



**City of Menifee
Senior Advisory Committee
Meeting Agenda
Tuesday, December 16, 2014**

**City Council Chambers
29714 Haun Road
Menifee, CA 92586**

10:00 a.m. Special Meeting

*THE PURPOSE OF THE SENIOR ADVISORY COMMITTEE MEETINGS ARE TO CONDUCT THE CITY'S
BUSINESS*

PLEASE SEE OUR DECORUM POLICY NOTES AT THE END OF THIS AGENDA

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. FLAG SALUTE**
- 4. AGENDA APPROVAL OR MODIFICATION**
- 5. PRESENTATIONS**

None
- 6. PUBLIC COMMENTS (non-agenda items only)**
- 7. APPROVAL OF MINUTES**
 - 7.1. Minutes of November 25, 2014**
- 8. DISCUSSION ITEMS**
 - 8.1. Speakers' Forum Discussion**
 - 8.2. Senior Services Webpage Overview**
 - 8.3. Strategic Planning Workshop (cont.)**
 - Priority and Goal Setting
- 9. COMMUNITY SERVICES DIRECTOR COMMENTS**

10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES

11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

- Catholic Charities - Michelle Downs
- Sun City Commercial Zone Improvement Discussion

12. ADJOURNMENT

Decorum Policy Notes

Please use a speaker request form when you wish to address the Committee

The Committee anticipates and encourages public participation at its Committee meeting, both on agenda items and during the public comments period. Please use respect by not having your cell phones on, refrain from talking in the audience or outbursts that may be disruptive. While we encourage participation, we ask there be a mutual respect for the proceedings.

Staff Reports

Materials related to an item on this Agenda, including those submitted to the Committee after distribution of the agenda packet, and are available for public inspection by contacting Jenn Allen, Deputy City Clerk, at (951) 672-6777 during normal business hours.

Compliance with the Americans with Disabilities Act

If you need special assistance to participate in this meeting, you should contact Jennifer Allen, Deputy City Clerk, at (951) 672-6777. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

**City of Menifee Senior Advisory Committee
Meeting Minutes
November 25, 2014**

1. CALL TO ORDER

Committee Vice-Chair Ken Woytek called the meeting to order at 10:05 AM.

2. ROLL CALL

Present were: Committee Vice-Chair Ken Woytek, Committee member Chuck Reutter, Committee member Ruth Goulet, Committee member Victoria Arendain, Community Services Director Robert Lennox, and Management Analyst Margarita Cornejo.

3. FLAG SALUTE

4. AGENDA APPROVAL OR MODIFICATION

As posted.

5. PRESENTATIONS

Riverside Transit Agency (RTA)

Mr. Eric Ustation with Riverside Transit Agency (RTA) provided a general overview presentation regarding services available to senior residents through RTA, including coverage area, Dial-A-Ride service, and projected growth for area.

Vice-Chair Woytek thanked Mr. Ustation for presentation.

6. PUBLIC COMMENTS (non-agenda items only)

None.

7. APPROVAL OF MINUTES

7.1. Minutes of October 28, 2014

Motion to approve minutes was made by Committee member Chuck Reutter

Motion was seconded by Committee member Ruth Goulet.

Motion was unanimously approved.

8. DISCUSSION ITEMS

8.1. Speakers' Forum Discussion

8.2. Strategic Planning Workshop (cont.)

- Priority and Goal Setting

Motion to postpone items until next meeting was made by Committee member Ruth Goulet.

Motion was seconded by Committee member Chuck Reutter.

Motion was unanimously approved.

9. COMMUNITY SERVICES DIRECTOR COMMENTS

Community Services Director Robert Lennox provided brief update on the upcoming Christmas Tree Lighting Event to be held on December 5, 2014.

Committee member Ruth Goulet requested if it was possible to include some informational brochures on the Senior Advisory Committee, such as meeting dates and times, at the City booth during the Christmas Tree Lighting event.

Community Services Director Lennox advised staff would prepare flyer for distribution at event.

