

RESOLUTION 22-03

A RESOLUTION TO ESTABLISH A NEW COMMUNITY SENIOR CITIZENS CENTER AND ALLOCATE FUNDS FOR STARTUP COSTS, OPERATING COSTS, AND REIMBURSEMENT OF ASSETS

WHEREAS, the City of Spring Hill desires to establish a community Senior Citizen Center in the Winchester Building in January of 2022; and

WHEREAS, the new Spring Hill Senior Citizen Center will be open to the public aged 55 and over; and

WHEREAS, the City of Spring Hill Parks and Recreation Department will program and operate the new Spring Hill Senior Citizens Center five (5) days per week except for City observed holidays; and

WHEREAS, the Board of Mayor and Aldermen will appropriate \$15,272.51 for startup costs and \$36,100 for operating costs for the remaining six (6) months of FY 2021/2022; as well as expect \$24,800 in donations to offset expenses; and

WHEREAS, the City of Spring Hill has agreed to reimburse the Spring Hill Senior Citizens, Inc. \$12,457.49 for the assets they have purchased for the facility.

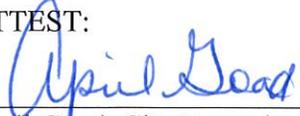
NOW, THEREFORE, BE IT RESOLVED, the Board of Mayor and Aldermen hereby establishes a new community Senior Citizens Center to open in January of 2022 and appropriates \$51,372.51 from the general fund for startup costs and operating costs for the remaining six (6) months of FY 2021/2022; and

NOW, THEREFORE, BE IT ALSO RESOLVED, the Board of Mayor and Aldermen will reimburse the Spring Hill Senior Citizens, Inc. a lump sum of \$12,457.49 from the general fund for the assets they have purchased for the facility.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on this 18th day of January, 2022.


Jim Hagaman, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED.


Patrick Carter, City Attorney



REQUEST: Approval of Resolution 22-03

SUBMITTED BY: Kayce Williams, Director of Parks & Recreation

DATE: Nov 11, 2021

RE: Establishing a new community senior citizens center and allocating funds
For startup costs, operating costs, and reimbursement of assets

ATTACHMENTS: Resolution, Cost estimate spreadsheet

PURPOSE:

To establish a new community senior citizens center and allocate funds for startup costs, operating costs, and reimbursement of assets to the Spring Hill Senior Citizens, Inc.

BACKGROUND:

The Spring Hill Senior Citizens, Inc have been utilizing the upstairs of the Winchester Building for a senior citizens club. The City desires to mitigate the SHSC, Inc of the benevolent responsibility they have borne for over a decade to provide group activities for the senior citizens of Spring Hill. The costs of providing this service to the community are not insignificant so the club has had to institute membership dues to offset those costs. The City recognizes the valuable services they have provided and now desires to take on that responsibility so that all senior adults age 55 and over can have access to health and wellness programs, educational and arts classes, social and recreational activities, public benefits counseling, information and assistance, volunteer and civic engagement opportunities, and community space to gather together.

The Spring Hill Parks and Recreation Department intends to program and operate the Spring Hill Community Senior Center five days a week from 8:00 am until 4:00 pm in the Winchester building starting the first week of January, 2022. The Department requests a financial reimbursement to SHSC, Inc. for the many assets they have purchased for the building as well as startup costs and operational funds through the end of FY 2021/2022. We will be utilizing existing staff for this 6 month launch and we hope to gain some volunteer assistance with staffing along the way. We also hope to establish new partnerships with local businesses, citizens, and other entities to expand the services we can provide to our senior community.

A spreadsheet with 3 tabs has been provided to outline the reimbursement request, the estimated startup costs, and the estimated operating costs for 6 months.

FINANCIAL IMPACT:

Reimbursement \$12,457.49
Estimated Startup Costs \$15,272.51
Estimated 6 month Operating Costs \$36,100.00
Estimated Revenue: \$24,800

ACTION REQUIRED (INCLUDE DEADLINE /PRIORITY):

BOMA approval, budget amendment. This is a high priority item as the expectation is to have the center open the first week of January 2022.

