



## SENIOR COMMISSION

# Agenda

April 4, 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.
- **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:**

Minutes of the Regular Meeting held on March 7, 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. **LEGISLATIVE ADVOCACY AND GRANT PROCESS** – City Council and Legislative Subcommittee Member Teresa Acosta and Intergovernmental Affairs Director Jason Haber will provide an update on the city’s Intergovernmental Affairs Program, recent and ongoing advocacy efforts related to the needs and concerns of seniors, including an overview of the city’s process related to grant opportunities, and grant funding priorities.

**Recommendation:** Receive the presentation and provide feedback as appropriate.

2. **SPECIAL REVENUE FUND SENIOR CENTER DONATIONS** – Recreation Supervisor I Andi Koller and Senior Management Analyst Chad Kantner will provide an informational report special revenue fund for Senior Center donations.

**Recommendation:** Receive the report.

3. **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

March 7, 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, Schouwe, Fitz-Patrick  
Absent Commissioner Ross

**PLEDGE OF ALLEGIANCE:** Commissioner Fitz-Patrick led the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

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

Minutes of the Regular Meeting held Feb. 1, 2024

Motion by Commissioner Schouwe, second by Vice Chair Venegas-Garcia, to approve the Amended Minutes of the Regular Meeting held on Dec. 7, 2023. Motion carried, 4/1 (Ross – Absent)

Motion by Vice Chair Venegas-Garcia, second by Commissioner Schouwe, to approve the minutes of the Regular Meeting held Feb. 1, 2024. Motion Carried, 4/1 (Ross – Absent)

**PRESENTATIONS:** None.

**CONSENT CALENDAR:** None.

**PUBLIC COMMENT:** None.

**PUBLIC HEARINGS:** None.

**DEPARTMENTAL REPORTS:**

1. **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 presented a PowerPoint presentation (on file in the Office of the City Clerk) on recently completed and upcoming Adults 50+ activities and programs, as well as other topics of interest.

The Commission received the report.

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

Vice Chair Venegas-Garcia attended the Age well Live well presentation led by the County of San Diego at the Senior Center on Jan. 31, 2024. Vice Chair Venegas-Garcia highlighted the benefits

from the Scams and Frauds portion of the presentation. The brochure Don't Get Hooked is something she feels the Senior Center would benefit from having on hand.

Chair Rangus attended the Robertson Ranch Park public engagement open house workshop on Feb. 10, 2024. The large presentations were very informative and offered a well-rounded view of the park project. The open house was well attended, and provided an enjoyable environment.

**DIRECTOR'S COMMENTS:**

Recreation Services Manager Mick Calarco informed the Senior Commission there will be two presentations at the next regular scheduled meeting. Council Member Acosta will be giving a presentation on legislative updates.

A presentation on the city's grant pursuit process will take place at the next regular scheduled meeting. Specifically, the presentation will provide an overview of the city's Intergovernmental Affairs Office and the process for researching grants, review of grant applications, and grant application submittal approval and tracking.

**ANNOUNCEMENTS:** None.

**ADJOURNMENT:** Chair Rangus adjourned the meeting at 3:33 p.m.

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Jamie Kennedy  
Senior Office Specialist



# SENIOR COMMISSION Staff Report

**Meeting Date:** April 4, 2024  
**To:** Senior Commission  
**From:** Mick Calarco, Recreation Services Manager  
**Staff Contact:** Jason Haber, Intergovernmental Affairs Director  
jason.haber@carlsbadca.gov, 442-339-2958  
**Subject:** Intergovernmental Affairs Program, ongoing legislative advocacy, process related to grant opportunities, and grant funding priorities

## Recommended Action

Receive a presentation regarding the Intergovernmental Affairs Program of the City of Carlsbad and the city's recent and ongoing legislative advocacy efforts related to the needs and concerns of seniors. and provide feedback as appropriate.

