



AGENDA

Special Meeting of the
Scotts Valley Senior Center Board
In-Person Meeting
Date: November 18, 2025
Time: 1:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
Recreation Division 361 Kings Village Road Scotts Valley, CA 95066 (831) 438-3251	Scotts Valley Senior Center 370 Kings Village Road Scotts Valley, CA 95066	Agenda posted on 11/14/25 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at: www.scottsvalley.gov
BOARD MEMBERS		CITY STAFF MEMBERS
George Milder, Chair Anna Pissanetzky, Vice Chair Ferd Bergholz, Board Member Terri Ritchie, Board Member Lois Santero, Board Member Margaret Schraft, Board Member VACANT, Board Member		Allison Pfefferkorn, Recreation Division Manager Darshana Croskrey, Senior Center Coordinator Brian Youmans, Administrative Assistant
MEETING NOTICE AND AGENDA PACKET MATERIALS		
Notice regarding Senior Center Meetings: The Senior Center Board meets regularly on the 1st Tuesday of each month at 1:00 PM at the Senior Center located at 370 Kings Village Road, Scotts Valley, CA 95066. Agenda and Agenda Packet Materials: The Senior Center Board agenda packet is published at least 72 hours in advance of the regular meeting and is available for review at the Recreation Division office at 361 Kings Village Road, Scotts Valley, CA. The agenda packet is also available for viewing on the City's website at www.scottsvalley.gov.		

Call to Order

Roll Call

Staff Updates

1. Staff Updates - RDM Pfefferkorn

Public Comment Time:

This portion of the agenda is reserved for discussion by the public of items which are NOT agendized. No action may be taken by the Board except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. All speakers are requested to sign their

name at the podium so their name may be accurately recorded in the minutes of the meeting. A time limit of three minutes per individual will be allowed.

Consent Agenda

(Any person wishing to speak on the consent agenda may do so by raising their hand as the item is called out by the chairperson.)

1. 09-09-25 Senior Center Board Minutes

Additions/Deletions to Regular Agenda

Regular Agenda

(Any person wishing to speak on the regular agenda may do so by raising their hand as the item is called out by the chairperson.)

1. New Hire for the Recreation Division
2. Proposed 2026 Meeting Schedule

Adjournment

ADA NOTICE

The City of Scotts Valley does not discriminate against persons with disabilities. The City Council Chambers is an accessible facility. If you wish to attend a City Council meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the City Clerk's office at (831) 440-5600 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a City Council meeting be available in an alternative format consistent with a specific disability, please call the City Clerk's Office. The California State Relay Service (TTY/VCO/HCO to Voice: English 1-800-735-2929, Spanish 1-800-855-3000; or, Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.

Staff Update: Senior Center Board Meeting, November 18, 2025

Recreation Division Manager Pfefferkorn

Recreation Updates:

Fall Festival & Bake off- We had a great turnout at the 2nd Annual Fall Festival and Bake off. Eight bakers competed and the winning dessert were Bourbon Pecan Pie Bars. We loved seeing so many of the members from the Senior Center there to participate.

Crafts & Coco Friday December 12th 6-8pm- Get in the holiday spirit and bring your grand kids. Crafts for all ages, cookies to decorate, and coco to enjoy!

New Software- The Recreation Division will be implementing new software December 16th. This new software is welcomed and will be much more user-friendly for the staff and residents to use.

Senior Center Update:

Board Member at Large- We are pleased to welcome our newly elected Board Member, Lois Santero.

Vacant Board Seat- Council Member Greg Whimp will be appointing the next board member to fill the vacancy.

Facility-

- The exterior windows of the center were cleaned.
- The gutters were cleaned in preparation for winter.
- Reminder: whenever there is food served in the center that all surfaces are wiped down at the end of the day.

