CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

SENIOR CITIZENS ADVISORY BOARD
AGENDA

Tuesday, June 19, 2018 • 9:00 a.m. San Bruno Senior Center 1555 Crystal Springs Road, San Bruno

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).

1. **CALL TO ORDER/ROLL CALL:** Chair Bill Goff, Vice-Chair Flori Green, Dorothy Carmichael, Bill Hayes, Joanne Tracey, Barbara Luzaich, Herb Chu, and Treasurer Karen Hornung.

2. **PLEDGE OF ALLEGIANCE:**

3. **REVIEW OF AGENDA**:

4. **ACCEPTANCE OF MINUTES:** May 15, 2018

5. **CONSENT CALENDAR:**
   a. Treasurer's Report – May 2018
   b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – (Tessier, Rangel)
   c. Receive and File Monthly Minutes from Senior Events Committee (Tessier)

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. Discussion Regarding Draft of Charitable Bequest Program

8. **NEW BUSINESS:**

9. **ITEMS FROM BOARD MEMBERS:**

10. **ITEMS FROM STAFF:**

11. **ADJOURNMENT**

**** POSTED PURSUANT TO LAW ****

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CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Senior Citizens Advisory Board
May 15, 2018

1. **Call to Order/Roll Call:** Chair Goff called the meeting of the Senior Citizens Advisory Board to order at 9:00 a.m. Board Members Present: Chair Goff, Chu, Hayes, Luzaich, Tracey, and Treasurer Hornung. Board Members Excused: Vice Chair Green and Carmichael. Staff Present: Brewer, Rangel, Stallings, Tessier.

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

3. **REVIEW OF AGENDA**: No changes.

4. **ACCEPTANCE OF MINUTES**: **MSC Hayes/Tracey** to accept the minutes of the April 17, 2018 meeting. Approved unanimously.

5. **CONSENT CALENDAR:** None.

6. **PUBLIC COMMENT**: **David Padilla** asked if staff knew when the San Bruno City Park restrooms reconstruction would be complete and Superintendent Brewer responded that the lower restrooms would be reopen by Sunday, June 3 and there was no date yet for the upper restrooms.

7. **CONDUCT OF BUSINESS**:
    a. Treasurer's Report – April 2018 Treasurer's Report filed for audit.
    b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – Monthly Information and Referral Report and Nutrition Site Report were distributed and reviewed, received, and filed for April 2018.
    c. Discussion Regarding Interior Painting of the San Bruno Senior Center – Superintendent Brewer reminded the Commission that after the multi-purpose room was repainted, the Board requested the interior painting of the San Bruno Senior Center to be added to an agenda in the spring. She added that there is currently no funds available in the Senior Center or Capital Improvement budgets for this project and if the Board would like to move forward with this project it would need to be funded from the Senior Advisory Trust Fund. **Board Member Hayes** asked how the funds could be added to the Senior Center budget and Superintendent Brewer responded that staff could request for it to be added into the budget and it would need to be approved by City Council. **Board Member Hayes** asked for staff to add the painting of the doors and windowsills in next year's budget and **Board Member Chu** added that the painting of the exterior of

the Senior Center should also be a priority.

8. **UNFINISHED BUSINESS:** None.

9. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS: Board Member Hayes** asked when the lift for the stage at the Senior Center would be installed and Superintendent Brewer responded that they were waiting on a date from the contractor. **Board Member Hayes** asked how a sign can be placed to warn drivers about the sharp curve leading to the Senior Center to prevent future accidents and Superintendent Brewer responded that the Board should write a letter to the Traffic Safety Committee to have them add it to a future agenda. **Board Member Chu** asked about when the bocce ball court benches would be installed and Superintendent Brewer responded that the Parks crew currently has it on their list but does not have an installation date yet.

10. **ITEMS FROM STAFF:** Superintendent Brewer told the Board that the new bulletin boards for the Senior Center had arrived and would be installed in the coming week. Director Stallings introduced himself to the Board and asked the Board if they would like him to draft a few proposals regarding a charitable bequest program for their June meeting. The Board was in consensus about reviewing the drafts during their June meeting.

11. **ADJOURNMENT**: Vice Chair Green adjourned the meeting at 9:35 a.m.

