



Simi Valley Council On Aging

3900 Avenida Simi, Simi Valley, CA 93063 Phone: 805.583.6041 Fax: 805.583.7921

Simi Valley Council On Aging (COA) Monthly Meeting

Agenda

Monday, February 12, 2018

1:00 p.m.

Simi Valley Senior Center

3900 Avenida Simi, Simi Valley, CA 93063

Please silence your cell phones

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Agenda Review
4. Approval of Minutes
5. Report of COA Chair
6. Representative Reports
 - A. City Council (Council Member Judge)
 - B. Community Services (Mara Malch)
 - C. Senior Center (Angel Sierra)
 - D. Ventura County Area Agency on Aging (Antoinette Olson & Neill Spector)
7. Presentations - None
8. Public Statements

This is the time reserved for individuals who wish to make public statements or comments on items within the subject matter and jurisdiction of the COA.
9. Informational Presentations – None
10. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
 - A. Officer Reports
 1. Vice Chair (Char Jackowitcz)

Council On Aging Mission Statement

The mission of the Simi Valley Council On Aging, an advisory body elected by senior citizens and appointed by the Simi Valley City Council, is to identify the needs of senior citizens in this community. The Council On Aging serves as an advocate to support programs and services providing seniors with maximum independence, safety, and quality of life.

2. Treasurer- (TBD, Balance Sheet, Profit & Loss Budget vs. Actual, see attached)
 3. Corresponding Secretary (Kenneth Sinn)
- B. Liaison and Program Manager Reports
 1. Senior Share Liaison (Joe Beautz, Ralph Sardon)
 2. Meals On Wheels Liaison (John H. Williams, see attached)
 3. Housing Liaison (Judy Pepiot, See attached)
 4. Senior Kits (Antoinette Olson)
 - C. Ad Hoc Committee Reports
 1. Dance Committee (Char Jackowitz & Stephanie Newbrook)
 2. Bingo Bonanza (Sharon McCann, Antoinette Olsen)
11. Continued Business - None
 12. New Business
 - A. Election of COA Officers: Chair, Vice Chair, Treasurer, Corresponding Secretary, Recording Secretary
 - B. Authorization to change signatories on COA checking account with names of newly appointed Treasurer and Chair
 - C. Discussion/Action on frequency of the COA Dance Program
 - D. Appointment of a Dance Committee Chair
 - E. Discussion/Action on recommendations for the frequency of COA Comments presentations at City Council meetings
 - F. Appointment of COA Executive Board members to present at City Council meetings on March 26, June 18, September 17 and December 17, 2018
 - G. Discussion/Action to temporarily modify the COA's budget adoption timeline to coincide with the City's budget process
 - H. Appointment of Budget Committee
 - I. Nomination of Citizen's' Election Advisory Commission (CEAC) Selection Board Member
 13. Announcements of Upcoming Senior Center Events
 - A. Presentation on President George Washington – Tuesday, February 20, 2018, begins at 1:30 p.m. - RSVP requested

- B. Presentation on Travel Training ‘How to get Around’ – Thursday, February 22, 2018, begins at 1:00 p.m. - RSVP requested
 - C. Presentation on Protect Yourself From Scams – Tuesday, February 27, 2018, begins at 1:30 p.m. - RSVP requested
- 14. Suggested Agenda items for the March 12, 2018, COA meeting
 - 15. Adjournment

/s/

Mara Malch

Deputy Community Services Director

If any individual has a disability that may require accommodation to participate in this meeting, please contact the Simi Valley Senior Center at (805) 583-6363. Upon advance notification of the need for accommodation, reasonable arrangements will be made to provide accessibility to the meeting.