6 months to end of FY 2021/2022
 26 operating weeks, 130 days

ITEM	DESCRIPTION	ESTIMATED COST	Revenue
Staff	Existing staff and possible volunteers	0.00	
Fine Art Instructor	\$400 a month for 3 months	1,200.00	600.00
Mixed Media Art Instructor	\$400 a month for 3 months	1,200.00	600.00
Yoga/Fitness Instructor	2 classes per week, 3 weeks of every month	2,100.00	1,050.00
Ballroom Dance Instructor	2 classes per week, 3 weeks of every month	2,100.00	1,050.00
Class Supplies	Paint, canvases, brushes, etc	5,000.00	5,000.00
Beverages and Snacks	Estimate based on 50 patrons at approximately \$5 per day	16,250.00	15,000.00
Professional Cleaning	Based on SHSC, Inc's existing contract @ \$250 per week	5,250.00	-
Office Supplies	Paper, disposables for snacks and beverages, etc.	3,000.00	1,500.00
TOTAL		36,100.00	24,800.00

ORIGINAL QTY	REMAINING QTY	ITEM	BRAND	PER UNIT	TOTAL	RESOURCE
6	1	8' Tables	Samsonite	89.99	89.99	Webstaurant Store
22	19	6' Tables	Samsonite	68.99	1,310.81	Webstaurant Store
10	4	Card Tables	Samsonite	48.99	195.96	Webstaurant Store
150	105	Red & Black Restaurant Chairs		26.00	2,730.00	AAA Furniture Wholesale
100	99	Cafeteria Trays		1.49	147.51	Webstaurant Store
2	2	Wire Serving Carts		172.49	344.98	Webstaurant Store
2	2	Sm. Trash cans (2.5 gal.)		2.00	4.00	Target
2	2	Lg. Trash Can (on wheels)		57.99	115.98	Webstaurant Store
3	2	Large Trash Cans (32 gallon)		29.00	58.00	Uline
1	1	Upright Piano	Used	1,000.00	1,000.00	Reverb.com
1	1	Podium		219.88	219.88	School Outfitters
2	1	Coffee Maker	Keurig	59.00	59.00	Walmart
1	1	4' Greeting Card Carousel Rack		114.35	114.35	AllenDisplay.com
2	2	Wall Clocks		12.93	25.86	OfficeSupply.com
2	2	4 Drawer Metal Filing Cabinet		295.00	590.00	Uline
3	3	Stackable Plastic Letter Tray		37.49	112.47	Staples
1	1	30" x 20" Dry Erase Wall Calendar		38.48	38.48	WBMason.com
1	1	Pedestal Fan	Lasko 18"	47.99	47.99	Walmart
1	1	Mop & Bucket	O-Cedar EasyWring	30.99	30.99	Target
1	1	Broom & Dust Pan	Libman	19.46	19.46	Home Depot
1	1	3 Tier Bookshelf		24.88	24.88	Walmart
1	1	5 Tier Bookshelf		110.00	110.00	Walmart
1	1	DVD/VHS Player	Toshiba	299.50	299.50	Walmart
1	1	Bakers Rack		119.99	119.99	Walmart
2	2	Microphones (NEW)	Shure Wireless	399.00	798.00	Amazon
1	1	1.2x3' Bullitin Board		22.69	22.69	Amazon
1	1	4x6' Bullitin Board		172.50	172.50	Amazon
2	2	30 cup coffee pots		49.92	99.84	Amazon
1	1	12 cup coffee pot	Krups 12 cup	93.68	93.68	Amazon
1	1	Wooden Hutch		239.99	239.99	Amazon
1	1	Desktop computer		579.99	579.99	Dell.com
1	1	Coffee Cabinet w/ granite top (island)		469.94	469.94	Amazon
1	1	Vacuum Cleaner	Bissel	59.00	59.00	Walmart
3	3	Roasting Pans		39.99	119.97	Amazon
3	3	Griddles		29.99	89.97	Amazon
1	1	9 foot chafing pan		44.99	44.99	Webstaurant Store
9	1	Large Commercial Pots and Pans (9)		204.00	204.00	Amazon
1	1	Knife block with 10 knives		79.95	79.95	Amazon
12	12	Water pitchers (plastic)		54.15	649.80	Amazon
6	6	Aprons		25.99	155.94	Amazon
18	18	Salt & Pepper shakers		13.99	251.82	Amazon
1	1	6' Metal Storage Cabinet		377.88	377.88	School Outfitters
2	2	Small folding tables		68.73	137.46	Amazon
		TOTAL			12,457.49	

QTY	ITEM	ESTIMATED COST
8	60" Round Tables	1,800.00
1	Reception Desk w/ ADA Return	2,300.00
1	3 pc Soft Seating	2,000.00
1	Sign	272.51
1	Horseshoe Court (Building Supplies)	500.00
2	Indoor Shuffleboard Kit	1,600.00
1	Wall mirror and barre	3,000.00
20	Yoga Mats and Blocks	500.00
1	Gaming Console	500.00
	Board games, card games, activities	800.00
	Miscellaneous Startup Supplies	2,000.00
TOTAL		15,272.51