Senior Center Year to Date Revenue report as of November 18th, 2025

	Actual	Budgeted	FY 24/25
BOUTIQUE SALES	\$ 3,256.55	\$ 8,000.00	\$8,510.78
MEMBERSHIP FEES	\$ 4,050.22	\$ 12,000.00	\$11,780.58
CONTRIBUTIONS FROM NON-GVMT	\$ 200.00	\$ 0.00	\$100
CITY CONTRIBUTIONS/DONATIONS	\$ 200.00	\$ 0.00	\$663.83
SR CENTER ACTIVITIES/CLASSES	\$ 9,232.00	\$ 15,000.00	\$20,609.10
FACILITY/BUILDING RENTAL	\$172.50	\$10,000.00	\$8,854.25
Total	\$ 17,111.27	\$45,000.00	\$37,798.39

Senior Center Year to Date Expense report as of July 1,2025

	Actual	Budgeted	FY 24/25
SALARIES/WAGES - REGULAR	\$16,544.79	\$ 50,017.00	\$49,692.00
SUPPLIES & MATERIALS	\$ 1,559.37	\$ 10,000.00	\$6,691.00
COMMUNICATIONS/DATA USAGE	\$ 1,825.07	\$ 5,360.00	\$350.00
UTILITIES	\$ 2,955.53	\$ 11,000.00	\$12,185.4
OTHER CONTRACTUAL SERVICES	\$ 2,809.95	\$ 23,000.00	\$10,417.32
INSURANCE & SURETY BONDS	\$ 6,749.00	\$ 9,000.00	\$6,782.71
MAINT OF BLDGS/STRUCT/GRNDS	\$ 2,137.73	\$ 25,000.00	\$14,909.46
Total	\$ 34,581.44	\$ 133,377.00	\$105,134.98

Senior Center Coordinator Darshana Patel-Croskrey Report

Activities and Program Updates (Since September)

- The contract with Wendy O'Meara to teach the weekly Line Dance class has not been renewed. We are in the process of looking for a new dance teacher.
- Yoga is back at the center for the first time since reopening from the pandemic. Yoga For All Movement is a nonprofit and has agreed to a trial six-month contract. We do need everyone's help in promoting it. We offer it 3 times a week. They offer traditional yoga on Monday and Wednesday, and chair yoga on Friday.
- Band Night/Line Dance has completed its contract for this year. We will renegotiate and restart our monthly offerings in February 2026.
- The Pinochle group have requested adding a second day per week to play. We are doing a trial run to see how it goes. It is open to everyone.
- Scotts Valley Senior Center Bocce League is on hiatus until Spring Season. A huge thanks goes out to Susan Taylor (Chair), and her Team Captains for running a smooth season.

Special Presentation/Events

- Medicare Open Enrollment takes place between 10/15/25 and 12/7/25 this year. SVSC hosted Bill Proulx - Executive Director of HICAP - to share the government changes for this year and give a detailed understanding of how to make changes.
- Through Soup, Salad, Let's Talk ~ Colly's generosity continues. For October, we changed her regular service day to Oct 30th instead and had our Spooktacular Halloween

celebration. The entertainment was planned by Mayli Richie (granddaughter of board member, Terri Ritchie), with Darshana's assistance, and a fun time was had by all!

- We also had some of our members attend the Bystander CPR Training from our fire department. This was a complimentary offering and was attended by some of our first-time grandparents.

- The fifth presentation of our 9-part Alzheimer's Education Series took place. It will now go on hiatus, picking up once again starting in February 2026.

- I am happy to report that our members made a good showing at this year's State of the City Address. A concerted effort was made to inform and remind members that it was coming up, and that it was in their best interests to attend so they would receive information directly from the City Leaders on issues important to them.

Improvements

- Due to the generosity of member Jeff Hill, we will be purchasing a projector and attachments with his \$200 donation.

- After 15 years, we are rebranding our newsletter sponsorships to reflect the following levels:

Community Spirit Sponsors

 Friendly Face (NL Only) \$75

 Helping Hand ~ Small \$150

 Heart of Gold ~ Medium \$200

 Pillar of the Community ~ Large \$250

Upcoming Events

- SVSC Members will enjoy a delicious Thanksgiving Lunch generously provided by a partnership between Brookdale Senior Assisted Living, Colly Gruczelak, and our center. We will be serving to a full capacity ~ the signups are complete.

