



AGENDA
BIRMINGHAM AD HOC AGING IN PLACE COMMITTEE
Wednesday, July 26, 2023
BIRMINGHAM CITY HALL, 151 MARTIN STREET, CONFERENCE ROOM 202/203,
BIRMINGHAM, MI
4:00 PM

1. Call to Order
2. Roll Call
3. Chairperson and Vice Chairperson Elections
4. Approval of Minutes
5. Guest Speaker – Jim Ellison – Chief of Older Adults Services for Oakland County:
Introduction to Aging in Place
6. Review Committee Goals
 - A. City of Birmingham Demographics and Population Trends
 - B. Review Existing Senior Services and Identify Needs
 - C. Conduct Resident Surveys to Determine Services Needed
 - D. Develop City-Wide Action Plan Outlining Vision and Goals to Allow Seniors to Age Comfortably in Birmingham
7. Open to the Public for Items Not on the Agenda
8. Miscellaneous Communications
 - A. Welcome Packet
 - B. City Commission Enabling Resolution & Report
 - C. Roberts Rules Cheat Sheet
 - D. Oakland County Blueprint for Successful Aging
 - E. Joint Senior Services Committee Mid-Term Report to the Municipalities – 2013
 - F. Joint Senior Services Committee (2018 Resolution/2020 Interlocal Agreement/Revised 2021 Interlocal Agreement)
 - G. Royal Oak Aging in Place Plan (2022)
9. Announcements
10. Adjournment

Link to Access Virtual Meeting: <https://bhamgov-org.zoom.us/j/82275236303>

Telephone Meeting Access: (877) 853-5247 (US Toll-Free)

Meeting ID Code: 822 7523 6303

*Please note that board meetings will be conducted in person. Members of the public can attend in person at Birmingham City Hall, 151 Martin Street, Birmingham, MI.

NOTICE: Individuals requiring accommodations, such as interpreter services for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 at least two days prior to the public meeting.

Las personas que requieren alojamiento, tales como servicios de interpretacion, la participacion efectiva en esta reunion deben ponerse.

MEMORANDUM

DATE: August 23, 2021
TO: Thomas M. Markus
FROM: Mary M. Kucharek
SUBJECT: NEXT Interlocal Agreement

INTRODUCTION:

- Four (4) communities would like to enter into an Interlocal Agreement regarding Joint Senior Services provided by a 501(c) non-profit organization.

BACKGROUND:

- Communities have different opportunities to serve their senior members. Some communities, for instance Rochester Hills, provide senior services through the local government. When a municipality decides to provide complex senior services to its citizens and surrounding communities, municipalities can join together and enter into Interlocal Agreements detailing the duties and obligations of each of its members. Those types of Interlocal Agreements will set out the parameters for Board of Directors and ongoing capital endeavors to fund these programs. In fact, our neighboring community, Bloomfield Township, is another example.
- Other municipalities, while always concerned for its seniors, can find themselves fortunate to have their seniors served by local non-profit organizations. The City of Birmingham is fortunate to have NEXT in its jurisdictional boundaries which enriches the lives of its senior citizens. NEXT is a 501(c) non-profit organization which has been serving the community of Birmingham and its neighbors for over 40 years offering support services and programs that focus on allowing all older adults to live independently. NEXT provides comprehensive support services by raising money through grants, donations, fundraising, and participation from four (4) communities including Birmingham.
- There have been many discussions between Birmingham and its three (3) neighbors, Village of Beverly Hills, Village of Bingham Farms, and Village of Franklin, which are the four (4) communities whose seniors benefit the most from NEXT and its programming, to enter into a very complex Interlocal Agreement. Upon reviewing the Interlocal Agreement that was in discussion for the past year or so, I believe it is not the most appropriate avenue for the City of Birmingham. Likewise, the other three (3) local units and their leaders did not want to enter into such a complex Interlocal Agreement because it would necessitate the local communities providing the senior services instead of this 501(c) non-profit organization. The language of the Interlocal being discussed for the past number of

months overstepped the boundaries of the municipalities and would step into the shoes of the 501(c) organization.

- After much discussion with the Director of NEXT and our neighboring communities, we have identified this Interlocal Agreement to be appropriate. This Agreement allows NEXT to be able to rely upon stabilization and predictability for its finances in order to continue to serve the seniors in all four (4) governmental units. This Interlocal Agreement simply states that NEXT can rely upon the ongoing financial participation of the four (4) units in the same manner they have for past years participation.

LEGAL REVIEW:

- The City Attorney drafted the Agreement and believes this Interlocal Agreement is the appropriate agreement to assist NEXT in being able to rely upon the four (4) governmental units in continuing its endeavors. At any time in the future if the role of the municipalities change, new agreements can be drafted. As of today, the City of Birmingham, nor its three (3) neighboring communities, are in positions of or have the desire to purchase large assets like buildings, etc. on behalf of the non-profit. If times change, or if new endeavors are sought, we can certainly draft new agreements.

FISCAL IMPACT:

- In the past, the City of Birmingham's contribution to NEXT has been approximately \$122,944.00, which is 67% of the total contribution from the four (4) funding units.

SUMMARY:

- It is advisable for the City of Birmingham to enter into this Interlocal Agreement which promises to NEXT its continuing contribution of approximately \$123,000.00 each year.

ATTACHMENTS:

- Interlocal Agreement for Joint Senior Services

SUGGESTED COMMISSION ACTION:

- To make a motion to adopt a Resolution approving the City of Birmingham's participation in an Interlocal Agreement for Joint Senior Services, which together with three (3) neighboring communities, articulates their intention to contribute money so that NEXT and its Board of Directors may rely upon these monies in order to serve the seniors residing in the governmental units, and to authorize the City Manager to sign the Agreement on behalf of the City.

**INTERLOCAL AGREEMENT
JOINT SENIOR SERVICES**

This Interlocal Agreement is entered into as of the ____ day of _____, 2021, by and between the **VILLAGE OF BEVERLY HILLS**, a Michigan municipal corporation located at 18500 W. Thirteen Mile Road; the **VILLAGE OF BINGHAM FARMS**, a Michigan municipal corporation located at 24255 Thirteen Mile Road, Suite 190; the **CITY OF BIRMINGHAM**, a Michigan municipal corporation located at 151 Martin Street; and the **VILLAGE OF FRANKLIN**, a Michigan municipal corporation located at 32325 Franklin Road (hereinafter referred to as "governmental units").

WHEREAS, NEXT is at 2121 Midvale, Birmingham, Michigan and offers an Active Adult Activity Center which is located in a school building, as provided in-kind by the Birmingham Public Schools in partnership with the member communities as an element of continuing education; and,

WHEREAS, this Interlocal Agreement is for the governmental units which are parties hereto in order to join together to establish an agreement for the purposes set forth; and,

WHEREAS, the governmental units wish to collectively formalize their commitments to provide funds for senior services.

THEREFORE, IT IS AGREED AS FOLLOWS:

ARTICLE I – PURPOSE

NEXT is a 501(c) Non-Profit Organization which has been serving the community for over forty (40) years offering support services that focuses on allowing older adults to live independently. NEXT provides a comprehensive service department providing information, referrals, classes and activities. They offer services to all individuals 50 years of age and older, residing in the governmental units which are part of this Agreement. The activities and services provided include, but are not limited to, transportation and actions directed toward the improvement of the social, legal, health, housing, educational, emotional, nutritional, recreational, and mobility status of persons over 50 years of age.

The purpose of this Interlocal Agreement is strictly for the purpose of NEXT being able to rely upon stabilization and predictability for its finances in order to serve the seniors residing in the governmental units. Easily stated, the purpose of this Interlocal Agreement is to give NEXT dependability upon the governmental units for their budget and its framework of support.

At some point in time, should the parties choose to provide a municipal based senior service center or services, there may be an opportunity for the governmental units involved in this Agreement to enter into other agreements providing for a larger framework under governmental direction and ownership.

ARTICLE II – APPROPRIATION OF FUNDS FOR SERVICES

The people of the State of Michigan enacted MCL §§ 400.571 – 400.577 which allows a local unit of government to appropriate funds in order to provide money to public or private non-profit corporations or organizations for the purpose of planning, coordinating, and in providing services to older persons. The appropriation for funds of services must be approved by the majority of the members of the governing body of the local unit of government. Therefore, while public funds usually cannot be used for private non-profit corporations, in the case of providing senior services, the units are legally able to grant money because of the act as stated.

ARTICLE III – FINANCES

Quarterly, the Executive Director of NEXT will provide to each governmental unit a financial statement. It is important to note that NEXT functions with a finance committee and must have their financial reports and budgets authorized by its Board of Directors.

It is obviously paramount that each of the governmental units providing funds to NEXT be assured that public funds are being used appropriately and efficiently. To that end, annually, by January 31 of each year, the Executive Director is to provide a detailed financial statement demonstrating day-to-day operations and appear at each governmental unit’s legislative authority to demonstrate the budget and receive approval.

ARTICLE IV – PARTICIPATION

The parties hereto agree that each governmental unit will participate in granting money to NEXT as requested and in amounts at least equivalent to their past year’s donations. The parties may annually adjust these funding contributions during each subsequent fiscal year as approved by the municipal governing unit. The following table demonstrates the usual funding by each governmental unit.

<u>Community</u>	<u>Population (2018 Est.)*</u>	<u>2019 SEV**</u>	<u>Percentage of SEV</u>	<u>Contribution Amount</u>	<u>Percentage of Contribution</u>
Birmingham	21,322	3,192,674,170	68%	\$122,944	67%
Beverly Hills	10,410	800,972,340	17%	\$43,375	24%
Bingham Farms	1,152	205,360,240	5%	\$4,639	3%
Franklin	3,255	443,872,130	10%	\$10,000	6%

*www.worldpopulationreview.com or U.S. Census, if available.

**2019 Oakland County Equalization Report

The parties may terminate this agreement to contribute funds by giving a twelve (12) month written notice to the Board of Directors of NEXT so they may continue to rely with dependability upon the contribution amounts from each governmental unit.

ARTICLE V – MISCELLANEOUS

This Agreement may be amended in whole or in any part by written agreement of all of the parties at any time. Each governmental unit and NEXT is obligated to fully comply with all applicable local, state, and federal laws, regulations, grant conditions and contract provisions. This Agreement shall be in full force and effect on the date the Agreement is signed by all parties. This Agreement shall remain in effect and continue indefinitely unless terminated in writing by each governmental unit.

VILLAGE OF BEVERLY HILLS

By: _____

Its: _____

VILLAGE OF BINGHAM FARMS

By: _____

Its: _____

CITY OF BIRMINGHAM

By: _____

Its: _____

VILLAGE OF FRANKLIN

By: _____

Its: _____

Resolution 06-189-18

RESOLUTION CREATING AN AD HOC JOINT SENIOR SERVICES COMMITTEE TO CONDUCT A LONG TERM STUDY AND EVALUATION OF THE NECESSARY FUNDING AND GOVERNANCE MODEL TO EFFECTIVELY PROVIDE ADEQUATE SENIOR SERVICES TO PARTICIPATING COMMUNITY RESIDENTS.

Whereas, the senior population aged 65 and older in Birmingham, Beverly Hills, Bingham Farms and Franklin is projected to be the largest growing population segment over the next several decades and these communities wish to prepare for the service needs of this growing demographic, and

Whereas, the communities of Birmingham, Beverly Hills, Bingham Farms, Franklin and Southfield Township along with the Birmingham Public Schools (herein referred to as Governing Body) had previously established a Joint Senior Services Committee in 2012 to present recommendations for improved senior services, and

Whereas, the Joint Senior Services committee presented their final recommendations to the municipalities in 2013, which was comprised of a two phased approach to address near term (Phase 1) and longer term (Phase 2) initiatives, and

Whereas, Phase 1 involved increased services and hours based on increased funding requests to the member communities, and

Whereas, Phase 2 involved a longer term focus centered on a dedicated funding source to address further increasing service demands and facility needs, and

Whereas, additional study and analysis is necessary to advance recommendations for Phase 2 as the current senior services funding and governance model in these communities may be insufficient to meet the increasing demand for senior services, and

Whereas, the governing bodies of the Birmingham Public Schools, City of Birmingham, Village of Beverly Hills, Village of Bingham Farms, Village of Franklin and Southfield Township wish to explore ways to meet the increasing demand for senior services.