## Executive Summary/Discussion

The City of Carlsbad City Council Legislative Subcommittee works in coordination with the city's Intergovernmental Affairs Director, City Manager's Office, City Attorney's Office, city departments, legislative consultants and the Carlsbad community to:

- a. Receive information and advise the City Council on intergovernmental and legislative matters affecting the city;
- b. Continuously monitor state and federal proposed legislation, and:
  - i. Review proposed legislation for consistency with the city's Legislative Platform;
  - ii. Make recommendations to the City Council to identify high priority bills; and
  - iii. Make recommendations to the City Council to adopt advocacy positions on priority bills not addressed by Legislative Platform;
- c. Proactively seek to identify local and regional legislative needs and recommend bill sponsorship opportunities to the City Council; and
- d. Engage and inform the Carlsbad community (residents, businesses, stakeholder groups) and other governmental agencies on intergovernmental and legislative matters affecting the city.

City Council and Legislative Subcommittee Member Teresa Acosta and Intergovernmental Affairs Director Jason Haber will provide an update on the city's recent and ongoing advocacy efforts related to the needs and concerns of seniors; including an overview of the city's process for evaluating and pursuing grant opportunities, and the city's current grant funding priorities.

## Exhibits

This is an informational report, and no funding is being requested.



SENIOR COMMISSION  
**Staff Report**

**Meeting Date:** April 4, 2024  
**To:** Senior Commission

**From:** Mick Calarco, Recreation Services Manager

**Staff Contact:** Eric Biggin, Recreation Area Manager  
eric.biggin@carlsbadca.gov, 442-339-2648  
Chad Kantner, Senior Management Analyst  
chad.kantner@carlsbadca.gov, 442-339-2860

**Subject:** Special Revenue Fund – Senior Center Donations

**Recommended Action**

Receive and informational report on the special revenue fund for Senior Center donations.

**Executive Summary**

Recreation Supervisor I Andi Koller and Senior Management Analyst Chad Kantner will provide a comprehensive report detailing the Senior Center's special revenue fund donation account, encompassing a five fiscal year expenditure and balance history, along with an explanation of the fund's intended purpose and current fiscal year budget.

**Exhibits**

1. PowerPoint presentation regarding the special revenue fund for Senior Center donations



# Special Revenue Fund Senior Center Donations

Andi Koller, Recreation Supervisor I  
Chad Kantner, Senior Management Analyst  
Parks & Recreation Department

