

AGENDA

COMMUNITY SERVICES COMMITTEE

Adjourned Regular Meeting
Wednesday, October 29, 2014
9:30 A.M.

Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637

AGENDA DESCRIPTION: The agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed. Any person wishing to address the Community Services Committee on any matter, whether or not it appears on this agenda, may do so under the appropriate section of the agenda. Whenever possible, lengthy testimony should be presented to the Committee in writing (12 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the Public Comment section of the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. COMMITTEE BUSINESS

A. 2015 Community Services Grant Program

RECOMMENDED ACTION: Make grant award recommendations to the City Council for the 2015 Community Services Grant Program.

IV. COMMITTEE MEMBER COMMENTS

V. PUBLIC COMMENTS

VI. ADJOURN

The next adjourned regular meeting of the Community Services Committee will be at 9:30 a.m. on November 26, 2014 at Laguna Woods


City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.

AMERICANS WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at (949) 639-0500 (Voice) or, TDD (949) 639-0535 or the California Relay Service at (800) 735-2929 if you have a TDD or (800) 735-2922 if you do not have a TDD. Notification 48 hours prior to the meeting should enable the City to make reasonable arrangements to assure accessibility to the meeting.

AGENDA: The Community Services Committee agenda and agenda back-up materials are available from the Office of the City Clerk, after 4:30 p.m., on the Friday prior to the Community Services Committee meeting. The office of the City Clerk is located at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Copies of the agenda are provided at no cost. Agenda back-up materials are available at City Hall for inspection and copies are available at no charge prior to the meeting. A per page copy cost does apply after the meeting. If you wish to be added to the e-mail or regular mail list to receive a copy of the agenda, a request must be made to the City Clerk in writing. Copies of the agenda are mailed only if stamped, self-addressed envelopes are provided. The City of Laguna Woods mailing address is 24264 El Toro Road, Laguna Woods, CA 92637. Phone: (949) 639-0500, FAX (949) 639-0591.

I declare under penalty of perjury that I posted this notice of agenda at the locations designated by Resolution 02-33.

10/24/2014
Date



Anna Sanchez, Acting City Clerk

RECAP COMMUNITY SERVICES COMMITTEE

**REGULAR MEETING
October 22, 2014
9:30 A.M.**

**Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637**

I. CALL TO ORDER

Chair Oakes called to order at 9:32 a.m.

II. ROLL CALL

Present: Oakes, Brians, Gorman, Portlock, Rhodes, Sheppard, Singer, Unatin
Absent: Levine

III. COMMITTEE BUSINESS

A. 2015 Community Services Grant Program

The Committee reviewed eligible grant applications received for the 2015 Community Services Grant Program, received applicant presentations, and conducted follow-up interviews. Presentations and follow-up interviews were conducted in the following order selected at random:

- Dayle McIntosh Center for the Disabled
- Braille Institute Orange County
- South County Outreach
- Saddleback College Foundation
- Age Well Senior Services, Inc.
- The Roxanna Todd Hodges Foundation
- The Foundation of Laguna Woods Village

- Laura's House
- Laguna Canyon Foundation
- Saddleback Memorial Foundation
- Trauma Intervention Programs, Inc.

The Committee took a brief recess at 11:13 a.m.

The Committee reconvened at 11:18 a.m.

B. 2014 Community Services Grant Program Recipients' Site Evaluations

The Committee received reports from Committee members who participated in recent on-site site evaluations of 2014 Community Services Grant Program recipients, including Age Well Senior Services, Braille Institute, Dayle McIntosh Center for the Disabled, The Foundation of Laguna Woods Village, The Roxanna Todd Hodges Foundation, South County Outreach, and Trauma Intervention Programs. All reports were positive in nature.

IV. COMMITTEE MEMBER COMMENTS

Committee members commented on the benefits of having each of the 2015 Community Services Grant Program applicants make a presentation to the full Committee.

V. PUBLIC COMMENTS – None

VI. ADJOURN

The meeting was adjourned at 11:45 a.m.

The next adjourned regular meeting of the Community Services Committee will be at 9:30 a.m. on October 29, 2014, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.

City of Laguna Woods Agenda Report

DATE: October 29, 2014
Community Services Committee Meeting

TO: Honorable Chair and Committee Members

FROM: Patrick Foley, Community Services Manager

AGENDA ITEM: 2015 Community Services Grant Program

Recommended Action

Make grant award recommendations to the City Council for the 2015 Community Services Grant Program.

Background

The annual Community Services Grant Program was initiated in Fiscal Year 2000-01. Since then, over \$1.5 million dollars in zero-match grants have been awarded to nonprofit organizations that provide social and other services to city residents.

The City's budget policy states that, annually, "the City should allocate an amount of money for the competitive community services grant program for not-for-profit organizations that provide services to residents." The Fiscal Year 2014-15 budget includes community services grant funding in the amount of \$150,000.