NOW THEREFORE BE IT RESOLVED that an Ad Hoc Joint Senior Services Committee is hereby established to develop and recommend a long term plan for addressing the increasing demand for senior services in accordance with the following:

1. The Committee will be Ad Hoc. The term of the Committee shall continue until March 30, 2019 and the Committee will cease functioning unless otherwise directed by their respective Governing Body at that time.
2. The Governing Body hereby appoints representatives to the Ad Hoc Joint Senior Services Committee to be comprised of the following members.
 - a) One elected official from each respective Governing Body.
 - b) One resident member from each respective municipality appointed by each municipality.
 - c) One ex-officio member from each school and municipal administration.

3. All meetings of the Committee shall be open to the public. Agenda and minutes for all meetings shall be prepared.
4. The scope of the Committee shall be to develop a long term plan on how to best proceed in addressing the increasing demand for senior services in accordance with the following:
 - a. Review the Joint Senior Services Committee Final Recommendation to the Municipalities Report from June 2013.
 - b. Evaluate current service demands and projected trends for senior demographics and future service demands.
 - c. Analyze current funding sources and operational structure of the current contracted senior service model.
 - d. Compare and contrast current senior services funding and governance models in the participating communities to other area communities and best practices.
 - e. Review and evaluate cost and budget implications of any proposed recommendations and include strategic funding alternatives.
 - f. Compile the Committee's findings and recommendations into a report to be presented at the end of the Committee's term.
5. The Committee is not authorized to expend funds or enter into agreements. All recommendations made by the Committee shall be in the form of a report to the Governing Body.

BE IT FURTHER RESOLVED, the _____ hereby appoints
_____ as an elected official to the Ad Hoc Committee,
_____ as the resident member of the committee, and
_____ as an ex-officio administration official to the committee.

INTERLOCAL AGREEMENT
JOINT SENIOR SERVICES

This Interlocal Agreement is entered into as of the ____ day of _____, 2020, by and between the Village of Beverly Hills, a Michigan municipal corporation located at 18500 W. Thirteen Mile Road; the Village of Bingham Farms, a Michigan municipal corporation located at 24255 Thirteen Mile Road, Suite 190; the City of Birmingham, a Michigan municipal corporation located at 151 Martin Street; and the Village of Franklin, a Michigan municipal corporation located at 32325 Franklin Road.

WHEREAS, this Interlocal Agreement is for the governmental units which are parties hereto to join together to establish a Commission for the purposes set forth herein pursuant to and under the authority of the Urban Cooperation Act, Act 7 of the Public Acts of 1967, amended; Act 39 of the Public Acts of 1976, as amended; Act 35 of the Public Acts of 1951, as amended and Act 150 of the Public Acts of 1923, as amended.

WHEREAS, the current facility located at 2121 Midvale, Birmingham, Michigan that is used as an Active Adult Activity Center is provided in-kind by the Birmingham Public Schools in partnership with the member communities as an element of continuing education. The current arrangement date January 2019 outlining this arrangement is appended as Exhibit A to this Agreement.

IT IS AGREED AS FOLLOWS:

ARTICLE I – PURPOSE

The purpose of this Interlocal Agreement is to establish an Active Adult Commission to provide activities and services for older persons, defined as those individuals fifty (50) years of age or older residing in the governmental units which are parties to this Agreement. The activities and services to be provided shall include, but are not limited to, transportation and actions directed toward the improvement of the social, legal, health, housing, educational, emotional, nutritional, recreational, and mobility status of older persons. This Commission may also include the joint ownership and operation of an Active Adult Activity Center.

The Active Adult Commission shall serve as a policy-making body and engage an Executive Director who shall be charged with managing the day-to-day operations of the organization and reporting directly to the Active Adult Commission.

ARTICLE II – ACTIVE ADULT ACTIVITY CENTER

Should the parties wish to secure a facility to own and/or operate an Active Adult Activity Center, each governmental body shall, by resolution, confirm their commitment to this effort and its respective funding. Upon approval of the required funding necessary to secure and/or construct an Active Adult Activity Center, the Commission may contract, own, operate

and manage a joint Active Adult Activity Center to provide activities and services for older persons in accordance with its Purpose. Upon approval by the governmental bodies, the Commission shall have the authority for the purpose of acquisition of a site and building or the acquisition of a site and construction of a building, as the parties hereto may agree to in the future. The contribution of funds for this purpose shall also serve as the allocation for distribution in the event of dissolution of the Commission.

ARTICLE III – ACTIVE ADULT COMMISSION

SECTION 1. CREATION OF AN ACTIVE ADULT COMMISSION.

Upon the signing of this Agreement by the parties hereto and the filing of it with the Oakland County Clerk and upon or after the effective date of this Agreement, the Active Adult Commission shall be created as a separate public corporation pursuant to the statutory authority cited herein, with the powers, functions and duties provided in this Agreement and by law.

SECTION 2. NAME.

The initial name of the governing body shall be the Active Adult Commission. The Commission may recommend a new name. Upon approval of a new name, the parties hereto shall enter into a written Amendment of this Agreement and file it with the Oakland County Clerk, which filing shall have the effect of changing the name.

SECTION 3. MEMBERSHIP OF COMMISSION.

- A. The Commission shall be composed of a total of Seven (7) members with representation from each respective governmental body. The allocation, as consistent with Section F below, shall be as follows:
 - 1.) Three (3) members-at-large from the City of Birmingham.
 - 2.) Two (2) members-at-large from the Village of Beverly Hills.
 - 3.) One (1) member-at-large from the Village of Bingham Farms.
 - 4.) One (1) member-at-large from the Village of Franklin.

- B. The Village Councils and City Commission shall, by Resolution, appoint its members, who shall serve at the pleasure of the respective Village Councils and City Commission and may be removed by Resolution of the respective Village Councils and City Commission at any time, with or without cause. The timing for the appointment of members should be determined by the Village Councils and City Commissions, but not later than sixty (60) days after the effective date of this Agreement.

- C. Commission members shall serve for a term of three (3) years, not exceeding two (2) terms. The terms shall commence as follows:
- 1.) Three (3) members-at-large from the City of Birmingham. Initial appointments shall be for one year, two year and three year terms respectively for establishing an interval of future appointments. Going forward all terms shall be three years.
 - 2.) Two (2) members-at-large from the Village of Beverly Hills. Initial appointments shall be for two year and three year terms respectively for establishing an interval of future appointments. Going forward all terms shall be three years.
 - 3.) One (1) member-at-large from the Village of Bingham Farms.
 - 4.) One (1) member-at-large from the Village of Franklin.
- D. Any vacancy on the Commission arising for any reason shall be filled by appointment within thirty (30) days of the vacancy, for the remainder of the unexpired term. In the event the Commission stands as an even number, the highest populated governmental body will receive an additional Commission member, to be appointed by that governmental body. This Commission member shall serve until its position is no longer necessary to establish an odd number on the Commission, not exceeding the term limit listed in this Section.
- E. Members of the Commission shall serve without compensation.
- F. The allocation of Commission members for each party hereto shall be determined according to the following population amounts: governmental bodies with populations over 20,000 shall receive three (3) commission members; governmental bodies with populations between 10,000 and 19,999 shall receive two (2) commission members; and governmental bodies with populations under 10,000 shall receive one (1) commission member.
- G. If potential new members wish to join as a party to this Interlocal Agreement following its execution, they shall submit a written request to the Commission at its Registered Office. The Commission shall then consider such request at a future meeting. The Commission shall consider the related demands on services and costs to the organization in relation to the revenues and benefits from such change. Upon conclusion of its review and analysis, the Commission shall advise each governmental unit of its recommendation. Should the Commission agree to recommend new membership under this Agreement, it shall provide such recommendation with related analysis to the governmental units to amend this Agreement by a majority vote of the existing governmental units. New membership shall begin either in January or July and would be prorated accordingly based on the time of the fiscal year.

SECTION 4. OFFICERS.

- A. The Commission shall elect at its first meeting of each year, from its membership, a Chairperson, Vice Chairperson and Secretary, who shall hold office for terms of one (1) year, and until a successor is appointed, or until a resignation or removal.
- B. Vacancies in any office shall be filled by the Commission within thirty (30) days of the vacancy, for the remainder of the unexpired term.
- C. The Chairperson shall preside at all meetings of the Commission and shall have all privileges and duties of a Commission member. The Vice Chairperson shall preside at all meetings of the Commission at which the Chairperson is absent. The Secretary shall keep or cause to be made, all non-financial records, reports and minutes required by this Agreement and applicable law and shall be charged with assuring compliance with the Open Meetings Act and the Michigan Freedom of Information Act.

SECTION 5. MEETINGS.

- A. The Commission shall meet at least four times a year and shall at its first meeting of each year establish a regular meeting schedule which shall be posted at the offices of the parties hereto in similar form and within similar times as required by law for governmental meeting schedules.
- B. Special meetings of the Commission may be called by the Chairperson, or in the absence of the Chairperson, by the Vice Chairperson.
- C. Each Commission member shall receive five (5) days written notice of all regular meetings and two (2) days written notice of all special meetings. All notices of all meetings shall be posted as required by the Michigan Open Meetings Act.
- D. All meetings of the Commission shall in every respect, conform with the requirements of the Open Meetings Act, Act 267 of 1976, as amended.

SECTION 6. QUORUM.

In order to conduct business, a quorum must be present which shall consist of a majority of the Commission.

SECTION 7. VOTING.

A majority of the Commission shall be necessary for the Commission to take any official action at a regular or special meeting.

SECTION 8. MINUTES.

Complete written minutes of all Commission meetings shall be kept in compliance with the applicable provisions of the Michigan Open Meetings Act, copies of which shall be sent to all Commission members and the municipal Clerk of each of the parties hereto as soon as reasonably possible following a Commission meeting.

SECTION 9. RULES.

Robert's Rules of Order, when not in conflict with this Agreement or any rules the Commission may adopt, shall govern all meetings.

SECTION 10. REGISTERED OFFICE.

The initial registered office of the Commission shall be the office of _____ . The Commission may designate another location as the registered office.

SECTION 11. PRIVILEGES AND IMMUNITY FROM LIABILITY.

All of the privileges and immunities from liability, and exemptions from law, ordinances and rules, which apply to the activity of officers, representatives, members, agents and employees of the parties hereto shall apply to the same degree and extent to the performance of such functions and duties of such officers, representatives, members, agents and employees of the Commission under this Agreement.

ARTICLE IV – POWERS

SECTION 1. GENERAL POWERS.

The Commission shall have the following powers, authority and obligations:

- A. Subject to the approval of the governing bodies of each of the parties hereto, the Commission may purchase, lease, construct, own, receive, exercise right of dominion over and hold in its own name, property, including land, buildings and appurtenances for the express purpose of providing adult services and operating an Active Adult Activity Center.
- B. Subject to the approval of the governing bodies of each of the parties hereto, the Commission may contract with any other governmental units, public agencies, or private persons or organizations, as appropriate, to carry out Commission functions or fulfill Commission obligations. Approval of the governing bodies of the parties hereto shall not be required for a contract with private persons or organizations when the contract involves less than \$_____ in expenditures, or is an employment contract or for a purchase authorized in the current approved fiscal year budget, as provided herein.

