



## SENIOR COMMISSION

# Agenda

March 7, 2024, 3 p.m.

Council Chamber  
1200 Carlsbad Village Drive  
Carlsbad, CA 92008

## Welcome to the Senior Commission Meeting

We welcome your interest and involvement in the city's legislative process. This agenda includes information about topics coming before the Parks & Recreation Commission and the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city website.

### How to watch

#### In Person



City Council Chamber  
1200 Carlsbad Village Drive

#### Online



Watch the livestream at  
[carlsbadca.gov/watch](https://carlsbadca.gov/watch)

### How to participate

If you would like to provide comments to the Commission, please:

- Fill out a speaker request form, located in the foyer.
  - Submit the form to the Clerk before the item begins.
  - When it's your turn, the Clerk will call your name and invite you to the podium.
  - For non-agenda public comment, speakers must confine their remarks to matters within the Commission's subject matter jurisdiction.
  - For public comment on agenda items, speakers must confine their remarks to the question or matter under consideration.
  - Speakers have three minutes, unless the presiding officer (usually the Chair) changes that time.
  - You may not give your time to another person, but can create a group. A group must select a single speaker as long as three other members of your group are present. All forms must be submitted to the Clerk before the item begins and will only be accepted for items listed on the agenda (not for general public comment at the beginning of the meeting). Group representatives have 10 minutes unless that time is changed by the presiding officer or the Commission.
  - Failure to comply with the rules for public participation is disruptive conduct. Continuing disruptive conduct after being asked by the presiding official to cease may result in removal from the meeting.
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- **In writing:** Email comments to [parksandrec@carlsbadca.gov](mailto:parksandrec@carlsbadca.gov). Comments received by 11 a.m. the day of the meeting will be shared with the Commission prior to the meeting. When e-mailing comments, please identify in the subject line the agenda item to which your comments relate. All comments received will be included as part of the official record. **Written comments will not be read out loud.**

### Reasonable accommodations

Reasonable Accommodations Persons with a disability may request an agenda packet in appropriate alternative formats as required by the Americans with Disabilities Act of 1990. Reasonable accommodations and auxiliary aids will be provided to effectively allow participation in the meeting. Please contact the City Manager's Office at 442-339-2821 (voice), 711 (free relay service for TTY users), 760-720-9461 (fax) or [manager@carlsbadca.gov](mailto:manager@carlsbadca.gov) by noon on the Wednesday before the meeting to make arrangements. City staff will respond to requests by noon on Thursday, the day of the meeting, and will seek to resolve requests before the start of the meeting in order to maximize accessibility.

**CALL TO ORDER:**

**ROLL CALL:**

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:**

Amended Minutes of the Regular Meeting held on Dec. 7, 2023

Minutes of the Regular Meeting held on Feb. 1, 2024

**PRESENTATIONS:** None.

**CONSENT CALENDAR:** None.

*The items listed under Consent Calendar are considered routine and will be enacted by one motion as listed below. There will be no separate discussion on these items prior to the time the Commission votes on the motion unless members of the Commission or the public request specific items be discussed and/or removed from the Consent Calendar for separate action.*

**PUBLIC COMMENT:**

*The Brown Act allows any member of the public to comment on items not on the agenda. Please treat others with courtesy, civility, and respect. In conformance with the Brown Act, public comment is provided so members of the public may participate in the meeting by submitting comments as provided on the front page of this agenda. The Senior Commission will receive comments at the beginning of the meeting. In conformance with the Brown Act, no action can occur on these items.*

**PUBLIC HEARINGS:** None.

**DEPARTMENTAL REPORTS:**

1. **DEPARTMENT REPORT ON SENIOR ACTIVITIES AND PROGRAMS** – Receive a report on recently completed and upcoming Adults 50+ activities, donations, and grants, as well as other topics of interest. (Staff contact: Eric Biggin, Parks & Recreation Department)

**Recommendation:** Receive the report.

**COMMISSION COMMENTARY AND REQUESTS FOR CONSIDERATION OF MATTERS:**

*This portion of the agenda is for the Commission to make brief announcements, brief reports of their activities and requests for future agenda items.*

**DIRECTOR'S COMMENTS:**

**ANNOUNCEMENTS:**

**ADJOURNMENT:**



# Minutes

Dec. 7, 2023, 3:00 p.m.

