



SENIOR COMMISSION MEETING AGENDA

3:30 PM - Monday, March 04, 2024

Los Altos Community Center, Sequoia Room

Please Note: The Senior Commission will meet in person as well as via Telephone/Video Conference

Members of the Public may observe the Senior Commission meeting at

[https://losaltosca-
gov.zoom.us/j/83390937209?pwd=xpqoeD5WolFGpIIELeVNGiTgig4m_Q.WZaph_Kaou7GwkS-](https://losaltosca.gov.zoom.us/j/83390937209?pwd=xpqoeD5WolFGpIIELeVNGiTgig4m_Q.WZaph_Kaou7GwkS-)

Webinar ID: 833 9093 7209 / Passcode: 181632

TO PARTICIPATE IN THE MEETING - Members of the public **MUST BE IN ATTENDANCE AT THE MEETING TO PARTICIPATE.**

Public testimony will be taken at the direction of the Chair and members of the public may only comment during times allotted for public comments. Once called to speak, speakers will be asked to state their name and place of residence. Providing this information is optional.

TO SUBMIT WRITTEN COMMENTS, prior to the meeting, on matters listed on the agenda email scpubliccomment@losaltosca.gov with the subject line in the following format:

PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE.

Emails sent to the above email address are sent to/received immediately by the Senior Commission. Correspondence submitted in hard copy/paper must be received by 2:00 p.m. on the day of the meeting to ensure it can be distributed prior to the meeting. Correspondence received prior to the meeting will be included in the public record.

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

1. [Minutes: Approve minutes of the Senior Commission meeting of February 05, 2024](#)
2. **City Council Joint Meeting:** Review joint meeting of February 27, 2024, and take action as appropriate
3. [Work Plan: Review FY 2023/24 Work Plan](#)
4. [Adult 50+ Programming: Receive ad hoc subcommittee report, staff presentation, and take action as appropriate](#)
5. **Grant Park Community Center:** Discuss potential amenities or improvements to the Grant Park Community Center to be recommended to city staff for consideration during the FY 2024 - 2025 budget process

INFORMATIONAL ITEMS

6. [Age Friendly: Receive update from city staff](#)
7. [Flyers: Recieve informational flyers](#)

COMMISSION/SUBCOMMITTEE/STAFF ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

8. **Staff Oral Reports:** Receive information and announcements from Town of Los Altos Hills and city of Los Altos staff
9. **Future Agenda Items**
 - A. Work Plan

ADJOURNMENT

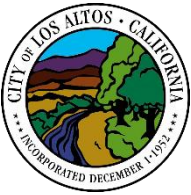
SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (650) 947-2610.

Agendas, Staff Reports and some associated documents for Senior Commission items may be viewed on the Internet at https://www.losaltosca.gov/meetings?field_microsite_tid_1=2321.

If you wish to provide written materials, please provide the Commission Staff Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.



MINUTES OF THE REGULAR MEETING OF THE SENIOR COMMISSION OF THE CITY OF LOS ALTOS AND TOWN OF LOS ALTOS HILLS, HELD ON MONDAY, FEBRUARY 5, 2024, AT 3:30 P.M. VIA VIDEOCONFERENCE AND IN PERSON

CALL MEETING TO ORDER

At 3:30 P.M., Cohen called the meeting to order.

ESTABLISH QUORUM:

PRESENT: Basiji, Buchholz, Cohen, Nagao, Olson, O'Reilly

ABSENT: Dixit

LATE: None

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve minutes of the Senior Commission special meeting of January 08, 2024.

Public Comment: None

Action: Upon a motion by Basiji, seconded by O'Reilly, the Commission approved the minutes of the special meeting of January 08, 2024.

Approve: Basiji, Buchholz, Cohen, Olson, O'Reilly

Oppose: None

Absent: Dixit

Abstention: Nagao

Motion passed unanimously: 5-0-1-1

2. **AARP Survey Marketing Plan:** Receive staff report and update from ad-hoc subcommittee members, and determine opportunities for commissioners to complement the city's efforts.

Public Comment: None

Action: Commissioners reported on outreach efforts. Ad-hoc committees are now complete.

3. **Work Plan:** Create FY 2023/24 Work Plan.

Public Comment: None

Action: Finalized work plan to present at joint meeting on February 27, 2024.

4. **City Council Joint Meeting Preparation:** Determine topics for discussion, including past year's accomplishments, for the joint meeting scheduled for February 27, 2024.

