



CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

GOVERNOR'S EXECUTIVE ORDER N-29-20****
CORONAVIRUS COVID-19
AND SAN MATEO COUNTY HEALTH DIRECTIVE
FROM MARCH 14, 2020

On March 17, 2020, the Governor of California issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the current Shelter-In-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and extended on April 29, 2020; the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, San Bruno City Hall is no longer open to the public for meetings of the Parks and Recreation Commission.

If you would like to make a Public Comment on an item not on the agenda, or comment on a particular agenda item, please email us at sbcs@sanbruno.ca.gov. The length of all emailed comments should be commensurate with the three minutes customarily allowed per speaker, which is approximately 300 words total. Emails received before the special or regular meeting start time will be forwarded to the Parks and Recreation Commission, posted on the City's website and will become part of the public record for that meeting. If emailed comments are received after the meeting start time, or after the meeting ends, they will be forwarded to the Parks and Recreation Commission and filed with the agenda packet becoming part of the public record for that meeting.

Individuals who require special assistance of a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, agenda packet or other writings that may be distributed at the meeting, should contact Amy Bohlen, Executive Assistant, 48 hours prior to the meeting at (650) 616-7180 or by email at sbcs@sanbruno.ca.gov. Notification in advance of the meeting will enable the City of San Bruno to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

AGENDA
SENIOR CITIZENS ADVISORY BOARD
Tuesday, June 21, 2022 • 9:00 a.m.

WELCOME TO OUR ADVISORY BOARD MEETING: If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

Zoom Meeting Details:

Join Zoom Meeting

<https://us06web.zoom.us/j/85638310528?pwd=cGFpRmtaWHU1c1BGUU5xMzJTZWl2UT09>

Meeting ID: 856 3831 0528

Passcode: 653662

One tap mobile 1-720-707-2699 US

1. **CALL TO ORDER/ROLL CALL:** Chair Bunny Epperson, Vice Chair Priscilla Martinez, Herb Chu, Barbara Cox, Linda Holman, Ralph Olcese, Joyce Satow
2. **PLEDGE OF ALLEGIANCE:**
3. **REVIEW OF AGENDA:**
4. **ACCEPTANCE OF MINUTES:** May 17, 2022
5. **CONSENT CALENDAR:**
6. **PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the “Brown Act”, prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.
7. **UNFINISHED BUSINESS:**
 - a. Receive and File Monthly Class Attendance, Nutrition Site Reports, and Senior Center Historical Front Desk Sign In Data
8. **NEW BUSINESS:**
9. **ITEMS FROM BOARD MEMBERS:**
10. **ITEMS FROM STAFF:**
 - a. Oral Update on Senior Parking Lot and Trash Enclosure Construction Project
11. **ADJOURNMENT**

The next regular Senior Citizens Advisory Board Meeting will be held
on July 19, 2022, at 9:00 a.m. via Zoom.



MEETING MINUTES

Senior Citizens Advisory Board May 17, 2022

1. **Call to Order/Roll Call:** Chair **Epperson** called the meeting of the Senior Citizens Advisory Board to order at 9:00 a.m. Board Members Present: Chair Bunny Epperson, Vice Chair Priscilla Martinez, Herb Chu, Barbara Cox, Linda Holman, Joyce Satow. Excused: Ralph Olcese. Staff Present: Danielle Brewer, Ann Mottola.
2. **PLEDGE OF ALLEGIANCE:** Chair **Epperson** led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the April 19, 2022 meeting.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **UNFINISHED BUSINESS:**
 - a. Receive and File Monthly Class Attendance, Nutrition Site Reports, and Senior Center Historical Front Desk Sign In Data – **Superintendent Brewer** presented.
Board Member Chu stated that he likes the new format for the Nutrition Site Report.
Board Member Cox stated that she didn't know why there was a 1,000 person drop from April on the front door sign in sheets.
Chair Epperson asked if the volunteer sign in sheets in the kitchen were being included with the front door sign in sheet totals. **Superintendent Brewer** explained that everyone needs to sign in at the front door as well.
8. **NEW BUSINESS:** None.
9. **ITEMS FROM BOARD MEMBERS:**

Board Member Satow stated that there was a piece of sidewalk that needed to be ground down. It is on the north side of Crystal Springs up to the upper parking lot. **Director Mottola** asked her to forward the email that she received from a participant so Staff and Public Works could take a look at it. **Board Member Satow** stated that the main Senior Center sign over the front entrance was hard to see and recommended that it be larger or painted in bright, contrasting colors so the name of the center would be more visible. She asked what the purpose of the flat screen television monitors in the lunchroom was. Would they be used for the benefit of the San Bruno Senior Center general membership? **Superintendent Brewer** explained that they would be used for Council meetings, but they were also being set up for bingo. The monitors would have cable too so sporting events could be streamed.

