

# **CITY OF CLOVIS**

## **COMMISSION ON OLDER ADULTS AGENDA**

**3:00 p.m.**  
**Thursday, January 11, 2018, 2017**

**City Hall Assembly Room**  
**321 Connelly, Clovis**

1. Call to Order
2. Roll Call, Chairperson
3. Approval of minutes of November 9, 2017
4. New Business
  - a. Discussion regarding senior center building funding, Donna Labatt
  - b. Discussion regarding Letter to Ministerial Alliance, Donna Labatt

5. Old Business
  - a. Senior Center Task Force Update, Donna Labatt
  - b. Report regarding Veteran's Resource Day, Melinda Coslett

6. Reports
  - a. Older Adults Division-Barbara Riggan
  - b. Baxter-Curren Senior Center-Brenda Harpold
  - c. Friendship Senior Center-Bert Boyden
  - d. La Casa Senior Center-Darlene Gonzales
  - e. 50+ Olympics-Melinda Coslett
  - f. RSVP-Suzanne Zamora
  - g. CRSMA-Cherisse Perez

7. For the good of the order
  1. Discussion regarding Service Contract between the NM Aging & Long Term Services Department (ALTSD) and Non-Metro Area Agency on Aging (NMAAA), Cherisse Perez

Next meeting – 3:00 p.m., March 8, 2018, Assembly Room, Clovis City Hall

### 8. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be

provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

STATE OF NEW MEXICO     )  
COUNTY OF CURRY   )     ss.

The City of Clovis Commission on Older Adults met in regular session at 3:00 pm, Thursday, January 11, 2018, in the Assembly Room of the Bert Cabiness City Government Center, 321 Connelly, Clovis, New Mexico, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Ms. Donna Labatt, Chairperson  
Ms. Constance Williams  
Ms. Janice Martinez  
Ms. Melinda Coslett  
City Commissioner Tom Martin  
Barbara Riggan, Older Adults

Members Absent:

Mr. Michael Popescu

Ms. Labatt called the meeting to order at 3:02 p.m. and established the presence of a quorum.

**Agenda Item No. 3-Approval of minutes November 9, 2017**

Melinda Coslett made a motion to accept the minutes as written, Janice Martinez seconded, the motion carried.

**Agenda Item 4- New Business**

- a. Discussion regarding Senior center building funding. Ms. Claire Burroughes discussed questions that would be on the ballot March 6<sup>th</sup>. The first project is \$10 million and will repair 7<sup>th</sup> Street between Norris and Main. This will include drainage underneath Norris, widening of the roads, sidewalks and bike lanes. The second project is the future senior center, which is \$5 million. And the last project will be the phase two of the wellness center. It will include a therapy pool, water walking pool, locker rooms and exercise rooms. The reason the city is looking into the bonds is

**Agenda Item 5- Old Business**

- a. Ms. Labatt stated they need at least three recommendations to give to the City Commission. They started with four town hall meetings at La Casa, Friendship Center, Baxter-Curren and Town Hall. CRSMA started looking into a new facility in 2014. In 2015 they conducted a survey and one of the questions was "Would you support the City of Clovis seeking funding for a new senior facility in Clovis to include a meals program, adult day care, housekeeping and chore program". Of the 1,000 surveys sent out with 368 in favor and 137 were against it.

In 2016 there was discussion of Parkview Elementary as a potential location. Later in 2016 the Commission on Older Adults re-organized representatives from organizations representing seniors were encouraged to attend. In 2017 the Commission on Older Adults designated a task force to look at potential locations. Members included, Donna Labatt, Tom Martin, Cherisse Perez, Vicki Miller, Roy Gallegos, Karl Korf, Melinda Coslett, and Suzanne Zamora.

The existing centers are La Casa, Friendship, and Baxter-Curren. Baxter-Curren is 9,400 square foot and the building is owned by Baxter, however is on city land. Friendship/CRSMA area is all city owned, but parking is an issue. La Casa Senior is county property, rented to La Casa. There is potential to expand if county is will to sell. Melinda Coslett asked if the county is willing to sell? Ms. Labatt said they have not asked the county.

The areas being considered are Llano/Thornton, Downtown, Hillcrest, area south of La Casa and Parkview Elementary.

Downtown is two city blocks, pros are central location, cons are the cost of land acquisition and limited area for growth.

Hillcrest Park area is 2.5 acres, adjacent to the wellness center, no acquisition costs, accessibility will be upgraded as part of the 7<sup>th</sup> street improvement project. The Cons are gas line running through proposed area. Ms. Riggan stated in the Parks Master plan there is design for a pickleball court and tennis court west of this area. There is a walking trail in that area that could be re-routed. Ms. Coslett asked how big the expansion was on 7<sup>th</sup> Street. Ms. Burroughes stated it would be the same as Norris and Wilhite. Ms. Burroughes stated that in the Wellness expansion plan there will also be a therapy pool and an Olympic size pool. There is also potential to put a gym in that area as well.

