

ORDINANCE NO. 1243

AN ORDINANCE OF THE MUNICIPALITY OF MONROEVILLE SPECIFYING THE RELATIONSHIP BETWEEN THE MUNICIPALITY OF MONROEVILLE AND THE MONROEVILLE COUNCIL OF SENIOR CITIZENS, INC. PERTAINING TO THE MONROEVILLE SENIOR CITIZENS ACTIVITY CENTER, REQUIRING THE DEVELOPMENT OF CERTAIN PLANS, POLICIES, REGULATIONS, AND RULES, AND PROVIDING FOR AN ENFORCEMENT AGENCY

BE IT ORDAINED and ENACTED by the Municipality of Monroeville, in Council assembled, as follows:

Section 1. Purpose of Ordinance. It is the intent and purpose of this ordinance to provide a framework for the orderly utilization of the Monroeville Senior Citizens Activity Center by all senior citizen residents, guests, and friends in a safe, hospitable, and effective manner. It is intended that no senior citizen be unreasonably denied use of the center. Use of the center cannot be denied simply for failure to join or be admitted (due to quotas) to one of the several clubs or organizations for senior citizens.

Section 2. Definitions.

Monroeville Council of Senior Citizens Inc. - A non-profit corporation composed of representatives from each of the senior citizen organizations in Monroeville and Pitcairn representing 100 senior citizens or more and which have officers and an executive committee.

Senior Citizen - Any resident of Monroeville or Pitcairn who has reached an age of 55 or more.

Senior Citizen Friend - Any person who has reached an age of 55 or more.

Section 3. Operational Policy. The Municipality of Monroeville will provide an exclusive license to operate the Monroeville Senior Citizens Activity Center in accordance with these policies, regulations, and rules, to the Monroeville Council of Senior Citizens, Inc.

A. Relationship Between the Municipality of Monroeville and the Monroeville Council of Senior Citizens Incorporate

(1) General - The Municipality of Monroeville shall provide the facility and technical assistance for the operation of senior citizen programs. The Monroeville Council of Senior Citizens, Inc. shall provide for the operation of programs for senior citizens within the facility.

(2) Specified Responsibilities

a. The Municipality of Monroeville

1. Discuss and Act on Program Support Needs.
A representative from Municipal Council will serve as an ex-officio member of the Monroeville Council of Senior Citizens, Inc. for the purpose of discussing and communicating program support needs as well as other matters affecting the center utilization and the senior citizens program in general in Monroeville.
2. Building Maintenance and Repair - The Municipality shall provide for building and grounds maintenance and repairs as well as the responsibility for utility costs and proper insurances.
3. Approval of Policies, Regulations, and Rules - The Municipality of Monroeville through the Municipal Council shall approve all policies, regulations, and rules governing operation of the center when recommended for initiation or change by the Monroeville Council of Senior Citizens, Inc. and shall serve as final arbitrator on disputes which may arise over facility operation with the public and the Monroeville Senior Citizens Council, Inc.

b. The Monroeville Council of Senior Citizens, Inc.

1. Program Provision - The Monroeville Council of Senior Citizens, Inc. shall provide a varied program of senior citizen related activities based upon the needs of Monroeville senior citizens which could include social entertainment, leisure learning, competitive, health, welfare, educational, and limited travel opportunities for the senior citizens of Monroeville utilizing the Senior Citizens Activity Center as the location or staging area for such activities.
2. Scheduling of Building Activities - The Monroeville Council of Senior Citizens, Inc. shall be responsible for scheduling all activities within the Senior Citizen Activity Center.
3. Staffing the Center - The Monroeville Council of Senior Citizens, Inc. shall be responsible for the staffing of the building so that person or persons responsible for the building and contents are present during all scheduled activities. Staff persons shall be generally familiar with operational policy of the center and may be volunteers.

4. Expansion of Equipment and Facilities.
In accordance with this responsibility, the Monroeville Council of Senior Citizens, Inc. has the opportunity to submit a multi-year plan of improvements to the Monroeville Municipal Council through the Municipal Manager for approval prior to undertaking any expansion or upgrade. Once approved the responsibility for fund raising and implementation is that of the Monroeville Senior Citizens Council, Inc.

5. Provision of Public Information on Center Activities and Annual Report - The Monroeville Council of Senior Citizens, Inc. shall provide a system of public information for events, programs, and activities of the center which shall be available to all users of the center and the general senior citizen public.

An annual written report detailing center activities, utilization, and highlights shall be provided to Municipal Council for review.

6. Financial Planning and Control - The Monroeville Council of Senior Citizens, Inc. shall submit an annual financial plan (budget) by November 1, of each year identifying revenues and expenditures for previous years as well as plans for the upcoming year to the Municipal Manager. The Municipal accounting system shall be utilized for all financial transactions. The Monroeville Council of Senior Citizens, Inc. may adopt policies and procedures for disbursement and control of finances. The Municipality of Monroeville shall provide assistance in this regard and shall provide an annual independent audit of the Monroeville Council of Senior Citizens, Inc. financial transactions related to the center operation.

7. Plan for Center Utilization by Senior Citizens with Special Problems - The Monroeville Council of Senior Citizens, Inc. shall develop in consultation with a representative from the Monroeville Human Needs and Resources Advisory Board programs and the Monroeville Recreation and Parks Board activities which are accessible to all senior citizens including those with special physical, emotional and social needs or problems.

8. Development and Enforcement of Center Policies, Regulations, and Rules - The Monroeville Council of Senior Citizens, Inc. shall develop with the advice and input from the Representative from Municipal Council, policies, regulations, and rules for center operation for approval by Monroeville Municipal Council to include but not limited to the following topics:

- (a) Use policy;
- (b) Scheduling procedures;
- (c) Days and hours of operation;
- (d) Setting of fees, if any;
- (e) Alcoholic beverages;
- (f) Fund raising activities;
- (g) Use of surrounding grounds; and
- (h) Prohibited activities and conduct.

n 4. Enforcement Authority.

The executive committee of the Monroeville Council of Senior Citizens, Inc. shall be the enforcement authority for operational policies, regulations, and rules for the center and shall have the authority to cause wrongful acts contrary to the above mentioned policies, regulations, and rules to be terminated, or expel the perpetrators of such wrongful acts from the center, or to call the Municipal Police Department to arrest and detain such individual or individuals.

n 5. Penalty.

Failure to reasonably abide by the provisions of this ordinance shall result in forfeiture of the exclusive license granted upon majority vote by Municipal Council.

Section 6. Repealer.

Any ordinance or portion of ordinance in conflict with this ordinance is now and hereby repealed.

ORDAINED and ENACTED in Council this 9th day of September, 1980.

(SEAL)

MUNICIPALITY OF MONROEVILLE

ATTEST:

S/ Marshall W. Bond
Municipal Manager

S/ Michael P. Lynch
Mayor