



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) Meeting

Monday, October 11, 2021
1:00 p.m.

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 (Mike Judge)
 - b. Community Services (Anna M. Medina)
 - c. Senior Center (Angel Sierra)

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.

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. Appointments
 - a. Special Event Support Review Committee Representative
 - b. Community Development Block Grant Advisory Committee Representative
 - c. Simi Valley Street Fair Chair, Saturday, October 30, 2021
 - d. Bingo Bonanza Chair, Saturday February, 19, 2022
11. Officer, Liaison, and Representative Reports
 - a. Officer Report
 1. Treasurer (Bill Oliver, See Attached)
 - b. Liaison Reports
 1. Housing Liaison (Bob Cottle)
 2. Community Senior Needs Assessment Ad Hoc Committee (Jeanie Mortensen)
 3. Financial Abuse Specialist Team (FAST) (Carol Martin)

- c. Representative Report
 - 1. VCAAA Representative (Carol Martin and Marietta Sperry)
- 12. Continued Business – None
- 13. New Business
 - a. Discussion/Action on a Recommendation for City Council to Consider on the Proposed Housing Element Report (See Attached)
 - b. Discussion/Action on a Recommendation to Adopt the Revised 2021 and 2022 COA Calendar of Special Events (See Attached)
- 14. Announcements of Upcoming COA/Senior Center Events/Programs
 - a. COA Executive Board Recruitment, October 1 to November 5, 2021
 - b. Wayne Templeton Volunteer of the Year Nominations, October 1 to December 3, 2021
 - c. Thanksgiving Eve Dinner Drive-through Event, Wednesday, November 24, 2021.
- 15. Suggested agenda items for the COA meeting on Monday, November 8, 2021
- 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 1:33 p.m. Janet Plant led the Pledge of Allegiance.
2. Roll Call – Jeanie Mortensen called Roll Call. Members present were Jean Cecil, Jeanie Mortensen, Bill Oliver, Janet Plant, Suzanne Robertson, Ed Tingstrom. Linda Allen and Pete Stong were absent. Jeanie Mortensen 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 – Ed Tingstrom moved to approve the minutes of the meeting on June 14, 2021, and Suzanne Robertson seconded the motion. The motion passed unanimously.
5. Report of COA Chair

Janet Plant expressed a tribute to Jerie St. Germain, who recently passed away. She stated he was always volunteering to help the COA and always the first to say “yes”. Ed Tingstrom recommended that as a memorial, a plaque be purchased in his memory and if possible, a room at the Senior Center be named for him. A formal presentation of the plaque was also recommended. Angel Sierra clarified that this would need to be added as an agenda item at a future COA meeting and that staff will look into the possibility of naming a room in his honor. Ms. Plant also recognized the Senior Center Staff for their tireless efforts serving meals to seniors during the pandemic over the last 18 months.

6. Representative Reports
 - a. City Council

Council Member Mike Judge expressed his desire to get back to in-person meetings. He stated that a lot of new construction is going on in the city, including a project on Sycamore and Los Angeles Avenue. The COVID statistics within the city have not been as bad as other parts of the county. Also, the City is doing fine financially and encouraged everyone to support local businesses in Simi Valley.

Council Member Elaine Litster stated the construction on Sycamore Drive and Los Angeles Avenue will have 84 senior units within the five large buildings. The waiting list is currently being prepared. The Cultural Arts Center has received a large grant in the amount of \$232,700 as part of

COVID relief. The police department also received a grant to help with DUI checkpoints and other community safety measures.

b. Community Services

Anna Medina explained that the City is very grateful for the Cultural Arts Center's grant which was significantly more than expected. She welcomed everybody back.

c. Senior Center

Angel Sierra stated that the Senior Center opened on September 7, 2021, and that masks were required indoors. Rancho Simi Recreation and Park District classes at the Senior Center will resume in October. Mr. Sierra said a new software system is being rolled out that will track patrons. There were very few seniors who participated in the indoor dining option this past week. However, many of the individuals who were picking up meals have expressed interest in continuing the "Grab and Go" option. Staff will continue to provide the "Grab and Go" service if the need for pickup meals continues. The painting and carpeting projects have been completed and staff is in the process of looking for new furniture. Seniors have expressed their gratitude to be able to return to the Senior Center.

7. Presentations – None.

8. Public Statements

Written statements

A written statement was received from Teresa Jordan regarding Emergency Preparedness and encouraging participation in the county-wide survey. The statement will be included in the minutes for this meeting. (Attached)

Statements made via email – None.