The area on Llano/Thornton pros are that it is a vacant property located near a senior living facility. The cons are the cost of the property and traffic congestion from Barry Elementary and Gattis Middle Scholl.

La Casa area pros are that it is a vacant property in area located adjacent to La Casa and has ample parking. The cons are cost of property acquisition.

The pros for Parkview Elementary are more space available for programs, repurpose existing government owned facility, existing infrastructure, ADA accessible, building in good condition and could serve as an emergency shelter. The cons are that it would not be all new construction, cost of demolition if needed, and the city would need to own the facility before spending any funding.

The cost for Parkview rehabilitation would cost \$5,534,100, \$1,600,000 for new construction of CRSMA, \$480,000 for equip building, parking lot and landscaping for a total of \$7,614,100.

The facility would be open daily Monday-Friday until 9:00 p.m. The Older Adults employees would relocate to the new facility.

Other options would be expanding existing Friendship site to the east.

Another option is to do nothing.



Ms. Labatt stated that under the advice of the Mayor, the commission needs to select three locations for the facility.

Ms. Riggan stated she spoke with Rebecca Martinez, from NMALTSO who is meeting with her legal group tomorrow and if they are able to expend the \$250,000 without this being the city's property then they could use Parkview. If they choose Parkview there is a chance it could change tomorrow. She asked the Commission to pick one and a backup choice. Ms. Labatt stated the Commission had a ballot to rank the locations.

Commissioner Martin stated they had a cost estimate on everything except expanding the existing location. Ms. Burroughes stated regarding Friendship if they went to the East they could put in another 3,000 square feet which cost around \$750,000. There is a possibility of expanding CRSMA into Friendship, which they are already doing from time to time. It will be several years before the city can rehouse CRSMA. Ms. Burroughes stated that there needs to be funding spent now in areas such as new HAVA units, restrooms, flooring in CRSMA area. Ms. Riggan stated the \$250,000 can only be used for new construction. Ms. Coslett asked if this would only help CRSMA and no other organizations.

Ms. Labatt asked Mr. King to talk about Parkview and the lead based paint issue. Mr. King stated it will be an issue that they will run into with any renovation. You certainly will find some lead paint and will find asbestos in some areas as well. The only way to not perform the abatement is to encapsulate it.

Ms. Labatt asked if the city took Parkview would it be the city's responsibility to demolish it. Ms. Burroughes stated, if the Commission made a recommendation for this site, in June 2019 the city would enter in an agreement to purchase the school and once the schools vacated it the city would own the facility. Ms. Burroughes stated that after a conversation with Rebecca Martinez, the most she has seen on award for \$2.5 million for a project. The City of Clovis would have to maintain and house the Older Adults Division. The City could apply for funds for up to \$230,000 to abate facility. Mr. King stated to abate the old Lockwood Facility it cost around \$200,000. .

Ms. Labatt said that one thing that attracted us to Parkview was the gym. Ms. Coslett said that she has done research on the gym and it is smaller than what they are using now. Ms. Williams asked if they could build a gym if they were at Hillcrest Park. Ms. Labatt stated they could. Ms. Burroughes stated with regard to Parkview if the city does not move ahead the schools will demolish the building, however the city will not own it till summer of 2014. Commissioner Martin stated on the north end there is a vacant area near Parkview and 14<sup>th</sup>. He asked if that land came with Parkview. Mr. King stated it would. Ms. Coslett asked if they decline Parkview could the city come in as an option to use that land. Mr. King stated the schools may want to consider donating that to the city.

Ms. Williams stated she was all for Parkview, but with the delay in being able to do anything with it that takes it off the table. She is leaning more towards Hillcrest because it is so close to the wellness center. If Parkview is torn down then that leaves another vacant lot that could be

used for a youth center. Ms. Coslett agreed with Ms. Williams, but they are still looking at a time delay with the other properties with the exception of Hillcrest.

Ms. Labatt asked Mr. Briseno if La Casa could absorb the activities from the Friendship Center. Mr. Briseno stated they had not given any thought into that. They do not know the attendance at Friendship Center, but could absorb a lot if anything occurred.

Ms. Labatt stated she would like a facility with a gym and something large enough to host other facilities. She would like to see senior activities in one place. The issue with the lead based paint at Parkview worries her. Mr. King stated anything prior to 1978 but the state will require testing regardless.

Commissioner Martin asked if they decide to go with Hillcrest when can they expect something to happen. Ms. Burroughes stated she spoke with Dekker/Perich/Sabitini and if the commission approves it then the architects can start. There would be nothing to move into at Hillcrest though until 2022 or 2023, whereas at Parkview they could move some staff in in 2019. They need to get the money approved from the state which they received \$50,000 for the design. They then need to apply for more money in 2019 to get in it in the next GOB bond. Staff will also have to apply for CDBG funds but it will take some time. May be able to get up to \$3 million with additional funding.