DRAFT MINUTES

1. Call to Order and Pledge of Allegiance – Sharon McCann called the meeting to order at 1:05 p.m. Antoinette Olson led the Pledge of Allegiance.
2. Roll Call – Stephanie Newbrook called Roll Call. Members present were Jean Cecil, Al Fournier, Char Jackowicz, Ed Mazeika, Sharon McCann, Stephanie Newbrook, Antoinette Olson and Ken Sinn. Karen Cline was absent. Recording Secretary Stephanie Newbrook verified there was a quorum present.
3. Agenda Review – By consensus of the Executive Board, the agenda was approved as presented.
4. Approval of Minutes - The minutes of December 11, 2017 were approved by a consensus of the Executive Board.
5. Report of COA Chair - Sharon McCann stated that she has enjoyed her term as COA Chair, thanked Senior Center staff, rental monitor staff, and everyone else who supported her and participated in the various COA fundraising events. Ms. McCann also thanked Stephanie Newbrook for her work as Dance Committee Co-Chair this past year. Now that her term has ended, Ms. McCann said she is making plans for "me time" to travel, and see more of her family.
6. Representative Reports
 - A. City Council – Council Member Mike Judge wished everyone a Happy New Year. He announced there will be a public scoping meeting regarding a plan for the property at Alamo and Tapo. The plan is to tear down the existing shopping center and build a three-story building with 278 apartment units. The scoping meeting will take place on January 16 at 6:00 p.m. at the Police Department in the EOC Room. Council Member Judge advised interested individuals to attend the meeting and offer their input, saying that the City Council does listen. Three eateries are opening soon: Smashburger, Black Bear Diner, and Presto Pasta.
 - B. Community Services - Mara Malch also wished everyone a Happy New Year and stated that the Volunteer of the Year would be announced at today's meeting. She added that without volunteers, Simi Valley would not have the Senior Center that we have today.
 - C. Senior Center - Angel Sierra welcomed John Bagnall, Taylor Criddle, Brian Miller and Council Member Keith Mashburn who were present to recognize the Wayne Templeton Volunteer of the Year Award winner. He thanked Sharon McCann for her service as COA Chair. Angel then announced three upcoming Senior Center classes and presentations: a

free, six-week diabetes self-management program beginning in January, a free presentation on January 30 by Simi Valley Hospital's Dr. Photopoulos about knee arthritis and joint replacement, and a free workshop/discussion about Alzheimer's disease, memory loss, and dementia on January 23.

- D. Ventura County Area Agency on Aging - Toni Olson reported that the Agency members met before the holidays to allocate money to provide meals for fire victims. The Agency also allocated \$105,000 for extra meals, of which Simi Valley received \$8,000.

7. Presentations

- A. Wayne Templeton Volunteer of the Year Award - Sharon McCann explained that this award is based on the amount of time spent volunteering and the value of the services provided. This year's winner is August J. Hardy. Mr. Hardy is at the Senior Center every day and has provided 2,400 hours of volunteer service. He solved a parking problem with neighbors of the Senior Center and performs a variety of errands and chores wherever he is needed. Mr. Hardy received a standing ovation and was presented with several certificates for his achievements. He will also be recognized by the City Council at its meeting on January 29.

8. Public Statements

A resident asked for a list of COA fundraising events. Ms. McCann stated that the information is listed on the COA Calendar of Events which she could obtain from staff.

9. Informational Presentations – None

10. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports

A. Officer Reports

- 1. Vice Chair - None
- 2. Treasurer – No verbal report.
- 3. Corresponding Secretary – None

B. Liaison & Program Manager Reports

- 1. Senior Share Liaison - Joe Beautz reported that the program is still in transition from Senior Share program to a closed food pantry. The agreement is under review by staff. The Program is still

receiving food from Food Share and has 83 people signed up and participating.

2. Meals On Wheels Liaison – None
3. Housing Liaison - Judy Pepiot reported that the Mountain View Apartments manager is returning calls now and that there is a lot of interest in their five affordable units. The Peppertree property has closed escrow. She also advised the audience to watch for notices regarding Sycamore Landing and referred to the Housing Liaison report from the December 12 COA meeting regarding Runkle Canyon. She said there is no start date yet for the 55-plus market-rate units.
4. Senior Kits - Toni Olson stated that 30-pound boxes of food are distributed to registered recipients the second Thursday of the month. Currently about 150 boxes are being distributed and a new goal of 175 boxes per month has been set.

C. Ad Hoc Committee Reports

1. Dance Committee - Char Jackowitz announced that the New Year's Eve Eve dance was a very successful event and a sell-out with 120 tickets sold. A 50/50 drawing was held, bringing in a little additional money for the evening. She thanked Jean Cecil and all of the Dance Committee members for their work in putting together another great dance night. The Boots and Slippers Square Dance Club covered the cost of the food.
2. Bingo Bonanza - Sharon McCann announced that Bingo Bonanza will be held on Saturday, February 24. Tickets sold out last year so people should buy tickets early.

11. Continued Business – None.

12. New Business

- A. Introduction of COA Executive Board candidates - The six candidates for the COA Executive Board are: Al Fournier, Char Jackowitz, Larry Kaplan, Janet Plant, Jerie St. Germain, and Peter Stong. Mr. Kaplan was not present at the meeting. The five candidates who were present each made brief remarks about themselves and their reasons for running for election.
- B. Open election by the COA general membership to recommend five candidates for the COA Executive Board - Ballots were distributed, completed, and collected. Senior Center staff counted the ballots and

the following candidates were elected: Al Fournier, Char Jackowicz, Janet Plant, Jerie St. Germain, and Peter Stong.

