



STAFF REPORT – CITY COUNCIL MEETING

June 12, 2024

TO: Honorable Mayor and City Council Members

FROM: Emily Sinkhorn, Director of Environmental Services

PREPARER: Emily Benvie, Dep. Director of Environmental Services-Com. Svcs.

DATE: June 04, 2024

TITLE: **Approve the Fiscal Year 2024/2025 Senior Resource Center's Arcata Community Center Application and Permit for Use of Facilities, Waive Usage Fees Associated with the Senior Resource Center's Meal and Activity Programs at the Arcata Community Center; and Authorize the City Manager to Execute All Applicable Documents Through 2030.**

RECOMMENDATION:

Approve the fiscal year 2024/2025 Senior Resource Center's Arcata Community Center application and permit for use of facilities, waive usage fees associated with the Senior Resource Center's meal and activity programs at the Arcata Community Center; and authorize the City Manager to execute all applicable documents through 2030.

INTRODUCTION:

The City of Arcata has entered into a long-term partnership with the Humboldt Senior Resource Center to bring daily lunch service and senior activities to Arcata seniors. This agreement requires annual approval which corresponds with the fiscal year. Since usage has been consistent for more than 15 years, Council approval for the City Manager to renew the lease annually for the next five years will streamline the process for both the City and the Humboldt Senior Resource Center.

BACKGROUND:

The Humboldt Senior Resource Center has been serving lunches and coordinating activities in Arcata since 1984. The City of Arcata has donated use of space in a City facility to accommodate these services.

DISCUSSION:

The City's donation not only provides space for activities but also allows the Senior Resource Center to access State funds that provide these services to Arcata. Participation averages 35 to 40 meals per day on site and 50 meals home delivered. The program also offers a variety of activities that include: ping pong, cards and games, music, massage, electronic technology support, and health screenings. Additionally, Food for People provides a senior food box distribution on the fourth Tuesday of each

month. All their programs and lunch services are offered at no charge. Donations are accepted for lunch service.

Several years ago, the Senior Resource Center collaborated with the City of Arcata in preparing and applying for the Community Development Block Grant in the amount of \$500,000 that was awarded to construct a new Senior Center. Their efforts and the demographics of the population they service were vital in the City obtaining this grant. This grant later served as a catalyst to build the Arcata Community Center, of which their program is now a part.

POLICY IMPLICATIONS:

This project supports the Arcata General Plan 2020 (Parks and Recreation Element) specifically Goal III Policy A to encourage cooperative agreements, maintain good relations, and continue sharing equipment, facilities, fields, maintenance, and staff with other entities.

BUDGET/FISCAL IMPACT:

Based on the approved fee structure, the estimated annual rental rate for the Senior Resource Center Senior Nutrition Program and Activities is \$132,096 per year. The Parks and Facilities Division's annual expenses for the Senior Resource Center Senior Nutrition Program and Activities are estimated at \$63,000. This rate includes 25+ hours of maintenance per week, building repairs/improvements, utilities and contract services (prorated). It does not include capital improvements, service equipment and equipment/furniture replacement.

ATTACHMENTS:

A. Arcata Use of Facility Agreement FY24-25 (draft) (DOC)