Public Comment: None

Action: October – September Commission achievements and discussion of goals will be reported on by Chair Dixit or Vice Chair Cohen.

5. **Grant Park Community Center:** Discuss potential amenities or improvements to the Grant Park Community Center to be recommended to city staff for consideration during the FY 2024 – 2025 budget process.

Public Comment: None

Action: Upon a motion by Buchholz, seconded by Olson, the Commission approved the creation of an ad-hoc committee consisting of Commissioner Nagao and Olson to focus on Adult 50+ programming.

Approve: Basiji, Buchholz, Cohen, Nagao, Olson, O'Reilly

Oppose: None

Absent: Dixit

Abstention: None

Motion passed unanimously: 6-0-1-0

Commissioner Basiji left the meeting.

6. **Age Friendly Task Force:** Select up to 3 commissioners to serve on the Age Friendly Task Force.

Public Comment: None

Action: Upon a motion by Olson, seconded by Nagao, the Commission approved Buchholz, Cohen and O'Reilly to serve on the task force to support CAFÉ.

Approve: Buchholz, Cohen, Nagao, Olson, O'Reilly

Oppose: None

Absent: Dixit, Basiji

Abstention: None

Motion passed unanimously: 5-0-2-0

INFORMATIONAL ITEMS

7. **Age Friendly:** Receive update from Jaime Chew, Senior Commission liaison.

Public Comment: None

Action: Received update from Jaime Chew, Senior Commission liaison.

8. **Flyers:** Receive informational flyers.

Public Comment: None

Action: Received update from Jaime Chew, Senior Commission liaison.

COMMISSION/SUBCOMMITTEE/STAFF ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

9. **Staff Oral Reports:** Receive information and announcements from Town of Los Altos Hills and City of Los Altos staff.

Public Comment: None.

Action: Received update from Jaime Chew, Senior Commission liaison and Chris Knopf, city of Los Altos Recreation Coordinator.

10. **Future Agenda Items:**

Public Comment: None

Action:

- A) Age Friendly Update
- B) Grant Park Programming
- C) Grant Park Improvement Discussion
- D) Rotating Senior Commission meeting locations

ADJOURNMENT:

At 4:51 P.M., Monday, February 5, 2024, Cohen adjourned the meeting.

SENIOR COMMISSION
2023-24 Work Plan
 (October 2023 to September 2024)

Goal	Projects	Ad-Hoc Assignments	Target Date	Status
Recertify Los Altos as an Age Friendly city	<ul style="list-style-type: none"> AARP Age Friendly Survey outreach 	<ul style="list-style-type: none"> Present AARP Age Friendly Survey to the multi-cultural group Ad-Hoc subcommittee: Dixit Present AARP Age Friendly Survey to Adult 50+ lunch program (Community Center and Grant) Ad-Hoc subcommittee: O’Reilly & Nagao Present AARP Age Friendly Survey to Los Altos Rotary Ad-Hoc subcommittee: Basiji 	<p>January 2024</p> <p>January 2024</p> <p>February 2024</p>	<p>Completed</p> <p>Completed</p> <p>Completed</p>
	<ul style="list-style-type: none"> Participate in Age Friendly Task Force 	<ul style="list-style-type: none"> Work with Center for Age Friendly Excellence (CAFÉ) representatives to assist and support outreach and research Ad-Hoc subcommittee: Buchholz, Cohen, O’Reilly 	<p>December 2024</p>	
	<ul style="list-style-type: none"> Assist with Age Friendly data collection/analysis 			
	<ul style="list-style-type: none"> Note taking for Age-Friendly focus groups 	<ul style="list-style-type: none"> Senior Commission will provide support to CAFÉ by attending the focus groups and taking notes 	<p>Spring/Summer 2024</p>	

Outdoor Spaces and Buildings	<ul style="list-style-type: none"> Grant Park Community Center 			
Transportation	Improve Senior Transportation options <ul style="list-style-type: none"> Host a workshop connecting Adult 50+ to transportation options 			
	<ul style="list-style-type: none"> Explore resources and options 			
Housing				
Social Participation	<ul style="list-style-type: none"> Collaborate with Adult 50+ staff to increase participation in programs and activities 	<ul style="list-style-type: none"> Meet with Recreation Coordinator to understand what programs and services are being offered, and determine recommended areas of improvement Ad-hoc subcommittee: Nagao, Olson	March 2024	
	<ul style="list-style-type: none"> Support and enhance community connections 			
Respect and Social Inclusion				