Pursuant to Administrative Policy 2.8, which sets forth the City Council-approved policies with respect to the Community Services Grant Program, the Community Services Committee ("Committee") is responsible for all of the following activities prior to the award of grants by the City Council:

- Reviewing eligible grant applications
- Receiving applicant presentations and conducting follow-up interviews; and,
- Making grant award recommendations to the City Council.

Also pursuant to Administrative Policy 2.8, the Committee must seek to maximize public value in its recommendations to the City Council and must, at a minimum, consider all of the following, in the fulfillment of its responsibilities:

- The nonprofit status of the organization;
- The number of Laguna Woods residents directly or indirectly benefited;
- The scope and extent to which one or more public needs is advanced;
- The amount of the request, including administrative overhead ratios;
- The manners in which effectiveness and outcomes can be evaluated;
- The potential for exposure of the City to liability or other legal concerns; and
- Conformance with the provisions of this administrative policy.

The City Council has established funding priorities for the Community Services Grant Program to help prospective applicants prepare responsive grant applications that focus on areas of significant need within Laguna Woods. Social services (e.g., health, safety, crisis, mobility, disabled, and financial assistance programs for older adults) are assigned the highest priority, followed by transportation services (e.g., disabled, golf cart, alternative vehicle, connective, shuttle, bus, and driver training programs for older adults) and other services (e.g., arts and recreation). Neither the Committee nor the City Council are in any way limited by these priorities when making recommendations or taking other actions.

Discussion

To ensure that there are multiple opportunities for public input, beginning with the 2015 Community Services Grant Program, the Committee will meet at least twice in open and publically noticed meetings to conduct its activities prior to the award of grants by the City Council. The first meeting was held on October 22, 2014, at which time the Committee reviewed eligible grant applications (available at Laguna Woods City Hall and on the City's website at www.lagunawoodscity.org as part of the Community Services Committee's October 22, 2014 agenda packet), received applicant presentations, and conducted follow-up interviews. At today's meeting, the Committee will consider making grant award recommendations.

Please note that pursuant to Administrative Policy 2.8, "Committee members who serve on the board of directors for any applicant shall not participate in or use their official position to influence the Committee's responsibilities... with respect to the subject organization." Based on a review of the board of directors rosters submitted by each applicant, Committee Members Brians and Levine serve on the Board of Directors for The Foundation of Laguna Woods Village and may not participate in consideration of that organization's grant application.

The application period for the 2015 Community Services Grant Program began on August 29, 2014 and concluded on October 13, 2014. The City received a total of 13 grant applications from 11 non-profit organizations as shown in Table 1.

Table 1: Grant Application Summary

Social Services		
#	<i>Applicant and Proposed Project Title</i>	<i>Amount Requested</i>
I	Age Well Senior Services, Inc. <i>Florence Sylvester Memorial Senior Center</i>	\$ 30,000
II	Age Well Senior Services, Inc. <i>South County Adult Day Services</i>	\$ 22,500
III	Braille Institute Orange County <i>Laguna Woods Community Outreach Program</i>	\$ 20,000
IV	Dayle McIntosh Center for the Disabled <i>Aging Well with a Disability</i>	\$ 18,000
V	The Foundation of Laguna Woods Village <i>N/A</i>	\$ 15,000
VI	Laura's House <i>Project to End Abuse in Later Life</i>	\$ 5,000
VII	The Roxanna Todd Hodges Foundation <i>Stroke Prevention and Free Screenings</i>	\$ 5,000
VIII	Saddleback Memorial Foundation <i>Distress Screening and Follow-up System</i>	\$ 15,000
IX	South County Outreach <i>South County Outreach</i>	\$ 20,000
X	Trauma Intervention Programs, Inc. <i>TIP Liaison Program</i>	\$ 5,000
TOTAL SOCIAL SERVICES:		\$ 155,500
Transportation Services		
#	<i>Applicant and Proposed Project Title</i>	<i>Amount Requested</i>
XI	Age Well Senior Services, Inc. <i>Transportation</i>	\$ 22,500
TOTAL TRANSPORTATION SERVICES:		\$ 22,500
Other Services		
#	<i>Applicant and Proposed Project Title</i>	<i>Amount Requested</i>
XII	Laguna Canyon Foundation <i>Enhancing Opportunities for Public Enjoyment of Orange County's Wilderness Areas</i>	\$ 15,000
XIII	Saddleback College Foundation <i>Saddleback College Performing Arts Concerts</i>	\$ 6,500
TOTAL OTHER SERVICES:		\$ 21,500
TOTAL ALL GRANT APPLICATIONS:		\$ 199,500

Fiscal Impact

The recommended action can be accommodated in the City's current year budget.

The City's Fiscal Year 2014-15 budget includes an allocation of \$150,000 for the 2015 Community Services Grant Program.

Conclusion

The Community Services Committee is responsible for a variety of activities related to the Community Services Grant Program, in order to help maximize the beneficial services provided to Laguna Woods residents by grant recipients.