

SENIOR ACTIVITY CENTER COMMISSION - 8: 00 AM (Wednesday, November 20, 2019)Generated by Melissa Wolf on Wednesday, November 20, 2019

## 1. OPENING OF MEETING

### Action:

1.1 Call to OrderChair Jeanne Bogardus called the meeting to order at 8: 02 am.

### Action, Procedural:

1.2 Pledge of AllegianceRecitation of the Pledge of Allegiance at 8: 02 am.

### Commission Members Present:

Jeanne Bogardus, Samy Yang, Alderperson Barb Felde, Sue Garske, Robert Helminiak, Rich Miesfeld, Evelyn Prevenas,

### Laura Gumm, Candace PittsStaff/Officials Present:

Director of Senior Services Vicky Schneider, Senior Activity Center Coordinator Melissa Wolf, City of Sheboygan Administrator Darrell Hofland, Director of Planning & Development Chad PelishekGuests:

Friends of the Senior Activity Center of Sheboygan Board of Directors President Scott Johnston

## 2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

### Action, Minutes:

2.1 Approval of minutes from the September 18, 2019 meeting.Motioned by Robert Helminiak, seconded by Evelyn Prevenas to approve the minutes from the September 18, 2019 meeting. Motion carried.

### Discussion, Information:

2.2 Senior Activity Center Commission RulesDirector of Senior Services Vicky Schneider shared the Senior Activity Center Commission Rules with the following questions:

1.) Why/When did the name change from the Commission on Aging to the Senior Activity Center of Sheboygan Commission?

2.) Section 2 - 730 discussion the hours of operation. Do operational hours need to be listed in the commission rules? If hours change, does the center need to get approval from the commission prior?

3.) Letter F mentions fundraising and donations from the commission. Alderperson Barb Felde suggested bringing the city attorney into the discussion about rules versus bylaws. Director of Planning & Development Chad Pelishek mentioned that to his knowledge, no other city commission or committee has a set of rules or bylaws but operate within all city ordinances.

Friends of the Senior Activity Center of Sheboygan Board of Directors President Scott Johnston stated that the mission of the commission should be updated to be in line with the new mission of the center.

It was determined that a subcommittee would form to discuss updated rules and development of an orientation for new commission members. Those interested in joining the subcommittee will email Vicky. If no one steps forward, Vicky will recruit.

Discussion,  
Information:

2.3 Review Approved Budget Director of Senior Services Vicky Schneider discussed the budget that was approved by the City of Sheboygan Common Council.

Discussion, Possible  
Action:

2.4 Res. No. 110 - 19 - 20 by Alderperson Felde expressing the sense of the Council that they would support staff beginning the process for a request for proposal related to the future facility needs of Sheboygan's growing active senior community. Director of Planning & Development Chad Pelishek

read aloud the proposal for a feasibility study to explore future facility needs for a growing active senior community. The request for proposal would be submitted to qualified consultants to perform a feasibility study to determine whether the City out to consider future investment into development of a community center in an alternate location utilizing and existing structure or perhaps consider new construction of a purpose build facility. The work would also include determining the cost to retrofit the existing center to accommodate future programming needs. The feasibility study would include multiple tasks: Task 1: Review Existing Programs and Facility Limitations Task 2: Complete a Market Analysis and Public Input Process Task 3: Develop rationale to support alternative facilities Task 4: Draft community center feasibility study report Task 5: Final presentation and approval

In September 2019, The Friends of the Senior Activity Center of Sheboygan worked with Groth Design to discuss some of the needs and costs to retro

the existing facility to accommodate current programming needs. This information will be shared with the feasibility study consultants.

This is a collaborative effort between the City of Sheboygan, The Friends of the Senior Activity Center of Sheboygan, and the Senior Activity Center of Sheboygan Commission.

Rich Miesfeld

motioned, Laura Gumm seconded to recommend the City of Sheboygan Common Council adopt the resolution. Motion carried.

### 3. NEXT MEETING

Action,  
Information:

3.1 January 15, 2020 at 8 a.m.

### 4. ADJOURN

Action:

4.1 Motion to Adjourn Alderperson Barb Felde, Rich Miesfeld seconded to adjourn the meeting. Motion carried.