DRAFT

Respectfully Submitted,

Ludmer Aker
Executive Assistant
Community Services Department
City of San Bruno

SENIOR ADVISORY BOARD TRUST FUND REPORT

MAY 31, 2018

Checking Account Balance 4/30/2018	$ 9,644.42	
Interest	$ 0.38	
Deposit	$ 342.00	
Checks	$ -	
Checking Account Balance 5/31/2018		$ 9,986.80
Amount held at City of San Bruno prior 7/1/2013		$ 103,932.20
Amount held at City of San Bruno July 1, 2013-June 30, 2017		$ 56,499.44
Amount deposited to City since 7/1/2017	$ 9,491.32	
Deposit made to City account May	$ 215.50	
Deposit made to City account May	$ 279.56	
Deposit made to City account May	$ 90.80	
Amount deposited to City this fiscal year		$ 10,077.18
TOTAL NET WORTH MAY 31, 2018		**$ 180,495.62**

2017-18 Information and Referral Statistics

	July	August	September	October	November	December	January	February	March	April	May	June
Housing	2	1	0	1	0	0	0	1	7	4	4	
Shopping	1	1	1	1	0	0	1	0	1	0	0	
Transportation	4	2	3	2	3	2	11	2	3	2	2	
Assisted Living	2	0	1	0	0	0	1	0	1	0	3	
Legal	8	1	0	1	1	0	2	1	2	4	1	
Insurance	2	0	0	1	0	0	1	0	1	0	0	
Welfare Check	1	1	0	0	0	0	0	0	0	0	0	
Health	0	0	1	0	1	1	4	2	2	6	2	
Counseling	0	0	0	0	0	0	1	1	2	2	1	
Clean/Repair	2	0	2	1	2	3	3	3	1	1	1	
General	0	5	6	9	3	2	9	8	15	8	4	
Monthly Total	22	11	14	16	10	8	33	18	35	27	18	0