- C. Hire and employ a director and such other personnel as may be determined necessary, who shall serve at the pleasure of the Commission, subject to applicable law.
- D. Accept funds, grants, voluntary work, or other assistance, to carry out Commission functions and obligations, from any source, public or private, including, but not limited to, local government funding of specific projects, state and federal grants and private donations. Any application for grants or other public funding shall be communicated to the parties hereto prior to submittal.
- E. Operate and establish policy and rules governing the use of providing adult services and operating an Active Adult Activity Center not inconsistent with State or local law.
- F. Conduct in its own name a transportation program for older persons and disabled persons in the governmental units which are parties hereto.
- G. Conduct and carry out any program, activity or function which advances and directly relates to the purposes expressed in Article I.

SECTION 2. LIMITATIONS ON AUTHORITY.

The Commission shall have no power or authority to levy any type of tax within the governmental units which are parties hereto or to issue any type of bond in its name, or in any way indebt any of the parties hereto. The Commission shall not interfere with the day-to-day operations of providing services or operating an Active Adult Activity Center as this authority and responsibility will reside with the director.

SECTION 3. INSURANCE.

The Commission shall obtain policies of insurance, as part of its budget, for comprehensive liability and property damage, workers' compensation, the construction and operation of providing adult services and operating an Active Adult Activity Center, and other appropriate and necessary purposes. The Commission shall have the parties hereto named as "named insureds", on the comprehensive liability and property damage insurance policy.

ARTICLE V – FINANCE

SECTION 1. FISCAL YEAR.

The fiscal year of the Commission shall be from July 1st through June 30th each year.

SECTION 2. ANNUAL BUDGET.

Each year the Commission shall develop an annual budget in such detail as required by Act 2 of the Public Acts of 1968 of the State of Michigan as amended from time to time, which shall include all sums necessary to carry on the programs and services authorized herein for active adults, including transportation, education, activities and operation of an Active Adult Activity Center, etc.

Annually, by January 31st of each year, a budget request shall be submitted to the City Clerk of each of the parties for consideration of funding allocations in the coming fiscal year which shall outline the programs to be carried on for the ensuing year, together with the costs projected for those programs. Upon the approval of a budget, the Commission shall be bound to carry on only such programs and expend such funds as approved in the budget for the ensuing year by the parties hereto who are participating in this Agreement.

Should a separate funding source be used to fund the activities of the Commission, this section shall be amended accordingly.

SECTION 3. ADMINISTRATION.

The Commission may engage an Executive Director and related staff to manage the day-to-day operations to fulfill its purpose consistent with its annual approved budget. The Executive Director shall have the authority to manage the daily operations and shall report regularly to the Commission. The Executive Director and staff are not employees of the governmental units who are parties to this agreement.

ARTICLE VI – ON – GOING RESPONSIBILITIES & DISSOLUTION

SECTION 1. PARTICIPATION.

The parties hereto agree that they will participate in the activities and programs and provide funds on an on-going basis consistent with existing funding contributions currently made to Birmingham NEXT for these services for fiscal year 2020-2021 unless or until terminated in accordance with this Agreement. The parties may annually adjust these funding contributions during each subsequent fiscal year as approved by the municipal governing bodies. These funds are intended to supplement revenue income from the Commission’s activities.

<u>Community</u>	<u>Population (2018 Est.)*</u>	<u>2019 SEV**</u>	<u>Percentage of SEV</u>	<u>Contribution Amount</u>	<u>Percentage of Contribution</u>
Birmingham	21,322	3,192,674,170	68%	\$107,944	67%
Beverly Hills	10,410	800,972,340	17%	\$38,375	24%
Bingham	1,152	205,360,240	5%	\$4,290	3%

Farms					
Franklin	3,255	443,872,130	10%	\$10,000	6%

*www.worldpopulationreview.com or U.S. Census, if available.

**2019 Oakland County Equalization Report

SECTION 2. DETERMINATION OF PARTICIPATION.

The parties hereto may terminate its membership only by giving six (6) months written notice to the Commission and the governing bodies of the parties hereto, no later than January 1 of any year in which such termination shall be effective. If notice of termination is given, that party shall remain liable for all obligations incurred by it pursuant to this Agreement, prior to the actual termination and according to the budget obligations approved for that fiscal year.

SECTION 3. ALTERNATE FUNDING

The parties hereto agree that the local municipalities have sole control of the choice of the funding source consistent with the proportions approved by the governing body in each governmental unit. These proportions may change from time to time (depending upon the percentage of the state equalized value and the number of participants) to finance transportation, programs, activities and services for active adults, and to operate equipment and maintain the Adult Activity Center to the extent of the maximum authorized millage rate pursuant to state law on each dollar of state equalized value for taxable property in the Villages and City.

The parties acknowledge the communities have the sole authority to fund the obligations created herein with whatever means they deem appropriate which includes, but is not limited to a senior millage, contributions from other revenue sources, bonding, or CBDG funds.

In the event that a governmental body has not approved a similar millage proposition, that governmental unit’s on-going funding of the Commission’s activities and programs shall be determined on a yearly basis equal to the proposed millage allocation. In the alternative, the Commission may set as a reasonable yearly membership fee for that governmental unit’s residents which is equitable in regard to the benefits derived from the various programs by that governmental unit’s residents. The governmental body participating in this membership option may continue to appoint a member or members to the Commission, as established by Article III, who shall have full voting rights.

SECTION 4. DISSOLUTION.

Upon three (3) of the parties hereto terminating participation in this Agreement, the termination shall cause a dissolution of the Commission. Any such assets shall be distributed to the Villages of Beverly Hills, Bingham Farms, Franklin and the City of Birmingham, according to a percentage determined by their initial contributions for the acquisition of land, property and/or

construction of a building as set forth in Article II. As to any assets which may not be so divided or distributed, the parties hereto shall cause an appraisal to be conducted and the assets sold at a value at or above the appraisal value. Upon the sale, the funds derived shall be distributed to the parties hereto according to their percentage interest as it established in Article VI.

SECTION 5. REPORTING.

The Commission shall submit an annual report to the respective communities detailing membership amounts, programming participation, activities and services accomplished and funded by the budget, and any other relevant reporting items requested.

ARTICLE VII – MISCELLANEOUS PROVISIONS

SECTION 1. AMENDMENTS.

This Agreement may be amended in whole or in any part by written agreement of all of the parties who are parties to the Agreement at the time of any Amendment.

SECTION 2. APPLICABLE LAWS.

The Commission shall fully comply in all activities with applicable local, state and federal laws, regulations, grant conditions and contract provisions.

SECTION 3. STATE APPROVAL.

As soon as reasonably practicable after the effective date of this Agreement, this Agreement shall be officially submitted to the office of the Governor for approval pursuant to the Urban Cooperation Act of 1967.

SECTION 4. EFFECTIVE DATE.

This Agreement shall be in full force and effect and the Commission shall be considered as established as an operating public corporation on the date this Agreement is signed by all parties and a copy is filed with the Oakland County Clerk.

SECTION 5. DURATION.

This Agreement shall remain in effect and continue on an indefinite basis and shall only be terminated according to the terms hereof.

SECTION 6. EFFECT OF AGREEMENT.

This Agreement shall be binding upon and inure to the benefit of the parties hereto and the residents of each of the governmental units hereof.

VILLAGE OF BEVERLY HILLS

By: _____

VILLAGE OF BINGHAM FARMS

By: _____

CITY OF BIRMINGHAM

By: _____

VILLAGE OF FRANKLIN

By: _____

Birmingham, Beverly Hills, Bingham Farms, Franklin, Southfield Township

Joint Senior Services Committee

Mid-term Report to the Municipalities



February 2013

Executive Summary

Each of the community leaders that form the Joint Senior Services Committee (JSSC) started this assignment with different perspectives on the seniors in our community and their needs. We all have a much deeper understanding today. As we continue on our journey of discovery, this is some of what we have learned so far:



- There are many more seniors in our local area than we thought – on a percentage basis, by next year, more than in Florida.
- We have good senior services in our community, including vital services like transportation, meals and outreach that impact thousands of seniors and their family caregivers. On the other hand, by comparison with other peer communities, our senior facilities are just adequate.
- The organization that provides these services, Birmingham Area Seniors Coordinating Council (BASCC), receives only around 11% of their funds from their supporting municipalities – much lower than surrounding senior centers.
- This has gone unnoticed because the local schools have donated a building and some staff salary to fill the void. This historical arrangement with the schools is unique based on what we have seen.
- Even with this major annual donation, BASCC has begun to dip into endowment principal to balance their books. This is not a sustainable practice.
- Two trends seem clear going forward:
 - The senior population is growing – the only growth segment in our local community. More population = greater needs = more services.
 - Changes in state public school funding threaten the continued gift from the local schools. Exactly when is not clear.
- So BASCC is at a cross road: how to provide services to a growing population when funding is tight and likely to get tighter.

Many would be surprised to know that by 2014 the BASCC communities will have a higher percentage of adults over 60, than does Florida.

We know from looking at other communities that there are viable funding models and governance models that could work in a multi-municipality environment like ours, even where each municipality places a different priority on senior services.

Our plan now is to gather input from the community members on what they consider vital senior services, and what they would be willing to pay for such services. All this will be packaged in the form of final recommendations. Your JSSC representative will keep you informed of our progress and timeline.

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* Numbers in parenthesis, throughout this report, refer to supporting materials



Establishment of the Joint Senior Services Committee

The Joint Senior Services Committee (JSSC) was established in June of 2012 to address areas of need for our rising senior demographic, including the appropriate funding and governance models necessary to support these needs. The seven participating organizations of the JSSC appointed a total of 19 community leaders to serve on the committee. The membership covers all the municipalities included wholly within the boundaries of the Birmingham Public School district, including: City of Birmingham, Village of Beverly Hills, Village of Bingham Farms, Village of Franklin, and Southfield Township, as well as the existing senior services provider, Birmingham Area Seniors Coordinating Council (BASCC) and the Birmingham Public School District. (1)



This committee will provide policy recommendations to the governing bodies for providing activities and services to individuals 55 years of age and older. “Activities and services” means identifiable actions directed toward the improvement of the social, health, housing, educational, emotional, nutritional, recreational, and legal or mobility status of older persons. (2)

The original JSSC formation memorandum (Robert J. Bruner, Birmingham City Manager), a sample municipal resolution for JSSC participation, and the complete JSSC membership roster are included in the supporting materials at the end of this report. (3)

Duties of the Committee

The duty of the Joint Senior Services Committee is four-fold:

1. Study what other area communities are doing in regard to funding and managing senior programs and services.
2. Gather public input to create a consensus around what senior programs and services our seniors need, want and are willing to fund.
3. Prepare policy recommendations regarding a combination of programs, services, revenue sources and governance models.
4. Solicit public input on these policy recommendations before reporting back to each governing body.

Committee Activities to Date

The activities of the committee to date include:

1. Completed site visits to four senior centers in Oakland County: Bloomfield Township Senior Services, Rochester Older Persons Center, Royal Oak Senior Center and the Troy Community Center
2. Created a matrix of the four senior centers comparing the governance, facility programs, services and demographics to BASCC.
3. Attended presentations in August by Jim McGuire from Area Agency on Aging, 1-B on “Preparing for the Age Wave” and, Tom Jankowski from the Wayne State Gerontology Institute on “Why you should support Senior Services”.
4. Retained the Detroit Executive Service Corps to facilitate seven focus groups: four user groups of BASCC members, two non-user groups and one caregiver group. Each community representative recruited participants from a list established by BASCC. The focus groups were completed in February 2013.

BASCC – Past and Present

The Birmingham Area Seniors Coordinating Council (BASCC) was established in 1977 when individuals from the community and the Birmingham Public School district Lifelong Learning Initiative proposed to the City of Birmingham the establishment of an area wide senior citizen program. By 1978, an ambitious new group from the area had established goals and objectives and adopted the name: Birmingham Area Seniors Coordinating Council and Center (BASCC.) (4)



BASCC has relocated several times throughout the years but the mission is the same as it was in 1978. The mission of BASCC is to identify and meet the needs of older adults and persons with disabilities by soliciting and coordinating community resources to provide educational, recreational and social programs, supportive outreach services and volunteer opportunities.

