



**City of Menifee
Senior Advisory Committee
Meeting Agenda
Tuesday, April 28, 2015**

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

10:00 a.m. Regular 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. PRESENTATIONS

Terri Howell, CA Telephone Access Program

5. APPROVAL OF MINUTES

5.1. Minutes of March 24, 2015.

6. AGENDA APPROVAL OR MODIFICATION

7. PUBLIC COMMENTS (non-agenda items only)

8. DISCUSSION ITEMS

8.1. Senior Trolley Program Concept Update

- Review and Discuss Senior Trolley Program concept and provide recommendation to City Council on future transportation initiatives for Menifee seniors.

8.2. Committee Meeting Schedule – “Dark” in July

- Ratify City Council’s direction to annually go “dark” in the month of July by canceling all public meetings.

8.3. Facility Tour Scheduling

- Discuss and confirm preferred date(s) for a comprehensive tour of public park facilities in the City of Menifee.

8.4. Kay Cenicerros Senior Programming Overview and Discussion

- Receive and file report and presentation from Kay Cenicerros Senior Center staff on programs and activities currently provided to the public.

9. COMMUNITY SERVICES DIRECTOR COMMENTS

9.1. Parks, Trails, Open Space and Recreation Master Plan Update

9.2. Senior Center Renovation Update

9.3. Events and Activities Update

10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES

11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

Computer Lab Programming Review

Senior Website Updates: Calendar of Events

PEG – Public Access Channel Programming

Committee Meeting Dates – Offsite Meetings

“Friends and Neighbors” Program

ADA/Mobility Equipment in ROW and Sidewalks

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 Jen 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
Regular Meeting Minutes
March 24, 2015**

1. CALL TO ORDER

Committee Chair Gloria Sanchez called the meeting to order at 10:00 AM.

2. ROLL CALL

Present were: Committee Vice-Chair Ken Woytek, Committee member Chuck Reutter, Committee member Ruth Goulet, and Committee member Victoria Arendain, Community Services Director Robert Lennox, Senior Administrative Analyst Allen Yun, Management Analyst Margarita Cornejo and four (4) members of the public.

3. FLAG SALUTE

4. PRESENTATIONS

None.

5. APPROVAL OF MINUTES

5.1. Minutes of February 24, 2015.

Committee Vice Chair Ken Woytek requested correction to Item 1, February 24, 2015 meeting was called to order by Vice Chair Woytek in absence of Committee Chair Sanchez. Committee Vice Chair Woytek also requested correction to Item 11, Request for an update on MCAC Meeting from February 2017, to February 17, 2015.

Motion to approve minutes of February 24, 2015 with requested changes made by Committee member Goulet.

Motion was seconded by Committee Vice Chair Woytek.

Motion was approved 4-0 with abstention of Committee Chair Sanchez who was not present at February 24, 2015 meeting.

6. AGENDA APPROVAL OR MODIFICATION

As posted.

7. PUBLIC COMMENTS (non-agenda items only)

None.

8. DISCUSSION ITEMS

8.1. Kay Cenicerros North Annex Building Lease Agreement With Arts Council Menifee

- Recommend City Council authorize the City Manager to execute a Facility Lease Agreement with Arts Council Menifee for partial use of the Kay Cenicerros Campus, North Annex Building.

Community Services Director Lennox provided a brief staff report of the proposed Facility Lease Agreement with Arts Council Menifee for partial use of the Kay Cenicerros Campus, North Annex Building.

Committee member Goulet requested some clarification on the types of activities proposed by Arts Council Menifee.

Staff provided clarification proposed programs would include a variety of activities included as an exhibit to lease agreement.

Committee Chair Sanchez wanted confirmation Arts Council Menifee would be providing a schedule for use.

A motion to recommend City Council authorize the City Manager to execute a Facility Lease Agreement with Arts Council Menifee for partial use of the Kay Cenicerros Campus, North Annex Building was made by Committee member Reutter.

Motion was seconded by Committee Vice Chair Woytek.

Motion was unanimously approved.

8.2. Strategic Planning Workshop (cont.)

- Continue review and prioritization of Senior Needs and Issues Discussion Items Summary from December 16, 2014 workshop

Community Services Director Lennox provided brief staff report on current strategic planning workshop items previously identified by Committee as future discussion items.