Superintendent Brewer stated that safety concerns should be brought to Staff immediately so they could be addressed.

10. **ITEMS FROM STAFF:**

- a. Oral Update on Senior Parking Lot and Trash Enclosure Construction Project – **Superintendent Brewer** stated that the east end of the parking lot was done. She estimated that about 75% was completed across from the entrance. She reviewed the timeline. The contractor was in communication with SamTrans about the project. Discussion about where people would be entering the building and new signage about signing in.

Board Member Chu asked if the trash enclosure would be done at the same time as the staff parking lot area. **Superintendent Brewer** stated that they were waiting on some permits and approvals. The trash enclosure was moved from the second phase to the fourth phase of the project.

Superintendent Brewer announced that June 5th would be CommUNITY Day. It will take place on San Mateo Avenue. She explained the events of the day. If the Board would like to have a booth to advertise Senior services and to staff the table, please let her know. **Board Member Holman** asked if only San Bruno services would be represented. **Superintendent Brewer** stated that if it was a county service that was serving San Bruno, then it could be talked about. Discussion about a booth. **Superintendent Brewer** and **Board Member Holman** would work together on a schedule to staff the booth.

Superintendent Brewer stated that the reservation system had been in place for over a month. She stated that it was working out well.

Chair Epperson asked when the report regarding the cost for lunches would be on the agenda. Discussion about guest and party fees. **Superintendent Brewer** stated more discussion could happen at the July meeting.

Superintendent Brewer stated that the revenues and County program report would be on next month's agenda.

11. **ADJOURNMENT:** Meeting was adjourned at 9:33 a.m.

Class Attendance Month of May 2022

Mondays

Class	Attendance
Hiking	65
Ceramics	31
Mahjong	48
Bocce	62
Tap	41
Billiards	50
Computer Club	30
Bingo	178
Pilates/Yoga	30
Yoga	27
Art Appreciation	7

Thursdays

Class	Attendance
Softball	33
Fun & Fitness	42
Creative Writing	18
Yoga	52
Pedro	92
Music & Motion	41
American Line Dancing	34
Painting	27
Computer Club	11
Billiards	50

Tuesdays

Class	Attendance
Spanish	30
Bocce	92
Zumba Gold	131
Sit & Be Fit	42
Beginner Line Dance	110
Ukulele	27
Billiards	51
Computer Club	5

Fridays

Class	Attendance
Hiking	60
Knitting	8
Movie	15
Zumba Gold	129
Bingo	280
Ping Pong	30
Billiards	50
Bridge	12
Seated Yoga	56
Party	0

Wednesdays

Class	Attendance
Hiking	60
Stained Glass	8
Advanced Line Dance	10
Beginner Line Dance Review: Dolly	60
Billiards	6
Horseshoes	20
American Line Dance	36
Bingo	257
Current Events	42
Computer Club	22
Presentation	31
Book Club	4