Civic Participation and Employment				
Communication and Information	<ul style="list-style-type: none"> • Improve outreach 			
	<ul style="list-style-type: none"> • Determine ways to reach isolated seniors 			
Community Support and Health Care Services	<ul style="list-style-type: none"> • Educate and connect seniors to resources to allow them to age in place 			

Senior Commission

Sub-Committee Report: Recreational Programs for Aging Adults (50+ Adults)

Kris Olson & Chris Nagao, Chris Knopf

Kris and Chris N. met on February 12th to discuss different opportunities for additional programs for the 50+ adults. Subjects included preventative health, mindfulness, activities, etc. We also have access to resources who can provide speakers for these programs.

Kris and Chris K. met on February 13th to discuss opportunities for Aging Adult programs to be introduced into the Recreational Activities. Discussion also included the current guidelines, limitations and challenges of the city/Community Center and staff. Chris shared the current 50+ program brochure, and the Activity Guide. We did discuss how the cover of the upcoming Activity Guides could be more inviting for Adult 50+ to pick-up and open the Guide for activities geared for this age group. We also talked about the potential of adding additional free programs to the Adult 50+ catalog.

After the Senior Commission/City Council meeting 2/27/24 – it was clear that getting direction from the council would be optimal after the results of the survey and CAFÉ focus group have been finalized and analyzed. This brings up the question: Does it make sense to have Chris and Kris on this programs sub-committee at this time? Or should we postpone this sub-committee and participate in a different sub-committee TBD from the needs of the analysis of the information we receive from the AARP survey/CAFÉ focus group? Once having clearer goals from the community and the council, proceed forward. Please advise.



SENIOR COMMISSION AGENDA REPORT

Meeting Date: February 5, 2024

Subject: Age Friendly

Prepared by: Jaime Chew, Recreation Manager

Initiated by: City Staff

Staff Recommendation

The staff recommends to receive the report

Summary/Project Description:

Age Friendly Recertification Project

Fiscal Impact:

The Age Friendly recertification project will cost \$30K.

- Breakdown of funds to be used:
 - o \$30K General Fund
- Amount approved at mid-year by City Council on February 14, 2023

Background

At its regular meeting on June 28, 2011, the Senior Commission proposed that City Council consider applying, on behalf of Los Altos, to join the World Health Organization (WHO) Network of Age-Friendly Cities. City Council supported the efforts and directed the Senior Commission to draft the application for Council's review. Staff was directed to provide an estimate regarding the number of anticipated staff hours required during years 1 and 2 of the planning phase.

On September 27, 2011, City Council approved the Los Altos application to the WHO Network of Age-friendly Cities with an amendment that included the removal of the proposed Senior Commission recommendations from the application to allow the process to be more aspirational in nature.

On June 7, 2021, Anabel Pelham, PhD and Founding Director for the Center for Age-Friendly Excellence (CAFÉ), gave a presentation to the Senior Commission on Age-Friendly Community Sustainability Principles from Grantmakers in Aging. CAFÉ was created to capture all the knowledge, capacity, experience, expertise, and process to become an Age-Friendly City and is currently working with 21 cities. Dr. Pelham has works closely with the California AARP who assists with the process to create a 5-year Age-Friendly Action Plan, as required by the program. On December 6, 2021, the Senior Commission approved the recommendation to pursue Dr. Pelham and CAFÉ to assist the City of Los Altos to update its Age Friendly status and create an Action Plan for the WHO.



Subject: Age Friendly

On February 14, 2023, the Los Altos City Council approved the mid-year budget request of \$30K to fund the Age Friendly Recertification Project.

City staff met with CAFÉ on March 23, 2023, to discuss next steps. Dr. Pelham has recommended that the City of Los Altos conduct the American Association of Retired Persons (AARP) survey first to gain statistical data. This will provide metrics to compliment and compare the information to be gathered in the focus groups. City staff has already initiated outreach to AARP to start the process.

The Recertification Subcommittee met with Dr. Pelham on April 18, 2023, to learn about the recertification process and discuss next steps. In addition, City staff met with AARP representatives to discuss the survey process.

City staff submitted the application to AARP to set up the survey. The City's PIO team is currently working on an outreach plan to inform the Los Altos community of this opportunity to provide feedback.

Staff met with an AARP representative on August 3, 2023, to discuss the survey process. Staff had a follow up meeting with the AARP research and development team on August 31, 2023, to finalize the set up of the online survey link. The research and development team recommended a minimum target of 300 respondents with an ultimate goal of 500.