Over 35 years later, BASCC is a thriving non-profit organization serving 1,100 members residing in the Birmingham Public Schools service area. Communities served by BASCC include the City of Birmingham, and the Villages of Beverly Hills, Bingham Farms, and Franklin. Members enjoy the **welcoming Midvale Center, located in a neighborhood setting, with easy parking and affordable programs that enhance seniors socially, physically, and intellectually.** Senior Programs offered include health, fitness and sports, creative arts, computer classes, cards and games, as well as, local and regional travel opportunities.

Outreach services that allow older adults to live independently include information and referral services, transportation, tax assistance, counseling, support groups, nutrition support and more. A recipient of the Outreach services does not have to be a member of BASCC. In 2011, the BASCC outreach department touched the lives of more than 20,000 people in the area including seniors, their caregivers and family members.

The Outreach Services and Senior Programs provided by BASCC are beneficial to the aging population and their families. The goal of the Outreach Department is to assist and guide seniors, caregivers and their families with unbiased guidance in sorting through the many services available to them. Specific programs to educate the seniors in mental and physical acuity, nutrition, safety, socio-economic and general well-being are offered throughout the year. Over 19,000 people benefited from the many programs and events at the center in 2011. (5)

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The number one concern of seniors getting older is transportation. Since 1990 BASCC has provided transportation to seniors age 55+ and disabled adults. In the last 10 years 32,000 passengers have benefitted from this service which provides transportation for medical, dental, personal appointments, shopping or activities at BASCC. The request for this service will only continue to grow as the population continues to age.

The center is open Monday through Friday, 9 am to 4 pm, with evening hours for specific classes and clubs. The facility is comprised of five classrooms, a gym, lobby and five offices for its eight part or full time staff members. Several of the classrooms are used for specific programs such as the computer lab where members can check their e-mail or take one-on-one computer lessons. Other classrooms are designated for art classes and a library.

As a non-profit organization, BASCC's funding is provided by various grants, donations, fundraisers, membership dues, municipal support and investment income. The Birmingham Public School district provides in-kind support which includes use of half of the Midvale Center and a portion of the Executive Director's salary. The Birmingham Public School Districts continued support of the Lifelong Learning initiative from 1978 has allowed BASCC to grow from one room at Derby Middle School to 14,500 sq. ft. at the Midvale Center.

The organization has a Board of Directors overseeing its financial and operational activities. The current twenty member BASCC Board of Directors includes representatives from the City of Birmingham, the Villages of Beverly Hills, Bingham Farms, Franklin and the Birmingham Public Schools. Board members have varied backgrounds in finance, education, law and public relations.

There are other local area organizations that provide similar programs as BASCC, such as the Community House, BPS Community Education, Baldwin Library, the BBAC, YMCA, local social clubs and the faith-based community. Each organization serves a niche in the community, but unlike other organizations, BASCC has the sole responsibility to serve the 50+ population along with their caregivers and families. BASCC offers supportive outreach services and programs which provide the important social interaction for seniors' emotional and physical health that allows them to continue living independently within the community. BASCC member, Lois Rowe, stated recently that, "BASCC is better than any organization or church that I've ever belonged to."



Importance of Seniors in Our Community

Seniors are the foundation for our families, social institutions and communities. They provide important participation in our councils, service organizations, committees and churches. Supporting the programs and services available to seniors is becoming more of a priority for every community.

The current wave of retirees is transforming the way communities look from the way they grow, to the details of infrastructure decisions like curb height and street sign font and size. A survey conducted by AARP indicates that 84% of baby boomers *plan* on staying in their current homes – but in reality, a smaller percentage, around 70%, are able to do so. With that in mind, the goal of local communities is to help aging residents lead fulfilling lives while remaining engaged and active, during their senior years. This has been termed "aging in place". (6)

Seniors are a vital part of our local economy. Just in Oakland County, seniors contributed \$5.1 billion into the local economy. For each 100 retirees that move to or stay in the region it's estimated they will spend over \$4 million in retail and consumer services. They will spend an additional \$1.4 million on healthcare. An active senior center brands an area as a preferred retirement location and assists in retaining and attracting retirees and the economic resources that they contribute. (7)

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Senior Services in Oakland County

In Oakland County there are 42 senior centers that provide programs, outreach services and transportation to seniors. Each of these centers offers a variety of programs and services based on their facility, funding and the needs of the community. The JSSC members had the opportunity to tour four senior facilities Bloomfield Township Senior Services, Rochester Older Persons Commission (OPC), Troy Community Center and Royal Oak Senior Center and compare their programs and services. (8)



Bloomfield Township Senior Services and the Rochester (OPC) facilities were built in the early 2000's with extensive health and wellness facilities to serve the growing and diverse 50+ demographic. These facilities are supported by a .25 millage, program fees, fundraising and transportation grants. They provide adult day care services and extended hours to meet the needs of older adults who work or have care-giving responsibilities during the day which can limit their participation. Rochester OPC is open six days a week for a total of 82 hours and Bloomfield Township Senior Services is open six days weekly for a total of 75 hours. In comparison to the two centers BASCC is open 5 days a week for a total of 35 hours.

The Royal Oak Senior Center is similar to BASCC in their program offerings and age of their facility. They're funded by Community Development Block Grant funds, transportation grants, fees and donations. The Troy Community Center is a multi-age center with 127,000 sq. ft. that has specific programs for their 50+ residents including a therapy and lap pool. The center is funded through the municipal general fund, program fees, minor grants and donations.



Future Challenges

These senior centers and the rest in Oakland County are serving an important need which will grow rapidly as the “Silver Tsunami” demographic shift accelerates. In 2010 the percentage of residents age 50 and over ranged between 35% in Birmingham and 65% in Bingham Farms. (9) By 2019, one in four residents of the BASCC area will be age 60 or older. BASCC is not currently capable of meeting the anticipated growth associated with these changing demographics. (7)

By 2019, one in four residents of the BASCC area will be age 60 or older. BASCC is not currently capable of meeting the anticipated growth. (7)

BASCC faces an uncertain economic future. For more than 10 years the organization has used principal from its endowment fund to balance the annual operating budget. This is not sustainable long-term. While other nearby communities generally fund senior services through the local government, the cost of providing senior services through BASCC has been born largely by the Birmingham Public School (BPS) district. Although the City of Birmingham and Bingham Farms still provides some BASCC funding (\$44,100 and \$1,500 respectively), financial pressures have forced them to cut their support for seniors. Municipal funding now accounts for only 11% of BASCC’s total funding. BPS funding accounts for approximately one-third of BASCC’s total funding through direct and in-kind support.

BASCC appreciates the support from BPS. But it is unusual in comparison with surrounding communities. If school funding were to change, a reduction of BPS direct or in-kind support estimated to be \$300,000 would result in BASCC facing a facility, programming and financial crisis. On the other hand, changes to school funding could be a catalyst that leads to a change in BASCC funding, creating a more permanent source of revenue predicated on an “up-front” funding for senior services vs. the unusual BPS funding formula that is used today.

The communities represented on the JSSC have to make choices between a proactive approach that creates age-friendly communities or other priorities. The present approach is largely a result of historical decisions rather than proactive planning. Securing the long-term health and prosperity of the senior community may require a funding solution that is more aligned with traditional norms in local government funding.

Next Steps

The committee will now turn its attention to analyzing the results of the community focus groups to gain a deeper understanding of the needs of seniors in our community.(10) Combined with the information in this report, the input from the community focus groups will allow us to answer the questions outlined below, which will serve as the basis for our preliminary recommendations.

1. How should BASCC be configured going forward, to meet the needs of the community?
 - a. Service Area and Clients
 - b. Programs and Services Offered
 - c. Facilities
 - d. Administration/Staffing
 - e. Community Partnerships
2. How much will it cost to meet these needs?
3. How should BASCC be funded going forward, i.e. what combination of revenue sources?
4. What should the BASCC governance model be going forward?
5. What will be required of each municipality? Will tiered levels of participation be appropriate to meet the unique needs of each municipality?

These preliminary policy recommendations will then be shared with the community through a series of community forums. This will allow the JSSC to confirm and further refine our recommendations before final presentation to each of the participating municipalities.

Your municipal representative on the JSSC will keep you informed of our progress and timeline for submitting final recommendations.

JSSC Recommendation - Senior Services Funding

CURRENT	
No Change of Services or Hours Dependent on BPS Funding	
11,500 sq. ft. with 4 hrs. "Shared Gym use" daily	
Hours Open: 35 hours a week	
REVENUE:	
Municipal Contribution	46,000
Transportation (Smart)	73,000
Fundraising	48,000
Donations	35,000
Membership	31,000
Programs & General Activities	7,000
BPS In-Kind Contribution	336,000
Shortfall	52,000
Total Revenue	628,000

Phase 1	
Increased Services and Hours Add Exercise Equipment - Dependent on Municipal Contribution and/or Millage	
Same Sq. Ft.	
Increased Hours Open: 51 hours a week	
REVENUE	
Municipal Contribution (+200,000)	246,000
Transportation (Smart)	73,000
Fundraising	48,000
Donations	35,000
Membership	31,000
Programs & General Activities	7,000
BPS In-Kind Contribution	336,000
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Total Revenue	776,000

Phase 2	
Bond Issue to fund new or upgraded facility Replace Municipal & BPS Funding via Millage	
Newer Facility	
Increased Hours Open: 69 hours a week	
REVENUE	
Millage Income	501,000
Transportation (Smart)	73,000
Fundraising	48,000
Donations	35,000
Membership from Non-Millage Communities	14,000
Programs/Gen. Activities/Adult Day Care	146,000
Federal Grants	50,000
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Total Revenue	867,000

EXPENSES: Current	Exp
*Staff Salary, FICA	209,000
Facility Overhead	54,000
Fundraising/Marketing Expense	19,500
Transportation Expense	16,500
General Administrative Exp.	16,000
Insurance - Liab. & work comp	7,000
Grant Writing	6,000
BPS, In-kind Rent	300,000

EXPENSES:	
Staff Salary +Added Staff (below)	353,500
Facility Overhead	54,000
Fundraising/Marketing Expense	19,500
Transportation Expense	16,500
General Administrative Exp.	16,000
Insurance - Liab. & work comp	10,500
Grant Writing	6,000
BPS, In-kind Rent	300,000

EXPENSES:	
Staff Salary + \$36k BPS ED Salary	396,500
Facility Cost & Overhead	260,000
Fundraising/Marketing Expense	19,500
Transportation Expense	16,500
General Administrative Exp.	16,000
Insurance - Liab. & work comp	10,500
Grant Writing	12,000
Rent (see facility overhead increase)	0
Adult Day Care Staff	125,000
Office Systems & Support	11,000

Total Expenses	628,000
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Total Expenses	776,000
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Total Expenses	867,000
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JSSC Recommendation for Senior Services Funding

Budget Overview

Current Budget

- No change of service or hours / 9 am-4 pm / Monday through Friday
- Dependent on BPS Funding
- 11,500 sq. ft. with 4 hours of "Shared gym use" daily

Revenue

BPS In-kind contribution – The value of BPS salary payments and in-kind contribution for rent. \$336,000

Expenses

Staff Salary – This amount includes two full-time and six part-time staff plus the BPS contribution. \$209,000

BPS In-kind rent – A fair market value donation by the Birmingham Public School district for use by BASCC for Senior programs and services. \$300,000

Phase 1 – The purpose of the increased services and hours is to capture the Emerging Senior.