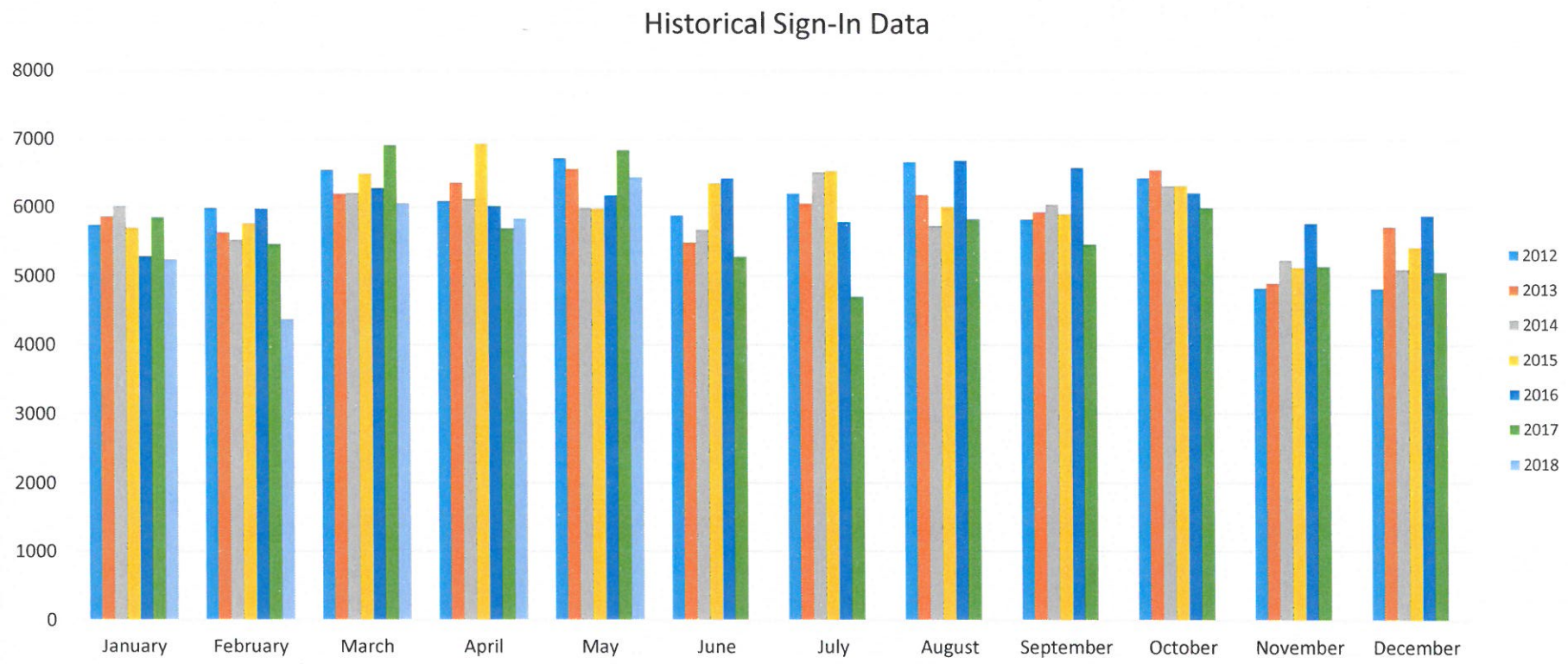
Class Attendance May 2018

	Monday				Tuesday					Wednesday					Thursday					Friday				Saturday				Sunday				Total
	7	14	21	28	1	8	15	22	29	2	9	16	23	30	3	10	17	24	31	4	11	18	25	5	12	19	26	6	13	20	27	
AARP																	10								70							80
Art Appreciation																																0
Ballroom Dance					19	11	10	11	15																					67	85	218
Bingo	40	45	50							59	64	66	55	65	137	139	129	133	110	50		51	69									1262
Birthday Club							59																									59
Blood Pressure				C																			23									23
Bocce	44	42	38	L	40	40	42	40	16											40	44	40	44									470
Book Club	12			O																												12
Bridge/Board Games				S																			4									4
Ceramics	8	11	8	E																												27
Computers	8	4	10	D	7	5	4	2	6	7	21	8	7	9	3	3	3	2	3	1	3	1	1									118
Crochet																				6	3	6	5									20
Current Events										17	16	13	15	15																		76
Driver Safety																																0
Exercise					42	32	40	40	32						26	18	18	23	22													293
Gardening																				5	4	2	2									13
HICAP																																0
Hiking/Walking	16	15	16							12	15	15	17	15						11	15	72	12									231
History Class																				10	10	8	10									38
Horseshoes										20	15			20																		55
Karaoke	12	7	11																													30
Knitting																				3	1	5	8									17
Library Services					3	5	4	6	4																							22
Line Dancing					35	29	30	35	39																							168
Movie																				16												16
Oil Painting															17	16	18	16	15													82
Paper Crafts																							6									6
Pedro															48	44	40	44	40													216
Pickleball										20	25	22	15	20																		102
Pilates	20	14	19																													53
Ping Pong																				9	9	6	7									31
Pool	14	12	9		12	11	12	12	12	10	14	10	15	12	14	11	12	8	10	12	11	13	14									260
Presentations													23				7						10									40
Singing																				14												14
Sit & Workout					10	9	12	12	10																							53
Softball															8	8	20	8	7													51
Spanish					18	16	16	19	21																							90
Special Event/Party																					182	162										344
Stained Glass										6	10	8	8	8	8																	48
Support Group																																0
Tap Dance	15	13	13																													41
Taxes																																0
Trips																																0
Ukulele					12	9	11	5	11																							48
Writing															13	11	37	13	10													84
Yoga	14	21	18												23	22	21	19	19													157
Zumba	43	44	41																	41	29		44									242
Total	**246**	**228**	**233**	**0**	**198**	**167**	**240**	**182**	**166**	**151**	**180**	**142**	**155**	**164**	**297**	**272**	**315**	**266**	**236**	**218**	**311**	**366**	**259**	**0**	**70**	**0**	**0**	**0**	**0**	**67**	**85**	**5214**

Nutrition Site Report - May 2018

Day	Date	Total Prepared Hot Meals & Salads	Total Served Hot Meals	Total Served Salads	Total Served Hot Meals & Salads	Non-Senior Donations
Tues	1	85	82	15	97	$ 27.50
Wed	2	115	113	15	128	$ 16.50
Thur	3	80	74	12	86	$ 11.00
Fri	4	95	93	13	106	$ 11.00
Mon	7	80	76	16	92	$ 11.00
Tues	8	90	84	16	100	$ 22.00
Wed	9	120	117	14	131	$ 22.00
Thur	10	75	71	7	78	$ 16.50
Fri	11	150	150		150	$ 5.50
Mon	14	120	111	6	117	$ 16.50
Tues	15	100	94	17	111	$ 16.50
Wed	16	150	143	11	154	$ 22.00
Thur	17	70	68	11	79	$ 16.50
Fri	18	110	106	3	109	$ 5.50
Mon	21	110	103	10	113	$ 16.50
Tues	22	100	97	13	110	$ 22.00
Wed	23	115	110	21	131	$ 27.50
Thur	24	90	81	11	92	$ 16.50
Fri	25	100	98	10	108	$ 55.00
Mon	28					
Tues	29	80	70	20	90	$ 5.50
Wed	30	120	114	16	130	$ 33.00
Thur	31	90	88	7	95	$ 22.00
Total		**2245**	**2143**	**264**	**2407**	**$418.00**

