

# City of Las Cruces<sup>®</sup>

PEOPLE HELPING PEOPLE

## Council Action and Executive Summary

Item # 15

Ordinance/Resolution# 14-202

For Meeting of \_\_\_\_\_  
(Ordinance First Reading Date)

For Meeting of June 16, 2014  
(Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL

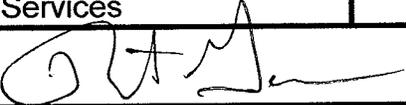
LEGISLATIVE

ADMINISTRATIVE

**TITLE:** A RESOLUTION APPROVING A FEES AND CHARGES SCHEDULE FOR SENIOR PROGRAMS EFFECTIVE JULY 1, 2014.

**PURPOSE(S) OF ACTION:**

To adopt a fees and charges schedule.

<b>COUNCIL DISTRICT: ALL</b>		
<b><u>Drafter/Staff Contact:</u></b> Sally Schutte	<b><u>Department/Section:</u></b> Community & Cultural Services	<b><u>Phone:</u></b> 541-5185
<b><u>City Manager Signature:</u></b>		

**BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:**

Senior Programs offers a variety of programs, activities, classes, and services to individuals 50 years of age and older in the community, which are funded in part by the City of Las Cruces. Currently, there is no existing policy on cost recovery for Senior Programs services.

Staff is bringing forward a request to City Council to adopt a schedule of fees and charges for classes and activities provided by the Senior Programs Section. The intent is to establish a fees and charges schedule that offers classes and activities at a fair and reasonable rate, encourage participation, and offset general fund expenditures. By implementing this new schedule, Senior Programs will be recovering program costs for non-grant funded activities ranging from 0 to 100% cost recovery. The proposed schedule includes a number of non-grant funded educational, recreational and travel activities as well as other programs and services.

Senior Programs conducted a public hearing on Tuesday, May 6, 2014, for the purpose of receiving public comments on the proposed fees and charges schedule. A recommendation made at the public hearing regarding a fee adjustment for lapidary lab charges was taken into consideration and is included on the proposed fees and charges schedule. Overall, those in attendance were satisfied with the proposed schedule.

On May 8, 2014, the Senior Programs Advisory Board reviewed a draft of the proposed fees and charges schedule at their regular meeting. There was Board consensus to accept the proposed fees and charges schedule as presented. The Board forwards a recommendation to City Council for adoption.

**SUPPORT INFORMATION:**

1. Resolution.
2. Exhibit "A", Proposed Senior Programs Fees and Charges Schedule.
3. Attachment "A", Comparative Fee Schedule—Current versus Proposed.
4. Attachment "B", Senior Programs Advisory Board Meeting Minutes of May 8, 2014.

**SOURCE OF FUNDING:**

<b>Is this action already budgeted?</b>  N/A	Yes	<input type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.
<b>Does this action create any revenue?</b>	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: 1000 in the amount of <u>\$7,500.00</u> for FY 2015.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

**BUDGET NARRATIVE**

Based on the fee structure contained within the proposed Resolution and previous attendance levels in various classes, it is anticipated for FY2015 that the City's General Fund would receive \$7,500 in revenue from Senior Programs' classes and services.

**FUND EXPENDITURE SUMMARY:**

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
N/A	N/A	N/A	N/A	N/A	N/A

(Continue on additional sheets as required)

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this action will approve the Resolution implementing a new fees and charges schedule for Senior Programs' non-grant funded activities.
2. Vote "No"; this action will not approve the proposed Resolution and existing fee structure will remain in place.
3. Vote to "Amend"; this action will allow Council to modify the Resolution as deemed necessary.
4. Vote to "Table"; this action could allow Council to table/postpone the Resolution and direct staff accordingly.

**REFERENCE INFORMATION:**

N/A

**RESOLUTION NO. 14-202****A RESOLUTION APPROVING A FEES AND CHARGES SCHEDULE FOR SENIOR PROGRAMS EFFECTIVE JULY 1, 2014.**

The City Council is informed that:

**WHEREAS**, Senior Programs offers a variety of programs, activities, classes, and services to individuals 50 years of age and older in the community, which are funded in part by the City of Las Cruces general fund budget; and

**WHEREAS**, Senior Programs staff is bringing forward a request to City Council to adopt a new schedule of fees and charges for classes and activities provided by the Senior Programs Section; and