- C. Discussion/Action on a recommendation to the City Council to appoint the COA Executive Board candidates elected by the general membership – A motion was made by Ken Sinn and seconded by Toni Olson to recommend to the City Council the appointment of the elected candidates. The candidates will be officially considered for appointment by the City Council on January 29, 2018.

13. Announcements of Upcoming Senior Center Events

- A. Bingo Bonanza – Saturday, February 24, 2018 from 9:30 a.m. to 3:00 p.m.
 - B. ADA Paratransit Advisory Committee - Thursday, January 18 from 3:00 to 4:30 p.m. at the Senior Center
- 14. Suggested Agenda Items for the February 12, 2018 COA Annual Meeting – None
 - 15. Adjournment - By consensus of the Executive Board, the meeting was adjourned at 2:16 p.m.

Profit & Loss Budget vs. Actual

	Jul 1, '17 - Jan 23, 18	Budget
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	4,677.37	5,494.68
4015 · Business Contribution	10,814.74	2,713.71
4 · Contributed support - Other	100.00	0.00
Total 4 · Contributed support	15,592.11	8,208.39
5 · Earned revenues		
5310 · Interest-savings/short-term inv	10.06	27.42
5340 · Other investment income	1,104.46	411.29
5450 · Advertising revenues	210.37	0.00
5490 · Miscellaneous revenue	12,069.54	7,950.81
5560 · Tickets	10,316.00	8,760.00
5570 · Drawings	360.00	640.48
5580 · Table Reservations	2,730.00	4,200.00
Total 5 · Earned revenues	26,800.43	21,990.00
Total Income	42,392.54	30,198.39
Gross Profit	42,392.54	30,198.39
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	5,920.00	6,427.58
7200 · Contracted personnel services - Other	100.00	0.00
Total 7200 · Contracted personnel services	6,020.00	6,427.58
7500 · Other personnel expenses		
7540 · Professional fees - other	1,400.00	1,348.39
Total 7500 · Other personnel expenses	1,400.00	1,348.39
8100 · Non-personnel expenses		
8110 · Supplies	6,419.27	4,783.39
8112 · Food	562.95	2,065.65
8115 · Program Expense	0.00	18,756.69
8120 · Advertising	129.50	0.00
8125 · Video Rentals	102.90	121.35
8160 · Equip rental & maintenance	97.50	600.00
8165 · Equipment Purchase	1,415.01	0.00
8170 · Printing & copying	96.48	175.00
Total 8100 · Non-personnel expenses	8,823.61	26,502.08
8500 · Misc expenses		
8515 · Grants	1,000.00	2,741.94
8530 · Membership dues - organization	506.84	300.00
8545 · Mileage	218.40	411.29
8590 · Other expenses	2,019.00	2,137.10
Total 8500 · Misc expenses	3,744.24	5,590.33
Total Expense	19,987.85	39,868.38
Net Ordinary Income	22,404.69	-9,669.99
Net Income	22,404.69	-9,669.99

9:11 AM
01/23/18
Cash Basis

Council on Aging
Balance Sheet *
As of January 23, 2018

	<u>Jan 23, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
SVSS Endowment Fund	18,862.84
US Bank Checking 5601	
Drama Club	1,144.12
US Bank Checking 5601 - Other	9,166.27
Total US Bank Checking 5601	<u>10,310.39</u>
US Bank Savings	
MOW Rst.	30,000.00
US Bank Savings - Other	176,769.26
Total US Bank Savings	<u>206,769.26</u>
1040 · Petty cash	
1041 · Cash Drawer	300.00
1042 · Dance Cash Drawer	100.00
Total 1040 · Petty cash	<u>400.00</u>
Total Checking/Savings	<u>236,342.49</u>
Total Current Assets	<u>236,342.49</u>
TOTAL ASSETS	<u>236,342.49</u>
LIABILITIES & EQUITY	
Equity	
Activities	96,769.50
Discretionary	24,533.29
LifeLine	1,317.68
Meals On Wheels	-12,055.55
Reserve	41,806.27
Services & Programs	-1,559.11
3001 · Opening Bal Equity	13,402.95
3010 · Unrestrict (retained earnings)	49,722.77
Net Income	22,404.69
Total Equity	<u>236,342.49</u>
TOTAL LIABILITIES & EQUITY	<u>236,342.49</u>

