, February 3, 4:30 p.m.

1. Meeting opened by Mrs. Webb, minutes approved by Mr. Driscoll, seconded by Mrs. Flint. Our newest members, Mary Fran and Chris were welcomed and Mary Buser has dropped from the committee due to personal commitments.

2. The RFP update: Green Play met the February 3rd deadline, MSA's request due to arrive February 5th. Stantech declined. Members of the committee will be contacted to pick up their copy of the proposals on Thursday or Friday before the Monday meeting.

3. Site visit reports:

Members that went on site visits gave insightful reports of each center. Handouts were provided that answered the basic questions regarding demographics, budget, physical structure, etc.

Edie began with the visit she and Catherine, John, and Tom made to **Plymouth's Intergenerational Center**. A newsletter was provided that listed the tenants. The center is owned by The Plymouth Intergenerational Coalition and houses Plymouth Adult Community Center, FamilyResource Center, Growing Generations, Head Start, New Life Community Church, and Safe Harbor.

Their director strongly suggested removing the words, Senior Center and instead going with Activity Center or something similar. The Plymouth center took 8 years and lots of work and frustrations to fund. Details are on the sheet passed out, but included the \$4.2 million cost, the 28k sq ft facility on 14 acres, plans to expand, and impressive facility and offerings. There were lots of grants and a capital campaign to help fund, along with a 1 million grant and 130k from the adult center. Exercise classes are coordinated by retiree from Lakeland College and a gym is in future plans. The senior meals are prepared there, and there is an inviting atrium/eating area.

John S. next discussed his visit to the Waunakee Village Center and also had a handout that covered details and a very thorough budget attachment. The center was a referendum and includes the Park/Rec and Senior Center along with village activities and replaced a lower level center from 13 years ago. A needs assessment was done and a copy will be sent to us. The site/building design is in a beautiful setting along Six Mile Creek and serves the village of 12k people. There are 2 gyms, a track, 45k sq ft in a \$7 million building. Lunch is served to about 160 people.

Lastly, John visited DeForest Village, serving the towns of Windsor and Vienna, NE of Madison. There are 1k members, no dues, a very nice facility, with an impressive donor wall. And independent, nonprofit group owns the building and grounds. It was built in '83 and has the feel of a supper club with fireplaces and a library in 10k sq ft. They added a sun room. The land was

donated and the VFW leases the facility. They have a \$635k budget, 80 parking spaces (adding another 40), and a small exercise area.

4. Misc: Catherine has looked at a national conference in March in Chicago that will highlight the design of senior centers and inquired about possible attendees. Also she discussed the checking of references for the RFP respondents, Green Play did a survey in Dane County for Fitchburg. John discussed conversations he has had with our YMCA and their facility space constraints with regards to senior offerings.

Next meeting Monday, February 9th at 5:30 to discuss the proposals received

Respectively submitted by Irene Taylor and Mary Fran Lepaska

Suggested Questions for Adult Senior Center Visits:

1. *Average age of members*
2. *Other demographics (% seniors in the city, etc.)*
3. *Funding (How is the center supported?)*
4. *What funds were used to build the facility?*
5. *What is the physical layout of the building, the capacity, etc.*
6. *Parking details*
7. *Is there a coordination of services with neighboring communities?*
8. *What classes are offered?*
9. *Are senior meals offered here?*
10. *What are the yearly dues?*