Council Chamber  
1200 Carlsbad Village Drive  
Carlsbad, CA 92008

**CALL TO ORDER:** 3 p.m.

**ROLL CALL:** Rangus, Venegas-Garcia, Ross, Schouwe,  
Absent Commissioner Fitz-Patrick

**PLEDGE OF ALLEGIANCE:** Chair Rangus led the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

Minutes of the Regular Meeting held Nov. 2, 2023

Motion by Vice Chair Venegas-Garcia, second by Commissioner Ross, to approve the minutes of the Regular Meeting held on Nov. 2, 2023. Motion carried, 4/1 (Fitz-Patrick – Absent)

**PRESENTATIONS:** None.

**CONSENT CALENDAR:** None.

**PUBLIC COMMENT:** None.

**PUBLIC HEARINGS:** None.

**DEPARTMENTAL REPORTS:**

1. **SENIOR COMMISSION WORK PLAN FOR 2024** – Review, edit as needed, and accept the Commission's work plan for 2024, and recommend its approval by the City Council. (Staff: Eric Biggin, Parks & Recreation Department)

**Recommendation:** Accept the Commission's Work Plan for 2024 and recommend its approval by the City Council.

Recreation Services Manager Mick Calarco introduced the item and reviewed a PowerPoint presentation (on file in the Office of the City Clerk).

Motion by Vice Chair Venegas-Garcia, second by Commissioner Ross to accept the Commission's Work Plan for 2024 and recommended its approval to the City Council.  
Motion carried, 4/1 (Fitz-Patrick-Absent)

2. **SENIOR COMMISSION TOUR** – Discuss scheduling options for a Senior Commission Special Meeting to tour pre-determined parks, recreation facilities and capital improvement program projects. (Staff Contact: Eric Biggin, Parks & Recreation Department)

**Recommendation:** Select a date, time and locations for a Commission tour.

The Commissioners will finalize a date and time at the next regular scheduled meeting and re-visit the list of parks and facility sites they have chosen to tour.

3. DEPARTMENT REPORT ON SENIOR ACTIVITIES AND PROGRAMS – Receive a report on recently completed and upcoming Adults 50+ activities and programs, as well as other topics of interest. (Staff Contact: Eric Biggin, Parks & Recreation Department)

**Recommendation:** Commission Received the report.

Recreation Area Manager Eric Biggin and Recreation Supervisor Andi Koller presented a Power-Point presentation (on file in the Office of the City Clerk) on recently completed and upcoming Senior Center activities and programs, as well as other topics of interest.

The Commission received the report.

**COMMISSION COMMENTARY AND REQUESTS FOR CONSIDERATION OF MATTERS:**

Commissioner Schouwe is interested in gaining knowledge about the city's grant program. She would like to know more about the city's Intergovernmental Affairs Office and the process for researching grants, review of grant applications, and grant application submission approval and tracking. Staff will schedule a future agenda item on this matter.

Commissioner Ross is interested in learning more about the Senior Center Special Revenue Fund, how much is in the fund and what are the current revenue and expenditures. Staff will schedule a future agenda item on this matter.

**DIRECTOR'S COMMENTS:** Parks & Recreation Director Kyle Lancaster informed the commissioners the meetings held by the Senior Commission will continue to model the City Council meetings and for future meetings we will follow the protocol of those meetings.

**ANNOUNCEMENTS:** None.

**ADJOURNMENT:** Chair Rangus adjourned the meeting at 4:24 p.m.

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Jamie Kennedy  
Senior Office Specialist



# Minutes

Feb. 1, 2024, 3:00 p.m.