	January	February	March	April	May	June	July	August	September	October	November	December
2012	5737	5987	6548	6090	6722	5878	6198	6670	5827	6432	4826	4817
2013	5868	5632	6196	6363	6567	5487	6059	6186	5939	6554	4902	5728
2014	6020	5522	6204	6119	5993	5672	6517	5733	6047	6318	5240	5103
2015	5701	5767	6494	6936	5982	6357	6539	6015	5910	6324	5131	5426
2016	5285	5977	6278	6017	6169	6418	5788	6689	6583	6208	5771	5884
2017	5851	5462	6908	5688	6838	5280	4700	5831	5460	5996	5144	5061
2018	5241	4364	6055	5832	6436							



EVENTS COMMITTEE

June 11, 2018

Members in attendance were Dorothy Carmichael, Raoul Epling, Bill Goff and Anna Leech. Mary Tessier was in attendance.

Minutes for the April 2018 meeting were approved as written.

1. The July **movie** will be "The Darkest Hour" & the August movie will be "The Greatest Showman".

2. **Classes & Programs:**
   The Spouse/Partner Loss Support Group was very well received. Mary will try to schedule another session if the sponsor is available. The latest "Living with Chronic Conditions" series went well. Another series is scheduled for July 18 - August 22.
   Six people attended the Paper Crafts class in May. We will offer the class monthly if people continue to attend.
   Mary has not found a possible Meditation instructor yet.
   Mary has discussed a Weight class with Kathy Schmidt. Kathy would like the class at the Senior Center, but there are issues with room availability and weight storage.
   We will be offering Pedro lessons in June.

3. **Presentations:**
   The "Step Out" event went well and the health tables had good information on health-related topics such as Lifeline and Mental Health Awareness.
   There is at least one presentation per month planned. In June we will have a workshop on "Dealing with Difficult People", July will be Estate Planning & Living Well with Chronic Conditions, August will be another Alzheimer's presentation and September will be an "Age Well, Drive Smart" seminar.

4. **Trips:**
   The next casino trips will be to Cache Creek on June 18, Thunder Valley on August 13 and Red Hawk on October 15. The Craig Smith San Francisco trip on June 27 is full. There will be trips to "Saturday Night Fever" on August 19 and the Santa Cruz Follies on September 15. Dorothy will lead another Horse Race trip on November 16, which will benefit AARP. The final trip for 2018 will be on December 12 to the Poinsettia Farm plus other stops. Mary has resumed smaller trips on the Senior Center bus. The next one is to the San Mateo County Fair.

5. **Parties:** The Variety Show on April 20 sold out, so we will have another one on September 21. Father's Day will be on June 15 and will feature "The Sweet Papa Jazz Band". The Independence Day Party will be on Monday, July 2 and will feature "The Full House Band". The CA Cowboys will play on August 17. Kathy & Joe will provide music for the Halloween Party on October 31st. The Committee decided to give the Ron Borelli Trio another try at the Thanksgiving Party on November 19.

6. ***The next Events Committee Meeting will be on August 13th at 10:00 am.***

CITY OF SAN BRUNO

COMMUNITY SERVICES DEPARTMENT

DATE: June 19, 2018

TO: Senior Citizens Advisory Board

FROM: Michael Stallings, Interim Community Services Director

SUBJECT: Discussion Regarding Draft of Charitable Bequest Program

BACKGROUND:

At the May 15, 2018 Senior Citizens Advisory Board meeting, a basic outline of a Charitable Bequest program was presented to the Board Members. There was a general consensus of the Board to receive a draft.

DISCUSSION:

Attached is a draft of a program that could be adopted by the City of San Bruno and Senior Citizens Advisory Board. This program outlines the advantages to the individual when committing to make a charitable bequest to the San Bruno Senior Center. It also includes the types of bequests that can be made depending on the gift the individual would like to leave to the center.