**WHEREAS**, the intent is to establish a fees and charges schedule that offers classes and activities at a fair and reasonable rate, encourage participation, and offset general fund expenditures; and

**WHEREAS**, by implementing this new schedule, Senior Programs will be recovering program costs for non-grant funded activities ranging from 0 to 100% cost recovery; and

**WHEREAS**, the proposed schedule includes a number of non-grant funded educational, recreational and travel activities as well as other programs and services; and

**WHEREAS**, Senior Programs conducted a public hearing on Tuesday, May 6, 2014, for the purpose of receiving public comments on the proposed fees and charges schedule; and

**WHEREAS**, as a result of comments received at the public hearing, a fee adjustment was made to the fees and charges schedule; and

**WHEREAS**, on May 8, 2014, the Senior Programs Advisory Board recommended the City Council adopt the proposed fees and charges schedule.

**NOW, THEREFORE**, Be it resolved by the governing body of the City of Las Cruces:

(I)

**THAT** the City Council hereby adopts the proposed Senior Programs fees and charges schedule as shown in Exhibit "A" attached hereto and made part of this Resolution, effective July 1, 2014.

(II)

**THAT** City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

**DONE AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

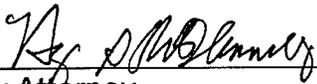
\_\_\_\_\_  
City Clerk

(SEAL)

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

VOTE:

Mayor Miyagishima: \_\_\_\_\_  
Councillor Silva: \_\_\_\_\_  
Councillor Smith: \_\_\_\_\_  
Councillor Pedroza: \_\_\_\_\_  
Councillor Small: \_\_\_\_\_  
Councillor Sorg: \_\_\_\_\_  
Councillor Levatino: \_\_\_\_\_

### Activity Fees and Charges Effective July 1, 2015

Name of class or activity	Length of session	Fees
Card games	Open, played weekly	No charge
Chess	Open, played weekly	No charge
Computer instruction	Open, meets weekly	No charge
Conversational Spanish	Open, meets weekly	No charge
Creative Writing	Open, meets weekly	No charge
Horse Shoes	Open, played weekly	No charge
Line Dancing	Open, meets weekly	No charge
Mah Jongg	Open, played weekly	No charge
Pool Playing	Open, played daily	No charge
Presentations	Open, scheduled monthly	No charge
Support Groups	Open, meets monthly	No charge
Quilting group	Open, meets weekly	No charge
<b>Crocheting group</b>	<b>Open, meets weekly</b>	<b>No charge</b>
<b>Wood Carving group</b>	<b>Open, meets weekly</b>	<b>No charge</b>
Name of class or activity	Length of session	85% Cost Recovery
Ceramics	6 week session	\$ 9
Clay Works	6 week session	\$ 9
Faceting	6 week session	\$12
Gourd Painting	6 week session	\$ 9
Jewelry Making	6 week session	\$ 12
Lapidary	6 week session	\$ 12
Mosaics	6 week session	\$ 9
Pottery	6 week session	\$ 9
Silver Jewelry	6 week session	\$ 12
Jewelry & Lapidary Labs	6 week session	\$ 4/day
Stained Glass	6 week session	\$ 6
Open Studio Time	6 week session	\$ 6
Kits, Supplies & Services – adjusted to market value – 100% cost recovery		
Stained glass kit		100%
Lapidary kit		100%
Cup of ceramic glaze		100%
Kiln firings		100%
Faxes		\$2.50 per page
Copies		\$ .25 per page
Professional Instruction		100%
Day Trips in city vehicles – based on operating costs – 100% Cost Recovery		
13-passenger vehicle		\$1.06 per mile
14-passenger vehicle		\$2.01 per mile
26-passenger bus		\$2.33 per mile
Special Events – 100% Cost Recovery		
Monthly Afternoon Senior Dances		\$2.00-\$5.00 per person
Monthly Pool Tournaments		\$3.00 per person