Committee Chair Sanchez indicated transportation has been identified as the main issue/concern for seniors.

Community Services Director Lennox indicated staff has inquired with RTA regarding cost estimates for additional transportation options, and would provide recommendations at future Committee meeting.

Committee member Goulet suggested Menifee Matters be updated to include time and place of Council, Commissions and Committees meetings.

Committee Chair Sanchez inquired if a dedicated senior section on the City webpage has already been integrated.

Management Analyst Margarita Cornejo advised a senior section with various subsections has been incorporated and kept up to date as part of the City's new webpage.

Committee member Goulet asked about status of computer lab at the Kay Cenicerros Senior Center.

Committee member Arendain suggested City consider reaching to MSJC about teaching computer classes at the senior center, also inquired about printing access at the senior center.

Community Services Director Lennox indicated staff could reach out to MSJC and also clarified printing access is not currently available as a service at the senior center, but is available at libraries.

Committee Chair Sanchez asked senior center director Covey if there is high interest in computer lab.

Senior Center Director Covey confirmed there has been an on-going interest in computer lab by senior residents.

Committee member Reutter asked about cost of computer lab.

Community Services Director Lennox clarified there was not additional cost for computers, as these were re-purposed computers from existing city inventory.

9. COMMUNITY SERVICES DIRECTOR COMMENTS

- 9.1. Parks, Trails, Open Space and Recreation Master Plan Update**
- 9.2. Senior Center Renovation Update**
- 9.3. Events and Activities Update**

Community Services Director Lennox provided an update on the upcoming community workshops for the Parks, Trails, Open Space and Recreation Master Plan on March 30, 2015 at the Kay Cenicerros Senior Center, April 20, 2015 at the Menifee Gym, and May 11, 2015 at the Sun City Civic Association.

10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES

Committee Chair Sanchez updated the Committee that the Older Persons Act has not yet been renewed.

11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

Committee member Arendain inquired if there is a senior trips/excursions program.

Community Services Director Lennox advised the City does not presently have a dedicated senior trips/excursions program.

Committee member Arendain requested if Valley-Wide could provide a presentation on available activities/programs for seniors.

Committee member Arendain also requested Committee explore possibility of holding meetings offsite.

Council member August stated that it could be difficult to arrange regular meetings offsite, but could hold dedicated workshops at different locations.

Committee member Reutter requested Committee consider discussion of safety and legality of scooters and mobility equipment being used by some seniors.

12. ADJOURNMENT

Committee Chair Sanchez adjourned the meeting at 11:40 am.

Margarita Cornejo, Management Analyst

CITY OF MENIFEE

SENIOR TROLLEY PROGRAM CONCEPT UPDATE

MEETING DATE: April 28, 2015

TO: Committee Chair and Committee Members

PREPARED BY: Robert Lennox, Community Services Director

SUBJECT: Senior Trolley Program Concept Update

RECOMMENDED ACTION

Review and Discuss Senior Trolley Program concept and provide recommendation to City Council on future transportation initiatives for Meniffee seniors.

DISCUSSION

During previous meetings, Committee Members have been provided with overviews of transportations options available to seniors in Meniffee. The have included programs such as Dial-a-Ride, RTA bus routes, personal gaolf carts, and more. The consensus of the Committee was that despite that varying transportation options, there seemed to be missing a unique solution for seniors to have reliable transportation to the center of town.

The Committee recognized that the Newport and Haun shopping areas will eventually become a retail and entertainment destination for residents and wanted to ensure that seniors with limited mobility still have access to the grown economic center of the City. Staff has reached out to the Riverside Transit Authority (RTA) to inquire about specific senior and handicapped public transportation that could serve this purpose. In short, RTA reported that a new route could be offered at a cost:

Annual Cost

Hours of Services	Days of Operation	Revenue Hours	Cost Per Hour	Annual Operating Cost
8AM-6PM (1 trip per hour)	Weekdays (255 per year)	10 per day	\$70.00	\$178,500

Initial Cost

Bus Purchase		
30' Fixed Route (CNG)	28 Passenger	\$170,724.09

The expense to operate such a route remains fairly constant no matter how many stops or how long the route is. Other Bus options may be available to accommodate smaller ridership, although RTA does not recommend them as they bus size and ride revenue are directly connected. All proposed expenses would be potentially offset by ride fees collected.

