


Office of the City Manager

July 11, 2014

To: Mayor and City Councilmembers
From: Christine Daniel, City Manager 
Subject: North Berkeley Senior Center Closures in July and August 2014

During the months of July and August 2014, improvement projects will take place at the North Berkeley Senior Center. These projects will necessitate partial closures for some weeks, and also a full closure of the Senior Center for August 11 - 15. The attached document provides information about the closures and the plan to meet the needs of seniors during that period. Please let me know if you need any further information.

Attachment

cc: William Rogers, Deputy City Manager
Jane Micallef, Director of Health, Housing and Community Services
Ann-Marie Hogan, City Auditor
Mark Numainville, City Clerk
Matthai Chakko, Public Information Officer

**North Berkeley Senior Center
Closure Dates for Center Repair and Improvements
July and August 2014**

July 14 - 18, 2014 – Partial Closure: Game Rooms A & B for Internet Wiring Closed

Ten internet ports will be installed in Game Room A, our new computer lab location. Access to Game Room B is needed to pull additional wiring. Classes impacted will be fairly minimal and alternate classrooms have already been established.

July 28 - August 1, 2014 – Partial Closure: Multi-Purpose / Dining Room Closed

The Roofing Company and an Engineer will be inspecting the integrity of the roof and ceiling joists. During this time participants should not be in lunch room and multi-purpose room as a precaution.

Meal service will be moved to other rooms in the Center. The Lounge and Workshop B will be used as dining rooms. Two service times, 11:30am and 12:30pm, will be scheduled to accommodate approximately 80 seniors who participate in the congregate meal program.

During this time, classes held in Workshop B will be heavily impacted. Some smaller classes can be relocated in Game Room A as it will not be open as a computer lab yet. We will work with larger classes that meet in Workshop B to reschedule their meeting times in other comparable rooms. Classes held in the Multi-Purpose Room will most likely be cancelled. These classes include Country Western Line Dancing, Tap, and Zumba.

Commissions and organizations which use the Multi-Purpose room have been informed, and offered other rooms in the facility.

August 4 - 8, 2014 – Partial Closure: Library / Classroom A&B / Classroom C

The Roofing Company and an Engineer will be inspecting the integrity of the roof and ceiling joists. During this time participants should not be in the rooms as a precaution.

Classes will have to be re-located and rescheduled to bottom floor rooms. Meeting times for these classes may have to be adjusted according to the availability of the rooms

Commission and rentals that use second floor rooms have been informed, and offered other rooms in the facility.

August 11 - 15, 2014 – Entire Center Closed

Mid July – Mid August is the optimum time for closure. Berkeley Adult School classes (11) are in recess for the summer break and will not reconvene until the last week of August. Some of the class groups voluntarily meet, but there is no formal instruction. Seniors in these groups are very amenable to meeting in alternate rooms and the possibility of cancellation. Many of our seniors are excited about the improvements and repairs scheduled.

Scheduled Repairs/Improvements

Bathrooms: August 11 & 12

Carpet Installation: August 13 - 15 (first floor only)

Roofing (including sealine/fumes): August 11 - 15

Staff Impact

During the closed week, staff will work at SBSC to assist with larger demand on services, with the exception of Tuesday, August 12, when we will hold an emergency shelter drill at NBSC.

Impact on Senior

All classes, special events, rentals and activities in the building will be cancelled this week.

Meal Program

During late July/first week of August, staff will have seniors sign up who wish to have lunch and participate at SBSC during the building closure. This will allow us to determine and plan for the proper amount of food and transportation needed during the closed week.

Seniors who do not want to go to SBSC will have the opportunity to receive frozen meals. Sign up will occur at the same time (late July, first week of August). For those seniors, up to five frozen meals will be issued the week prior to closure.

Due to the potential for extra bussing needs, trips will be cancelled the week of closure.