



AGENDA MATERIALS

REGULAR COMMITTEE ON AGING MEETING WEDNESDAY, APRIL 15, 2026, at 3 p.m.

AGENDA ITEM 4 – APPROVAL OF MINUTES

Draft Meeting Minutes – March 18, 2026

AGENDA ITEM 6 – BIENNIAL WORK PLAN FY 2025-2026 & FY 2026-27 DISCUSSION AND POSSIBLE ACTION

FY2025-2026 & FY2026-2027 COA Biennial Work Plan and COA Members Publicity
Survey Finding - March 2026



THE CITY OF
EL CERRITO
RECREATION
DEPARTMENT

Staff Liaison

Bridget Cooney | (510) 559-7008
bcooney@elcerrito.gov

DRAFT MINUTES

SPECIAL MEETING OF THE
COMMITTEE ON AGING

Wednesday, March 18, 2026, at 3:00 p.m.

Hana Gardens
10870 San Pablo Ave, El Cerrito

This Meeting Place is Wheelchair Accessible

3:00 p.m. CONVENE REGULAR MEETING Chair Dr. Kwong called the meeting to order at 3:00 p.m.

1. **ROLL CALL – Present:** Chair Dr. Pansy Kwong; Members Linda Cain, Carol Kehoe; Steve Lipson, Lisa Martinengo, Elisa Montemayor, Melissa Newton, Bruce Yow
Absent: Member Buddy Akacic, Member Pamela Wagner, Vice Chair Watson
Also present: Bridget Cooney, Staff Liaison
2. **ORAL COMMUNICATIONS FROM THE PUBLIC** – All public comments submitted by 9:00 a.m. on March 18, 2026, were provided to committee members in advance of the meeting.
3. **COUNCIL / STAFF LIAISON ANNOUNCEMENTS AND REPORTS**
Staff Liaison Cooney provided an update on presentations, activities and upcoming events at the Community Center.
4. **APPROVAL OF THE MINUTES**
Members discussed the content of the document to be approved.

Moved/Second: Member Kehoe / Member Cain
Action: Adopted the minutes from February 18, 2026, meeting, with edits.
Ayes: 8 – Chair Dr. Kwong, Members Cain, Kehoe, Lipson, Montemayor, Martinengo, Newton, Yow
Nos: 0
Abstention: 0
Motion Passed
5. **COMMITTEE ON AGING MEMBERS PUBLICITY SURVEY FINDINGS DISCUSSION**
Members reviewed and discussed survey findings. Discussion will continue at the April 15, 2026, meeting. No action was taken on this matter.
6. **BIENNIAL WORK PLAN FY 2025-2026 & FY 2026-2027 DISCUSSION**
Members reviewed and discussed workplan goals. Discussion will continue at future meetings. No action was taken on this matter.
7. **COMMITTEE ON AGING LIAISON REPORTS**
Advisory Council on Aging (ACOA) – Member Kehoe reported attendance at

the March 18, 2026, ACOA meeting.

- Member Kehoe reported the ACOA is working on their budget and goal setting for the Contra Costa County Master Plan for Aging.
- Kehoe reported the ACOA will focus on advocating for seniors living in senior/disabled friendly communities and finding ways to get more information about services out to the senior community.
- Kehoe reported on changes to Medicare rules and limited ombudsman in Contra Costa County.

California Senior Legislature – Member Lipson shared updates on SB971. Lipson shared that the CASL is now accepting proposals for 2027.

West County Senior Coalition – Member Kehoe reported attendance at the February 26, 2026, meeting. Kehoe shared that Supervisor Gioia presented on a \$37 million dollar from the refinery to benefit West Contra Costa County. El Cerrito, however, is not eligible to receive any of the funding. Kehoe reported the next West County Senior Coalition meeting will be held on March 25, 2026.

Christ Lutheran Senior Day Center – Member Kehoe reported on upcoming presentations and events.

St. John’s Senior Day Center – Member Cain shared that Margo Weschler is the substitute while Buddy Akacic is out.

8. ANNOUNCEMENTS FROM THE COMMITTEE

Member Kehoe announced that May 6, 2026, there will be an online meet your state legislature event and May 7, 2026, is an in person Senior Advocacy Day in Sacramento.

9. Future Agenda Items

- Next COA meeting is Wednesday, April 15, 2026, in the Council Chambers.
- Reorganization of the Committee on Aging Advisory Body (April)
- Continued COA 2025-26 Biennial Work Plan goal setting discussion and possible action (ongoing)
- Continued discussion and possible recommendations for action on the COA publicity survey findings (April)

10. ADJOURNMENT Chair Dr. Kwong adjourned the meeting at 4:36 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular Committee on Aging meeting of March 18, 2026, as approved by the Committee on Aging.