Council Chamber  
1200 Carlsbad Village Drive  
Carlsbad, CA 92008

**CALL TO ORDER:** 3 p.m.

**ROLL CALL:** Rangus, Venegas-Garcia, Ross, Schouwe,  
Absent Commissioner Fitz-Patrick

**PLEDGE OF ALLEGIANCE:** Vice Chair Venegas-Garcia led the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

Minutes of the Regular Meeting held Dec. 7, 2023

Minutes of the Regular Meeting held Feb. 1, 2024

The minutes for Dec. 7, 2023 will be reviewed for approval at the next regular scheduled meeting on March 7, 2024 with an edit to add a topic of interest for a future agenda item.

**PRESENTATIONS:** None.

**CONSENT CALENDAR:** None.

**PUBLIC COMMENT:** None.

**PUBLIC HEARINGS:** None.

**DEPARTMENTAL REPORTS:**

1. **ELECTION OF PARKS & RECREATION COMMISSION OFFICERS** – Solicit nominations and elect commission officers of Chairperson and Vice Chairperson for the 2024 calendar year. (Staff Contact: Mick Calarco, Parks & Recreation Department).

**Recommendation:** Elect a Chairperson and Vice Chairperson.

Chair Rangus solicited nominations for Chair position.

Motion by Vice Chair Venegas-Garcia, second by Commissioner Ross, to elect Commissioner Rangus as Chair – 4/1 (Absent Fitz-Patrick).

Chair Rangus solicited nominations for Vice Chair position.

Motion by Commissioner Schouwe, second by Chair Rangus, to elect Commissioner Venegas-Garcia as Vice Chair – 4/1 (Absent Fitz-Patrick).

2. **OPTIONS FOR THE CONSTRUCTION OF NEW PICKLEBALL COURTS AT EXISTING PARKS** – Recommend that the City Council approve a Capital Improvement Program Project Charter for the construction of four new pickleball courts at Stagecoach Community Park. (Staff Contact: Todd Reese, Parks & Recreation Department).

**Recommendation:** Accept staff's preferred option for the construction of new pickleball courts at existing parks within the city's inventory and recommend its approval to move forward by the City Council.

Parks & Recreation Director Kyle Lancaster and Parks Planning Manager Nick Stupin presented the item with a PowerPoint presentation (on file in the Office of the City Clerk).

Vice Chair Venegas-Garcia made a motion, seconded by Commissioner Schouwe to accept staff's preferred option for the construction of new pickleball courts at existing parks – 3/1/1 (Ross – No, Fitz-Patrick – Absent).

3. SENIOR COMMISSION TOUR – Discuss scheduling options for a Senior Commission Special Meeting to tour pre-determined parks, recreation facilities and capital improvement program projects. (Staff Contact: Eric Biggin, Parks & Recreation Department)

**Recommendation:** Select a date, time and locations for a Commission tour.

Motion made by Chair Rangus, second by Vice Chair Venegas-Garcia to schedule the tour on Thursday May 2, 2024, at 3:00 p.m. 4/1 (Fitz-Patrick – Absent).

4. DEPARTMENT REPORT ON SENIOR ACTIVITIES AND PROGRAMS – Receive a report on recently completed and upcoming Adults 50+ activities and programs, as well as other topics of interest. (Staff Contact: Eric Biggin, Parks & Recreation Department)

**Recommendation:** Commission Received the report.

Recreation Area Manager Eric Biggin and Recreation Supervisor Andi Koller presented a PowerPoint presentation (on file in the Office of the City Clerk) on recently completed and upcoming Senior Center activities and programs, as well as other topics of interest.

The Commission received the report.

**COMMISSION COMMENTARY AND REQUESTS FOR CONSIDERATION OF MATTERS:**

Commissioner Schouwe shared her questions about Resource Development and if we have participated in grant writing targeted to senior activities.