- Plans are underway for a wonderful Holiday Luncheon scheduled for December 11th ~ with an Appetizer Bar, Dessert Bar, and a Mocktail Bar. All this, once again, lay on between a partnership between our center and Brookdale Senior Living.



MINUTES

Meeting of the
Senior Center Board Meeting
Date: September 9, 2025
Time: 1:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
Recreation Division 361 Kings Village Road Scotts Valley, CA 95066 (831) 438-3251	Scotts Valley Senior Center 370 Kings Village rd. Scotts Valley, CA 95066	The agenda was posted on 09-05-2025 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at www.scottsvalley.gov .

Call to Order - 1:00 pm

The meeting was called to order at 1:00 PM.

Roll Call

COMMISSIONERS PRESENT:

George Milder, Chair
Anna Pissanetzky, Vice Chair
Ferd Bergholz, Board Member
Margaret Schraft, Board Member
Terri Ritchie, Board Member
VACANT, Board Member
VACANT, Board Member

CITY STAFF MEMBERS PRESENT:

Allison Pfefferkorn, Recreation Division Manager
Darshana Croskrey, Senior Center Coordinator
Brian Youmans, Administrative Assistant

Staff Updates

1. Staff Updates - RDM Pfefferkorn

RDM Pfefferkorn presented updates regarding the upcoming Senior Center Board Member Election, as well as recent facility updates such as maintenance to the Senior Center Kitchen.

2. Staff Updates – SCC Croskrey

SCC Croskrey presented updates on recent activities and programs including the recent special presentations.

Public Comment Time

- Senior Center Member Cynthia Dzendzel suggested that it would be helpful to potential candidates to know who has been accepted for candidacy for the upcoming Senior Center Board special election, and that it would be helpful to potential donors and volunteers to see a list of volunteer projects that can be done for the Senior Center.
- Senior Center Member Elaine Myers expressed that she would like the boutique to return to its original opening hours.

Consent Agenda

1. Approve Senior Center Board Meeting Minutes 07-22-25.

M/S: Pissanetzky/Schraft

To approve the Consent Agenda with no alterations. Carried 5/0/0 (AYES: Milder, Pissanetzky, Bergholz, Schraft, Ritchie; NOES: None; ABSENT: None)

Additions/Deletions to Regular Agenda

None.

Regular Agenda

1. Meeting Procedure Review

RDM Pfefferkorn presented a background of the City's procedures for Commissions, Boards, and other City Council Advisory Boards. This includes following Robert's Rules of Order, a standard procedural order for board meetings. This included the procedures that affect the Senior Center Board meetings and how to effectively process the consent agenda, staff reports, regular agenda items, and public comments.

Board Members expressed appreciation for this presentation.

2. Committee Teams Follow-Up

RDM Pfefferkorn presented a background of information for the need of different volunteer teams to offer support to the Senior Center's programs and functions.

The Board and Staff discussed different areas of need, and Board members expressed interest in volunteering for different teams but would need more time to think about which team to commit to.

A few of the Board members expressed issues that they had with their bandwidth, and trying to fit in any more volunteering would be very difficult.

Staff reiterated that these teams are about "coordination" and not fully taking over the responsibilities of the team. Staff also reiterated that these teams would receive full staff support as well.

- Elaine Myers expressed that she wouldn't mind volunteering to help with the newsletter.
- Cynthia Dzendzel expressed appreciation to the Board for all the work that they do and suggests potentially adding more seats to the Board to accommodate any more volunteer work for these teams.

3. Punch Pass and Membership Update

RDM Pfefferkorn presented a background of information for the Punch Pass system as well as an update on Senior Center Membership numbers and new systems for seniors to renew and register their membership.

Board Members asked clarifying questions that staff answered.

Public Comment:

- Cynthia Dzendzel expressed concern after hearing that staff may have been discouraging members from signing up for the Senior Center Bocce League. She emphasized that bocce is a very popular activity and suggested that staff explore additional ways to offer bocce opportunities to members.