10. COMMITTEE MEMBER COMMENTS

Motion to cancel December 23, 2014 regular meeting and hold special meeting on December 16, 2014 was made by Committee member Chuck Reutter and seconded by Committee member Victoria Arendain.

Motion was unanimously approved.

Committee member Victoria Arendain asked for update on the park master plan and the possibility of a new senior center.

Community Services Director Lennox advised the park master plan process and indicated proposal would be presented to Parks, Trails, and Recreation Commission before going to Council for recommendation.

Committee member Ruth Goulet reminded everyone about the Menifee Town Hall meeting on December 8, 2014 at the Kay Cenicerros Senior Center.

11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

- Catholic Charities
- Sun City Commercial Zone Improvement Discussion

Committee member Chuck Reutter indicated he would like to have more information on the Sun City Commercial area.

Community Services Director Lennox indicated staff could provide update on what is being done.

Committee member Ruth Goulet stated she feels it would be beneficial if economic development staff could be in attendance for update.

12. ADJOURNMENT

Committee Vice-Chair Ken Woytek adjourned the meeting at 11:45 am.

Margarita Cornejo, Management Analyst

CITY OF MENIFEE

SPEAKERS' FORUM DISCUSSION

MEETING DATE: December 16, 2014
TO: Committee Chair and Committee Members
PREPARED BY: Margarita Cornejo, Management Analyst
REVIEWED BY: Robert Lennox, Community Services Director
SUBJECT: Speakers' Forum Discussion

RECOMMENDED ACTION

That the Senior Advisory Committee:

1. Discuss and identify tentative topics/issues to be included as part of Speakers' Forum to be held at Kay Cenicerros Senior Center

DISCUSSION

The possibility of hosting speakers' forum on various subjects/issues has been included as an item for future discussion at previous Senior Advisory Committee meetings. By hosting speakers' forum meetings, different and specific senior issued could be highlighted, helping further address senior needs.

The Kay Cenicerros Senior Center would serve as a good meeting location to hold the speakers' forum throughout the year, as many senior residents frequent the center for participation in the center's activities/programs.

1. It is staff's recommendation the Committee discuss and identify tentative topics/issues to be included as part of Speakers' Forum to be held at Kay Cenicerros Senior Center.

FISCAL IMPACT

None.

ATTACHMENTS

None.

CITY OF MENIFEE

SENIOR SERVICES WEBPAGE OVERVIEW

MEETING DATE: December 16, 2014
TO: Committee Chair and Committee Members
PREPARED BY: Margarita Cornejo, Management Analyst
REVIEWED BY: Robert Lennox, Community Services Director
SUBJECT: Senior Services Webpage Overview

RECOMMENDED ACTION

That the Senior Advisory Committee review, discuss, and provide feedback on the draft Senior Services webpage(s) of the City's Website as presented by staff and compiled from committee member requests and information previously.

DISCUSSION

The City of Meniffee updated its webpage as of November 2014. The new webpage design provides opportunities to expand communication with residents. Based on prior input from both the Senior Needs Assessment Survey conducted in 2013, and the Senior Advisory Committee, a section of the City's new webpage has been specifically dedicated to address senior needs/issues. Proposed to be incorporated under the Community Services section of the webpage, "Senior Services" would include the following (4) four main subpages for seniors:

- Senior Publications
- Senior Resources
- Senior Events
- Kay Cenicerros Senior Center

Staff recommends, Senior Advisory Committee review, discuss and provide feedback on proposed Senior Services webpage(s).

FISCAL IMPACT

None.

ATTACHMENTS

None.