Ms. Labatt asked if they could take Baxter Curren, Older Adults and Friendship and move them into Parkview in 2019 without fixing anything and look for money to start a project at Hillcrest. Ms. Burroughes stated there is an interim measure that involves Parkview.

Commissioner Martin asked how long CRSMA would last. He thought they could expand the area between Friendship and Matt 25 and put CRSMA there. Commissioner Martin asked if it would be cheaper to Band-Aid what they have or to build on a new eating facility at CRSMA. Ms. Williams stated they need to move forward with a choice, but is it possible to rent space from Matt 25 for office space. Ms. Perez stated there are two rooms in Friendship Center that are not being utilized that would be adequate. She stated when the state left she requested the front offices and the City of Clovis' IT Department took it over. Ms. Burroughes stated there is nowhere for the IT Department to go at this point.

Ms. Labatt came up with Plan A, to maintain CRSMA while they plan for a facility at Hillcrest, Plan B, would be to build Hillcrest and CRSMA would be the first facility. Plan C would be to continue maintaining CRSMA take Parkview when it becomes available, build a new CRSMA, the Older Adults Division, Baxter and Friendship would move in and occupy the building as it presently is and then move out when Hillcrest is built.

Ms. Burroughes stated there is no difference between one and two and the Mayor was looking for locations. Ms. Coslett stated if they moved into Parkview temporarily then they have another huge amount of money to find to demolish a school. Ms. Williams stated for longevity Hillcrest is a major site for the city and it could become a feature for the city.

Ms. Coslett asked if they turn in a site to the commission for the center then they would have to deal separately for CRSMA. Ms. Burroughes stated it is the City Manager's responsibility to deal with the building at CRSMA.

Ms. Burroughes stated if they have three recommendations and the commission chooses one then it will be up to them to decide how to move forward.

The Commission turned their ballots in to Ms. Riggan. Ms. Labatt stated the number one choice is Hillcrest, second is Parkview and third is downtown. Five votes for Hillcrest, four for Parkview and two for downtown. Commissioner Martin asked what they would be doing with CRSMA in the meantime. Ms. Labatt stated they would repair for now. Ms. Burroughes stated this would go before the commission at the October 5<sup>th</sup> meeting.

## **Reports**

### **1. Older Adults( Baxter-Curren and Friendship Combined)**

- a. Ms. Riggan stated they have a lot coming up in coming months. The Baxter Bowl a Thon will be October 7<sup>th</sup> at 10:30. Flu shots at the Senior meal site on October 4<sup>th</sup> from 11-2, Baxter from 8-9:30 on October 5<sup>th</sup>. October 14-22 seniors will take a New Orleans trip. November 9<sup>th</sup> Baxter will hold a Veterans Breakfast at 8:00 a.m. November 13<sup>th</sup> Thanksgiving dinner at Baxter. November 16<sup>th</sup> Friendship will have their Thanksgiving meal. December 12<sup>th</sup> Baxter will hold their Christmas Party and Friendship will hold theirs on December 20<sup>th</sup>.

### **2. La Casa Senior Center**

- a. La Casa on October 6<sup>th</sup> will have a garage sale and baked goods sale. October 22<sup>nd</sup>, a dance from 1-5. They will hold a fundraiser on October 27<sup>th</sup> an enchilada lunch at 11:00 a.m.

### **3. 50+ Olympics**

- a. Ms. Coslett stated they are still playing pickleball and table tennis. November 14<sup>th</sup> the state will host a health fair. October 28<sup>th</sup> they have a 42 domino tournament at Baxter-Curren.

### **4. RSVP**

- a. Ms. Zamora stated they have 87 that turned in a time sheet for September. The foster grandparent program has reached their max and they serve in five elementary schools. They are signing up people for Melrose.

### **5. CRSMA**

- a. Ms. Perez stated November 9<sup>th</sup> will be CRSMA's thanksgiving dinner. They give out goodie bags for everyone senior that comes in to the facility for Christmas. Home delivery also get goodie bags.

Meeting adjourned at 7:25 p.m.

# **CITY OF CLOVIS**

## **COMMISSION ON OLDER ADULTS AGENDA**

**3:00 p.m.**  
**Thursday, March 8, 2018, 2017**

**City Hall Assembly Room**  
**321 Connelly, Clovis**

1. Call to Order
2. Roll Call, Chairperson
3. Approval of minutes of January 11, 2018
4. New Business
  - a. Discussion regarding Architecture selection process- Bryan Jones, Purchasing Agent
  - b. Overview of funding mechanisms, Sandy Chancey, Executive Director, EPCOG
5. Old Business
  - a. Letter to Ministerial Alliance, Donna Labatt
6. Reports
  - a. Older Adults Division-Barbara Riggan
  - b. Baxter-Curren Senior Center-Brenda Harpold
  - c. Friendship Senior Center-Bert Boyden
  - d. La Casa Senior Center-Darlene Gonzales
  - e. 50+ Olympics-Melinda Coslett
  - f. RSVP-Suzanne Zamora
  - g. CRSMA-Cherise Perez
7. For the good of the order