**DIRECTOR'S COMMENTS:** Parks & Recreation Director Kyle Lancaster thanked the Senior Commissioners for their service and invited them to a Robertson Ranch Park open house format workshop on Feb. 10, 2024 at the Faraday Center from 9:00 a.m. to 1:00 p.m., or a virtual workshop the following week on Feb. 15, 2024 at 6:00 p.m.

**ANNOUNCEMENTS:** None.

**ADJOURNMENT:** Chair Rangus adjourned the meeting at 4:21 p.m.

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Jamie Kennedy  
Senior Office Specialist



## SENIOR COMMISSION Staff Report

**Meeting Date:** March 7, 2024  
**To:** Senior Commission  
**From:** Mick Calarco, Recreation Services Manager  
**Staff Contact:** Eric Biggin, Recreation Area Manager  
eric.biggin@carlsbadca.gov, 442-339-2648  
**Subject:** Department Report on Senior Activities and Programs

### Recommended Action

Receive a report on recently completed and upcoming Adults 50+ activities, donations and grants, as well as other topics of interest. (Staff Contact: Eric Biggin, Parks & Recreation Department)

### Executive Summary

Recreation Area Manager Eric Biggin and Recreation Supervisor Andi Koller will report on recently completed and upcoming senior activities, donations and grants, as well as other topics of interest.

### Exhibits

1. Department Report on Senior Activities and Programs





## ADULTS 50+ ACTIVITIES AND PROGRAMS DEPARTMENT REPORT

March 7, 2024

### GENERAL

#### Goal 1 & 2: Collaborations beyond the Senior Center & support the Age-Friendly Carlsbad Action Plan

- On Feb. 1, 2024 to Apr. 11, 2024, AARP Certified Tax Aide volunteers are assisting seniors with their tax returns free of charge.
- On Feb. 9, & 26, 2024, San Diego Braille Institute specialists offered free low-vision consultations.
- On Feb. 10, 2024, Teens Teach Tech assisted local seniors with computers and cell phones free of charge.
- On Wednesday, Feb. 14, 2024, Senior Center staff collaborated with Live Well San Diego representatives and Carlsbad Fire Department staff to provide free blood pressure screenings.
- On Feb. 21, 2024, Mike McMahon, a volunteer tech instructor of fourteen years, instructed 110 seniors combined between Zoom and live audience. Class attendees learned important techniques for avoiding phone, email, and texting scams in a challenging digital world.

#### Goal 3 & 4: Increase social inclusion and enhance connectivity and minimize isolation

- On Feb. 15, 2024, Senior Center staff arranged for 30 seniors to travel to San Diego Safari Park, where they enjoyed an exciting expedition on Africa Tram, Walkabout Australia, and lunch on Kijamii Overlook.
- On Feb. 12, 2024, local band Ancora returned for another Concert in the Courtyard.
- On Feb. 15, 2024, Senior Center staff continued the Broadway Series with a showing of The Music Man.
- On Feb. 22, 2024, Senior Center staff put on a Valentine's Day themed dance hosted by our very own talented volunteer dance instructors teaching fun line dance moves with a custom play list.
- On Feb. 24, 2024, local oil painter Leigh Cohn kicked off his series of events celebrating the beginning of impressionism 150 years ago in 1874.

### Other Updates

#### • **Opportunity Grants Program**

The Carlsbad Recreation Department is pleased to announce that, as of Feb. 29, 2024, it is accepting Opportunity Grant Applications year-round. The Carlsbad Parks & Recreation Department offers grants of \$300\* per person for Carlsbad residents who financially qualify, based on the United States Department of Housing and Urban Development (HUD) very low-income guidelines derived from the current HUD income data survey for very low-income in San Diego County. This program aims to provide Carlsbad residents with the opportunity to participate in Recreation Classes, camps, and aquatic programs that may otherwise be financially challenging. Residents can mail their applications

to the Parks & Recreation Department, Opportunity Grants, 799 Pine Avenue, Suite 200, Carlsbad, CA 92008, or drop them off at any Carlsbad Community Center or Aquatic Center.