CITY OF MENIFEE

SENIOR ADVISORY COMMITTEE STRATEGIC PLANNING WORKSHOP (CONTINUED)

MEETING DATE: December 16, 2014

TO: Committee Chair and Committee Members

PREPARED BY: Margarita Cornejo, Management Analyst

REVIEWED BY: Robert Lennox, Community Services Director

SUBJECT: Senior Advisory Committee Strategic Planning
Workshop (Continued)

RECOMMENDED ACTION

That the Senior Advisory Committee:

1. Continue review and prioritization of Senior Needs and Issues Discussion Items Summary from August 26, 2014 Workshop

DISCUSSION

At the August 26, 2014 Senior Advisory Committee meeting, the Committee identified key discussion items for future meetings and commenced the process of reviewing and prioritizing the items. By conducting a strategic planning special workshop soon after the Committee's inception, the Committee has been able to develop an organized plan of action on what, when, and the priority of existing senior needs and issues will be discussed at future meetings. At the conclusion of the August 26, 2014 the highest priority items were identified and then included in following committee meetings/workshops.

A summary of the key senior needs and issues discussion items, as identified by the Committee, and ranked so far as of the August 26, 2014 meeting, has been prepared and updated by staff and provided to the Committee for review/discussion. It is staff's recommendation the Committee continue its review and prioritization of the balance of senior needs and issues discussion items identified and determine rankings for each item with respect to future discussions agenda.

FISCAL IMPACT

None.

ATTACHMENTS

1. Updated Senior Needs and Issues Discussion Items Summary

City of Menifee: Senior Advisory Committee
 Planning Workshop (Continued) (October 28, 2014)
 Senior Needs and Issues Discussion Items Summary



<u>Item Number</u>	<u>Topic</u>	<u>Committee Member</u>	<u>Item Description</u>	<u>Priority Ranking</u>	<u>Main Category</u>	<u>Notes</u>
1	Communication	2013 Senior Needs Assessment Survey	Discuss Enhancing and expanding existing communication methods to seniors: senior dedicated webpage, newsletters, email alerts.	2	Communication	Next Agenda. Discussed in SAC meeting.
2	Directory/Resource Guide	2013 Senior Needs Assessment Survey	Discuss developing a central directory/resource guide for senior residents.		Directory/Resource Guide	
3	Emergency Response Program	Ken Woytek	Discuss establishing emergency response programs and benefits to individual and senior community as a whole.		Emergency Preparedness	
4	Public Safety Issues	Ken Woytek	Discuss improving additional efforts individual residents/business owners can take to prevent home invasions, vandalism, carjackings.		Public Safety	
5	Senior Center Programming	Ken Woytek	Review existing programming at senior center and discuss updating/changing/adding new programming reflective of the senior community's interests.		Senior Center Programming	
6	Social and Recreational Opportunities	2013 Senior Needs Assessment Survey	Expand existing social and recreational opportunities available to seniors. Discuss adding free fitness classes at senior center, providing subject specific classes/services on topics like: financial planning, emergency preparedness, using PCs, smartphones, and tablets. Establish cultural program led by senior authorities.	3	Social and Recreational Opportunities	
7	Transportation	2013 Senior Needs Assessment Survey	Discuss Improving transportation options for seniors. Review existing resources available and potential collaborations.	1	Transportation	Next Agenda. Discussed in SAC meeting/workshop.
8	Golf Cart Accessibility	Chuch Reutter	Discuss/review golf cart accessibility throughout City.	1	Transportation	Group with #7. Discussed in SAC meeting/workshop.
9	Develop/Expand Senior Volunteer Opportunities	Ken Woytek	Establish different senior volunteer program opportunities, including emergency preparedness, volunteers for aquatics programs		Volunteer Opportunities	

City of Menifee: Senior Advisory Committee
 Planning Workshop (Continued) (October 28, 2014)
 Senior Needs and Issues Discussion Items Summary



<u>Item Number</u>	<u>Topic</u>	<u>Committee Member</u>	<u>Item Description</u>	<u>Priority Ranking</u>	<u>Main Category</u>	<u>Notes</u>
10	Water Conservation	Ruth Goulet	Discuss water conservation throughout community	N/A	Other	Requested be removed from future discussion at 7/22/2014 SAC meeting.
11	Technology Enhancements at Senior center	Victoria Arendain	Review technology enhancement to senior center	1	Other	Discussed in SAC meeting/workshop.