Statements made via Zoom meeting

Rebecca McCann stated that she had recently acquired an electric cart and was having difficulty finding the rules for operation within the city. She is recommending a presentation be offered for owners/operators of electric carts and scooters. Mr. Sierra indicated that he will contact the Police Department to inquire about the possibility of offering such a presentation.

9. Informational Presentations - None

10. Appointments

a. Ad Hoc Executive Board Nominating Committee Chair

Pete Stong has been appointed to chair this committee. Nominations will open in October. Mr. Stong was unanimously confirmed by the Board.

b. Wayne Templeton Volunteer of the Year Selection Committee Chair

Ed Mazeika, last year's awardee, has been appointed to chair this committee. He was unanimously confirmed by the Board.

c. Financial Abuse Specialist Team (FAST) of Ventura County Liaison

Carol Martin has been appointed to be the COA Liaison to FAST. She was unanimously confirmed by the Board.

11. Officer, Liaison, and Representative Reports

a. Officer Report

1. Treasurer

Bill Oliver reviewed the financials for July and August. Even with the recent expenditures for the Senior Center, the COA is still in a good financial standing. Mr. Sierra clarified that the software expense shown on the report was for the renewal of the QuickBooks license.

b. Liaison Reports

1. Housing Liaison (see attached)

Bob Cottle reported that there will be Planning Commission meeting, followed by a City Council meeting regarding the City Housing Element. Mr. Cottle asked that the COA recommend that the City prioritize housing for very low income seniors. He also said that there are only about 200 senior-owned for-sale housing units in Simi Valley. There are over 33,000 total homes in the city with few options for seniors who want to sell their current homes and purchase smaller homes in the area. He suggested that the recommendation be prepared by the Ad Hoc Housing Committee for the mid-October meeting. Ms. Plant asked that Mr. Cottle draft a statement that can be approved by the COA. An emergency COA meeting might need to be called in order to approve the recommendation prior the City Council meeting which is scheduled for October 11, 2021. Mr. Sierra

will see what options are available to the COA to ensure a statement can be submitted for the meeting.

2. Community Senior Needs Assessment Ad Hoc Committee

Jeanie Mortensen stated that there was nothing new to report but would provide an update on the status of the survey at the next meeting.

3. Wellness Expo 2021

Edwin C. Tingstrom reported that 50 vendors are scheduled for the Wellness Expo and stated at least one more Board member is needed to assist with distribution of flyers. Suzanne Robertson volunteered to help.

4. Ad Hoc Housing Committee

All information was included in Mr. Cottle's report under Agenda Item number 11.b.1.

5. Senior Nutrition Report

Mr. Sierra reviewed the Senior Nutrition Report. A combined total of 146,000 meals were served over the last fiscal year for the Congregate Meals and Home Delivered Meals programs.

c. Representative Report

1. VCAAA Representative

Carol Martin reported that because of the pandemic, seniors have been reaching out for assistance. Agencies are working to get continued funding to support this need.

Ms. Martin announced that she has been appointed to chair the Transportation committee. She encouraged everyone to review the VCAAA website at www.vcaaa.org to see all the resources available.

12. Continued Business – None

13. New Business

- a. Discussion/Action on a recommendation to keep the Executive Board vacancy unfilled until the next recruitment cycle opening October 1 to November 6, 2021

The Board discussed whether to fill the Executive Board vacancy or to keep the vacancy unfilled until the next recruitment cycle that will be conducted from October 1 to November 6, 2021.

Motion made by Ed Tingstrom and seconded by Suzanne Robertson to keep vacancy unfilled until new recruitment cycle.

Audience: Ayes: 2 Nays: 0 Abstentions: 0

Board Ayes: 6 Nays: 0 Abstentions: 0

Motion passed.

- b. Discussion/Action on offering future COA monthly meetings virtually or in-person and confirming the start time (1:00 p.m. or 1:30 p.m.)

Ed Tingstrom motioned that beginning in October, the next COA meeting be held in-person and begin at 1:00 p.m. Suzanne Robertson seconded the motion.

Audience: Ayes: 3 Nays: 0 Abstentions: 0

Board Ayes: 5 Nays: 0 Abstentions: 1

Motion passed.

- c. Discussion/Action on a request from the Wellness Expo Committee to increase the Wellness Expo advertising budget by \$300 for a total budget of \$500.

Mr. Tingstrom reported that the cost of advertising increased and the additional funding would cover estimated expenses.