Staff received the live survey link from the AARP research and development team, and worked with the Public Information Officer (PIO) team to create and release a press announcement which was published in early November 2023. Since then, ad hoc subcommittees have shared and presented information to various community groups which include: cultural exchange group, Los Altos Community Center lunch group, Grant Park Community Center lunch group, and Rotary.

The survey was open through January 29, 2024.

Discussion/Analysis

The AARP research and development team recommends a minimum of 300 respondents with an overall goal of 500 respondents. To date, we received 316 completed surveys—248 online and 68 hard copy. Staff is currently working to enter the hard copy information. Once that is complete, staff will work with the research and development team to get the survey data for the Senior Commission and CAFÉ to analyze.

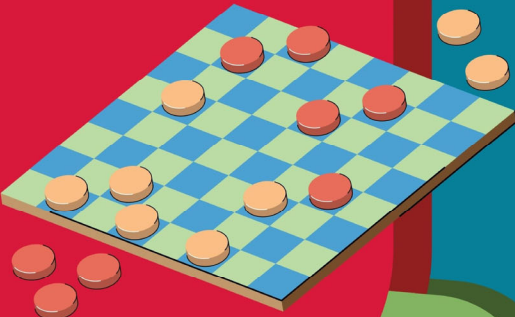


TOWN HALL GAME NIGHT

Bring your
friends and family

**Saturday,
March 9**

at Town Hall
from 6- 9 PM
Snacks and warm
refreshments will be
provided



For registration & further information
<https://bit.ly/lahfamilygamenight>



Hoppin' Hounds

Biscuit Hunt



Learn more at



losaltoshills.ca.gov/register

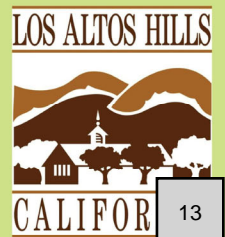
Saturday, March 30
9:00-10:30 AM

It's the twenty-first annual Hoppin' Hounds Biscuit Hunt! You and your dog will hunt through Byrne Preserve in search of dog-healthy treats. \$10 per entry to support Pets In Need's Palo Alto Animal Shelter.

Byrne Preserve at Westwind Community Barn

27210 Altamont Road, Los Altos Hills

For more info, contact 650-947-2518
or esteta@losaltoshills.ca.gov
losaltoshills.ca.gov/register





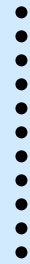
SPRING EGG HUNT

SATURDAY, MARCH 30

HILLVIEW SOCCER FIELD, 97 HILLVIEW AVENUE

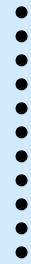
9:30 AM

CARNIVAL GAMES



10 AM

EGG HUNT



10:20 AM

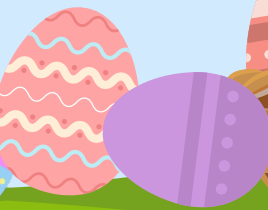
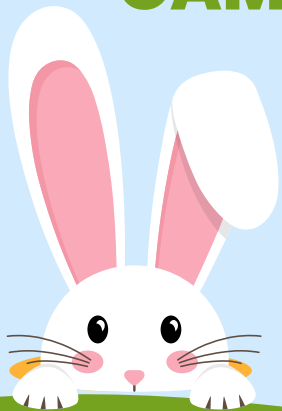
LIVE PERFORMANCE

RAIN OR SHINE

BRING YOUR OWN BASKET

5 EGGS MAXIMUM PER CHILD

AGES: WALKING TO 10 YEARS





CITY OF LOS ALTOS PARKS & RECREATION PRESENTS

Parks
Make
Life
Better!

Family Fun Days

AT THE LOS ALTOS COMMUNITY CENTER
CO-SPONSORED BY THE FRIENDS OF THE LIBRARY OF LOS ALTOS

10 AM -
1 PM

JOIN US ON SELECT SATURDAYS
FOR TOTAL FAMILY FUN!

FREE!

FEBRUARY

10

SPORTS SPECTACULAR

APRIL

13

SPACE EXPLORATION

JUNE

8

DINOSAUR DISCOVERY

Games • Crafts • Movies • More



97 Hillview Avenue
(650) 947-2790 | LosAltosRecreation.org





LOS ALTOS PARKS & RECREATION

REDWOOD GROVE SUMMER CAMP



ADVENTURE THROUGH REDWOOD GROVE

JUNE 17 - AUGUST 5

**REGISTER
HERE!**



AGES 3.5 - 11 YEARS



**OUTDOOR GAMES | STORYTELLING | MUSIC
CRAFTS | NATURED-BASED ACTIVITIES**

QUESTIONS?

