



# 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**

Monday, December 14, 2020

1:30 p.m.

Zoom Online Meeting <https://simivalley.zoom.us/j/94864739689>

Or by telephone: Dial US: 1 669 900 9128

Webinar ID: 948 6473 9689

**IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND LOCAL ORDER RESULTING FROM THE NOVEL CORONAVIRUS, THE CITY IS NOT CONDUCTING IN-PERSON MEETINGS. TO FIND OUT HOW YOU MAY ELECTRONICALLY PARTICIPATE IN THE COA MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO AGENDA ITEM 8.**

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Agenda Review
4. Approval of Minutes
5. Report of COA Chair (Janet Plant)
6. Representative Reports
  - a. City Council (Mayor Pro Tem Mike Judge)
  - b. Community Services (Anna M. Medina)
  - c. Senior Center (Angel Sierra)
7. Presentations – None
8. Public Statements

### **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.

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.

### **NEW COMMENT PROCEDURE FOR ONLINE MEETINGS DUE TO THE COVID-19 PANDEMIC.**

The following options allow for public participation:

- a. Watch the Council On Aging Meeting live online at Zoom: <https://simivalley.zoom.us/j/94864739689>
- b. Listen by telephone: Dial US: 1 669 900 9128 Webinar ID 948 6473 9689
- c. To make a public statement or comment on a specific agenda item, please submit your comment via email by 10:00 a.m. on the Monday of the Council

On Aging meeting to the Assistant Community Services Manager at [rmartin@simivalley.org](mailto:rmartin@simivalley.org) and include the Agenda Item topic and/or your comments. Emails should be limited to 250 words or less. These emails will be provided to the Council On Aging prior to the meeting and made a part of the record. Subsequently, the Council On Aging staff liaison will read the emails received for a period no longer than 30 minutes. Every effort will be made to read all emails into the record, but some emails may not be read due to time limitations. Emails received after 10:00 a.m. but prior to the end of Agenda Item 8 will not be read but will be included as part of the public record.

9. Informational Presentations
  - a. Certificate of Appreciation to Vons Supermarket
  - b. Certificate of Appreciation to Grocery Outlet Bargain Market
10. Appointments – None
11. Officer, Liaison, Representative and Ad Hoc Committee Reports
  - a. Officer Report
    1. Treasurer (Bill Oliver, see attached)
  - b. Liaison Report
    1. Housing Liaison (Bob Cottle)
  - c. Representative
    1. VCAAA Representative
  - d. Ad Hoc Committee Reports
    1. COA Executive Board Recruitment
    2. Wayne Templeton Volunteer of the Year
12. Continued Business – None
13. New Business
  - a. Receive and File the 2021 Calendar of Important COA Event - Revised 12/14/2020 (see attached)
14. Announcements of Upcoming COA/Senior Center Events/Programs.
  - a. The Senior Center will remain closed until further notice
15. Suggested agenda items for the Annual COA meeting on Monday, January 11, 2021 at 1:30 p.m. via Zoom
16. Adjournment

/s/  
Anna M. Medina  
Deputy Community Services Director

If any individual has a disability that may require an 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 – Janet Plant called the meeting to order at 1:29 p.m. and led the Pledge of Allegiance.
2. Roll Call – Suzanna Robertson called Roll call. Members present were Linda Allen, Bill Fischer, Theresa Lewis, Janet Plant, Suzanna Robertson, Jerie St. Germain, Pete Stong and Ed Tingstrom. Bill Oliver was excused. Suzanne Robertson 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 were amended to correct Suzanne Robertson’s and Pete Stong’s names under Roll Call and to change header to show that the meeting began at 1:30 p.m., not 1:00 p.m. Ed Tingstrom moved to approve the minutes of the meeting on October 12, 2020 as amended and Pete Stong seconded the motion. The motion passed unanimously.
5. Report of COA Chair

Janet Plant reported that even though the Wellness Expo was cancelled, Adventist Health and the Gonzales Family Foundation (Vallarta Supermarkets) both made generous donations to the COA as shown in the attachment for Item. 11.a.1. She asked members to encourage other members to attend the January 2021 COA meeting to vote in the COA Executive Board Elections.

6. Representative Reports

- a. City Council

Mayor Pro Tem Mike Judge stated that the City volunteers were recognized at the last City Council meeting and he personally thanked the volunteers for their time which saves the City so much money. Hobby Lobby is open and we have had no other business closures this month due to COVID. It looks like all the City Council Incumbents were re-elected in the recent election, but the county is still counting votes.

- b. Community Services

Anna Medina thanked all the volunteers and said the volunteer recognition video is posted on the City’s Facebook page and SVTV.

c. Senior Center

Angel Sierra stated there are still 7:00 p.m. tickets available for the Drive Thru Pick-up Thanksgiving Eve Dinner. He encouraged everyone to sign-up to receive the newsletter for activities offered by our partner agencies.

7. Presentations – None.

8. Public Statements

Statements made via email - None.