Motion was made by Ed Tingstrom and seconded by Suzanne Robertson to increase the advertising budget by \$300.

Audience: Ayes: 3 Nays: 0 Abstentions: 0

Board Ayes: 6 Nays: 0 Abstentions: 0

Motion passed.

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

- a. The Senior Center reopened on Tuesday, September 7, 2021. The number of activities is still limited but will increase in October. The Senior Center's schedule of activities can be found on MyActiveCenter.com website.

- b. Wellness Expo, September 22, 2021, 8:00 a.m. to 12:00 p.m., to be held in the Civic Center outdoor quad.

15. Suggested agenda items for the COA Meeting on Monday, October 11, 2021

Suggested items were: Discussion on a tribute to Jerie St. Germain, an Ad Hoc Housing Committee Recommendation to City Council regarding the City Housing Element, and a Presentation from the Police Department regarding the laws pertaining to scooter and electric carts.

16. Adjournment

By consensus of the Executive Board, the meeting was adjourned at 2:45 pm.

3152 Shad Court

Simi Valley, CA 93063
September 9, 2021

Council on Aging(COA)
Simi Valley City Hall
2929 Tapo Canyon Road
Simi Valley, CA 93063

Re: September 13, 2021 Meeting Agenda Item No. 8.

Dear Members of the Council on Aging:

I am contacting you because:

1. September is National Preparedness Month,
2. the Neighborhood Councils' September meetings' Agendas include the Informational Presentation "Simi Valley's Hazard Mitigation Plan and Community Emergency Response Team(CERT)" item, and
3. the Ventura County's Office of Emergency Services has an online Hazard Mitigation Plan update Community Survey at readyventuracounty.org.

As of 9/3/2021 out of hundreds of thousands of people living in the County of Ventura, only 633 have participated in the Community Survey! It is understandable: 1. people without tech tools are not aware, or cannot respond, 2. tech savvy people may not visit government sites, and 3. others know but they do not participate! Because City and County staff's efforts have gone so far I am bringing these crucial matters to your attention! We have reached a critical emergency management point with uncontrollable wildfires in western states; tornadoes and floods in the southern and eastern states; and extreme drought conditions, and year round fire season in California!!!! Please give 1, 2, or the 3 subjects a few minutes of your time! Thank you.

Sincerely,

Teresa Jordan

CITY OF SIMI VALLEY • MEMORANDUM

DATE: October 11, 2021
TO: Simi Valley Council On Aging
FROM: Robert Martin, Assistant Community Services Manager
SUBJECT: PROFIT AND LOSS AND BALANCE SHEET

The Profit and Loss (P&L) reports (attached) are a summary of the COA's total income and total expenses for the month of September 2021 and Year-to-date (YTD).

During the month of September 2021, the COA received \$11,236.00 in contributions in support of its programs and incurred expenses in the amount of \$2,492.68.

September 2021 Profit & Loss:

REVENUES:	\$11,236.00
EXPENDITURES:	<u>\$ 2,492.68</u>
NET INCOME:	\$ 8,743.32

July through September 2021 YTD Profit & Loss:

REVENUES:	\$13,061.00
EXPENDITURES:	<u>\$ 5,538.34</u>
NET INCOME:	\$ 7,522.66

September 31, 2021 BALANCE SHEET:

The September 2021 Balance Sheet shows the COA's financial solvency with \$502,125.77 in assets and no liabilities.

Staff and the COA Treasurer will be available to answer any questions at the October 11, 2021 meeting.

Simi Valley Council On Aging
Profit & Loss
September 2021

Agenda Item
No. 11.a.1.

	<u>Sep 21</u>
Income	
4 · Contributed Support	
4010 · Individual Contribution	10,015.00
Total 4 · Contributed Support	10,015.00
5 · Earned Revenues	
5560 · Ticket Sales	21.00
5580 · Table Reservations	1,200.00
Total 5 · Earned Revenues	1,221.00
Total Income	11,236.00
Gross Profit	11,236.00
Expense	
8100 · Operating Expenses	
8165 · Equipment/Software Purchase	1,881.12
Total 8100 · Operating Expenses	1,881.12
8500 · Program Expenses	
8510 · Supplies	311.31
8512 · Food	35.25
8580 · Musicians & Bands	165.00
8590 · Special Expenses	100.00
Total 8500 · Program Expenses	611.56
Total Expense	2,492.68
Net Income	<u><u>8,743.32</u></u>