- Increased services and evening and weekend hours
- Added exercise equipment
- Dependent on Municipal contribution and /or millage

Revenue Needs

Municipal contribution – present \$46,000 in municipal grants from Birmingham and Bingham Farms plus an additional \$200,000 contribution from the four communities of Birmingham, Beverly Hills, Bingham Farms and Franklin. \$246,000

Expenses

Current Staff Salary of \$209,000 plus additional staff of 5 part-time and 2 full-time staff members are \$144,500. Total staff Salary \$353,500

Phase 2

- Bond issue to fund a new or upgraded facility
- Replace Municipal and BPS funding with a Millage
- 50% more space
- Open 69 hours a week

Revenue

Millage Income – A senior millage from the four communities will replace the Municipal Contribution revenue line item. \$501,000

Membership – Senior not included in the millage contribution will pay an annual membership fee. \$14,000

Program/General Activities and Adult Day Care – The additional square footage will allow for added classes which will increase the program income. Adult Day Care revenue for eight seniors to receive care Monday through Friday, 9 am – 4 pm. \$146,000

Federal Grants – Adult Day Care and nutrition programs will allow for application of Federal and State grants to subsidize these programs. \$50,000

Expenses

Staff Salary – Additional salary as a result of independence from BPS District. \$396,500

Facility Cost and Overhead – Rent, maintenance, supplies and grounds upkeep for new building. \$260,000

Grant Writing – additional cost associated with the increase in programs. \$12,000

Adult Day Care Staff – One full-time staff member and four part-time staff to oversee Adult Day Care program. \$125,000 (Self-sustaining program)

Office Systems Support – Contracted services as a result of separation from the BPS District. \$11,000

One Time Expenses

- Additional Exercise Equipment - \$120,000
- Physical Therapy Equipment - \$12,000



Birmingham Area Seniors Coordinating Council Joint Senior Services Committee

Focus Group Results

Summary and Other Observations

In summary, the Detroit Executive Service Corps has identified several key themes/issues based on the input received during the focus group sessions in direct response to the questions asked as well as other opinions expressed during associated discussions:

- People tend to view a senior center as a activities center providing a broad range of things to do including, but not limited to:
 - Intellectual stimulation
 - Physical activities
 - Games
 - Trips
 - Social interaction (a place to get out of the house and see other people).
- Those using the senior center tend to use it for a very specific purpose (tennis, bridge, lectures, etc.), but do not necessarily use it for multiple purposes. They also feel the services they do use are being provided very well.
- People want a resource center (web based and at a center) for information and referrals including, but not limited to:
 - Central website for offerings of interest in the area
 - Senior services that are available throughout the area
 - Changes in the law regarding health, taxes, estate planning
 - Issues impacting seniors
 - Exercise that maintains and improves function and mobility.
- There is a perception that the senior center is underutilized in the sense that a large percentage of the senior population (much less the communities in general) is unaware of the center's existence and the range of services it provides. The corollary to this is the fear that if more people start using the center it will not have the capacity to handle them and the center will lose its "ambiance". People did feel the center should do a better job of marketing itself, although they did not offer many suggestions as to how this should be done.
- Accessibility, transportation and mobility: Comment suggested in all ages groups said a center should be accessible. The Midvale location was appreciated for that reason. Transportation availability in a variety of forms was mentioned several times.
- Marketing and Publicity: As mentioned above, all focus groups, despite information in municipal and school publications, indicated little or no awareness of what BASCC does or who it serves.



Birmingham Area Seniors Coordinating Council Joint Senior Services Committee

Focus Group Results

Summary and Other Observations

- Observations were mixed as to the current facility. Many feel it is outdated, the entrance is dark and uninviting and it does not have the capacity for many types of activities (particularly related to gym equipment, a swimming pool and as a place to just sit around and socialize or hold discussions after movies or lectures). Some commented that it “looked like an old grade school”. Others liked the facility and wouldn’t change much other than the entrance.
- A senior center needs to be welcoming to seniors of all ages. The senior center will need to broaden its appeal to all seniors (through programming, facilities and hours) who are active and intelligent. Current actual usage is perceived to be by “older” seniors. The perception people have of the center is extremely important.
- Seniors tend to resent the term “senior”. While they want to be identifiable and have services designated specifically for their use, they do not feel they identify themselves as “senior”. There is always someone older who fits that terminology. Several debates occurred regarding the use of the term in all ages and groups. The “seniors” almost universally recognized that they were intelligent, active and vibrant and, while they had needs or wants, the implication of being opposite of intelligent, active and vibrant was an anathema.
 - In one group a discussion also took place regarding the use of “BASCC” and whether it was appropriately descriptive and meaningful.
- Many groups mentioned partnerships and collaborations with schools, universities, the Y, health clubs, Birmingham Bloomfield Art Council, Baldwin Public Library, hospitals and churches as important to a senior center. Several people indicated concern about duplicated services.
- Most groups, other than the caretakers did not mention the need for services for those with disabilities (other than mobility issues). The discussion in the caretaker focus group indicated that needs for caretaker as well as for the person with disabilities is not being adequately served in the Birmingham school area. The focus groups provided no information on the amount of need in this area.
- In discussion related to the role of a senior center in the community several issues were identified:
 - Should a facility be a senior center or a community center? Do seniors need/want a separate facility (Bloomfield Township/Rochester) or a community center that has a senior focus within (Troy)?
 - Should a senior center provide all the various “services” required by seniors, just act as a referral service so people can get those services from other



Birmingham Area Seniors Coordinating Council Joint Senior Services Committee

Focus Group Results

Summary and Other Observations

community resources (businesses, religious institutions, government agencies, etc.) or some combination of the two? What criteria would be used to determine which services to supply versus which to “outsource”?

- Should the municipal governments support a senior center, and if so, monetarily, by encouraging usage, by referring questions received by the municipalities regarding seniors to a senior center?
- Is a senior center a key element to making a municipality a “good place to live” and therefore a selling point for future growth?
- There were many opinions regarding the willingness of people to pay for a millage to support and new or expanded senior services. Much depended on what was meant by senior services, publicity and marketing, and the strategy of implementation of a millage.
- One of our observations was that during the two hours of the focus groups, some people's perceptions for the importance of senior services changed positively.

One final reminder

Focus group data is **qualitative** and is representative of general “feelings” of the participants. Focus group results may be skewed by the selection of the participants and other factors such as group dynamics. Care should be taken in projecting results across a total population, some of whom may not have been represented by the participants or who were represented, but whose voice may have been not heard as loudly as others.

Focus group participants across all groups were “active” seniors with lots of interests and varied activities (BASCC and otherwise) in which they participated. All seemed well educated and participated actively and cogently in the focus groups. We have some concerns regarding their being a truly representative sample of the senior population of the four municipalities, specifically those who are inactive, possibly less intelligent and possibly less affluent. Additional research may be warranted to determine if a significant percentage of the senior population meets these criteria and were not represented in these focus groups, and if so, should their opinions be obtained

Comparison of Senior Services by Community

	<u>BASCC</u>	<u>Bloomfield Twpshp</u>	<u>Rochester OPC</u>	<u>Royal Oak</u>	<u>Troy</u>
Fiscal Year Reported (Ending)	06/30/12	03/31/12	12/31/11	06/30/11	06/30/11
	BASCC document	Jenkins Magnus	Plante Moran	Rehmann	Rehmann
Balance Sheet					
Assets		2,261,000	16,728,000	818,000	
Liabilities		43,000	404,000	69,000	
Net Assets		2,217,000	16,324,000	749,000	
Unrestricted Assets		2,217,000	1,585,000	782,000	
As Pct of annual operating budget			36%		
Income Statement (Change in Net Assets)					
Revenue					
Federal Sources	97,000	92,000	395,000	-	
State Sources			21,000	159,000	
Local Municipalities	46,000	826,000	1,552,000	-	
Local K-12 Schools			-	-	
Charges for Services	35,000	445,000	1,349,000	216,000	
Interest	-	-	8,000	2,000	
Donations	60,000	-	742,000	48,000	
Endowment Fund	51,000	-	-	-	
Other	1,000	18,000	68,000	-	
Total Revenue	290,000	1,381,000	4,135,000	425,000	
Local Municipal Millage?	no	yes	yes		
Mills and Duration		25 yrs, \$26m, .38	0.25 mills for x yrs		
		(see note)			
Expense					
Salaries and Fringes	172,000	615,000	2,109,000	-	
Supplies	45,000	-	165,000	-	
Professional Services	37,000	-	477,000	-	
Maintenance, Insurance, Other	24,000	6,000	1,045,000	-	
Other	12,000	709,000	50,000	501,000	
Total Expense	290,000	1,330,000	3,846,000	501,000	
Change in General Fund	-	51,000	289,000	(76,000)	

Comparison of Senior Services by Community

Total GF expend. of participating municipalities		68,400	84,309,000	97,269,000
Population Served				
Municipalities (Pct)	Birmingham () Beverly Hills () Bingham () Franklin ()	Bloomfield Township Rochester Hills (65) Oakland Twshp (21) Rochester (14)	Royal Oak	Troy
Total Population				80,980
Senior Population (over 65)				
Senior Population (over 60)		X		
Senior Population (over 55)	6,907			
Governance Structure				
Entity Type	separate 501(c)3	township department	inter-local agency	city department
Board Size			8 member	
Board Type			Inter Local Agreement	
Board Reporting			to each municipality	
Staff				
Paid Full-Time (FTE)				2.0
Paid Part-Time (FTE)				
Paid Total (FTE)				
Volunteers				
Director	Renee Cortright		Paige	Carla (PT)
Facility				
Year Built	shared school building built in 60's	dedicated center built in 2009 (\$5.5 m)	dedicated center built in 2003	Troy Community Ctr built in 2000
Dedicated space in square feet	14,000	24,000	90,000	127,000
Shared with non-seniors?	shared gym	no mixed use	no mixed use	senior only areas
Weekend hours?	no weekends	yes, weekends	yes, weekends	yes, but no sr. programs
Ratios				
\$ expended per total population	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
\$ expended per senior population				
\$ millage per total population				
etc.				
etc.				

Comparison of Senior Services by Community

Services Scope	yes	yes	yes	yes	yes	some
Information and Referral Services	yes	yes	yes	yes	yes	some
Adult Day Services	no	yes	yes	yes	no	no
Home Delivered Meals	yes	yes	yes	yes	yes	yes
Dining Room (Meals on Wheels)	no	no	no	yes	no	yes
On-site Café / Dining Room	no	no	no	yes	yes	no
Transportation	yes (2 buses)	yes (3 buses)	yes (13 buses)	yes (5 buses)	yes (4 buses)	yes (4 buses)
Library	no	no	yes	no	no	no
Auditorium	no	no	yes	no	no	yes
Wellness Center	no	no	yes, via Crittendon	no	no	no
Gym	yes, shared use	no	yes	in another facility	yes, shared use	yes
Lap Pool	no	no	yes	no	no	yes
Therapy Pool	no	yes	yes	no	no	yes
Locker Rooms	no	yes	yes	no	no	yes
Exercise Equipment	no	yes	yes	in another facility	yes	yes
Walking Track	no	yes	yes	no	no	no

SEMCOG 2010 Census Data and Forecast
 BASCC Service Area

Community Name	Age group	Census 2010	F-cast 2015	F-cast 2020	F-cast 2025	F-cast 2030	F-cast 2035	F-cast 2040	Change	% Change
Beverly Hills village	Total Pop	10267	10214	10231	10272	10288	10308	10338	71	0.7%
	60_64	691	815	884	850	817	725	642	-49	-7.1%
	65_74	767	867	1022	1155	1171	1122	1024	257	33.5%
	75+	1015	874	856	919	1005	1110	1215	200	19.7%
Bingham Farms village	Total Pop	1111	1170	1165	1137	1130	1123	1136	25	2.3%
	60_64	118	131	117	99	92	73	62	-56	-47.5%
	65_74	166	196	213	163	171	166	154	-12	-7.2%
	75+	268	275	274	289	295	308	313	45	16.8%
Birmingham city	Total Pop	20103	20398	20539	21022	21285	21540	21800	1697	8.4%
	60_64	1261	1438	1658	1593	1488	1342	1210	-51	-4.0%
	65_74	1443	1735	2041	2294	2372	2133	1908	465	32.2%
	75+	1370	1256	1348	1597	1929	2259	2497	1177	89.2%
Franklin village	Total Pop	3150	3244	3209	3207	3255	3316	3406	256	8.1%
	60_64	199	230	243	254	211	191	180	-19	-9.5%
	65_74	280	353	414	459	451	419	366	86	30.7%
	75+	230	233	246	274	332	423	456	226	98.3%

ROYAL OAK AGING IN PLACE PLAN

APPROVED ON DECEMBER 12, 2022



CITY MANAGER'S LETTER



On behalf of the City of Royal Oak's elected leaders, city staff, and members of the Royal Oak Senior Services | Aging in Place Task Force, I am proud to introduce the city's first aging in place plan (AIPP). This community-wide plan will allow the city to plan for the future while keeping in mind the needs of our senior population.