Next meeting – 3:00 p.m., May 10, 2018, Assembly Room, Clovis City Hall

### 8. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.



1 STATE OF NEW MEXICO )  
2 COUNTY OF CURRY ) ss.

3 The City of Clovis Commission on Older Adults met in regular session at 3:00 pm, Thursday, March 8<sup>th</sup>  
4 2018, in the Assembly Room of the Bert Cabiness City Government Center, 321 Connelly, Clovis, New  
5 Mexico, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions  
6 if said city with the following members present:

7 Ms. Donna Labatt, Chairperson  
8 Ms. Constance Williams  
9 Ms. Janice Martinez  
10 Ms. Melinda Coslett  
11 Barbara Riggan, Older Adults

12  
13  
14 EX-OFFICIO Present:

County Commissioner, Chet Spear  
City Manager, Justin Howalt

15  
16  
17 ALSO PRESENT:

Members of the Public

18  
19  
20 Ms. Labatt called the meeting to order at 3:00 p.m. and established the presence of a quorum.

21 **Agenda Item No. 3-Approval of minutes January 11, 2018**

22  
23 Ms. Labatt reviewed the minutes of the January 11, 2018, meeting. Agenda Item 5, line 1 to be  
24 amended to read: "Ms. Coslett reviewed the recent Veteran Resource Day where OAD had a table with  
25 information on the site for the new senior facility." Motion to accept minutes as amended was carried.

26 **Agenda Item 4 – New Business**

- 27 a) Bryan Jones discussed the architect selection process. The city issued an RFP and received 8  
28 responses. All the architects who responded were well qualified. The evaluation committee  
29 spent 2.5 hours looking at the proposals. The list was narrowed to four applicants to interview. 6  
30 hours were spent interviewing. The final recommendation was for NCA to design the center. The  
31 recommendation will be taken to commission for approval at the March 15<sup>th</sup> meeting
- 32 b) Sandy Chancey Executive Director of EPCOG was introduced. Ms. Chancey explained the funding  
33 mechanisms and processes available to the city. She explained the best grant source for a new  
34 senior facility is through community development block grant program (CDBG). These grants  
35 are HUD funded, and based on a Formula allocation for smaller municipalities. It is a competitive  
36 process, but we only compete with smaller municipalities. Seniors are considered limited  
37 clientele, and qualify because these grants are only available to benefit low to moderate income  
38 citizens. As limited clientele, they are automatically classified at 100% low to moderate income  
39 and no income surveys are needed. The city currently has a CDBG grant for the Martin Luther  
40 King Blvd Roadway enhancement project, and will not be eligible to apply for additional funding  
41 until that project's completion. Ms. Labatt asked for clarification on what was considered  
42 complete. Ms. Chancey said the project construction had to be finished and documentation filed



before any additional applications for CDBG monies could be made. In order for a project to be approved and monies granted, the city will have to have a Public hearing, then take it before the council for approval. Another public hearing is to be had after the council has determined and approved the next project. CDBG grants can be up to \$750,000. Having an architect on board would help the project be approved, it shows the city is prepared for the project. Ms. Chancey stressed that there are no guarantees and applications are a competitive process, Ms. Labatt asked who we were competing against. Ms. Chancey clarified again that we compete with other municipalities with the exception of the entitlement communities, Farmington, Santa Fe, Albuquerque, Rio Rancho, and Las Cruces. Ms. Williams asked if the remaining communities were smaller or more rural. Ms. Chancey stated they were. Ms. Labatt asked how much was in the pool for funding. Ms. Chancey explained since it was a formula application, it varies. Funds are dependent on how much the federal government has allocated and population affects the amount of dollars available. Ms. Labatt asked for the steps to receive funds. First, Eligibility must be established, then a public hearing to get the community's input, and to describe the programs. After that it goes before the city council to be approved. The approval process is dependent on many factors and will come down to the best fit for the community. CDBG are 2 year grants, so a project that is "shovel ready" gains extra points. A project that is on the ICIP is also preferred. Ms. Labatt asked how to get on the ICIP Plan. Mr. Howalt explained ICIP plan is "wish list" projects. Each year Department heads ask for projects that needed for them. Projects can stay on the ICIP for several years as they can take several years to phase into completion. The Senior Center has been on the list for several years. ICIP lists are sent to the state for approval. Ms. Labatt said she has stated during a presentation at Baxter Curren many months ago, she thought since a project was on the ICIP the money was there, not realizing it was a wish list. Capital outlay grants are another option. The city would send a request to legislators for whatever money they have to give. ICIP list is very important in applying for capital outlay dollars. A good use would be to use capital outlay grants to purchase equipment. This year is a severance tax bond year. Severance tax is a tax on anything that is extracted from the ground. Oil, mining, gas. This year we can apply for emergency funding, emergency equipment is what we can apply for this year. General Obligation Bonds are funded by property taxes. That is a statute. Martin Luther King Jr. Blvd is in design right now, construction is expected to start summer 2018, late 2019 will need to have it completed. Applications for CDBG due in June 22 2018. Public hearings need to be scheduled. Income surveys need done and eligibility requirements met. Aug 29<sup>th</sup> is application hearings where presentations are made. September, allocation meeting is done and funds are dispersed department of finance and administration get contracts out. One representative on the council from each planning and development district in the state, dept of health, enviro, finance and admin, governors office. List is available online. Mr. Spears asked if we needed to evaluate the voter feeling on a new senior center, as the failure of the GO Bond. Mr. Howalt said the feeling wasn't that seniors didn't want a senior center, they just didn't want to pay for it with property taxes. Ms. Williams asked if there were additional sources available to use for funding. Ms. Chancey stated it was a long shot, a large long shot. If someone wanted to donate, they could. The odds are not good to receive enough funds to fund a building, furnishings could maybe a possibility. Commissioner Spears stated that the \$750,000 wouldn't complete the project, Mr. Howalt explained that after the project was designed, it would be phased. Mr. Spear asked what Mr. Howalt felt was the most important