Chair, Dr. Pansy Kwong

Staff Liaison, Bridget Cooney



BIENNIAL WORK PLAN FISCAL YEAR 2025-2026 – 2026-2027

COMMITTEE ON AGING

Chair **Dr. Pansy Kwong**; Vice-Chair **Mark Watson**; Members **Buddy Akacic, Linda Cain, Carol Kehoe, Steve Lipson, Lisa Martinengo, Elisa Montemayor, Melissa Newton, Pamela Wagner, Bruce Yow**

Staff Liaison

Bridget Cooney | 510-559-7008
bcooney@ci.el-cerrito.ca.us
Recreation

[Pursuant to Resolution 2024-16](#)

MISSION STATEMENT: The El Cerrito Committee on Aging was formed by City Council Resolution 3559 in June 1973 to advise the Council about the needs of older and/or disabled adult residents. The Committee on Aging addresses immediate concerns and issues concerning senior residents and adults with disabilities and addresses and supports the improvement of their quality of life. When appropriate, recommendations for action are made to the City Council.

The primary duties and purposes for which the Committee on Aging was established are as follows:

- To identify and establish regular communication with El Cerrito's older and/or disabled adults.
- To document needs of older and/or disabled adults living in El Cerrito and identify resources and benefits available from all agencies.
- To develop plans for programs that utilize the resource of talents among El Cerrito's older and/or disabled adults through volunteer opportunities for inclusion in the General Plan and other plans and programs as may be developed.
- To review and evaluate existing and proposed programs within their responsibility and make recommendations to the Council on City action and funding.
- To serve as liaisons with other interested and concerned groups.

HISTORICAL BACKGROUND: The members of the Committee on Aging are appointed by the City Council upon recommendation by the Committee. Membership is open to all interested adult residents of El Cerrito. Anyone wishing to join the Committee is encouraged to attend meetings so that they may become familiar with the members and activities of the Committee before making their decision to join.

The Committee's regular meeting date is the third Wednesday of the month. The meetings start at 3 p.m. The Committee meets at the El Cerrito City Hall, Council Chambers, 10890 San Pablo Ave. The public is invited to attend the meetings. The Chairperson and Vice-Chairperson are elected annually. The Committee on Aging does not meet in July, August, and December.

FISCAL YEAR 2025 - 2026

Items listed in priority order.

Goal or Objective	Proposed Activities	Funding and Other Resources Requested	Estimated Staff Time Needed	Timeline For Completion
<p>Advocate for improved safety and comfort for seniors in public spaces in El Cerrito.</p> <p>Strategic Plan Goal: Community Safety, Livability and Belonging.</p>	<p>2025: Conduct Park Assessments using the Age-Friendly Park Evaluation Checklist. Identify trip hazards, insufficient seating, poor signage, and other issues.</p> <p>COA members will visit City parks to evaluate features impacting senior safety and comfort including:</p> <ul style="list-style-type: none"> • Trip hazards (e.g., uneven pavement, raised sidewalks) • Signage visibility • Handrail placement • Availability and condition of seating, drinking fountains and restrooms. <p>Compile findings and submit recommendations to the Parks & Recreation Commission and City Council.</p> <p>2026: Identify missing and faded street signs in identified neighborhoods. Compile findings and submit recommendations to the City Council.</p>	<p>None</p>	<p>5-6 hours</p>	<p>Summer 2025 – COA members conduct park evaluations.</p> <p>September 2025 – COA members report findings to committee and consider a motion to submit a recommendation to City Council and the Parks and Rec Commission.</p> <p>January 20, 2026 – Recommendation on City Council Agenda for Consideration.</p> <p>Ongoing - Continue checking in with City staff for updates on identified areas.</p>

FISCAL YEAR 2026 - 2027

Items listed in priority order.