The Center for Disease Control defines aging in place as “the ability to live in one’s own home and community safely, independently, and comfortably, regardless of age, income, or ability level.”

The AIPP reflects the needs and ideas of members of our community and provides general direction on the city's future development. The task force's creative solutions align conceptually with portions of the city's current sustainability and climate action plan (S-CAP), the city commission's strategic goals, and the upcoming master plan and parks and recreation master plan.

I invite you to read the plan to understand further the goals and strategies the city will be exploring to ensure that we continue meeting the needs of seniors in our community. Staff will use this document as a reference for future development plans to ensure that we implement the AIPP ideas to the best of our capabilities.

Finally, I would like to thank all those involved in this effort. Countless volunteer hours were so generously given to complete this plan. In addition, we are grateful to those who responded to surveys and participated in focus topic work groups and, of course, the Senior Services | Aging in Place Task Force volunteers.

Now that the plan is complete, it is time to look at the city's development from a new perspective. As the community changes over time, we hope these conceptual ideas become a reality. This work will not only be impactful but rewarding and will ensure that Royal Oak's aging population can continue to enjoy the great amenities that the city has to offer.

Sincerely,

Paul J. Brake, ICMA-CM, CEcD City Manager



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INTRODUCTION

We're entering a time of profound and permanent change to the demographic composition of America. With a growing older population, now is the time to embark on creating a more age-friendly Royal Oak. Recognizing that aging and urbanization were major forces shaping the 21st century, the AARP created a framework for cities all over the nation to use as a resource. In 2018, the City of Royal Oak embarked on this journey to ensure that all members of the community can live by our city's motto 'Life Now Playing'. In many ways, Royal Oak, with its network of neighborhoods and proximity to services is an ideal place to live if you are an older adult. We have access to world-class health care, public transportation, beautiful parks and a vibrant downtown area. The City of Royal Oak established the Senior Services | Aging in Place Task Force to lead this effort. This group of incredible volunteers has invested countless hours to create a robust plan to ensure that Royal Oak is prepared to help members of the community enjoy this city at all stages of life. The city staff will lead the implementation of the Royal Oak Aging in Place Plan, in partnership with other relevant city agencies, nonprofit organizations, community members, and local advocates.

Royal Oak is a community of approximately 58,000 residents located in Southeastern Oakland County. Royal Oak features a healthy downtown, with active nightlife, a regional zoo and strong neighborhoods. The Leo Mahany / Harold Meininger Senior Community Center offering mature adults' opportunities for lifelong education, fitness, nutrition, leisure activities and supportive services that promote independence and quality of life for residents who are 50 and older or permanently disabled adults. Southeastern Michigan Council of Government (SEMCOG) data shows that there are over 12,000 Royal Oak residents over the age of 60 in 2020. This number is forecasted to grow significantly into the next 20 years. An estimated 34% growth in residents 65-84 is projected from 2015 to 2045 and an even larger 179% growth in the number of residents over the age 85 will require senior programs and services to scale up. Already there has been an increase in the number of seniors households 9.6% between 2010-2020 with 5.6% increase in the number of seniors living alone. 2020 census data indicates that a high number of Royal Oak residents have access to a computer in their home and internet access .

APPROXIMATELY 58,000
residents located in Southeastern
Oakland County.

OVER 12,000
Royal Oak residents over the age
of 60 in 2020.

ESTIMATED 34% GROWTH
in residents 65-84 is projected
from 2015 to 2045.

RELATIONSHIP TO OTHER CITY PLANS

Royal Oak is in the process of updating or has recently adopted several different plans that help guide the city's efforts to ensure that life now plays in Royal Oak. Through our work we have tried to tie as many actions steps in this plan to goals identified in other city plans to help ensure that the plans work together and clearly articulate the needs of seniors. The action steps chart in appendix 2 notes when there are intersections with goals and actions steps in other plans.

- In early 2022 the City Commission adopted a new strategic plan which sets goals for staff to work toward from 2022-2025. Implementing the aging in place plan has been identified as a priority and builds on many action steps by listening to resident feedback in a variety of sources, and mediums.


In addition, many action steps identified in the aging in place plan are identified in the strategic plan.

- The sustainability and climate action plan defines the goals and steps that the city will be working toward to mitigate our impact on climate change. There are many points in which these two plans work together on goals, especially around transportation.
- Parks and recreation is working on a new parks master plan, which will likely be adopted around the time the aging in place plan is adopted. This plan will guide the development of Royal Oak's more than 50 parks throughout the community.
- Our community development team is working on the city's master plan which helps to guide the development of our community and helps to shape many of the characteristics of our built environment.

DEVELOPING ACTION PLAN

The AARP outlines a five-year process to become an age-friendly city. It begins with defining what it means to be age friendly in a specific community, assessing the current needs of the residents, planning, and implementing action towards improving the conditions, and finally evaluating success of the initiative by measuring the collective impact. In 2018, Royal Oak created the Senior Services | Aging in Place Task Force and joined the AARP's Livable Communities Network. Throughout 2019, the task force worked to collect the thoughts of Royal Oak residents and concluded this effort just prior to the start of the pandemic. In the first year of the COVID-19 pandemic, the task force was one of many boards and commissions that took a pause while the city focused on responding to emerging needs and resources. By spring 2021 the task force got back together and began the process of reviewing the progress, onboarding new members, and getting ready to start the working group meetings. 2022 has been a year of incredible progress on development of this plan, including the working groups





developing goals and actions that they would like to see be completed, and a public comment period. The plan will have a 3-year implementation timeline from 2023-2026.

UNDERSTANDING THE AGE-FRIENDLY DOMAIN FRAMEWORK

The AARP framework includes eight domains, a set of important features that make up a city, that, if adapted to accommodate an older population, ensure an environment where residents of any age can thrive. They are: housing, social participation, respect and social inclusion, civic participation and employment, communication and information, community support and health services, outdoor spaces and buildings, and transportation. The Senior Services | Aging in Place Task Force utilized this framework throughout its development to provide a structure for envisioning Royal Oak’s potential. The domains do not stand alone; rather, they are interwoven with one another in multiple ways. For example, without reliable transportation an older adult may find it challenging to attend religious services, to get to their place of employment, or to participate in recreational or other activities. Together, these domains illustrate the components necessary for people to age as healthy, and engaged members of the community.

CONDUCTING THE NEEDS ASSESSMENT

The goal of the needs assessment is to determine the city’s “age-friendliness” through listening and surveying the community. The Senior Services | Aging in Place Task Force committed to engaging a wide array of stakeholders in identifying and assessing Royal Oak’s strengths and challenges as a city for older residents. A large, diverse group of residents ages 50+ participated in the needs assessment in a variety of ways—through public focus groups, a community survey, and special events. The results from the needs assessment process were compiled and presented in a report which is the basis for the Royal Oak’s Aging in Place Plan. To develop concrete action items, the Senior Services | Aging in Place Task Force continued to engage multiple stakeholders: convening domain-specific workgroups and re-engaging the community.

CONVENING DOMAIN-SPECIFIC WORK GROUPS

The Senior Services | Aging in Place Task Force convened six domain-specific work groups, in alignment with the community engagement. These groups were made up of resident advocates, local senior service providers, and city staff. The participants had special knowledge about the domains and were likely to be tasked with implementation. The work group members were tasked with developing specific action items. It was critical to include their perspectives in the planning process, not only for their expertise, but also for their buy-in and engagement. These productive events led to the action items of the Royal Oak Aging in Place Plan.

ACTION PLANNING METHODS

Each working group focused specifically on their domain, and discussed the information that residents shared, learned about existing community programs and resources were available to better understand the challenges both by residents and those providing services. Together the working group came up with solutions that can improve resident services, and increase the opportunities to engage with residents. The recommendations were reviewed alongside our strategic plan, sustainability and climate

action plan, and the parks master plan which was under development as this plan was drafted. Staff from various departments were also consulted to review the feasibility and timing of potential work prior to public comment.

RE-ENGAGING THE COMMUNITY

In the fall of 2022 the task force wanted to do some community engagement with Royal Oak residents in order to review and finalize the plan. As a part of this effort the task force organized a process that would allow the community to participate in a variety of ways.

- In-person events – A total of two presentations and one open house in which community members were able to learn about the plan and provide comments while engagement with staff and task force members. These presentations were held at Barton Towers, Royal Oak Manor and Leo Mahany / Harold Meininger Senior Community Center.
- In person – This focused on making information regarding the plan available to residents through the Royal Oak Public Library, senior center and allowed readers to provide feedback virtually or in writing at their own pace.
- Virtually – Residents had the option to review materials online at their own pace and provide comments through a survey link.

Each of these methods provided residents the opportunity to review the draft plan, and submit their feedback on all six domains. Outreach efforts to increase awareness of the public comment period was made available through the city social media, Friday e-news blast, notices in the September and October Senior Times newsletters, flyers through Meals on Wheels, and residents using the transportation services through the senior center.





VISION, MISSION & VALUE STATEMENTS

Over the course of developing this action plan the Senior Services | Aging in Place Task Force was guided by the vision, mission and value statements.

VISION:

In age-friendly Royal Oak, people respect, support and listen to each other; they recognize the value of all generations' contributions to create a community that is inclusive, welcoming, vibrant, safe, and livable for ALL.

MISSION:

We will develop an AARP-approved plan to make Royal Oak age friendly, based on a comprehensive understanding of the community's needs and wants. It will be driven by data and expertise and implemented through collaboration, taking strategic advantage of resources and opportunities. We will monitor progress toward realization of our vision.

VALUE STATEMENTS:

Community-driven: Engage with residents throughout the process to ensure that action plans address the priorities of the community.

Integrity: We operate transparently with the highest level of professional and ethical behavior in our endeavors.

Strategy: We engage in strategic thinking that allows for efficient planning, objective data driven decisions, and nimbleness to meet community needs.

Respect and Equity: We operate justly, without discrimination, to ensure equitable access to all. We celebrate the unique attributes of individuals and treat each other with sensitivity and respect.

Collaboration: We seek to maximize impact by incorporating diverse community stakeholders' feedback, expertise, and resources.

Creativity: We encourage imaginative and innovative solutions to foster positive changes in our community.

AGE-FRIENDLY DOMAINS DEFINED

This report is organized by domains, or specific areas of city life. Here are the AARP definitions of these key domains.

HOUSING:

AARP surveys consistently find that older adults want to stay in their homes and communities for as long as possible. Doing so is possible if a house is designed or modified for aging in place and if a community includes housing options for varying life stages and bank accounts.

TRANSPORTATION:

Driving shouldn't be the only way to get around. People need affordable and reliable transportation options in their communities, both public and private.