• **Senior Center Special Revenue Fund Budget/Donations Review**

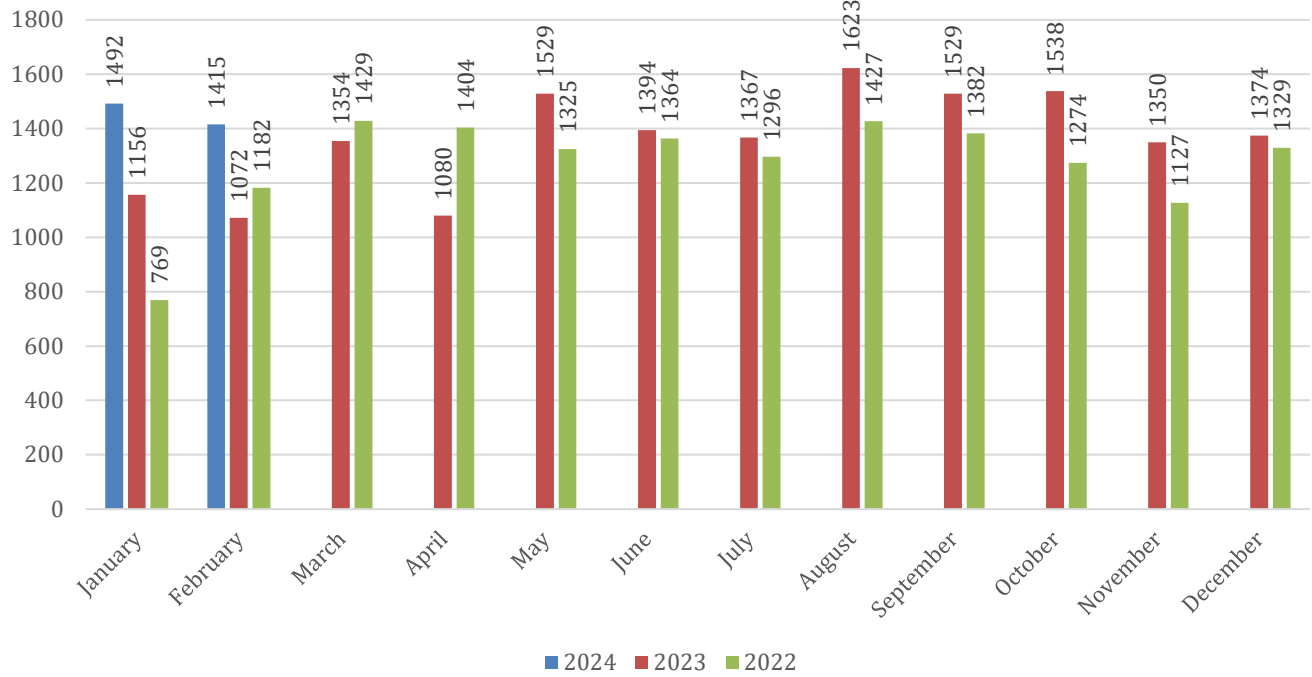
- Current balance for fund - \$310,685
- January 2024 – February 2024
  - DONATIONS: \$1,030 comprised of general individual donations
  - MISC REVENUE: \$3,240 comprised of Fitness Center drop-in fees, monthly memberships, quarterly memberships, and annual memberships.
  - Patricia Kahr donated \$1,000 on Feb. 2, 2024.

- **Roofing Project Update** Staff is anticipating completion of the Senior Center roofing project at the end of March 2024, with some additional maintenance to take place later in the year.

**STATISTICAL REPORTS**



## Home Meals



## Transportation