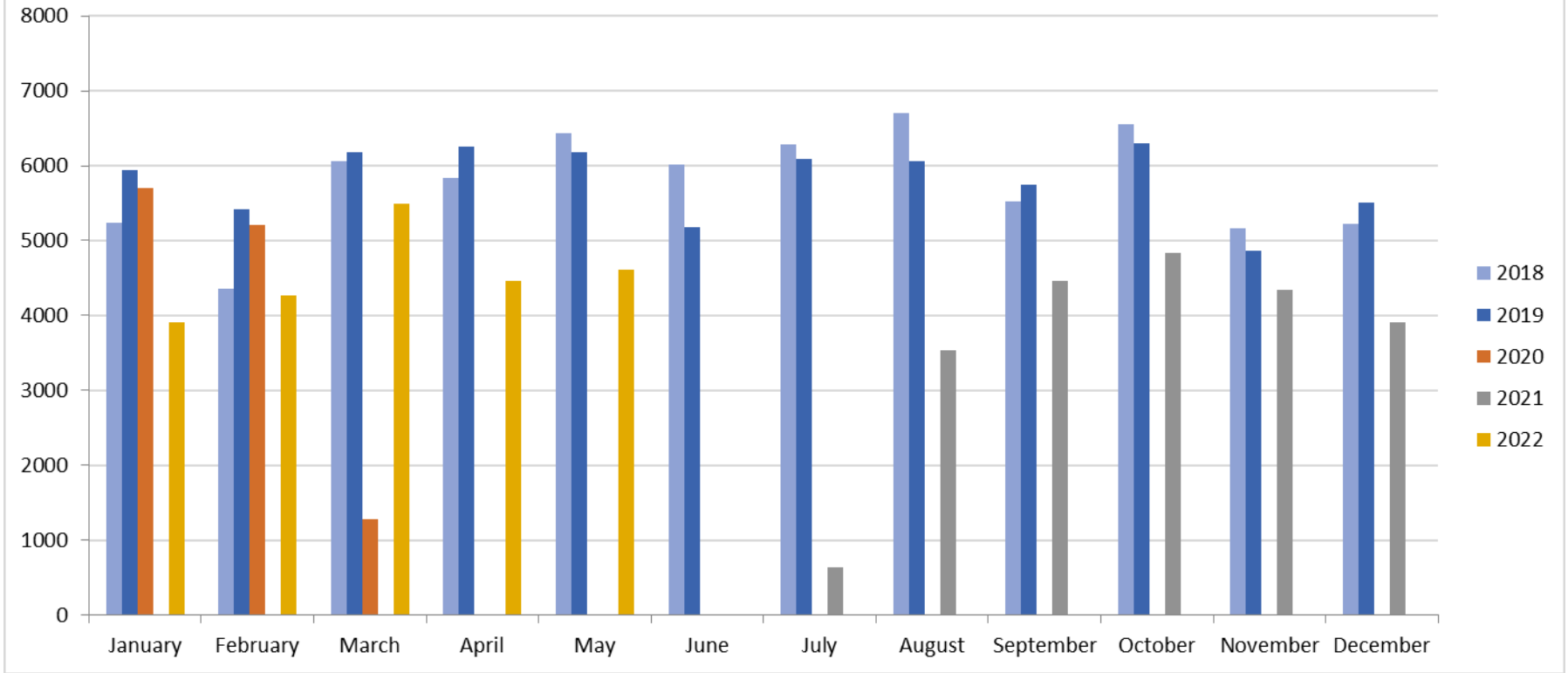
Sundays

Class	Attendance
Line Dance 5/1/22	16
Line Dance 5/8/22	12
Bingo 5/15/22	175
Ballroom Dance 5/29/22	43

Nutrition Site Report - May 2022

Day	Date	Congregate Meals	Guests	Disabled Under 60	Total Meals	Senior Donations	Guest Fees
Mon	2	114	1	0	115		5.50
Tues	3	102	2	0	104		11.00
Wed	4	99	1	0	100		5.50
Thur	5	90	1	0	91		5.50
Fri	6	94	2	0	96		11.00
Mon	9	113	1	0	114		5.50
Tues	10	111	1	0	112		5.50
Wed	11	92	1	1	94		5.50
Thur	12	87	1	0	88		5.50
Fri	13	113	1	0	114		5.50
Mon	16	111	2	0	113		11.00
Tues	17	117	0	0	117		0.00
Wed	18	164	5	0	169		27.50
Thur	19	76	1	0	77		5.50
Fri	20	92	1	0	93		5.50
Mon	23	119	2	0	121		11.00
Tues	24	96	1	0	97		5.50
Wed	25	127	1	0	128		5.50
Thur	26	79	1	0	80		5.50
Fri	27	114	1	0	115		5.50
Mon	30						
Tues	31	81	0	1	82		0.00
Total		2,191	27	2	2,220		148.50

Historical Sign-In Data



	January	February	March	April	May	June	July	August	September	October	November	December
2018	5241	4364	6055	5832	6436	6019	6292	6706	5519	6548	5168	5231
2019	5936	5424	6176	6249	6177	5179	6098	6066	5748	6293	4869	5503
2020	5709	5206	1284	0	0	0	0	0	0	0	0	0
2021	0	0	0	0	0	0	642	3540	4460	4834	4345	3914
2022	3902	4260	5499	4461	4609							