OUTDOOR SPACES AND BUILDINGS:

People need public places to gather – indoors and out. Green spaces, safe streets, sidewalks, outdoor seating and accessible buildings (think elevators, stairs with railings, etc.) can be enjoyed by people of all ages.

COMMUNITY SUPPORT AND HEALTH SERVICES:

At some point, every person of every age gets hurt, becomes ill or simply needs some help. While it's important that care be available nearby, it's essential that residents are able to access and afford the services required.

COMMUNITY ENGAGEMENT & INCLUSION:

The task force combined three domains of respect & social inclusion social participation, civic participation and employment as there was considerable overlap in responses, resident advocates, city staff and local organizations. The group defined this as 'everyone wants to feel valued. Intergenerational activities are a great way for young and old to learn from one another, honor what each has to offer and at the same time feel good about themselves.

COMMUNICATION AND INFORMATION:

Information today is delivered in ways few could have imagined a decade ago. Age-friendly communities recognize that not everyone has a smartphone or internet access, and that information needs to be disseminated in a variety of mediums.

Domains of Livability





ORGANIZATION WITHIN DOMAINS

Led by the Senior Services | Aging in Place Task Force, in collaboration with a variety of community partners, we will take specific actions to achieve these goals and guiding principles. Action steps for each of the six domains are described in the next section of this plan. The collective “we” statements used in this action plan represent both city departments and the potential partners vital to the implementation of these action items. Each domain is organized into the following sections:

WE ENVISION...

includes overarching goal statements relative to each domain. These statements represent how Royal Oak can be shaped to be more inclusive and supportive of older residents.

WE HEARD...

describes the results of the community needs assessment process that informed the action planning process, and subsequently, the action items that are presented in this document. All quotations in this section come from Royal Oak residents through one of two primary sources: 1) comments made during one of the public listening sessions or; 2) write-in responses to one of the open-ended survey questions.

WE ARE...

outlines initiatives, programs or partnerships that the City of Royal Oak is already participating in that will encourage age-friendliness beyond the Senior Services | Aging in Place Task Force.

WE WILL...

lays out a set of recommended action items for each domain. This section includes both the broad theme of action as well as the individual steps necessary to address each theme. Following this structure, keywords related to each domain are also referenced in each domain-specific section.

PARTNERS, INDICATORS AND TIMELINE

Broad engagement by city departments and community partners is critical to the implementation of the plan. Details about potential community partners, proposed indicators of success, and timeline goals are outlined in [Appendix B](#). Some partners have been engaged already, and others will be added as the plan moves forward.

Performance indicators have been identified in general terms where possible. In some cases, performance indicators are measured in quantity; in others, it is a goal being completed. In many cases, staff may pilot programs and services to preserve resources and ensure they will make the most difference.

Estimated timelines to start projects have been included. They are described based on the year that it would begin or that we would be placing emphasis on that project. It is important to remember that these are our best estimates based on our current information regarding our resources. While we hope each goal will be implemented, the extent to which plans can be implemented depends on the community’s available resources.



OUTDOOR SPACES AND BUILDINGS

WE ENVISION...

A Royal Oak where residents of all ages, but especially seniors, can safely and equitably access and move through outdoor spaces, and public buildings and spaces.

WE HEARD...

- That seniors find safety in downtown areas to be important and an area that could use some improvement, specifically in the lighting around parking areas.
- That seniors felt it was important to have enough time to cross streets and that many felt there was not enough time and crosswalks without a signal can be challenging.
- That seniors felt there is good access to civic buildings and public spaces, but there are areas where the pavement is not smooth or there is no pavement making accessibility challenging. Benches were also needed in some areas around the community, and at bus stops where seniors might need to wait for long periods of time.
- That seniors felt like some parks had great access to equipment and walking paths not all parks had that.

WE ARE...

- The city is starting a new parks master plan and new master plan giving good opportunities for senior residents to voice their thoughts on the future of our parks, city buildings and the community as a whole.
- Adhering to current accessibility standards for a variety of mobility concerns.
- Working with TextMyGov which can help seniors report maintenance issues and concerns in our public spaces.
- Updating signal timing and crossings along Main Street, Crooks, Washington, Fourth Street, and Campbell streets. This includes signal timing for vehicles, pedestrian improvements to the crosswalk and pedestrian signals and lengthening the amount of time to cross.





WE WILL...

Goal 1.1: Work to improve accessibility to city facilities and parks.

- 1.1a Conduct focus groups made up of seniors with different levels of mobility to help identify challenges and things that could be improved to ensure access to city facilities and parks including walk audits.
- 1.1b Make walk audits a priority for projects that are updating crosswalks and other pedestrian crossings.
- 1.1c Evaluate opportunities to exceed the minimum standards for accessibility in public spaces including the parking garages/lots, public buildings, bus stops and other walkways throughout the community.
- 1.1d Provide additional seating around the downtown area, more handicap spaces in popular places as the population grows.
- 1.1e Provide additional handicap accessibility in parking garages to access the elevator and stairs including push buttons or other devices.
- 1.1f Evaluate opportunities to provide senior friendly activities and fitness equipment to our parks.

Goal 1.2: Work to enhance the pedestrian experience throughout the community.

- 1.2a Make the AARP's walk audit toolkit available to the community, especially for those asking for a change from the traffic committee. Possibly adding it to the library of things.
- 1.2b Implement Vision Zero practices to help avoid accidents between cars and people using different modes of transportation and in public spaces.
- 1.2c Building center islands and voice cross overs where needed to help seniors who might need longer to cross.
- 1.2d Develop walking routes within the community that provide an enhanced pedestrian experience with public art, playgrounds, or other pedestrian features that encourage mobility through walking, and prioritize pedestrian safety.
- 1.2e Evaluate policies that help support seniors in removing snow and ensuring access to public spaces in the winter months.



TRANSPORTATION

WE ENVISION...

A transportation system that includes accessible options for residents and visitors beyond driving alone, that is safe, convenient and is available throughout the day. An easy system to obtain information, schedules and use that is economically affordable.

WE HEARD...

- Residents are interested in an on-demand or nearly on-demand, door to door service that is easy to use, affordable, and offers assistance to the door or grocery bags.
- That our current senior transportation does not operate late enough in the afternoons which limits the times seniors can go places, may leave seniors stuck in locations, and drivers are limited in the assistance they can provide with helping residents from their door, or with groceries.
- 97% of respondents said it was important to have well lit streets, parking lots and structures, and many seniors felt unsafe in our parking structures now. Many seniors also preferred on-street parking that would help them more easily walk to their destination rather than surface lots or the parking structures which require them to walk farther to their destination.
- 95% of survey respondents said that safe crosswalks and well timed signals were important. Some seniors indicated that they needed additional time to cross the street than what the light allowed, or felt that drivers were driving to fast in areas.

WE ARE...

- The City of Royal Oak is committed to ensuring safe transportation for residents' and visitors of all ages and walks of life.
- Currently the Royal Oak senior center provides transportation as scheduled and within a radius surrounding Royal Oak. Transportation is provided by the City of Royal Oak to promote independence for residents who are aged 60+ and for permanently handicapped adults under the age of 60. Royal Oak is also planning additional measures to ensure safe transportation including well marked bicycle lanes, mid road median islands for pedestrians and EV charging stations.
- The Area Agency on Aging 1B (AAA 1B) MyRide2 provides a searchable database for a multitude of transportation options. The AAA 1B MyRide2 provides seniors and adults with disabilities with transportation options in their community at the click of a mouse or phone call. Mobility specialists can provide travel training services and driving cessation counseling.
- The SMART Bus org provides fixed routes, connector services, and ADA services within Royal Oak. SMART currently has a Flex service however it does not cover all of Royal Oak. SMART provides travel training as well as assistance in qualifying for ADA services.
- Other transportation options currently servicing Royal Oak include multiple rideshare companies, bicycle sharing companies, and non-emergent medical transportation companies.

WE WILL..

Goal 2.1: Provide opportunities that support seniors who choose to drive.

- 2.1a Increase barrier free on street parking. Be in the top 10% of cities for accessible parking or double the current number accessible parking spots. Rearrange handicap spots in parking structures to place closest to access points. Reassess on a scheduled basis to improve as needed.
- 2.1b Develop rideshare pick up/drop off locations for increased safety. The City will determine appropriate locations within the CBD to increase safety during the upcoming parking study. Collaborate with the appropriate stakeholders including the DDA and ride sharing providers. Designate an appropriate area for big vehicles (party bus, limo, etc.).
- 2.1c Increase visibility of street signage, road markings, key crossings as well as major road pedestrian crossings. Install high visibility markings with all new traffic projects. Educate the community on new traffic features upon install.
- 2.1d Provide driver fitness and occupant safety assessment. Partner with AARP for CarFit program that helps drivers adjust their cars to best suit their individual abilities. Partner with occupational/physical therapy schools for volunteers. Provide driver education for increasing awareness of cyclists/pedestrians and sharing the roadway. Partner with organizations (AAA{Roadwise Driver online course}, BCBS, etc) for safety awareness. Provide educational seminars on driving safety and cessation, as well as child car safety seat and proper fit.

Goal 2.2: Provide opportunities for seniors to use other forms of transportation depending on their needs.

- 2.2a Increase safety of bicyclists. Community education events/ provide educational displays (farmer's market, library, schools, senior buildings) for how to use bike lanes as a cyclist and a driver. Work with bicycle sharing groups for options to increase drop off locations and bicycle options. Education and safety for novice bicyclists. Partner with local bicycle shops, YMCA, Boys & Girls Club to provide education. Increase the availability of bike racks at different city facilities and spaces.
- 2.2b Increase transit options. Extend hours of operations with SMART/senior center with 1-2 buses to evening hours. Include evening and weekend hours/events. Different solutions rather than buses similar to Flex program. Increase SMART FLEX - Encourage city and SMART to expand the FLEX program. Encourage zip cars/car sharing with locations. Increase electric charging stations/ encourage increased electric vehicle use. Increase amenities for riders at bus stops including shelters and seats.
- 2.2c Increase communication/ accessibility/ information of transit options. Include information on community options such as SMART or MyRide2. Provide physical locations such as library, senior center, farmers market, senior buildings, schools for information.



INFORMATION AND COMMUNICATION

WE ENVISION...

That residents will have the opportunity to be informed through multiple channels about the relevant services and activities available to them.

WE HEARD...

- The Southeast Michigan Council of Governments reports that 95.3% of regional households have a computer. 90.5% have an internet broadband subscription. Royal Oak is slightly higher than averages for both Oakland County and southeastern Michigan. Yet the Area Agency on Aging 1B reports that one in three Oakland County seniors is digitally illiterate. That number will decline as today's adept 40-50-year-old age.
- Survey respondents said information about services and resources to help them age in place was not easy to find. They said information about events and activities was easier to find.
- People still appreciate "low tech" options. A few participants said that they would like to be able to call a phone number to listen to a recorded message for information or, better yet, speak with a human. The one consensus on how people like to receive information is that they want to receive postal mail. When using mail to gather survey results, response rate is about 40 percent.
- We don't know how many Royal Oak residents want to be connected but need equipment, technical assistance or training to achieve it.
- Accurate and timely information isn't centralized.

WE ARE...

There are 20 or more publications, channels and locations where Royal Oak seniors and others can get information about available services. There are a number of places to "push" information, but such messages may not register when they're not timely or relevant. We saw a greater need for people to "pull" information at the exact time they need it.

WE WILL...

3.1 Foster digital literacy through a variety of platforms.

3.1a Create, foster and anticipate social media connections.

3.1b Expand computer training

3.1c Provide people in need with phones and/or other digital assistant devices

3.2 The level, frequency and sources of information meet seniors' expectations.

- 3.2a Establish a central source (website) for all information, with timely and accurate information provided by service providers and establish process to hold them accountable.
- 3.2b Have an excellent search function.
- 3.2c Do a benchmark study to understand how we are meeting the needs of seniors in our communication. Repeat this survey every other year.