- 87 project. Mr. Howalt said there were different projects and different funding sources available to  
88 those projects. Ms. Chancey stressed again, that CDBG and capital outlay dollars are the best  
89 funding sources. Ms. Perez stated that for the time being, the CRSMA building and program was  
90 stable. She had applied for a received grants and will continue to do so to keep operational. Ms.  
91 Riggan stated that there are applications currently for new HVAC units, and there are funds  
92 being used currently for renovations to the facility. Restrooms, paint, flooring are all being  
93 upgraded. If there are funds left from those renovations, the parking lot will be upgraded. Ms.  
94 Perez has applied for and received funds to replace and maintain kitchen equipment. Ms.  
95 Williams asked about the Baxter-Curren and City relationship. Mr. Howalt and Ms. Riggan  
96 explained the lease agreement and ownership of the land and building. Mr. Howalt also  
97 explained that all CDBG grant applications were written in house and handled by the city.  
98 c) The letter to the Ministerial Alliance. Will be sent with a change in wording due to the GO Bond  
99 results, the hope is still to gain a better understanding what programs are in place.

## 100 Reports

### 101 **1. Older Adults( Baxter-Curren and Friendship Combined)**

- 102 a. Ms. Riggan explained the Remodel at Friendship and CRSMA Facility. RFQ ended 3/9/18.  
103 Looking to remodel restrooms. Feb 25 the friendship and CRSMA was repainted with  
104 staff and volunteers. There will be new flooring placed as well. March 19<sup>th</sup> will be stew  
105 and cornbread Cannon appreciation and Jr ROTC will be invited as a thank you for their  
106 help with the painting. This is open to the public and will be served until they run out.  
107 Travel Club meeting will be held at Baxter Wednesday March 21<sup>st</sup> at 9:30. It's a  
108 community event garnered through Diamond Bus Tours. The deposit will be due at that  
109 meeting. The trip is planned to Nashville, it's an 8 day trip this year.

### 110 **2. Friendship Senior Center**

- 111 a. Ms. Bert Boyden praised the new coordinator Sandy. Computer classes, phone classes,  
112 online shopping as well as well as dance and walk to fitness classes. She has practice for  
113 the 50 + Olympics events. A member did a Spanish story telling that was very well  
114 received. Ms. Riggan added May 8<sup>th</sup> the nonagenarian tea will be held at Friendship  
115 center this year. Invitations will be sent.

### 116 **3. 50+ Olympics**

- 117 a. Ms. Coslett discussed pre-registration at multiple locations, calendars will be sent out.  
118 Cost is \$20 and includes T-shirt, banquet, snacks, water, and other amenities during the  
119 games.

### 120 **4. CRSMA**

- 121 a. Cherrise talked about the North Central Aging and Long Term Services complaining  
122 about late payment and the accusation of mismanaged funds. In February, the state  
123 over the current contracts. The AAA says this is inaccurate and the audit is incomplete,  
124 the contract will be void Feb 1, 2018. There should be no concern as the state will pick  
125 the contract up and services should see no disruption. The reason payments have been  
126 late is the AAA is short staffed.