(650) 947-2790

rec-info@losaltosca.gov

**Parks
Make
Life
Better!**





CITY OF LOS ALTOS

Agenda Item 7.



WE'RE HIRING!

Current Opportunities

FULL TIME:

- PUBLIC SAFETY DISPATCHER

PART-TIME:

- FACILITY ATTENDANT
- PRESCHOOL TEACHER I/II
- ADULT 50+ / SPORTS PROGRAM RECREATION LEADER II
- TEEN PROGRAM RECREATION LEADER II/III

Coming Soon

- FINANCE CIP MANAGER
- OFFICE ASSISTANT II
- MSC SUPERINTENDENT

apply
online
today!

Scan Me!



17

www.losaltosca.gov/jobs

hr@losaltosca.gov

APPLY TO BE A SUMMER CAMP COUNSELOR- IN-TRAINING



CONNECT WITH OTHER TEENS AND BECOME A LEADER!

- Love summer camp, but are too old to attend?
- Looking for experience working with kids ages 3.5 - 11?
- Enjoy being outdoors and under the Redwood trees?
- Looking for volunteer experience?
- Are you 13 - 15 years old?



APPLY TODAY!

Applications due Tuesday, April 30



Questions? (650) 947-2790 | rec-info@losaltosca.gov



CITY OF LOS ALTOS

Parks & Recreation Department

Agenda Item 7.



WE'RE HIRING!

SUMMER RECREATION LEADERS

- CAMP COUNSELORS (RECREATION LEADERS I/II)
- CAMP DIRECTORS (RECREATION LEADER III)

JOIN OUR TEAM:

Looking for an exciting and fun summer job that allows you to make a difference in the lives of children? City of Los Altos is currently seeking experienced and enthusiastic camp counselors and directors to join our team and help create an unforgettable summer camp experience for our young campers!

apply
online
today!

Scan Me!

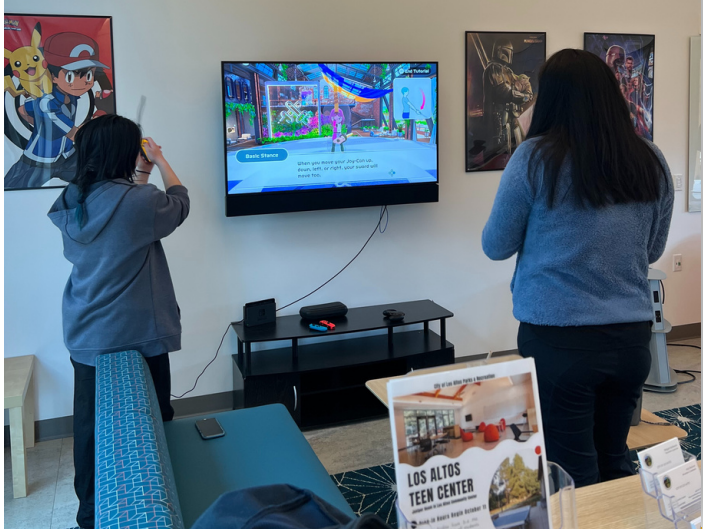


www.losaltosca.gov/jobs
hr@losaltosca.gov | 650-790-1790

Los Altos Parks & Recreation

NOW HIRING

RECREATION LEADER II/III (TEEN CENTER)



REQUIREMENTS

- ✓ Enjoy working with teens (gr 6-12)
- ✓ At least 18 years old
- ✓ Available Monday - Friday, 3 - 6 PM
- ✓ Team Player
- ✓ Enthusiastic

APPLY ONLINE

www.LosAltosCA.gov/jobs



QUESTIONS?

Contact Sarah Carrico

SCarrico@losaltosca.gov
(650)-947-2796



**AGES
3.5 - 4
YEARS**

CAMP JELLY BEAN

Camp Jelly Bean is an introductory day camp specially designed for our youngest adventurers! This charming camp provides a natural and secure storybook setting for our littlest campers.



**6/17 - 6/21 | Sand & Surf
7/1 - 7/5 | Superheroes & Tutus
7/15 - 7/19 | Pirates & Princesses
7/29 - 8/2 | ABC Dinosaur**