### Existing Activity Fees and Charges Established Prior to June 2008

Name of class or activity	Length of session	Session Fees	Proposed Fees
Card games	Open, played weekly	No charge	No charge
Chess	Open, played weekly	No charge	No charge
Computer instruction	Open, meets weekly	No charge	No charge
Conversational Spanish	Open, meets weekly	No charge	No charge
Creative Writing	Open, meets weekly	No charge	No charge
Horse Shoes	Open, played weekly	No charge	No charge
Line Dancing	Open, meets weekly	No charge	No charge
Mah Jongg	Open, played weekly	No charge	No charge
Pool Playing	Open, played daily	No charge	No charge
Presentations	Open, scheduled monthly	No charge	No charge
Support Groups	Open, meets monthly	No charge	No charge
Quilting group	Open, meets weekly	No charge	No charge
<b>Crocheting group</b>	<b>Open, meets weekly</b>	<b>No charge</b>	<b>No charge</b>
<b>Wood Carving group</b>	<b>Open, meets weekly</b>	<b>No charge</b>	<b>No charge</b>
Name of class or activity	Length of session	Current Fees	Proposed Fees 85% Cost Recovery
Ceramics	6 week session	\$5	\$ 9
Clay Works	6 week session	\$5	\$ 9
Faceting	6 week session	\$12	\$12
Gourd Painting	6 week session	\$10	\$ 9
Jewelry Making	6 week session	\$7	\$ 12
Lapidary	6 week session	\$7	\$ 12
Mosaics	6 week session	\$10	\$ 9
Pottery	6 week session	\$5	\$ 9
Silver Jewelry	6 week session	\$7	\$ 12
Jewelry & Lapidary Labs	6 week session	\$7	\$ 4/day
Stained Glass	6 week session	\$5	\$ 6
Open Studio Time	6 week session	\$5	\$ 6
Kits, Supplies and Services – 100% of cost recovery – adjusted to market value			Cost Recovery
Stained glass kit		Currently \$5	100%
Lapidary kit		Currently \$50	100%
Cup of ceramic glaze		Currently \$ 1	100%
Kiln firings		\$2, \$3 and \$4	100%
Faxes		\$2.50 per page	100%
Copies		\$.25 per page	100%
Professional Instruction		Varies	100%
Excursions and Day Trips In city vehicles – based on operating costs per mile			Cost Recovery
13-passenger vehicle			100%
14-passenger vehicle			100%
26-passenger bus			100%
Special Events			Cost Recovery
Monthly Afternoon Senior Dances		\$2-\$5 (varies with cost of entertainment)	100%
Monthly Pool Tournaments		\$3 per person –purchases trophies	100%



**SENIOR PROGRAMS' ADVISORY BOARD  
MEETING MINUTES  
May 8, 2014- Benavidez Center**

**PRESENT:** Chair Pleddie Baker (District 4 Representative); Secretary Felix Vega (Eastside Center Representative); Fred Cantonwine (Benavidez Center Representative); Marcie Loven (District 2 Representative); Sharlene Wittern (District 3 Representative); Sandy Sigel, (District 5 Representative); Sarah Kinglow (District 6 Representative); James Gibson (Munson Center Representative)

**ABSENT:** Vice Chair Dianne Jordan (Member-at-Large)

**GUESTS:** Sonia Saldana, Senior Programs Administrator; Sally Schutte, Senior Centers Manager; Lora G. Palacios, Interim Long Term Care Services Manager; Elizabeth Vega, Assistant Management Analyst; Jake Gutierrez, Recreation Services Manager; Lucy Rusch; Ralph Smith; Toni Flores, Recording Secretary

**CALL TO ORDER:** Chair Baker called the Senior Programs Advisory Board meeting to order at 9:10 a.m. on May 8, 2014, at the Benavidez Center, 1045 McClure Road, Las Cruces, NM.

**CONFLICT OF INTEREST:** Board members had no conflict of interest with any item of business on the agenda.

**PUBLIC COMMENTS:** No public comments.

**APPROVAL OF THE MINUTES:** The Board reviewed the Senior Programs Advisory Board meeting minutes of April 10, 2014. Secretary Vega moved to approve the April 10, 2014 Board meeting minutes as presented. S. Kinglow seconded the motion. Vote: 8-0. Motion carried unanimously.

The Board reviewed the April 25, 2014, Senior Programs Advisory Board Special Work Session meeting minutes. A correction was made to page 2, line 76. The word "Vita.com" was changed to "meetup.com." S. Sigel moved to approve the April 25, 2014, meeting minutes as amended. S. Kinglow seconded the motion. Vote: 8-0. Motion carried unanimously.

Lora G. Palacios, Interim Long Term Care Services Manager, was introduced and welcomed. L. Palacios stated she has been with Senior Programs for over two years and is

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44 currently housed at Munson Center. She has been doing case management for the past 12  
years and finds it very rewarding.