Statements made via Zoom meeting:

Jeannie Mortensen asked if it was possible to include reports that shows Cash on Hand, Year-to-date totals and monthly transactions in order to give more transparency. Janet Plant stated that it was a good idea and those reports can be included in the future.

Karol S. said she lives in Box Canyon and that Dial-A-Ride does not service her area, nor does any other city. She was directed to contact Robert Martin at (805) 583-6364.

Vivian Translateur stated she was an applicant for the COA Executive Board and wanted to observe a COA meeting.

9. Informational Presentations

a. Proposed temporary amendments to COA By-laws

This presentation was canceled.

10. Appointments - None

11. Officer, Liaison, Representative and Ad Hoc Committee Reports

a. Officer Report

1. Treasurer

Janet Plant referred to the attachment for this item and pointed out that the Adventist Health and Gonzales Family Foundation donations totaled \$8,000 in addition to \$300 in individual donations. Angel Sierra said thank you letters will go out to the donors. He also said that the \$6,500 remaining balance due for the Senior Center Member

Management System will be paid for by the City from COVID relief funds so that COA is no longer responsible for it.

b. Liaison Report

1. Housing Liaison

Bob Cottle referred to the Housing Liaison attachment for this item in the agenda packet. He said that Cabrillo Economic Development Corporation (CEDC) is proposing to build 34 one-unit apartments and one studio apartment directly next to the Senior Center on Avenida Simi. The building was to be only two stories but CEDC, which is a non-profit builder of affordable housing, entered a plan for three stories. The area homeowners are concerned with traffic. This is an ongoing plan to be determined in the next several months. These are affordable units, but they are not Section 8. This project was before the City Council in pre-screening because CEDC is requesting a zoning change as it is not currently zoned for multi-family use. The project will go before the Neighborhood Councils for input from the area neighbors. He said it will probably be several months before he reports back on the project due to the procedural items that it must go through. Mayor Pro Tem Judge stated that this project previously went through pre-screening for input from the neighbors, but at the time it was proposed as a two-story project rather than the current three-story project. He also stated the units are affordable units, not low-income or Section 8 units.

c. Representative Report

1. VCAAA Representative – No report.

d. Ad Hoc Committee Reports

1. COA Executive Board Recruitment

Ed Mazeika stated there are 10 applicants whose names will be made available at the December 14, 2020 COA meeting. On December 16, a meeting to orient the candidates will take place via Zoom at 2:30 p.m. The COA handbook will be sent out prior to the meeting for review. At the January 11, 2021 COA meeting, the candidates will give brief statements and then COA members will vote to fill the four open positions on the Executive Board. The elected members will then be presented at the next City Council meeting for approval. Janet Plant stated that the January meeting will be held via Zoom and encouraged everyone to help get the word

out to seniors to attend the meeting via Zoom so they can participate in the election.

2. Wayne Templeton Volunteer of the Year

Robert Martin stated that Jean Cecil has a committee assembled and will be meeting to choose the award recipient. Angel Sierra reported that nominations for five different individuals have been received. The winner will be announced at the January 11, 2021 COA meeting.

12. Continued Business – None.

13. New Business – None.

14. Announcements of Upcoming COA/Senior Center Events/Programs

a. The Senior Center will remain closed until further notice

b. Thanksgiving Eve Dinner “Drive Thru” will be held on November 25, 2020. Tickets are available Monday through Friday from 12:00 noon to 1:00 p.m. at the north entrance.

15. Suggested Agenda Items for the COA Meeting on December 14, 2020 – None.

16. Adjournment

By consensus of the Executive Board, the meeting was adjourned at 2:08 p.m.

## CITY OF SIMI VALLEY • MEMORANDUM

**DATE:** December 14, 2020  
**TO:** Simi Valley Council On Aging  
**FROM:** Robert Martin, Assistant Community Services Manager  
**SUBJECT:** PROFIT AND LOSS AND BALANCE SHEET REPORTS

The Profit and Loss (P&L) reports (attached) are a summary of the COA's total income and total expenses for the month of November 2020 and year to date (YTD).

During November 2020, the COA received \$50 in contributions from one source in support of its programs and incurred expenses related to the Senior Share program in the amount of \$260.00.

### **November 2020:**

REVENUES:	\$ 50.00
EXPENDITURES:	<u>\$ 260.00</u>
NET INCOME:	(\$ 210.00)

From July to November 2020, the COA received \$10,407.89 in support of its programs and incurred programming expenses of \$11,882.30, \$6,569.07 of which was for the purchase of member management software.

### **July 2020 to November 2020:**

REVENUES:	\$ 10,407.89
EXPENDITURES:	<u>\$ 11,882.30</u>
NET INCOME:	(\$ 1,474.41)

The Balance Sheet shows the COA's financial solvency with \$368,461.61 in assets and no liabilities as of November 2020.

Staff and the COA Treasurer will be available to answer any questions at the December 14, 2020 meeting.

8:40 AM

11/25/20

Accrual Basis

Simi Valley Council On Aging  
**Profit & Loss**  
November 1 - 25, 2020

Agenda Item  
No. 11.a.1.

