

RESOLUTION NO. 14-362

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENIFEE, CALIFORNIA, ESTABLISHING THE SENIOR ADVISORY COMMITTEE OF THE CITY OF MENIFEE

WHEREAS, the City Council is desirous of encouraging citizens of all ages in the community to participate in and serve on city advisory committees; and

WHEREAS, City committees have a primary role to encourage increased public input and citizen participation in the determination of City policies and procedures.

WHEREAS, the City Council recognizes seniors to be a valuable resource when given the opportunity to plan and implement projects to meet real community needs, and recognizes seniors are capable of making a difference with the community.

WHEREAS, the City Council recognizes a Senior Advisory Committee established to serve as an advisory body to the City Council, will empower Seniors, will create opportunities for their input into community projects, programs, and events, and will provide a vehicle by which Seniors become involved in a process which enables them to have an influence and impact on issues and decisions they care about.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MENIFEE, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That a Senior Advisory Committee consisting of five (5) members is hereby established.

Section 2. That the purpose of the Senior Advisory Committee shall be to promote public service and community involvement, with, for and by Seniors, review proposals for programs, projects and facilities as they pertain to Seniors; promote Senior involvement in community events, programs or volunteer projects; and act in an advisory capacity to the City Council in all other policy matters pertaining to Seniors.

Section 3. That membership on the Senior Advisory Committee shall occur through Appointment by the Mayor and Council with the benefit of recommendations made through City staff liaisons. Each City Council member in his/her sole discretion shall appoint one Committee Member. Each City Council member may determine whether or not to utilize the application process in making such appointment. At the time of his or her appointment, and during his or her tenure of office, each committee member shall reside within the City of Menifee, and shall be 55 years of age or older.

Section 4. That each Committee Member shall serve at the pleasure of his/her appointing City Council member, for the same term as that Council member and until the Committee Member's successor is appointed and qualifies. At the first City Council meeting in January following each regular municipal election, each City Council member shall make his/her

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Committee Member appointment. There shall be no limit on the number of terms a Senior Advisory Committee Member may serve.

Section 5. That the Senior Advisory Committee shall establish its own procedural rules which shall comply with the Ralph M. Brown Act, other applicable local and state laws and regulations, this Resolution and City Council Policy No. 1 (Rules of Decorum).

Section 6. That the following are the Powers and Duties of the Senior Advisory Committee:

- 5.1 That the Senior Advisory Committee shall make recommendations to Council, implementing senior oriented directives related to city projects, events and senior oriented programs.
- 5.2 The role of the Menifee Senior Advisory Committee as contained in "Exhibit A", is hereby approved.

Section 6. The City Manager is hereby authorized to do all things necessary to implement this resolution.

PASSED, APPROVED AND ADOPTED ON April 2, 2014.



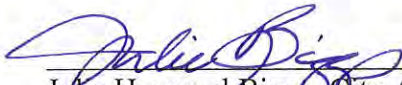
Scott A. Mann, Mayor

Attest:



Kathy Bennett, City Clerk

Approved as to form:



Julie Hayward Biggs, City Attorney

EXHIBIT A
Menifee Senior Advisory Committee Guidelines

1. Powers, duties, and responsibilities.

The Menifee Senior Advisory Committee shall be empowered to establish and maintain written policy and rules and have the following general powers, duties and responsibilities consistent with the City of Menifee, Municipal Code and all other ordinances and regulations of the City of Menifee and with the laws of the State of California:

- A. Promote community involvement, with, for, and by seniors.
- B. Review proposals for programs, projects and facilities as they pertain to seniors.
- C. Assist in the evaluation and planning of arts, recreation and social service programs with an emphasis on seniors.
- D. Review and make recommendations on matters pertaining to senior programming and/or services to the Parks, Recreation, and Trails Commission or City Council.
- E. Promote senior involvement in community events, programs or volunteer projects through public education, service clubs and community organizations.
- F. Act in an advisory capacity to the City Council in all other policy matters pertaining to seniors.

2. Eligibility for the Senior Advisory Committee.

The following criteria will be considered for eligibility as a member of the Menifee Senior Advisory Committee:

- A. Applicants must be residents of the City of Menifee.
- B. The Menifee Senior Advisory Committee shall consist of five members through appointment by the Mayor and each Councilmember.
- C. Membership is open to all seniors (55 years of age and older) meeting the above criteria.
- D. Members of the Menifee Senior Advisory Committee shall not hold any paid office or employment with the City of Menifee.
- E. Failure of a regular member to attend three consecutive regular meetings of the Senior Advisory Committee without the consent of the Senior Advisory Committee shall be deemed to constitute the retirement of such member and the position declared vacant.

3. Procedure

A. Composition of the Senior Advisory Committee

1. The number of members of the Senior Advisory Committee should be five (5) persons.
2. The Senior Advisory Committee shall be composed of a cross-section of the community's senior population.

B. Support

1. The City Manager or his/her designee shall be the City Council's liaison to the Senior Advisory Committee.

C. Senior Advisory Committee Officers

1. Chairperson: shall be elected by the Senior Advisory Committee members each January to begin office on February 1, annually; The Chair shall facilitate the meetings of the Committee and shall insure committee items are placed on the Agenda.
2. Vice-Chair: shall be elected by the Senior Advisory Committee members each January to begin office on February 1, annually; The Vice-Chair shall assist the Chair as requested and facilitate the meetings in the absence of the Chairperson.
3. The Secretary: A City staff liaison shall act as the Committee Secretary; The Secretary will:
 - Record the minutes of Senior Advisory Committee meetings
 - Format and send meeting minutes to the Chair for distribution to committee for approval
 - The City Clerk will maintain records related to the Senior Advisory Committee

D. Senior Advisory Committee Meetings

1. The Senior Advisory Committee will meet on a regular monthly schedule as determined by the members of the Committee and approved by the City Council.
2. Meetings will be conducted according to the Ralph M. Brown Act.

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3. Meetings may take place when a quorum is present; a quorum will be reached when half the Senior Advisory Committee members plus one are in attendance.
4. The City Council or staff liaison shall place items on the agenda according to the necessity and/or urgency of Council to have items reviewed by the Senior Advisory Committee.
5. Senior Advisory Committee members may request agenda items through the Chair for upcoming meetings.

E. Senior Advisory Committee Member Term Limits

1. Committee members hold two (2) year terms to allow for greater participation by all interested parties. Extensions for sitting members will be considered on an individual basis at the pleasure of the City Council.
2. At the discretion of the City Council, a Senior Advisory Committee member may be excused from further participation, in the event it is deemed necessary for the benefit of the Committee as a whole.
3. Senior Advisory Committee members are expected to be present unless excused with prior notice to the staff liaison or Chairperson. A Senior Advisory Committee member with three (3) unexcused meeting absences in one year may be replaced at the discretion of the City Council.
4. In the event a member is unable or unwilling to continue participation in regularly scheduled activities, alternate members will be considered by City Council to assume regular member status. The names of the alternate members would be presented to Council for appointment.



Scott A. Mann
Mayor

Wallace W. Edgerton
Deputy Mayor

John V. Denver
Councilmember

Thomas Fuhrman
Councilmember

Greg August
Councilmember

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss
CITY OF MENIFEE)

I, Kathy Bennett, City Clerk of the City of Meniffee, do hereby certify that the foregoing Resolution No. 14-362 was duly adopted by the City Council of the City of Meniffee at a meeting thereof held on the 2nd day of April, 2014 by the following vote:

Ayes: August, Denver, Edgerton, Fuhrman, Mann
Noes: None
Absent: None
Abstain: None

Kathy Bennett, City Clerk