

Joint Powers Agreement Hastings Senior Center Program

The City of Hastings ("City") and Hastings Independent School District 200 ("School District"), under the authority of the Independent School District 200 and City Of Hastings Joint Powers Agreement dated **January 1, 2018**, agree to jointly support the Hastings Senior Center Program, located in Tilden Community Center, 310 River Street, Hastings, Minnesota. It is the intention of both parties to share responsibly in the operational and maintenance costs of the Hastings Senior Center Program as outlined in this Agreement.

1. **Duration:** Two years with renewal commencing **January 1, 2018**, subject to termination or amendment upon twelve (12) month (preferred (24) month) written notice ~~based on fiscal year.~~

2. **School District Responsibilities:**

- Provide, operate, maintain, and care for the area currently occupied by the Hastings Senior Center Program at Tilden Community Center.
- Employ a Coordinator for the Hastings Senior Center Program, pay all costs and assume all responsibility relating to employment, including: compensation; insurance benefits; retirement; workers compensation and liability insurance.
- Maintain all financial records and pay all bills relating to this joint endeavor.
- Provide a financial accounting of operational costs to the Joint Powers Committee at least twice a year.
- Provide annual budget estimates for Senior Center operation to City prior to July 1st annually for inclusion in City budget process.
- Submit an invoice for payment of ~~the~~ City's portion of operational costs no later than January 1st of each year. These costs will be final, audited expenses for the prior Fiscal Year.
- Expenses covered in their entirety by District are as follows:
 - Community Education Director's salary (including benefits)
 - Administrative Assistant's salary (including benefits)
 - Electricity
 - Garbage
 - Water/Sewage
 - Natural Gas
 - Lawn Care
 - Snow Removal
 - Insurance
- Expenses shared with City are as follows:
 - Senior Center Coordinator (salary and benefits)
 - Custodian (salary and benefits)
 - Phone
 - Postage
 - Copiers
 - Staff Travel
 - Contracted printing
 - General Supplies

- Non-Instructional Tech devices
 - Dues/Membership/License/Fees
 - ARUX fees (credit card fees)
- If additional expenses are incurred, they will be considered on a case-by-case basis as to which party (or both parties) shall pay for the expense.

3. City Responsibilities:

- City agrees to be a responsible financial partner, ensuring the success of the Senior Center Program.
- With City Council approval, ~~the~~ City shall contribute 50% of actual operating costs annually.
- Operating costs include Coordinator salary and benefits, custodial costs, and seasonal brochure printing costs.
- City will review costs estimates annually and will include them as part of ~~the~~ City's annual budget.
- Remit payment to School District no later than April 1st each year.
- Expenses shared with School District are as follows:
 - Senior Center Coordinator (salary and benefits)
 - Custodian (salary and benefits)
 - Phone
 - Postage
 - Copiers
 - Staff Travel
 - Contracted printing
 - General Supplies
 - Non-Instructional Tech devices
 - Dues/Membership/License/Fees
 - ARUX fees (credit card fees)

4. Fiscal Year Explanation:

- School District operates on a July 1st – June 30th Fiscal Year.
- ~~City of Hastings~~ operates on a January 1st – December 31st Fiscal Year.
- School District invoice provided by January 1st annually is for the prior Fiscal Year.
 - **Example:** School district FY 2024-25 ~~15-16~~ invoice submitted to City by **January 1st 2026**.

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