	<u>Nov 1 - 25, 20</u>
<b>Income</b>	
<b>4 · Contributed Support</b>	
4010 · Individual Contribution	50.00
<b>Total 4 · Contributed Support</b>	<u>50.00</u>
<b>Total Income</b>	50.00
<b>Expense</b>	
<b>8100 · Operating Expenses</b>	
8115 · Nutrition Services	260.00
<b>Total 8100 · Operating Expenses</b>	<u>260.00</u>
<b>Total Expense</b>	<u>260.00</u>
<b>Net Income</b>	<u><u>-210.00</u></u>



## Simi Valley Council On Aging

## Profit &amp; Loss

12/02/20

July through November 2020

Accrual Basis

	<u>Jul - Nov 20</u>
<b>Income</b>	
<b>4 · Contributed Support</b>	
4010 · Individual Contribution	2,385.00
4015 · Business Contribution	8,015.00
<b>Total 4 · Contributed Support</b>	<u>10,400.00</u>
<b>5 · Earned Revenues</b>	
5310 · Interest-Savings/Short-term Inv	7.89
<b>Total 5 · Earned Revenues</b>	<u>7.89</u>
<b>Total Income</b>	<u>10,407.89</u>
<b>Expense</b>	
<b>8100 · Operating Expenses</b>	
8112 · Food	266.00
8115 · Nutrition Services	4,478.63
8125 · Video Rentals	68.60
8165 · Equipment Purchase	6,569.07
<b>Total 8100 · Operating Expenses</b>	<u>11,382.30</u>
<b>8500 · Programming Support Expenses</b>	
8535 · Community Support	500.00
<b>Total 8500 · Programming Support Expenses</b>	<u>500.00</u>
<b>Total Expense</b>	<u>11,882.30</u>
<b>Net Income</b>	<u><u>-1,474.41</u></u>

8:43 AM

11/25/20

Accrual Basis

**Simi Valley Council On Aging**  
**Balance Sheet**  
As of November 25, 2020

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	<u>Nov 25, 20</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1105 · U.S. Bank Savings (1105)	235,413.17
5601 · U.S. Bank Checking (5601)	133,048.44
<b>Total Checking/Savings</b>	<u>368,461.61</u>
<b>Total Current Assets</b>	<u>368,461.61</u>
<b>TOTAL ASSETS</b>	<b><u>368,461.61</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	368,461.61
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>368,461.61</u></b>



# Simi Valley Council On Aging

Agenda Item  
No. 13.a.

## 2021 Calendar of Important COA Events, Draft 12/14/2020

### January

8 – Friday	COA Dance	Canceled
11 – Monday	COA Annual Meeting, Zoom	1:30 p.m.

### February

8 – Monday	COA Meeting, Zoom	1:30 p.m.
12 – Friday	COA Dance	Canceled
20 – Saturday	Bingo Bonanza	Canceled

### March

8 – Monday	COA Meeting, Zoom	1:30 p.m.
12 – Friday	COA Dance	Canceled
TBD	City Council, COA Update	TBD

### April

4 – Sunday	Easter Sunrise Breakfast <i>Kiwanis Club of Simi Valley</i>	TBD
9 – Friday	COA Dance	TBD
12 – Monday	COA Meeting	1:30 p.m.

### May

1 – Saturday	Street Fair	TBD
10 – Monday	COA Meeting	1:30 p.m.
14 – Friday	COA Dance	TBD
19 – Wed	Older Americans Month Celebration	TBD
26 – Wed	Wellness Expo	TBD

### June

11 – Friday	COA Dance	TBD
14 – Monday	COA Meeting	1:30 p.m.
TBD	City Council, COA Update	TBD

### July

	<i>COA Dark – No Meeting</i>	
9 – Friday	COA Dance	TBD
10 – Saturday	Stars & Stripes Ice Cream Social	TBD

Subject to change without notice.



# Simi Valley Council On Aging

## 2021 Calendar of Important COA Events, Draft 12/14/2020

### August

13 – Friday	COA Dark – No Meeting COA Dance	TBD
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### September

10 – Friday	COA Dance	TBD
13 – Monday	COA Meeting	1:00 p.m.
18 – Saturday	Bingo Bonanza	TBD
TBD	City Council, COA Update	TBD

### October

8 – Friday	COA Dance	TBD
11 – Monday	COA Meeting	1:00 p.m.
22 – Friday	Fall Arts & Crafts Fair & Rummage Sale	TBD
23 – Saturday	Fall Arts & Crafts Fair & Rummage Sale	TBD
23 – Saturday	Pancake Breakfast <i>Rotary Club of Simi Valley</i>	TBD

### November

8 – Monday	COA Meeting	1:00 p.m.
12 – Friday	COA Dance	TBD
24 – Wednesday	Thanksgiving Eve Dinner <i>Simi Sunrise Rotary Club of Simi Valley</i>	TBD

### December

10 – Friday	COA Dance	TBD
13 – Monday	COA Meeting	1:00 p.m.
30 – Thursday	COA Dance New Year's Eve Eve	TBA
TBD – Monday	City Council, COA Update	TBD