127 Meeting adjourned at 7:25 p.m.

# **CITY OF CLOVIS**

## **COMMISSION ON OLDER ADULTS AGENDA**

**3:00 p.m.**  
**Thursday, May 10, 2018**

**City Hall Assembly Room**  
**321 Connelly, Clovis**

1. Call to Order
2. Roll Call, Chairperson
3. Approval of minutes of March 8, 2018
4. New Business
  - a. Welcome new City Commissioner, Rube Render, Donna Labatt--Chairperson
  - b. Commission on Older Adults Presentation to Tom Martin--Donna Labatt, Chairperson
  - c. Proposed changes to Commission on Older Adults membership--Mr. Justin Howalt, City Manager
5. Old Business
  - a. Update from Senior Center Plan and Design Task Force--Donna Labatt, Chairperson
6. Reports
  - a. Older Adults Division-Barbara Riggan
  - b. Baxter-Curren Senior Center-Brenda Harpold
  - c. Friendship Senior Center-Bert Boyden
  - d. La Casa Senior Center-Darlene Gonzales
  - e. 50+ Olympics-Melinda Coslett
  - f. RSVP-Suzanne Zamora
  - g. CRSMA-Cherise Perez
7. For the good of the order

Next meeting – 3:00 p.m., July 12, 2018, Assembly Room, Clovis City Hall

### 8. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.



1 STATE OF NEW MEXICO )  
2 COUNTY OF CURRY ) ss.

3 The City of Clovis Commission on Older Adults met in regular session at 3:00 pm, Thursday, May 10<sup>th</sup>  
4 2018, in the Assembly Room of the Bert Cabiness City Government Center, 321 Connelly, Clovis, New  
5 Mexico, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions  
6 if said city with the following members present:

7 Ms. Donna Labatt, Chairperson  
8 Ms. Constance Williams  
9 Ms. Janice Martinez  
10 Ms. Melinda Coslett  
11 Ms. Barbara Riggan, Older Adults  
12 Mr. Rube Render, City Commissioner  
13  
14  
15

16 EX-OFFICIO Present:

17 City Manager, Justin Howalt  
18

19 ALSO PRESENT:

20 Members of the Public  
21

22 Ms. Labatt called the meeting to order at 3:06 p.m. and established the presence of a quorum.

23 **Agenda Item No. 3-Approval of Minutes March 8<sup>th</sup> 2018**

24 Motion to accept minutes as written. Motion Ms. Janice Martinez. Second by Ms. Coslett. Motion  
25 Carried.

26 **Agenda Item 4 – New Business**

- 27 1. Presentation was made to Former Commissioner Tom Martin to thank him for his service to the  
28 Commission on Older Adults. Commissioner Rube Render was introduced as the newest  
29 member of the COA.
- 30 2. Mr. Howalt explained the proposed changes to the Commission on Older Adults, the goal being  
31 to create continuity across committees associated with the City of Clovis. The proposed plan is  
32 outlined in the ordinance proposal he presented each member with, please see attached. The  
33 Committee would have 9 members. The chair being a city commissioner, a representative from  
34 each senior center and one person from each voting district. Section 2.69.030 Meetings, was  
35 discussed and is to be amended. The name of the committee would also be changed to "Senior  
36 Services Committee".

37 **Agenda Item 5- Old Business**

- 38 1. The Task force met May 9, 2018 with NCA for a Plan and Design kick off. Phase 1 will be the  
39 CRSMA kitchen and dining area as well as staff offices. A rough sketch was made of needs a  
40 kitchen planner will be used to complete design. NCA will hold 2 town hall meetings at the  
41 current meal-site to gather community input.



42  
43 **Reports**

44 **1. Older Adults (Ms. Barbara Riggan)**

- 45 a. Older Adults Division is short staffed. They are currently accepting applications to hire a  
46 new custodian. The remodel of the Friendship Senior Center and CRSMA facility is  
47 currently underway. Ms. Riggan went over the expected remodel timeline. Meals are  
48 still being provided as to-go orders and home deliveries while the facility is under  
49 construction.

50 **2. Baxter- Curren Senior Center ( Ms. Eva McAfoos)**

- 51 a. The business meeting and Memorial service will be held Monday May 14<sup>th</sup>. The Iris Farm  
52 and Ruidoso trip is taking place May 15-16<sup>th</sup>. Shop Clovis Event will be Friday May 18<sup>th</sup>.  
53 June 8<sup>th</sup>-23<sup>rd</sup> is the silent auction fundraiser for Baxter-Curren Senior Center. At the close  
54 of the auction, hamburger night will be held. Hamburgers and sides for \$5, games to  
55 follow. June 9<sup>th</sup> will be a new game, they will be playing Bunco.

56 **3. Friendship Senior Center ( Ms. Bertha Boyden)**

- 57 a. During Bingo Friday at the center, there will be Mother's Day photos taken. Everyone is  
58 encouraged to dress in your best and come have pictures taken. The Nonagenarian Tea  
59 was held May 8<sup>th</sup>. The event was sponsored by local business and turned out very well.  
60 Computer help classes are ongoing, there is an upcoming Albertson's field trip with ICAN  
61 to learn about healthy eating and produce. Friday May 25<sup>th</sup> will be Bingo night from 3-6  
62 PM

63  
64 **4. 50+ Olympics (Ms. Melinda Coslett)**

- 65 a. The 50 plus Olympics banquet will be held Saturday May 19<sup>th</sup> at the Baxter Hall. This  
66 year there were 20 new members' sign up and compete. 108 total competitors signed  
67 up for the year. There are board positions open for the 2018-19 year.