4. Future Agenda Items

RDM Pfefferkorn opened a discussion on any potential future agenda items. RDM Pfefferkorn pointed out that after the upcoming Senior Board Special Election, City Council will ratify the results of the election for the next At-Large Board Member.

Vice Chair Pissanetzky expressed gratitude for all the opportunities that the Senior Center Board has given her, however she will be moving away from the area within the next few months and will be resigning from the Board. Because of this, the board will need to elect a new Vice Chair during the next meeting in November.

Adjournment

The meeting adjourned at 2:15 PM.

City of Scotts Valley SENIOR CENTER BOARD STAFF REPORT

DATE: 11/18/2025
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED: Mali LaGoe, City Manager
SUBJECT: **New Hire for the Recreation Division**

SUMMARY OF ISSUE

During the annual budget process, the Recreation Division allocated funds for a part-time, temporary position within the Recreation Division. These funds were originally intended for occasional, as-needed event support. Over the past year, the Recreation Division has experienced significant growth in both Recreation and Senior Center programs and events. This has brought an increased need for consistent operational and administrative support, particularly at the Senior Center.

In early October, the City issued a job posting for a Recreation Leader/Assistant to assist with day-to-day functions at the Senior Center as well as support for recreation operations and events. Staff conducted initial interviews in early November and will be holding a second round of interviews with select candidates this week. The goal is to have the position filled by mid-December.

The position is a temporary, part-time role reporting directly to the Recreation Manager. The employee will work closely with the Senior Center and Recreation Coordinators, as well as the Recreation Administrative Assistant, to support both daily operations and programming.

Their duties and hours will be split between the Senior Center and the Recreation Office.

- Senior Center Support (75%–85%)
 - Manage the front desk and provide consistent administrative coverage.
 - Assist with program setup, take down, and logistics.
 - Support senior programs and activities through marketing, communication, and customer service.
 - Enhance overall efficiency and service quality at the Senior Center.
- Recreation Division Support (15%–25%)
 - Assist with citywide recreation events and programs.

- Support division-wide marketing and outreach efforts.
- Provide administrative support and logistical assistance to recreation staff.

This position will benefit both the Senior Center and the Recreation Division as a whole in several key ways:

For the Senior Center:

- Provides consistent front desk coverage, ensuring a welcoming and supportive environment for senior participants.
- Improves communication, customer service, and responsiveness to community needs.
- Frees up the Senior Center Coordinator to focus on program development, partnerships, and volunteer groups.

For the Recreation Division:

- Provide flexible staff support for events, marketing, and administrative needs across all recreation programs.
- Support the Division's growth to help maintain high-quality programs
- Increase capacity to promote and deliver more programs for all ages to the community.

The recreation assistant position will provide much-needed operational and administrative support, improve efficiency, and enhance the overall customer experience for both the Senior Center and Recreation Division.

FISCAL IMPACT

Salary for this position is included in the FY25/26 Recreation Division Budget.

STAFF RECOMMENDATION

To receive the information

TABLE OF CONTENTS

None

City of Scotts Valley SENIOR CENTER BOARD STAFF REPORT

DATE: 11/18/2025
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED: Mali LaGoe, City Manager
SUBJECT: **Proposed 2026 Meeting Schedule**

SUMMARY OF ISSUE

The Senior Center Advisory Commission meets on the 2nd Tuesday of the month in the months of January, March, May, July, September, and November at 1:00 PM at the Scotts Valley Senior Center, 370 Kings Village Road, Scotts Valley, CA 95066.

Month	2nd Tuesday	Notes
January	13th	
February	---	No meeting
March	17th	* moved a week later due to staff at a conference
April	---	No meeting
May	12th	
June	---	No meeting
July	14th	
August	---	No meeting
September	8th	
October	---	No meeting
November	10th	
December	---	No meeting

FISCAL IMPACT

None.

STAFF RECOMMENDATION

Approve the proposed 2026 Senior Board meeting schedule.

TABLE OF CONTENTS

None