April 4, 2024

April 4, 2024



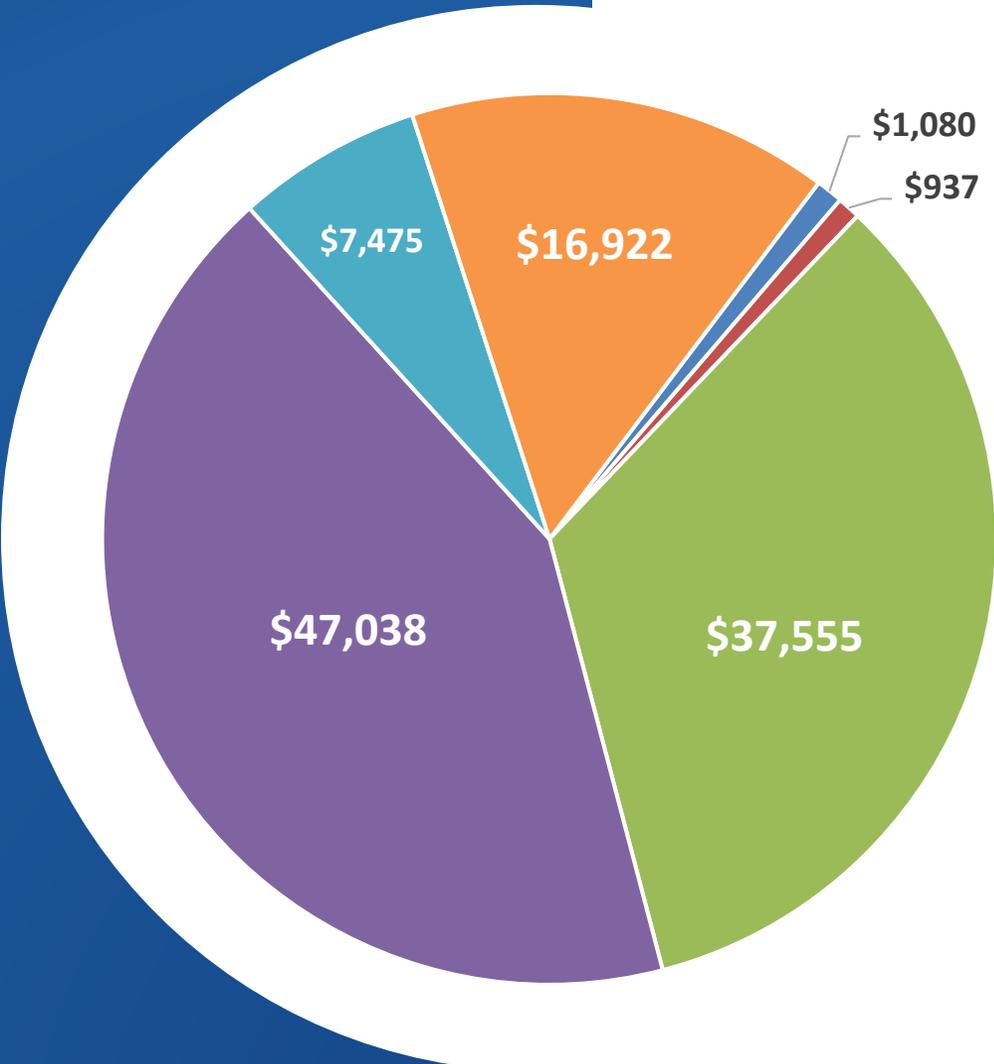
# TODAY'S PRESENTATION

- Special Revenue Fund
  - Five year expenditure history
  - Five year balance history
  - Purpose and FY 2023-24 budget



ITEM 2: SENIOR CENTER DONATIONS

2020-2024 EXPENDITURES



- Misc. Outside Services
- Misc. Supplies
- Capital Equipment
- Cable TV
- Dues and Subscriptions
- Food Expense