68 **5. CRSMA ( Cherisse Perez)**

- 69 a. The CRSMA facility will be under construction the week of May 14- 18. Senior residents  
70 had been able to register for to go meals, and home deliveries will continue. Home  
71 delivery is serving 5000 meals a month, putting the total number of meals served at  
72 between 14 to 15 thousand meals.

73  
74 **Meeting Adjourned at 4:00pm**

# **AGENDA**

## **Senior Services Committee**

**3:00 p.m.**  
**Thursday, July 12, 2018**

**City Hall Assembly Room**  
**321 Connelly, Clovis**

1. **Call to Order**—Chairperson, Rube Render
2. **Roll Call**—Rube Render
3. **Approval of minutes from May 10, 2018**
4. **New Business**
5. **Old Business**
  - a. Update regarding Ordinance 2103-2018--Justin Howalt, City Manager
6. **Reports**
  - a. Senior Services Department-Barbara Riggan
  - b. Baxter-Curren Senior Center-Eva McAfoos
  - c. Friendship Senior Center-Bert Boyden
  - d. La Casa Senior Center-Darlene Gonzales
  - e. CRSMA-Cherise Perez
  - f. 50+ Olympics-Melinda Coslett
  - g. RSVP-Suzanne Zamora
7. **For good of the order**
  - a. Baxter-Curren Granny Bowl--Karl Korff
8. **Adjournment**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

# **AGENDA**

## **Senior Services Committee**

**3:00 p.m.**  
**Thursday, September 13, 2018**

**City Hall Assembly Room**  
**321 Connelly, Clovis**

- 1. Call to Order**—Chairperson, Rube Render
- 2. Roll Call**—Rube Render
- 3. Approval of minutes from July 12, 2018**
- 4. New Business**
  - a. Senior Services Committee vacant position from District 3-Barbara Riggan, Senior Services Director
- 5. Old Business**
  - a. Update regarding new senior center-Justin Howalt, City Manager
- 6. Reports**
  - a. Senior Services Department-Barbara Riggan
  - b. Baxter-Curren Senior Center-Eva McAfoos
  - c. Friendship Senior Center-Bernice Gutierrez
  - d. La Casa Senior Center-Darlene Gonzales
  - e. CRSMA-Cherisse Perez
  - f. 50+ Olympics-Melinda Coslett
  - g. RSVP-Suzanne Zamora
- 7. For good of the order**
- 8. Adjournment**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.



STATE OF NEW MEXICO     )  
COUNTY OF CURRY   )     ss.

The City of Clovis Senior Services Committee met in regular session at 3:00 pm, Thursday, September 13, 2018, in the Assembly Room of the Bert Cabiness City Government Center, 321 Connelly, Clovis, New Mexico, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Commissioner Rube Render  
Ms. Donna Labatt  
Ms. Janice Martinez  
Ms. Melinda Coslett  
Kenneth Phipps  
Barbara Riggan  
Randy Chavez

Absent :

Ms. Constance Williams  
Bernice Guterrez

ALSO PRESENT:

Members of the Public

Commissioner Render called the meeting to order at 3:00 p.m. and established the presence of a quorum. Ms. Labatt has an appointment and asked that agenda items 4 and 5 be rearranged. Chairperson Render approved change.

**Agenda Item No. 3-Approval of minutes July 12, 2018**

Minutes from the July 12, 2018 meeting were read. Commissioner Render called for minutes to be approved as read. Ms. Melinda Coslett motioned, Ms. Janice Martinez second. Motion carried

**Agenda Item 4- Old Business**

The updated graphic and proposed layout for the new senior center and mealsite were discussed. The dining area will be placed on the east side, with Phase 2 being proposed to the west. The kitchen will be on the North farthest from 7<sup>th</sup> street. The main entrance will be on the south side, facing 7<sup>th</sup> street and will open into a reception area and common room. The rest rooms are being repositioned closer to the dining area. There will be a storage area on the south side of the dining hall. The west side of the building will house the administration offices and is where business will be conducted. Ms. Coslett asked in the Friendship area is a big open area, Ms. Labatt stated that yes it was. At current there is no timeline for notifying the architect of the proposed changes to the schematics. It will be the task force and committee's responsibility to notify them. Mr. Billy Gonzales asked if there was a meeting for the new meal site and if this was the plan for the new meal site? He stated the request was originally for just a meal site and questioned the focus changing from just the meal site construction to a new senior center as well. Ms. Coslett explained that in moving the meal site, the senior center had to be moved as well. Mr. Gonzales again questioned the need to move the senior center as well, and asked about the rumors of combining all three centers in the area. Mr. Howalt explained the city of Clovis has 1 center, Friendship. The administration offices are located at the Baxter- Curren Senior Center, however, the center itself is its own entity and not the City of Clovis. La Casa is a separate center, with its own funding sources. Mr. Gonzales asked why we need a new facility when we can not fill the facility we have. Cherisse Perez stated that the current facility is filled to capacity, and overflows into the Friendship Senior Center on some days.