46 Sally Schutte, Senior Centers Manager, stated a public hearing was held on May 6, 2014, at  
Munson Center for the purpose of receiving public input on the proposed activity fees and  
48 charges schedule. She presented a PowerPoint presentation on the Senior Programs  
proposed activity fees and charges for FY 2015. She stated the mission of Senior  
50 Programs is "to promote and enhance the intellectual and social well-being of people age  
50 plus who live in Las Cruces." She provided an overview of the Senior Programs' funding  
52 sources. The grant-funded and non-grant funded activities offered to people 50 years of  
age and older were reviewed.

54 S. Schutte provided activity fee cost comparisons with other cities/departments such as the  
56 Las Cruces Museum of Art; Albuquerque, NM; Deming, NM and El Paso, TX. The proposed  
activities fees and charges are very reasonable compared to other areas, with 0 to 100  
58 percent cost recovery. She stated that in 2012 El Paso Electric conducted an energy audit  
and Munson Center was identified as the building consuming more energy per square foot  
60 than any other City facility. She explained there are five different levels of programs,  
activities and services that are offered by Senior Programs. Level one consists of activities  
62 that are self-directed and promote social interaction. These activities benefit the community  
and do not require specialized instruction. These activities will be free of charge. Level two  
64 activities offer community and individual benefits such as special events and rentals. Level  
two activities will be at partial cost recovery/partial subsidy. Level three consists of more  
66 individualized/less community benefit activities. These activities promote social interaction,  
personal development, and lifelong skill development. Level three activities will be at a  
68 partial cost recovery/partial subsidy. Level four activities mostly benefit individuals and  
includes specialized instructor training. Level four activities will be at 100 percent cost  
70 recovery/no subsidy. Level five activities highly benefit individuals and consist of advanced  
specialized classes used by exclusive users and vendors. This is the "profit center" level.

72 After further discussion, S. Schutte presented the proposed activity fees and charges  
74 schedule. The level one activities which are currently offered free of charge will remain free  
of charge These activities consist of cards and games, Chess, Conversational Spanish,  
76 Creative Writing, Horseshoes, Line Dancing, Mah Jongg, support groups, educational  
presentations, Billiards, crocheting, quilting, and woodcarving. The level 2 and 3 activities  
78 will be at an 85 percent cost recovery and include the following activities Ceramics, Clay  
Works, and Pottery, which will increase from \$5.00 to \$9.00. For consistency purposes, the  
80 Gourd Painting and Mosaics classes will decrease from \$10.00 to \$9.00. Open Painting,  
stained glass and Mosaic Open Studio will increase by \$1.00 from \$5.00 to \$6.00. The  
82 fourth and fifth levels of activities will be at 100 percent cost recovery and include  
Professional Art and computer instruction. The Lapidary and Silver Jewelry classes will  
84 increase from \$7.00 and \$5.00, respectively to \$12.00. Jewelry making and Lapidary Labs  
will increase from \$7.00 for six weeks to \$4.00/per day. Kits and supplies will be adjusted to  
86 market value.

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88 Other fees include travel in City vehicles which will be calculated based on an approximate  
90 roundtrip mileage, operating cost per mile divided by the number of people. Fees for faxes,  
92 copies, kiln fees, monthly dances and pool tournaments are also included in the proposed  
94 fees and charges schedule. S. Schutte stated after the Board reviews and provides their  
96 recommendation, a resolution will be presented to City Council for final adoption of the  
Senior Programs proposed fees and activities schedule. Thereafter, the Senior Programs  
Advisory Board will annually review and approve the fees and charges schedule. If  
approved, the proposed fees and charges will become effective on July 1, 2014.

96 L. Rusch inquired as to the possibility of opening Munson Center on weekends for pool  
98 playing. S. Schutte stated staff took into consideration the study conducted by El Paso  
100 Electric in 2012 which rated Munson Center as the bottom performer for utility costs. She  
102 stated attendance was also tracked for pool players for over one year at Eastside Center  
104 and for almost two years at Munson Center. There were tremendous costs associated with  
106 keeping the building open on Saturdays and Sundays from 1:00-4:00 p.m. As a result, S.  
108 Schutte made a recommendation to the City Manager that Munson Center close on  
weekends and that the Eastside Center close at 2:00 p.m. due to the lack of attendance at  
these centers. The total cost savings to the City is over \$55,000 a year. It was not cost  
effective to open the building on weekends. Pool players were given a handful of options so  
they could play pool during the time the centers were closed including weekends such as  
Meerscheidt Recreation Center, Q-time and My Brothers Place. S. Schutte was  
complimented on the excellent presentation. After further discussion, there was Board  
consensus to approve the Senior Programs proposed activity fees and charges schedule as  
presented. The Board recommended the schedule be presented to City Council for final  
approval.