Goal or Objective	Proposed Activities	Funding and Other Resources Requested	Estimated Staff Time Needed	Timeline For Completion
<p>Increase awareness of local programs and services for seniors and disabled adults.</p> <p>Advocate and support educational opportunities for older adults in El Cerrito.</p> <p>In partnership with the Area Agency on Aging, the Advisory Council on Aging, the West County Senior Coalition, City and County leaders, and the County Public Health Department, work to increase awareness of programs and resources available to older adults in El Cerrito and Contra Costa County.</p> <p>Strategic Plan Goal: Livability and belonging.</p>	<p>2026: Discuss and establish a plan of action to improve publicity and distribution of information regarding programs, services and special events to seniors.</p> <p>Compile and maintain an updated list of El Cerrito, Contra Costa County and Alameda County organizations that offer free or low-cost services to seniors and disabled adults living in El Cerrito.</p> <p>Prepare Senior Resource information for print and distribution on the city website.</p> <p>Distribute list and share information with seniors living in El Cerrito through on-going identified outreach and information sharing channels, including sharing information about senior programs, services, events, and resources.</p>	<p>Print materials for distribution.</p>	<p>15-30 hours</p>	<p>February 2026 – motion passed to send a survey to COA members to gather information current ways programs, services and events are publicized.</p>

	Partner with the City Recreation Department, El Cerrito one-day per week senior centers at St. John's, Christ Lutheran, and Sakura Kai, as well as Senior Living Facilities including Eskaton Hazel Shirley Manor, El Cerrito Royale, and Hana Gardens Apartments.			
Continue supporting age-friendly initiatives through ongoing projects.	See ongoing projects listed below.			Ongoing

ONGOING PROJECTS

Project	Activities	Funding and Other Resources Requested	Estimated Staff Time Needed
Promote awareness of programs, services, and volunteer opportunities that benefit seniors and disabled adults in El Cerrito. Strategic Plan Goal: Livability and Belonging Community Safety Environmental Sustainability	<ul style="list-style-type: none"> • Recommend speakers/vendors for Senior Presentations and Senior Resource Fair. • Promote via flyers, postings, and direct invitation/outreach. • Volunteer at events at Christ Lutheran, St. John's, Sakura Kai Senior Centers, and the City of El Cerrito Adult Programs & Senior Services. • Raise awareness of senior programs, services, and volunteer opportunities in El Cerrito. 	<ul style="list-style-type: none"> • Printed marketing materials (flyers/posters, tape, paper, etc.) • Promotional giveaways with the city logo for volunteers and attendees • Refreshments for volunteers and attendees 	25-30hours
Recognize and celebrate Centenarians in the Community. (Quarterly) Strategic Plan Goal: Livability and Belonging	<ul style="list-style-type: none"> • Identify residents turning one hundred or older through community networks (senior centers, local contacts, word of mouth, etc.) • Submit names, birth dates, and contact info to staff liaison to initiate Mayoral Certificate process. 	<ul style="list-style-type: none"> • None requested. 	2-4 hours

	<ul style="list-style-type: none"> • Verify residency and age quarterly and share updates with staff liaison. 		
<p>Improve accessibility and inclusions in City facilities and programs for seniors and people with disabilities.</p> <p>Strategic Plan Goal: Community Safety, Livability and Belonging</p>	<ul style="list-style-type: none"> • Engage seniors and disabled residents to identify accessibility barriers in public spaces and services (e.g., parks, sidewalks, signage, entrances). • Document feedback and suggestions based on real-world use and accessibility observations. • Share compiled input with staff liaison to support City planning and improvement efforts. • Submit formal recommendations to the City Council when appropriate. 	<ul style="list-style-type: none"> • None requested 	2-4 hours

Workplan adopted on June 18, 2025, by the following vote:

Moved/Second: Vice Chair Watson / Member Wagner

Ayes: Members Akacic, Cain, Cesa, Kehoe, Dr. Kwong, Lipson, Martinengo, Wagner, Watson, Yow

Noes: None

Absent: None

COA MEMBERS PUBLICITY SURVEY FINDINGS MARCH 2026

How do you think Seniors currently hear about available services and events?	Total # of people completing the survey
Please check all apply.	10
Word of mouth from family, friends, or neighbors	10
Printed rEC Guide / Brochure	7
Bulletin Boards at places of interest	6
Fliers / handouts at places of interest	5
Announcements made at events / classes	5
Social Media	5
Email newsletters / email listserv (e.g. a group with emails sent to everyone – subscribed)	4
Website	2
What do you think is the MAIN way that most seniors hear about services / classes / events?	# Answering Question: 10
Word of Mouth / friends or an event I am interested in	4
Periodic Bulletins	1
Recreation Department (fliers, printed rEC Guide, bulletin board at Community Center, 60+ newsletter, announcements at events/classes, facebook)	5
Fliers & Bulletin Boards at Community Center, Library, and places of interest	2
Social Media (facebook, Instagram)	2
I have no idea	1
Please rank each social media site in order from MOST USED (#1) to LEAST USED (#6) by El Cerrito Seniors	# Answering Question: 10
Facebook	5 ranked #1 2 ranked #2 1 ranked #3 2 ranked # 4 or below
Nextdoor	3 ranked #1 4 ranked #2 2 ranked #3 1 ranked #4 or below
Youtube	0 ranked #1