**Agenda Item 5- New Business**

The Senior Services Committee is in need of a representative from District 3. There was discussion regarding the boundaries, applications can be picked up at City Hall or at the Senior Services Department offices.

**Reports**

**1. Senior Services Ms. Barbara Riggan**

There is no new news from the Senior Services Department.

**2. Baxter- Curren Senior Center- Mr. Kenneth Phipps**

Attendance numbers were given. There will be a trip to Happy Jacks Bead Store and a quilt Show in Roswell, wood pumpkin painting on the 18-19<sup>th</sup> of September.

**3. Friendship Senior Center –Barbara Riggan**

- a. Online Safety Classes will be held the 20 and 27 of September. There will be 9 Ball Tournament, dominoes on the 18<sup>th</sup>, and Paper Mache pumpkins. Roden Smith will be doing flu first part of October. Please fill out a form prior to ensure your spot.

**4. La Casa Senior Center-Ms. Darlene Gonzales**

- a. The dates for an Alzheimers class will be determined. The My CD classes will be covering diabetes. With the new drivers, transportation numbers have continued to increase. It is hopeful that the new buses will be on site in June or July of 2019. La Casa will be taking groups to the Cultural Arts Series at Marshall Auditorium. Dances will be held the 3<sup>rd</sup> Sunday, which will 21<sup>st</sup> if September. Randy Chavez will play.

**5. 50 + Olympics-Melinda Coslett**

- a. 16 athletes will be going to Nationals in Albuquerque. The Cornhole tournament raised \$1665 in profit, which was a good number. There will be an "After Gobble before Santa" air gun competition held November 30- December 1. \$20 per event, or \$60 for 4 events. The goal for fundraising is to highlight different competitive sports and involve as many people as possible. Fundraising is how the organization is funded. New lights have been purchased for the air gun competitions.

**6. CRSMA-Ms. Cherisse Perez**

- a. Numbers of congregate and home delivery meals have increased. There are 6000 home deliveries per month. There have been 30 new seniors for meals this month. A new contract has been issued, and that leaves 2 positions for a senior aged 55 and up to apply for employment at CRSMA: 4 hours per day, Monday through Friday. This is considered as income.

**7. RSVP-Suzanne Zamora**

- a. In July Suzanne and Susan attended training in Washington DC. In August they went to the New Mexico Conference on Aging. On September 4<sup>th</sup> a 9/11 proclamation was made, and a small gathering held. Thank you cards were delivered to all the fire departments in the area. The report to Albuquerque had photos and was featured on the website. An in-service 9/11 had several speakers, and was very well received. Similar in-services will be held quarterly, covering topics such as emergency preparedness, personal safety, and fall prevention. RSVP had 100 volunteers, the AARP tax volunteers are getting ready to start. There has been an increase in Foster grandparents.

The next meeting will be held Thursday November 8, 2018 at 3:00 p.m.

There being no further business to discuss before the committee the meeting was adjourned at 3:43 p.m.

---

Chairman

SEAL  
(ATTEST)

---

City Clerk

**AGENDA**  
**SPECIAL MEETING**  
**Senior Services Committee**

**1:30 p.m.**

**Wednesday, October 10, 2018**

**City Hall Assembly Room  
321 Connelly, Clovis**

- 1. Call to Order**—Chairperson, Mr. Rube Render
- 2. Roll Call**
- 3. Approval of minutes from September 13, 2018**—Chairperson, Mr. Rube Render
- 4. New Business**
  - a. Discussion/Action regarding relocation of City of Clovis Senior Services office—Mr. Justin Howalt
- 5. For good of the order**
- 6. Adjournment**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

SS



2. Ms. Hankins talked about the history of Baxter Curren and not wanting to see it close. Its closure could result in more homebound seniors who do not want to go the new center.
- vii. Mr. Howalt stated that with the move, Friendship Center plans to start using a program called My Senior Center. This will allow us to track seniors and might aid in the creation of a homebound outreach program.
- viii. Commissioner Render made a motion to transition the administration staff to Friendship Center with the program coordinator at Baxter Curren remaining until the new center is open and utilities at Baxter Curren being paid by the City of Clovis while the program coordinator is there. The motion was seconded by M. Williams. Motion passed by unanimous roll call vote.

**IV. FOR THE GOOD OF THE ORDER**

Next meeting will be November 14, 2018 / 1:00 pm / Southwest Cheese, Clovis, NM

**V. ADJOURNMENT – 2:14 pm**

---

Chairman

SEAL  
(ATTEST)

---

City Clerk