CITY OF INGLEWOOD SENIOR CENTER ADVISORY COMMITTEE MINUTES

June 17, 2013

COMMITTEE MEMBERS PRESENT:

Elizabeth Payne – Chair
June Chavez – Vice Chair – Mayor Appointee
Crysteline S. James
Damon Johnson
Kenneth Jordan – District 3 Appointee
Jo Ann Matute
Leon McCain
Dolly Morrison – District 4 Appointee
Dora Mota
Pierce Mundy
Jeanette Parish
Arvis Spriggs
William Widener

Next Meeting:

Date: July 22, 2013 Time: 10:00 a.m.

Place: Inglewood City Hall,

1st Floor Community Room

COMMITTEE MEMBERS ABSENT:

Carol Gray
Mary Hayes – District 2 Appointee
Ruth Wiggins
Elle Haynes

<u>Call to Order:</u> The meeting was called to order by Chairman Elizabeth Payne at 10:12 a.m. and Ms. Payne confirmed a quorum.

Pledge of Allegiance: Jeanette Parish led the Pledge of Allegiance.

Roll Call: Chairman Payne called the roll.

PUBLIC COMMENTS

No comments were made

Administrative Matters: Leon E. McCain accepted and was approved as a new member. Chairman Payne informed the committee that we do have a vacancy.

Skip Halloran is will provide transportation for the committee to attend meetings.

<u>Approval of Minutes:</u> It was moved by William Widener and seconded by Jeanette Parish that the April and May minutes be approved as submitted. All members voted "aye."

COMMUNICATION FROM STAFF:

Chairman Payne asked Margarita Cruz to provide the communication from staff.

1. Operation Budget Questions: Sabrina Barnes was asked to answer Jeanette Parish question related to what current services we have now in the budget. Sabrina stated that the staff report for June 19, 2013. We anticipate 6 million which was based on our current operations. Locust Street was fully functioned, which included administrative staff, transportation manager, and nutrition. We no longer have a need for a senior center supervisor. The budget consists of 42 staff and maintenance. The City current budget in the Human Services Division is 5million and that varies. It is predicated on how we do with our grants. Committee Member asked Ms. Barnes if the position for Senior Recreation Leader and Recreation Leader was designed by her. Ms. Barnes said no, the positions were already in the budget. One of the members asked if the food will still be catered in and Ms. Barnes said absolutely. Ms. Barnes stated that hopefully they will be promoting a kitchen that will generate revenue, not only to serve your needs but other facilities and organizations as well. Pierce Mundy shared his concern about 3 staff persons being removed from the senior center caused service to be slow and not getting the sufficient service that they deserve. Ms. Barnes is expecting to gain positions back. Ms. Barnes has her best interest in the senior center.

2. Project Status:

Margarita explained that we do have a recommendation for the architect and planning on going to City Council on July 16, 2013 at 2:00pm for approval of the contract for Engineer/Contract Manager.

3. Update on Increasing Senior Participation:

Skip Halloran explained how she was planning on attracting more members to join the committee. Skip provided new and larger posters. Announcements were posted at the senior housing, the library, health clinics, the parks, and the police community centers. Skip asked if someone would like to volunteer and post the posters in their gated community, like the Carlton Square, Briarwood, and the Renaissance. Also Skip will be posting articles in the Senior Newsletters and Press Release to inform the community to join the senior center committee meetings. Jeanette suggested that the seniors should utilize the computer. Skip will have the information posted on Inglewood website. One of the committee members suggested posting notices at the churches. Ms. Cruz suggested that the grocery stores should be notified as well. Leon McCain suggested that Skip post the announcements in the Inglewood Newspaper.

DISCUSSION ITEMS

Discussion/ Questions Regarding Steps/ Phases in the Development Process.

Margarita Cruz introduced the Architects/Engineer/Construction Manager. The names are Gwynne Pugh of Urban Studios, Miguel Luna - Outreach, and Amy Amirani - Civil Source Engineer. The Architect Team will join the seniors on a group trip to City of Lawndale. Mr. Pugh encourages the seniors to share what they expect from his team in terms of senior housing. The final design will be done by another group of people. Miguel Luna will be leading the team with public relations. Miguel Luna wants to assist in promoting and strategizing on getting more participation from the community. Miguel pointed out that we need to establish a fact sheet so we all will be on the same page. Also focus on creating new jobs and building the community.

- a. Damon Johnson is not concerned about the past projects. He is looking forward to the new project moving forward. Amy Amirani will be doing construction management.
- b. Jeanette Parish asked if the construction company makes the final decision. Amy informed the committee that she will not make the final decision. Jeanette Parish wants to know who will

- determine what is best for the seniors. Gwynne Pugh stated we will come together collectively to make the final decision.
- c. Damon Johnson wants to know if discussion of money will be included in the fact sheet. Gwynne Pugh assured the committee that money will be discussed in the fact sheet. John Dacey expressed that putting together a design guideline is very important.
- d. Margarita Cruz gave out important dates to the committee for the next following steps for the senior project. The dates are:
- e. 7/16/13 Pugh Contract Approval with the City Council
- f. 7/22/13 Schedule field trip to Lawndale Community Center
- g. 8/05/13 Special Committee Meeting
- h. 8/19/13 Special Committee Meeting (Workshop)
- i. 9/09/13 Meeting with the Gwen Pugh Firm

ACTION ITEMS

There are no action items.

SENIOR CENTER ADVISORY COMMITTEE REMARKS:

Chair Elizabeth Payne invited each member of the committee present to make any final statements. Carol Rossing introduced herself as the Property Manager of Inglewood Meadows. Ms. Rossing expressed her excitement to the committee about the senior project. Ms. Matute would like to have more posters and will take on the responsibility to change the stickers in her area. Jeanette Parish expressed that she is overly excited. Crysteline James thanked the consultants and staff for giving the committee good information. Chairman Elizabeth Payne thanked presenters for their participation and thanked everyone for coming out.

ADJOURNMENT:

Chairman Elizabeth Payne adjourned the meeting at 11:23 a.m.