After review and recommendations by the Advisory Board, staff can present the program to City Council for approval. Once approved, the program can be advertised at the Senior Center and throughout the community.

FISCAL IMPACT:

None

ATTACHMENTS:

None.

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DRAFT DRAFT

Leave a Legacy to the San Bruno Senior Center

Make A Charitable Bequest

A charitable bequest is how donors benefit a favorite cause through their will or living trust. Including a bequest to the San Bruno Senior Center in your will or trust is an easy way to make a difference.

Charitable bequests can work to the benefit of your estate's primary beneficiaries courtesy of the current tax laws and is a wonderful way to provide a pre-planned gift.

Advantages to you:

- It doesn't affect your current cash flow or assets.
- It's easy to make and to change if your circumstances change.
- You retain full use and complete control of your property for life.
- It may save you estate taxes later.
- Every dollar of your thoughtful gift is fully tax deductible through SBSC, 501(c)3 private nonprofit corporate status.
- *Every dollar of your thoughtful gift is held in a separate SBSC account, not the City of San Bruno general fund. The SBSC Advisory Board (that you elect) makes decisions/recommendations about the use of the money.*
- Plus, you have the satisfaction and pride of knowing your legacy will continue to benefit future generations after you're no longer here.

You can make a legacy gift of any size with a simple directive in your will or living trust.

"But I have family. Shouldn't I leave my entire estate to them?"

This is the number one caution when making a bequest. The fact is, depending on the current tax laws, leaving a gift to charity in your name can reduce the estate tax burden on your heirs. Consult a financial advisor or estate attorney to see how would work in your instance.

There are many events that signal it's high time to review your will - a physical change of address, a change in marital status, the birth of a child or grandchild, the demise of a loved one. Statistics tell us some forty percent, including seniors, have not even written a will. Without a will, you're leaving the disposition of your estate up to the government.

Step one, contact a financial planner or estate attorney or qualified paralegal to ensure you have a will and to make sure it is up to date, that it includes establishing a charitable gift if that is your wish.

Step two, let SBSC know of your plan to lend your support. It's important we know what you want done with your eventual gift. And SBSC will want to thank you.

There are a few differences in bequests, depending on what you want to leave, and how you want it done, calling for very specific language. Here are three examples to help direct your gift:

1. Specific Bequest:

"I give, devise and bequeath to San Bruno Senior Center (addressor PO Box ???), San Bruno, CA 94066, tax ID No. XX????????.

- 1) the sum of $_____, or,
- 2) ___% of my estate, or,
- 3) ___ shares of stock in ABC Company, or
- 4) my interest in (describe the real property, parcel number #___ located at ___.)"

2. Residual Bequest:

"I give, devise and bequeath to San Bruno Senior Center (address), tax ID No.XXX???? [all or a percentage] of the residue* of my estate."

*(Residue is defined as that which remains after debts and expenses of administration, legacies and all other devises have been satisfied.)

3. Contingent Bequest:

"In the event that [name of beneficiary] does not survive, I give devise and bequeath the deceased beneficiary as a gift to San Bruno Senior Center, (address) tax ID No XX-.XXX????

YOU CAN SPECIFY A NUMBER OF FORMS OF PROPERTY IN YOUR BEQUEST

APPRECIATED STOCKS AND BONDS, IRA BALANCES: With careful planning, charitable gifts of long term appreciated securities or real estate can create very favorable tax benefits for you and your heirs: such as elimination of paying long-term capital gains tax or receiving an income tax charitable contribution.

TRUST DISTRIBUTIONS: Charitable Trusts offer an opportunity to make a substantial gift to San Bruno Senior Services, while retaining the annual income produced by these assets. You will retain income for your life and the life of your spouse. This gift can also be structured to create a substantial tax break over a period of years.

INSURANCE: You may own some form of life insurance. Life insurance can play a very important part in Planned Charitable Giving. Life insurance for charitable purposes can be accomplished by (1) the transfer of ownership of an existing policy to San Bruno Senior Center, or (2) the purchase of life insurance which names San Bruno Senior Center as the beneficiary and/or owner.

Talk with your financial advisor for more information on these types of gifts.
** The Federal Taxpayer ID for San Bruno Senior Center is XX-XX????*