Simi Valley Council On Aging
Profit & Loss
 July through September 2021

Agenda Item No. 11.a.1.
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	Jul - Sep 21
Income	
4 · Contributed Support	
4010 · Individual Contribution	10,015.00
4020 · Designated Contribution	200.00
Total 4 · Contributed Support	10,215.00
5 · Earned Revenues	
5560 · Ticket Sales	21.00
5580 · Table Reservations	2,825.00
Total 5 · Earned Revenues	2,846.00
Total Income	13,061.00
Gross Profit	13,061.00
Expense	
8100 · Operating Expenses	
8160 · Equipment/Software Maintenance	1,698.10
8165 · Equipment/Software Purchase	2,667.96
Total 8100 · Operating Expenses	4,366.06
8500 · Program Expenses	
8510 · Supplies	334.88
8512 · Food	362.40
8545 · Mileage	210.00
8580 · Musicians & Bands	165.00
8590 · Special Expenses	100.00
Total 8500 · Program Expenses	1,172.28
Total Expense	5,538.34
Net Income	7,522.66

Simi Valley Council On Aging
Balance Sheet
As of September 30, 2021

Agenda Item
No. 11.a.1.

	<u>Sep 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1105 · U.S. Bank Savings (1105)	235,425.95
5601 · U.S. Bank Checking (5601)	238,634.98
Total Checking/Savings	<u>474,060.93</u>
Total Current Assets	474,060.93
Other Assets	
9601 · VCCF Endowment Fund	28,091.84
Total Other Assets	<u>28,091.84</u>
TOTAL ASSETS	<u>502,152.77</u>
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	390,734.23
32000 · Unrestricted Net Assets	103,895.88
Net Income	7,522.66
Total Equity	<u>502,152.77</u>
TOTAL LIABILITIES & EQUITY	<u>502,152.77</u>

CITY OF SIMI VALLEY • MEMORANDUM

DATE: October 11, 2021

TO: Simi Valley Council On Aging

FROM: Robert Martin, Community Services Assistant Manager

SUBJECT: COUNCIL ON AGING RECOMMENDATIONS FOR CITY COUNCIL TO CONSIDER ON THE PROPOSED HOUSING ELEMENT

On June 14, 2021, the Council on Aging (COA) appointed an ad hoc housing subcommittee to review the draft Housing Element and prepare recommendations for the COA to review and forward to the City Council. On June 18, 2021, the subcommittee held an online meeting to discuss the draft Housing Element, but due to unforeseen circumstances was unable to hold additional meetings. At the September 13, 2021 COA meeting, the Housing Liaison discussed possible recommendations for the COA to consider. However, no action was taken since additional time was needed to review the recommendations.

The City Council is scheduled to hold a public hearing in November 2021 to receive public comments on the draft Housing Element and authorize City staff to forward the document to the California Department of Housing and Community Development for approval. It is recommended that the COA make the following recommendations to the City Council regarding the future development of senior housing projects in the City.

1. Senior Apartments: The draft Housing Element provides Quantified Objectives for the development of 50 new extremely low-income units and 50 very low-income units during the next eight years (Housing Element p. 4-106). This means that an average of 12.5 extremely low and low-income apartments would be developed annually, even though the Regional Housing Needs Assessment (RHNA) projections show 750 are needed. Achieving the RHNA projections would result in the addition of approximately 94 new units per year. Since the population of seniors 65 years and above increased by 114.21% in Simi Valley from 2000 to 2008 (Draft Housing Element p. 4-6), the need for extremely low and very low-income apartments is substantial. The COA therefore recommends that the City Council increase the number of extremely low and very low-income units in its Quantified Objectives listed on page 4-106 of the Draft Housing Element to a number that is much closer to the RHNA projections for those two income categories.
2. Senior For-Sale Housing: There are only three existing senior housing developments in the City containing 197 units. An additional 138 senior condominiums were approved in the Runkle Canyon Specific Plan but remain unbuilt. The limited number of for-sale senior housing has resulted in few options for seniors seeking to sell their existing home and downsize into a smaller home in the City, which in many cases forces them to move away. The Quantified Objectives listed on page 4-106 of the Draft Housing Element indicates that 2,100 low, moderate, and above-moderate income units will be built during the next eight years. The COA recommends that at least 15% of those 2,100 units, or 315, be designated for occupancy by seniors 55 years and above.



Simi Valley Council On Aging

2021 Calendar of Important COA Events

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	Canceled
12 – Monday	COA Meeting, Zoom	1:30 p.m.