COA Home Delivered Meals Report - FY17/18

	Total Meals	Senior Meals	Service Days	Average Meals per Day	Y -T- D Meals	Unduplicated Clients		Donations Received
						New	Y-T-D	
Jul	2845	2821	20	142.3	2845	170	170	\$ 3,072.00
Aug	3408	3384	24	142.0	6253	10	180	\$ 3,017.00
Sept	2880	2860	20	144.0	9133	4	184	\$ 2,223.50
Oct	3149	3110	22	143.1	12282	11	195	\$ 3,205.60
Nov	3099	3071	22	140.9	15381	5	200	\$ 3,237.00
Dec	3084	3054	22	140.2	18465	5	205	\$ 2,637.00
Jan	3166	3121	22	143.9	21631	15	220	\$ 3,224.00
Totals:	21,631	21,421	152	142.31	21,631	220	220	\$ 20,616.10

Council on Aging – Housing Liaison Report

February 12, 2018

Mountain View Apartments – 4862 Cochran – between Tapo & Stearns

An Open House on Jan 16th officially started the rental process for the two three-story buildings with 25 units in each and a total of 62 parking spots, 12 of which are for guests. Features include a community room, gym, stainless steel appliances, washer & dryer in every unit, automatic lights in the hallways and other common areas, high ceilings in some units, balconies or patios, and many windows to take in the surrounding views.



An active adult community for ages 55+. It is close to shopping & bus system. This is Simi’s 13th age-restricted complex & the first upscale market-rate offering.

Each building has two staircases and one oversized elevator, bathtubs and walk-in showers with grab bars, and two peepholes in every front door so that a tenant in a wheelchair can see out (*however they can’t reach the microwave*).



The kitchen of a two-bedroom unit

Market-rate one & 2 bedroom units start at \$1,850 & \$2,400 per month respectively. The five affordable units are \$1,000 or \$1,125 for the only affordable 2 bedroom unit, depending on the prospective tenant’s income. There are seven 2 bedroom units at market-rate. *Apartments vary in square-footage & layout.*

For more information, contact on-site manager Debra Irish at (805) 306-1103 or email info@mountainviewsimi.com.

Judy Pepiot – Housing Liaison



AGENDA ITEM
NO. 12.1

CITY OF SIMI VALLEY

Home of The Ronald Reagan Presidential Library

January 16, 2018

TO ALL SERVICE CLUBS AND ORGANIZATIONS OF SIMI VALLEY

Dear Officers:

The City of Simi Valley is seeking the assistance of local service clubs and organizations to serve on the Selection Board for one evening to recommend appointments to the Citizens' Election Advisory Commission (CEAC) in preparation for the 2018 General Municipal Election.

The CEAC is an advisory body to the City Council that reviews local candidate and committee financial campaign statements, assists City staff in identifying any financial campaign disclosure inadequacies, and works with City staff in the preparation of Mayoral and City Council candidate orientation briefings.

The procedure for the selection of the CEAC members has been established by City ordinance to ensure an impartial and fair process. A nine-member Selection Board comprised of five members representing local service clubs and organizations and the Chairperson of each of the four Neighborhood Council Executive Boards will be formed to interview the applicants and nominate persons for the available CEAC positions. The time commitment to participate on the Selection Board is minimal, typically no more than one four-hour meeting to interview and nominate the CEAC applicants. The City Council will make the formal appointments to the CEAC based upon these nominations. The role of the Selection Board, whose duty it will be to recommend CEAC members who will be fair and impartial in the performance of a variety of important functions during the municipal election period, cannot be overstated.

On behalf of the community, I would like to take this opportunity to solicit the participation of your organization to nominate one of your members to serve on the Selection Board. The five members from local service clubs and organizations will be chosen at random by the Mayor during an upcoming City Council meeting from the submissions received. The enclosed form is to be completed and returned to the City Clerk's Office by Friday, March 16, 2018. Each service club or organization member selected will serve a two-year term from the date of his or her random selection by the Mayor.

Thank you for your consideration in this matter. If you have any questions, please call Ky Spangler, Deputy Director/City Clerk at (805) 583-6813.

Sincerely,

Eric J. Levitt
City Manager

TO: City Clerk's Office
City of Simi Valley
2929 Tapo Canyon Road
Simi Valley, CA 93063

The following representative is interested in serving on the Selection Board to interview and nominate applicants to serve on the City of Simi Valley's Citizens' Election Advisory Commission (CEAC):

Name of Representative: _____

Home Address: _____

Name of Organization: _____

Address of Organization: _____

Telephone Number: (Home) _____ (Business) _____

(Cell) _____ (Email) _____

Please return this form to the City Clerk's Office by mail, in person, or by email no later than, 5:00 p.m., Friday March 16, 2018.

Thank you for your interest.

CITY CLERK'S OFFICE

Mail or Personal Delivery:
City of Simi Valley – City Clerk's Office
2929 Tapo Canyon Road
Simi Valley, CA 93063

Email: cityclerk@simivalley.org