



City Council Agenda Report

Meeting Date: November 12, 2024

Prepared By: Jaime Chew

Approved By: Gabriel Engeland

Subject: Adoption of Age Friendly Action Plan

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Approve the resolution to adopt the Los Altos age friendly action plan that will be submitted to the American Association of Retired Persons (AARP) and the World Health Organization (WHO) for final approval.

FISCAL IMPACT

None

ENVIRONMENTAL REVIEW

Not Applicable.

PREVIOUS COUNCIL CONSIDERATION

None

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 effort and directed the Senior Commission to draft the application for City Council's review. On September 27, 2011, City Council approved the city of Los Altos application to the WHO Network of Age-Friendly Cities. Los Altos was the first municipal agency in Santa Clara County to become an Age Friendly City under the WHO.

At its regular meeting on December 6, 2021, the Senior Commission approved the recommendation to City Council to engage Center for Age Friendly Excellence (CAFÉ) to assist the city of Los Altos in updating its age friendly status by creating an action plan for the WHO and the American Association of Retired Persons (AARP). On February 14, 2023, City Council

approved the mid-year budget request of \$30,000 to fund the age friendly recertification project to create an action plan.

ANALYSIS

From March – June 2023, city staff, along with the Senior Commission, worked with CAFÉ to finalize the project timeline. The project timeline included:

- Project kick off – July 2023
- AARP Survey – open a minimum of 3 months and receiving a minimum of 300 completed respondents
- Creating a Project Task Force
- Hosting 3 focus groups – Project Task Force, Senior Commission, community members (group of 10 – 12)
- Hosting a town hall
- City staff interviews
- Presentation to Senior Commission
- Approval and adoption by City Council
- Approval by AARP and the WHO

From August – October 2023, city staff worked with the AARP research and development team to finalize the age friendly community survey. The survey was open from November 6, 2023 through January 29, 2024. The Senior Commission completed a variety of community outreach to assist in reaching the minimum of 300 completed surveys. This included:

- Presentation to the Los Altos Rotary
- Presentations to the Senior Lunch Program (Grant and Los Altos Community Center)
- Presentation to Cultural Exchange Group
- Direct outreach through emails and flyers
- Hand delivery of hard copy surveys to senior communities in Los Altos

A total of 316 completed surveys were received – 248 online and 68 hard copy. Survey data was distributed and reviewed by the Senior Commission at its regular meeting on April 8, 2024.

In March 2024, the Project Task Force was formed and consisted of the following:

- CAFÉ Representative – Ann O’Brien Keighran
- Senior Commission subcommittee
 - William Buchholz
 - Jayne Cohen
 - Kevin O’Reilly
- Parks & Recreation Deputy Director – Jaime Chew
- Recreation Supervisor – Bridget Matheson
- Recreation Coordinator – Chris Knopf
- Housing Manager – Monica Gallardo-Melkesian
- Assistant Civil Engineer – Iqbal Rai
- County of Santa Clara Seniors’ Agenda Project Manager – Jennifer Kelly

The Project Task Force held 4 meetings from March – September 2024 to review data and provide feedback to be incorporated into the action plan.

From April – May 2024, a variety of community outreach meetings were hosted.

- Focus groups
 - April 8, 2024 – Project Task Force
 - April 8, 2024 – Senior Commission
 - April 30, 2024 – community members
- Town Hall
 - May 23, 2024 – community members, 35 in attendance

In June 2023, CAFÉ conducted interviews with city staff representing the following departments or services:

- City Manager
- Development Services
- Fire
- Library
- Parks & Recreation
- Police
- Public Works

Interviews were conducted to capture information on current projects and programs that various city departments and services are already completing and/or providing.

DISCUSSION

The action plan is a comprehensive overview of feedback received (age friendly community survey, focus groups, town hall), and a wide range of projects that will not only continue what is currently successful, but also address areas identified as needing improvement. At its regular meeting on October 7, 2024, the Senior Commission unanimously approved to recommend the Los Altos age friendly action plan to City Council for approval and adoption. Staff recommends City Council to approve the resolution to adopt the Los Altos age friendly action plan that will be submitted to AARP and the WHO for final approval.

ATTACHMENTS

- 1. Age Friendly Action Plan**
- 2. Project Spreadsheet**
- 3. Resolution**