May

10 – Monday	COA Meeting, Zoom	1:30 p.m.
14 – Friday	COA Dance	Canceled
19 – Wed	Older Americans Month Celebration	Canceled
26 – Wed	Wellness Expo	Canceled

June

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

July

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



Simi Valley Council On Aging

2021 Calendar of Important COA Events

August

13 – Friday	COA Dark – No Meeting COA Dance	Canceled
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September

10 – Friday	COA Dance	Canceled
13 – Monday	COA Meeting, Zoom	1:30 p.m.
18 – Saturday	Bingo Bonanza	Canceled
22 - Wednesday	Wellness Expo	8:00 a.m. – 12:00 p.m.
TBD	City Council, COA Update	TBD

October

8 – Friday	COA Dance	Canceled
11 – Monday	COA Meeting (In-person)	1:00 p.m.
22 – Friday	Fall Arts & Crafts Fair & Rummage Sale	Canceled
23 – Saturday	Fall Arts & Crafts Fair & Rummage Sale	Canceled
23 – Saturday	Pancake Breakfast <i>Rotary Club of Simi Valley</i>	Canceled
30 – Saturday	Street Fair	9:00 a.m. – 4:00 p.m.

November

8 – Monday	COA Meeting (In-person)	1:00 p.m.
12 – Friday	COA Dance	Canceled
24 – Wednesday	Thanksgiving Eve Dinner (drive-thru) <i>Simi Sunrise Rotary Club of Simi Valley</i>	4:30, 5:30, 6:30 p.m. Tickets required

December

10 – Friday	COA Dance	Canceled
13 – Monday	COA Meeting (In-person)	1:00 p.m.
30 – Thursday	COA Dance New Year's Eve Eve	TBD
TBD – Monday	City Council, COA Update	TBD



Simi Valley Council On Aging

2022 Calendar of Important COA Events

January

14 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
10 – Monday	COA Annual Meeting	1:00 p.m.

February

11 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
14 – Monday	COA Meeting	1:00 p.m.
19 – Saturday	Bingo Bonanza	9:30 a.m. – 3:00 p.m.

March

11 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
14 – Monday	COA Meeting	1:00 p.m.
TBD	City Council, COA Update	TBD

April

8 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
11 – Monday	COA Meeting	1:00 p.m.
17 – Sunday	Easter Sunrise Breakfast <i>Kiwanis Club of Simi Valley</i>	8:00 a.m. – 11:00 a.m.

May

TBD – Saturday	Street Fair	9:00 a.m. – 4:00 p.m.
9 – Monday	COA Meeting	1:00 p.m.
13 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
18 – Wednesday	Wellness Expo	8:00 a.m. – 12:00 p.m.
25 – Wednesday	Older Americans Month Celebration	10:30 a.m. – 1:00 p.m.

June

10 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
13 – Monday	COA Meeting	1:00 p.m.
TBD	City Council, COA Update	TBD

July

	<i>COA Dark – No Meeting</i>	
8 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
9 – Saturday	Stars & Stripes Ice Cream Social	TBD



Simi Valley Council On Aging

2022 Calendar of Important COA Events

August

12 – Friday	COA Dark – No Meeting COA Dance	7:30 p.m. – 10:00 p.m.
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September

9 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
12 – Monday	COA Meeting	1:00 p.m.
17 – Saturday	Bingo Bonanza	9:30 a.m. – 3:00 p.m.
TBD	City Council, COA Update	TBD

October

10 – Monday	COA Meeting	1:00 p.m.
14 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
21 – Friday	Fall Arts & Crafts Fair & Rummage Sale	9:00 a.m. – 3:00 p.m.
22 – Saturday	Fall Arts & Crafts Fair & Rummage Sale	8:00 a.m. – 3:00 p.m.
22 – Saturday	Pancake Breakfast <i>Rotary Club of Simi Valley</i>	8:00 a.m. – 11:00 a.m.

November

11 – Friday	COA Dance	Canceled - Holiday
14 – Monday	COA Meeting	1:00 p.m.
23 – Wednesday	Thanksgiving Eve Dinner <i>Simi Sunrise Rotary Club of Simi Valley</i>	4:45 p.m. – 9:00 p.m.

December

TBD – Monday	City Council, COA Update	TBD
9 – Friday	COA Dance	7:30 p.m. – 10:00 p.m.
12 – Monday	COA Meeting	1:00 p.m.
30 – Friday	COA Dance New Year's Eve Eve	7:30 p.m. – 10:00 p.m.