114 Ralph Smith inquired if pool players could be provided with coffee and donuts during the  
116 pool tournaments. S. Schutte stated Senior Programs has a tight budget. R. Smith stated  
118 that the pool players are self-sufficient. They make enough money to cover pool  
tournament expenses as well as the expenses for the women's pool tournaments. S.  
Schutte will look into this request.

120 Jake Gutierrez, Recreation Services Manager, reviewed the Parks and Recreation Senior  
Programs 50 Plus Fitness Classes for April 2014. He answered questions from the Board.  
122 J. Gutierrez stated the Parks and Recreation Department lost 15 positions. The positions  
were vacant positions that were not filled. As a result, S. Schutte announced the Parks and  
124 Recreation Department has requested Senior Programs oversee the monthly Senior  
Programs dances, pool tournaments and Karaoke activities. Parks and Recreation will  
126 continue to oversee the physical activities such as hiking, fishing, etc.

128 M. Loven inquired about the fishing trip attendance which was not included on the monthly  
report. J. Gutierrez will notify Sonya Delgado and an attendance report will be provided at  
130 the next meeting. After further discussion, the Board requested a graph comparing

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132 attendance data from FY 13 to FY 14 be provided to the Board on a monthly basis so that  
 133 they can easily monitor attendance trends. S. Sigel stated there were a few people who  
 134 expressed disappointment with the aquatics class because the aquatics instructor does not  
 135 participate with the class. The instructor does not enter into the pool with the students. It is  
 136 very helpful to the students if the instructor also participates with the class. J. Gutierrez will  
 inquire and provide a response at the next meeting.

138 **SENIOR PROGRAMS ADMINISTRATOR REPORT:** Sonia Saldana, Senior Programs  
 139 Administrator, reviewed the April 2014 Nutrition Programs' monthly report. She asked for  
 140 the Board's feedback on a standard format for the Senior Programs monthly reports. Chair  
 141 Baker stated he is interested in seeing both grant and non-grant activity attendance data in  
 142 order to easily track any increase/decrease in program participation. He requested a graph  
 143 approach. Also, discussed was quarterly reporting versus monthly reporting. There was a  
 144 request for a two-year Senior Programs' comparison report. S. Saldana stated there was a  
 145 lapse in attendance records on several activities. However, staff is now tracking all  
 146 attendance for all Senior Programs' activities. After further discussion, there was Board  
 147 consensus that S. Saldana prepare two or three different reports and present at the next  
 148 meeting for the Board's approval on a standard reporting format for future monthly reports.

150 The Senior Programs Advisory Board open Action Items were reviewed. The following  
 151 actions items were identified as complete by staff. Board members had no objections to  
 152 closing these action items: Action item numbers: 7, 14, 25, 34, 37, 39, 47, 55, 58, 66, 67,  
 153 69 70, 74, 75, 80, 81, 82, 90, 93, 94, 95, 96.

154 The following action items were identified as "In Work": Items numbers 8, 10, 11, 12, 18,  
 155 19, 25, 29, 32, 45, 46, 48, 49, 60, 68, 71, 73, 72, 76, 77, 78, 79, 83, 84, 85, 86, 87, 88, 89,  
 156 91, 92, 97, 98, 99, 100, 101

158 S. Saldana announced the Sage Café Grand Opening is scheduled for Saturday, June 14,  
 160 2014, from 5:00-7:00 p.m. It was suggested notices of the grand opening be inserted in the  
 161 utility bills. S. Saldana stated there is a cost associated with utility bill inserts. She will  
 162 contact the Utilities Department for a quote. Other suggestions included radio  
 163 announcements, personal invitations and flyers. S. Kinglow stated the computer class  
 164 dates were incorrect. The correct dates were Wednesdays and Fridays. It was  
 165 recommended that City Councillors from District 5 and 6 be invited to attend the event and  
 166 asked for suggestions on ways to get the word out the people in their districts. There was a  
 167 request made that a temporary Sage Café banner/sign be placed outside of the building.  
 168 The banner should be placed at least two weeks prior to the event. S. Saldana stated the  
 169 Marketing Committee will work on obtaining a banner. The next Marketing Committee  
 170 meeting will be held on May 20, 2014, at 4:00 p.m. at Munson Center.