COA MEMBERS PUBLICITY SURVEY FINDINGS MARCH 2026

	2 ranked #2 3 ranked #3 4 ranked #4 or below
Instagram	2 ranked #1 1 ranked #2 1 ranked #3 6 ranked #4 or below
Reddit	1 ranked #1 1 ranked #2 8 ranked # 4 or below
AARP Now app	3 ranked #3 9 ranked #4 or below
Are there specific message boards or groups that you use on social media? Please list the site and the group.	
	# Answering Question: 10
Little Hill (Instagram)	1
El Cerrito Neighborhood 94530 (Facebook)	2
El Cerrito Trail Trekkers & El Cerrito Historical Society (emails & fliers)	2
I just want to get rid of this NOW El Cerrito 94530 (Facebook)	1
Nextdoor (El Cerrito Del Norte or El Cerrito Plaza neighborhoods)	3
No response	6
Please list 5 local Recreation Areas where Seniors spend time in El Cerrito	
	# Answering Question: 10
El Cerrito Community Center El Cerrito Library Christ Lutheran Church Senior Center St. John's Church Senior Center Cerrito Vista Park Ohlone Park El Cerrito Royale Recycle Center Café Costa Senior Social Drop-In Games Play Bruce King Dog Park El Cerrito Swim Center Tennis Courts / Pickleball Courts	10

COA MEMBERS PUBLICITY SURVEY FINDINGS MARCH 2026

Are there existing printed newsletters or magazines that Seniors use which have community event advertising?		# Answering Question: 10
Don't know of any		8
Quarterly one from City – News & Views		1
El Cerrito 60+ monthly		1
East Bay Times / East Bay Express		1
El Cerrito rEC Guide		1
Are there any senior residential communities with a public desk or bulletin boards? Which ones?		# Answering Question: 10
Don't know of any/unsure		8
El Cerrito Royale		1
Belmont Village in Albany		1
Eskaton Hazel Shirley Manor		1
Hana Gardens Senior Apartments		1
Where else do you think it would be good to publicize events, classes and services?		# Answering Question: 10
Don't know of any/unsure		8
Library		1
Giovanni's		1
Other thoughts or suggestions for improving publicity for senior programs, services, & events?		# Answering Question: 10
No		7
Build partnership with organizations that seniors and families trust		1
Email 60+ newsletter and ask library and local stores to display it. COA members email to people you know who might be interested.		1
Newspapers		1



SUPPLEMENTAL AGENDA MATERIALS

REGULAR COMMITTEE ON AGING MEETING WEDNESDAY, APRIL 15, 2026, at 3 p.m.

AGENDA ITEM 2 – ORAL COMMUNICATIONS FROM THE PUBLIC

1. Public Comments received by 9:00 a.m. on April 15, 2026.

AGENDA ITEM 6 – BIENNIAL WORK PLAN FY 2025-2026 & FY 2026-2027 DISCUSSION AND POSSIBLE ACTION

2. Member feedback identifying aging street sign visibility received by 9:00 a.m. on April 15, 2026.

Bridget Cooney

From: [REDACTED]
Sent: Thursday, April 9, 2026 1:48 PM
To: [REDACTED]
Subject: Public Comments

[REDACTED] [REDACTED]

Caution! This message was sent from outside your organization.

Hello Bridget,

I am submitting the following comments into the record:

1. the committee on aging is invited to the Public Safety awards on April 17th from 5:00 to 9:00 PM at RPAL \$65.00 per person
2. Spring Mega Mixer April 21st from 5:30 to 7:30 at the Berkeley Country Club \$15.00 for Non Members
3. Contra Costa Mayors Conference on July 9th 6:30 PM hosted by the City of San Pablo RSVP is required location to be announced by early to Mid June

\$80.00 per Person

Sincerely
Cordell

Bridget Cooney

From: [REDACTED]
Sent: Friday, April 10, 2026 4:26 PM
To: [REDACTED]
Subject: Committee on Aging Street Sign Visibility Documentation