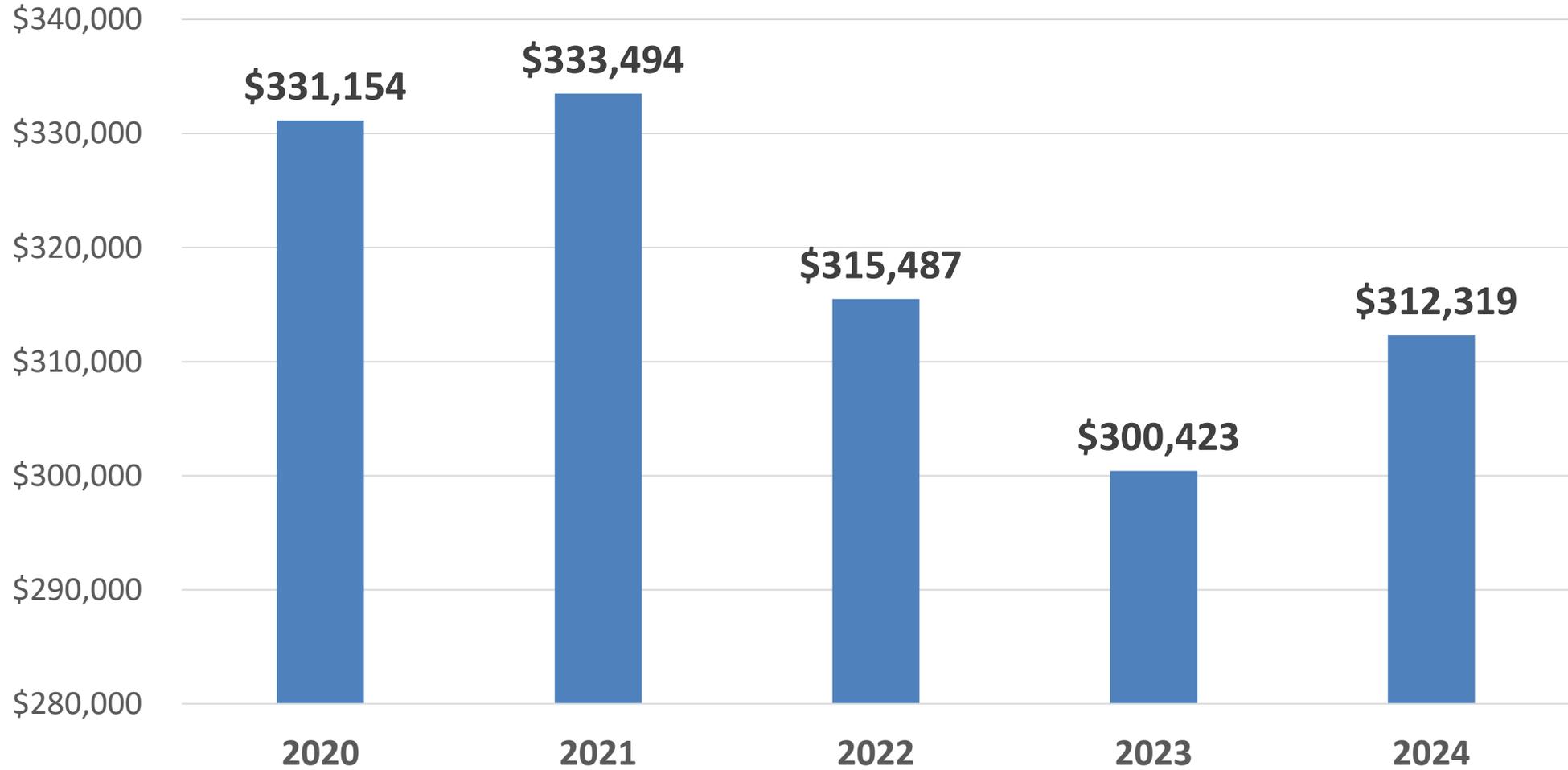




# 2020-2024 FUND BALANCE

## ITEM 2: SENIOR CENTER DONATIONS

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## ACCOUNT OPERATIONS



- Donations support programs, activities, and events at the Senior Center
- Donations, including in-kind, accepted; may be designated for specific projects
- Undesignated donations fund projects endorsed by the Senior Commission
- FY 2023-24 budget: \$33,500
- \$8,200 spent year to date

# QUESTIONS & COMMENTS





SENIOR COMMISSION  
**Staff Report**

**Meeting Date:** April 4, 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 Supervisor I 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**

April 4, 2024

**GENERAL**

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

- On March 25, 2024, seniors were treated to a dementia overview presentation from Alzheimer's San Diego, and the services the organization provides for the community.
- On March 9, 2024, a Teens Teach Tech session was conducted, assisting local seniors with computers and cell phones, free of charge, on a drop-in basis, at the Senior Center.
- On March 20, 2024, Mike McMahon, a volunteer technology instructor of 14 years, took a deep dive with 75 seniors into the importance of safe computing and establishing effective passwords.
- AARP tax-aide volunteers continue their complimentary tax services every Tuesday and Thursday.

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

- On March 11, 2024, Qigong Master Fay McGrew led a free intergenerational workshop on the healing power of Qi.
- On March 11, 2024, Steelin' Tin spread some good old Irish cheer for their Concert in the Courtyard.
- On March 18, 2024, the Creative Cuisine class celebrated Pi Day by making and baking their own apple pies.
- On March 21, 2024, the Senior Center continued its Broadway Series with a showing of Phantom of the Opera.
- On March 26, the new Conscious Awareness group kicked off, using meditation, discussions, and laughter to bring joy and inner peace into daily life.

**OTHER UPDATES**

**Upcoming Programs**

- On April 4, 2024, a sold-out Senior Excursion will journey to Camp Pendelton to enjoy a docent lead tour of the Mechanized Museum and Ranch House.
- Volunteer artist Leigh Cohn will continue his Impressionism series with a painting class and free lecture.
- New volunteer-led Mindfulness class is coming soon.
- Teens Teach Tech is expanding to other Carlsbad community centers.

**Special Revenue Fund**

- **Senior Center Special Revenue Fund budget/donations review**
  - Current balance for fund - \$312,319

➤ Feb. 15, 2024 – March 15, 2024

- Donations: None to report.
- Miscellaneous revenue: \$1,577 comprised of Fitness Center drop-in fees, monthly memberships, quarterly memberships, and annual memberships.
- Expenditures: \$528.84 comprised of garden maintenance fees and miscellaneous outside snacks for monthly movies and special events.