172 The Munson Center recertification project was discussed. Chair Baker stated he will be  
 recruiting a volunteer from the Board to track the overall project. S. Saldana stated there

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174 are nine categories that need to be addressed. A presentation to describing each of the  
176 committees is being scheduled for June 2014.

178 S. Saldana will contact D. Dollahon, Community and Cultural Services Director, regarding  
an update on the central kitchen project.

180 The Facilities Department staff will be invited to provide an update on the issue with the  
182 odor at the Benavidez Center.

184 It was suggested that volunteers be trained to serve as greeters at Eastside and Benavidez  
Centers to welcome the Munson Center participants to make them feel welcomed during  
the closure of Munson Center.

186 It was suggested that funds be allocated for Board members to attend the annual New  
188 Mexico Conference on Aging.

190 F. Cantonwine will rewrite the Board's goals for the next five years in the appropriate format.

192 S. Kinglow stated that a projector is needed at Sage Café for the computer classes  
194 scheduled to begin in July 2014. The Board training has been tentatively scheduled for May  
23, 2014, at Munson Center from 1:00 p.m. to 5:00 p.m. The training will be videotaped. It  
was recommended an invitation be extended to Marsha Burr to attend the training.

196 It was recommended a second pedestrian crosswalk be placed in the front of Munson  
198 Center parallel to the north of the existing crosswalk. It was also suggested a stand be  
placed in the middle of the road that reads, "pedestrian crossing" to help slow traffic down.

200 It was suggested a sign be placed at the Sage Café notifying participants that the fitness  
202 classes are free of charge for limited time only.

204 **UNFINISHED BUSINESS:** The Board reviewed the proposed Fund Raising policy. Chair  
Baker recommended all documents referenced in the policy be attached to the policy.  
206 Specifically, the CMP 2.1; NMSA 1978, Section 57-22-6.3; and Contributions Policy #607.  
He requested that throughout the document the words "are" or "is" should be replaced with  
208 "will be". Under Outside Fund-Raising, 1<sup>st</sup> paragraph, last sentence the word "the" should  
be changed to "that." S. Kinglow moved to approve the Fundraising Policy with the  
210 recommended changes. S. Sigel seconded the motion. Vote: 8-0. Motion carried  
unanimously.

212 Chair Baker entertained a motion that the Board cease reviewing the policy documents.  
214 Secretary Vega seconded the motion. Vote: 2-6. Motion denied.

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216 The Client Input and Quality Surveys for Grant Funded Activities was reviewed. S. Sigel  
218 moved to approve the Client Input and Quality Surveys for Grant Funded Activities Policy as  
presented. F. Cantonwine seconded the motion. Vote: 8-0. Motion carried unanimously.

220 The Client Input and Quality Surveys for Non-Grant Funded Activities was reviewed. It was  
recommended on the first group number 5 be changed 4 and 6 be changed to 5. S. Sigel  
222 moved to approve Client Input and Quality Surveys for Non-Grant Funded Activities Policy  
with the recommended changes. F. Cantonwine seconded the motion. Vote: 8-0. Motion  
224 carried unanimously.

226 The Eligibility Policy for Non Grant Funded Activities in Senior Programs was reviewed. F.  
Cantonwine moved to approve Eligibility Policy for Non Grant Funded Activities in Senior  
228 Programs Policy as presented. S. Sigel seconded the motion. Vote: 8-0. Motion carried  
unanimously.

230 **NEW BUSINESS:** The agenda for the next Senior Programs Advisory Board Special Work  
232 Session Meeting scheduled for Friday, May 23, 2014, from 9-11:00 a.m. at Munson Center  
was discussed. There was Board consensus to discuss the proposed Senior Programs  
234 Fees and Charges policy.

236 **UPCOMING MEETINGS:** The next regular Senior Programs Advisory Board Meeting is  
scheduled for Thursday, June 12, 2014, from 9-11:00 a.m. at Benavidez Center.

238 **ADJOURNMENT:** Meeting adjourned at 1:00 p.m.

240 Submitted,

242

244 \_\_\_\_\_  
Felix Vega, Secretary

\_\_\_\_\_  
Toni G. Flores, Recording Secretary