The Committee may elect to discuss variations of the proposed route, bus size, or hours of operation as a way to mitigate costs and ultimately provide a recommendation to City Council. Any portion of the annual expenses not covered by rider fees will need to be picked up by the City, grant funding, or HOA and BOA dues. Another potential partner may include the MSCJ administration if they are interested in providing more access to their Menifee campus via a new public bus route; although not limited to seniors.

FISCAL IMPACT

None

ATTACHMENTS

None

CITY OF MENIFEE

COMMITTEE MEETING SCHEDULE – “DARK” IN JULY

MEETING DATE: April 28, 2015

TO: Committee Chair and Committee Members

PREPARED BY: Robert Lennox, Community Services Director

SUBJECT: Committee Meeting Schedule – “Dark” in July

RECOMMENDED ACTION

Ratify City Council’s direction to annually go “dark” in the month of July by canceling all public meetings.

DISCUSSION

On April 2, 2014, City Council adopted Resolution No. 14-362 establishing the City’s first Senior Advisory Committee. Pursuant to resolution language in Exhibit A. Section 3. D. 1. *“The Senior Advisory Committee will meet on a regular monthly schedule as determined by the members of the committee and approved by City Council.”*

During the April 15, 2015 meeting City Council directed staff to bring back necessary ordinances and resolutions to ensure the month of July is “dark” each year. Discussion and justification from staff highlighted a need for both the public and City officials to have the ability to take needed vacations while school aged children are traditionally out of academic sessions, on summer break. Resolution No. 14-362 language was intentionally authored to allow flexibility for committee members to modify the meeting schedule without any need to readopt resolutions. As such, staff recommends that the Senior Advisory Committee ratify City Council’s direction to annually go “dark” in the month of July by canceling all public meetings.

FISCAL IMPACT

None

ATTACHMENTS

None

CITY OF MENIFEE

FACILITY TOUR SCHEDULING

MEETING DATE: April 28, 2015

TO: Committee Chair and Committee Members

PREPARED BY: Robert Lennox, Community Services Director

SUBJECT: Facility Tour Scheduling

RECOMMENDED ACTION

Discuss and confirm preferred date(s) for a comprehensive tour of public park facilities in the City of Menifee.

DISCUSSION

During the March 24, 2015 meeting of the Senior Advisory Committee, members requested a future agenda item to view and tour public facilities that provide recreation and leisure services to residents of Menifee.

Consequently, staff is requesting the consensus of Committee Members for a date or dates that are preferred to conduct a tour on. Additionally, staff is open to suggestions from the Committee on which facilities are most preferred to visit, in the interest of time and relevance to senior services. The Committee is encouraged to consider both existing monthly meeting dates of the Committee or alternatively, a special meeting, on a date of the Committee's choosing.

FISCAL IMPACT

None

ATTACHMENTS

None

CITY OF MENIFEE

KAY CENICEROS SENIOR PROGRAMMING OVERVIEW AND DISCUSSION

MEETING DATE: April 28, 2015

TO: Committee Chair and Committee Members

PREPARED BY: Robert Lennox, Community Services Director

SUBJECT: Kay Ceniceros Senior Programming Overview and Discussion

RECOMMENDED ACTION

Receive and file report and presentation from Kay Ceniceros Senior Center staff on programs and activities currently provided to the public.

DISCUSSION

During the March 24, 2015 meeting of the Senior Advisory Committee, members requested a future agenda item to review senior programs currently offered at the Kay Ceniceros Senior Center. The Committee desired to become more familiar with what opportunities exist in the City for seniors and determine what kinds of programs may be lacking or otherwise provided by other organizations.

Consequently, staff has invited the Senior Center Supervisor to provide an overview of programs currently offered to seniors through the existing contract with Valley Wide Recreation and Park District. In the next fiscal year, City staff will assume direct responsibility for senior services as the District's contract will not be renewed after June 30th. As such, City staff is eager to receive the Committee's feedback on unique activities that may serve to enhance the opportunities for Meniffee's active seniors.

FISCAL IMPACT

None

ATTACHMENTS

None