Follow Up Flag: Follow up
Flag Status: Flagged

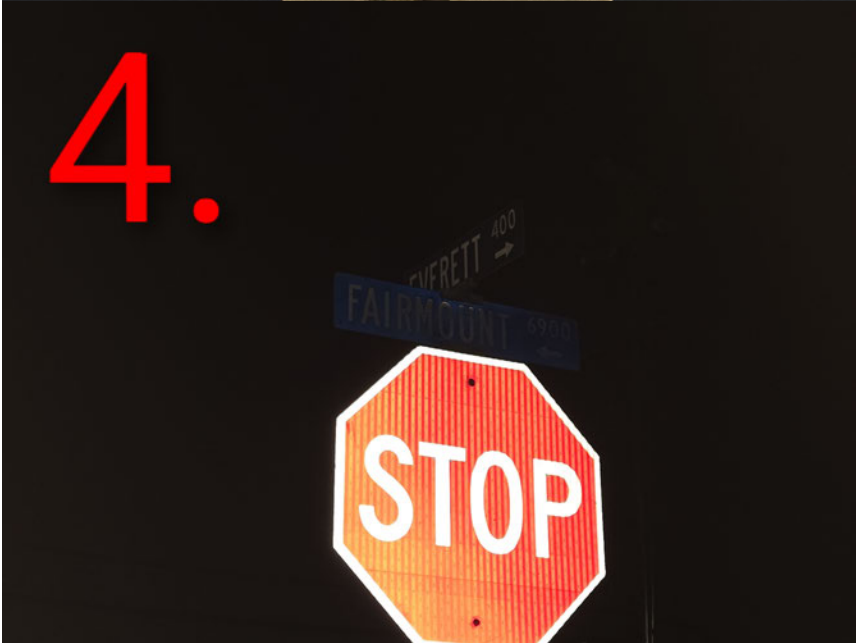
[REDACTED]

Hi Bridget,

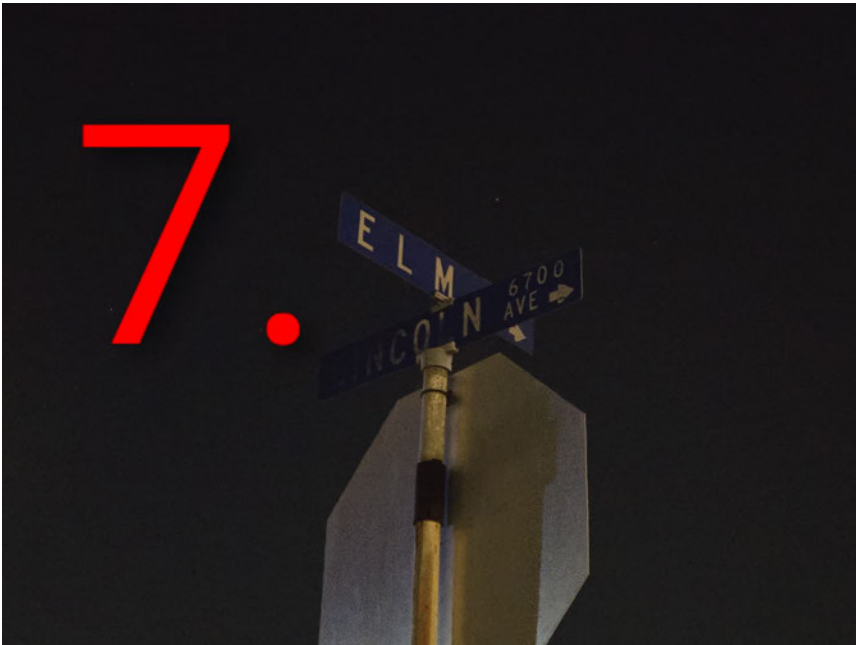
I have 9 intersections to flag for visibility concerns. The accompanying images are embedded into this email rather than as individual file attachments because they would need to be added as a link to my google drive. If the google drive link to these images is needed, please let me know and I can reconfigure the files and re-send.

1. Moeser + Norvell, letter legibility
2. Terrace + Balra, letter legibility
3. Everett + Central, letter legibility
4. Everett + Fairmount, letter legibility
5. Victoria + Fairmount, letter legibility
6. Lexington + Lincoln, letter legibility
7. Elm + Lincoln, letter legibility
8. Carlson + Fairmount, letter legibility
9. Sea View + Terrace, obscured by vegetation











I will continue to document intersections as I see them and add them to this list on this email chain.

Thank you very much,
Melissa Newton

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Melissa Newton, PhD
She/Her/Her's