3.3 Speak and listen to people at all levels of their ability through the media and channels they prefer.

- 3.3a Identify seniors who live independently and who are disconnected, through such things as lack of technology, physical limitations, or language barriers, but who have at least a phone.
- 3.3b Make sure that community engagement reaches all types of seniors from the active/digitally literate to the isolated homebound to those in between. Give people a phone number residents can call for information and help them sign up for civic-ready notifications. (311 type service)
- 3.3c Use informal human networks to disseminate information. (neighbors, caregivers, places of worship, senior center employees)
- 3.3d Send one annual mailer to every Royal Oak household with the information for 311, civic ready and other basic information and promote the information through other media (ex: Insight, e-news)
- 3.3e Find what you want in three clicks.
- 3.3f Make the website easier for seniors to use. Create navigation based on categories of people and what they want versus organizing around departments. Ensure it is ADA compliant.



HOUSING

WE ENVISION...

a city that identifies opportunities, ideas, and direction for a diversity of housing solutions for seniors to remain and age in the Royal Oak community.

WE HEARD...

- We heard from 697 respondents to our community surveys and 135 participants in our seven focus groups conducted from April 2019 through January 2020 with 67% of them were in the over 60 age group.
- Ninety-two percent of the respondents say they currently live in single family detached housing. In order to safely “age in place,” 64% believe they need to make modifications to their homes. Such modifications include adding grab bars, handrails, and non-slip tiles. The next most popular modification was to add/relocate a bedroom, bathroom and/or laundry on the first floor of their current home.

- Eighty-three percent of our respondents said that trustworthy and affordable home repair contractors were very important. Seventy-five percent of respondents stated a need for home maintenance support is very or somewhat important to them and 64% stated that seasonal services like leaf removal and snow removal for low- and moderate-income older adults as well as for older adults of any income.
- Overall, the responses from the focus groups expressed aspirations for more single floor housing options, without stairs, that are affordable or exclusive senior or senior assisted living options.

WE ARE...

- Per SEMCOG data, Royal Oak has approximately 31,000 housing units with about 71% being single family homes.
- Our research found that housing units in Royal Oak dedicated to low to medium income Seniors were only about 450 units at Barton Towers and the Royal Oak Manor Co-Ops and about 147 units of market-rate senior units at the Villages of Royal Oak. All three of these facilities are heavily “wait listed.”
- Since the majority of our seniors currently live in single family homes, Royal Oak offers several programs through the senior center or the planning department. These programs are the ROSES program for minor chores both inside or outside the home and the Home Rehab program for loans to make major modifications to facilitate “aging in place.” Both of these programs are designated for low to medium income seniors and are funded through Community Development Block Grant. Both programs have been unable to meet the demand through either the lack of qualified and willing volunteers or the lack of verified contractors to perform the necessary modifications at reasonable prices.

“I WOULD LIKE TO STAY IN ROYAL OAK BUT I DON’T SEE ENOUGH HOUSING FOR SENIORS. Most of the new buildings being built are very large and not for one or two people. New apartments for Seniors with elevators and balconies that are affordable would be wonderful.”

WE WILL...

Goal 4.1: Meet the needs of Royal Oak’s growing senior population by providing an additional full-time position to connect seniors with programs and services.

- 4.1a Increase outreach to local churches, businesses, schools, service groups to support volunteerism to our senior community for seasonal tasks like leaf raking, snow shoveling/plowing, spring yard clean ups (i.e., Earth Day, Arbor Day, etc.)
- 4.1b Better maintenance of both print and online senior friendly resources and contractors previously used for minor home tasks (i.e., grab bars, handrails, etc.)
- 4.1c Maintain current lists of contractors previously used and vetted for home modifications that might be more expensive or don’t meet the criteria of CDBGs that support moderate to low-income seniors (i.e., relocating bedrooms and laundry facilities to main floors, bathroom modifications and opening doors to be ADA compliant, etc.)
- 4.1d Support current staff for the ROSES. and Home ReHab program with outreach to Royal Oak seniors.

Goal 4.2: The city shall provide easily accessible resources on available “age-friendly” housing in the city:

- 4.2a Identify and maintain connections to “affordable” senior residences such as the 450 existing units in Barton Towers and Royal Oak Manor as well as the “age restricted” market-rate 147 units at the Villages of Royal Oak.
- 4.2b Develop and maintain connections to other “market-rate” rentals, condominiums, and single-family ownership opportunities in the city that meet “age friendly” design elements such as “zero-entry”, single floor living with elevators if in multi-story buildings.

Goal 4.3: Meet Royal Oak seniors desire to “age in place” by facilitating the development of “affordable” senior and “market-rate” senior housing.

- 4.3a The City of Royal Oak should aggressively market to developers as development sites become available for additional “affordable” or “market rate” senior housing. To support these activities; we feel the city should include areas of the city that fit an “age friendly” senior housing location, close to central city and commercial services, and examine areas of the city where zoning could be created specifically to allow creation of ADUs, carriage houses, or “mother-in-law” apartments for use by aging family members as a part of the review and deliberation in the upcoming master plan update.
- 4.3b Identifying underutilized city owned land or land available for strategic acquisition.
- 4.3c Making that land available to private and non-profit developers through an request for proposals process for redevelopment as senior or senior friendly housing
- 4.3d Work with successful developers to rezone property to facilitate redevelopment to meet future senior or senior-friendly housing.



COMMUNITY ENGAGEMENT AND INCLUSION

WE ENVISION...

A Royal Oak that has an infrastructure designed to gather the community and offers activities, civic engagement, and volunteer opportunities that will be accessible, inclusive, intergenerational, affordable and honors the contributions of all ages. Where older residents are involved with making decisions in both public and private sectors, and are regularly consulted by city leaders and elected officials.

WE HEARD...

- Only 35% said they spend time with family, friends or neighbors in Royal Oak several times each week.
- Fifty-seven percent said a range of employment/volunteer opportunities is very Important
Volunteering is an important and fulfilling way to stay involved with and connected to the community.

- Sixty-three percent said opportunities to participate in decision-making in community organizations, local government, and employment are very important or somewhat important. This includes representation of seniors on local commissions and boards, as well as other forms of civic engagement.
- Social connections and loneliness were the top three biggest concerns of survey respondents for the future.
- Accessing the numerous activities offered locally is challenging. Thirty-six percent through forty-three percent say they don't currently participate in social activities due to finding out too late or events aren't scheduled at convenient times. Additionally events aren't targeted towards seniors, and most events are in downtown Royal Oak where parking is difficult and costly.
- While opportunities exist for seniors to participate in Royal Oak in a multitude of ways, the connections are missing for them to find opportunities and connect with each other.
- The need for social inclusion, along with feeling respected and wanting to feel as though we belong.
- An expressed desire for more intergenerational activities and neighborhood interactions.
- The themes of improved communication, improved and accessible outdoor spaces, and improved transportation and parking would lead to an increase in engagement and inclusion.

“I WOULD LIKE TO SEE A QUALITY COMMUNITY CENTER WITH ACTIVITIES FOR ALL AGES and excellent equipment and facilities that would bring everyone from the community together in one place.”



WE ARE...

- Providing activities and programs at the senior center and the Royal Oak Public Library (either in-person or virtual) which engage people in their mental, social, and emotional well-being.
- Connecting people to community-led organizations and volunteer opportunities through the Inter-Club Council.
- Providing opportunities to participate in local government through appointments to city boards and commissions.

WE WILL...

Goal 5.1: Create and promote a network of social engagement opportunities for multiple generations.

- 5.1a Develop and offer a variety of neighborhood “block party” options, including: block party in a bag” starter kit; a schedule of food trucks visiting neighborhoods; and “neighborhood party in the park” events at local parks.
- 5.1b Develop one-on-one connections for seniors to stay linked to people in the community. This includes: self-enrolling in a “Neighbor to Neighbor” program to connect with another person in your neighborhood on a regular basis; “Community Check-in” program, which is a voluntary directory of people who wish to be called or are willing to call to check on seniors and to make referrals to outside agencies as needed; developing a Royal Oak human library, connecting curious community members with seniors who have expertise or information in an area of interest; and reinvigorating neighborhood associations.
- 5.1c Work with local businesses and city departments to host social events specifically for seniors, such as: open mic night at a coffeehouse; and games nights at the senior center.
- 5.1d Seniors and other active community members sponsoring programs an assisted living facility. An example is planning holiday events/gift exchange/similar to adopt-a-family programs. Decorating facility for the seasons (spirit committee).

Goal 5.2: Promote inclusive programs and services for older adults.

- 5.2a Developing a “Royal Oak expert” series of videos to post on the city’s website, celebrate community residents’ talents by sharing their best stories, tips, tricks, and insights into living in our city.
- 5.2b Work with local education institutions to develop lifelong learning opportunities for seniors (e.g. audit classes at OCC, OU, WSU, etc.).
- 5.2c Promote events that are diverse and inclusive. Ideas include: city events based on nationally celebrated cultures and traditions. (Reference Chase’s Calendar of Events book for a comprehensive list of these celebrations and include a senior month - month long celebration of our seniors.) May is currently designated nationally as older Americans month.

Goal 5.3: Enhance and promote volunteer opportunities for older adults.

- 5.3a Centralize opportunities by working with city departments. Identify critical positions where volunteers could be utilized and use the city's job portal to allow for people to apply for volunteer positions. Incentive and acknowledgement for participation (i.e. free parking, downtown dollars, discount at local business, free services, reduction in property taxes, etc.)
- 5.3b As part of 5.3a enlist volunteers to participate in the activities listed, which connect neighbors to neighbors.
- 5.3c Develop a program where people with certified, trained therapy animals meet with older adults in a park, at the library or in other community spaces.

Goal 5.4: Ensure the perspectives and needs of older adults and their caregivers are included when developing city plans and policies.

- 5.4a Develop a recruitment program to ensure representation.
- 5.4b Describe the process for creating the plan and the role of the participant.
- 5.4c Reach out to the community resources (i.e. Area Agency on Aging, Meals on Wheels, case managers, etc.) that work directly with these populations to see what the needs or how to help recruit for these positions.
- 5.4d Develop an equitable engagement guide to help reach people where they are.
- 5.4e Advocate with the state legislature to change laws allowing more access to virtual/hybrid meetings for boards & commissions.
- 5.4f Commission, mayor, and boards host open forum events to collect feedback and hear from public outside public comment at monthly meeting; host at senior centers; host virtually.



HEALTH AND COMMUNITY SUPPORT SERVICES

WE ENVISION...

a Royal Oak that promotes a successful, healthy, and meaningful life by acknowledging the diverse health related needs of residents and provides access to community resources, tools for a healthy lifestyle, and support for individuals aging in place.

WE HEARD...

- ROSES program, which supports seniors with common household chores, does not have enough volunteers, and that pay is very low, so the program cannot meet demand of our residents who need assistance.
- Many seniors do not understand Medicare benefits.
- Difficult to find appropriate, safe location to discharge older patients that have dementia. Families

often cannot provide enough care and cannot afford in-home nursing care.

- Need for centralized resource to help connect seniors to services, programs, resources.
- There are transportation services, though some are very expensive for people with more need for assistance. People who need services may not be aware of them.
- There is a lot that is available, but there is a lack of awareness of what is available
- Seniors get their information in many different ways and there are different types of seniors (go-gos, slow-gos, no-gos).

WE ARE...

- ROSES program offers assistance with chores to seniors
- PACE offers programs for people who are Medicaid-eligible or who pay a premium if not Medicaid eligible. Example day for someone who uses PACE: Participant arrives at center via PACE van, have breakfast, lunch, therapy, some take home frozen meals, may see a specialist, dentist, audiologist, durable medical equipment, medication, dialysis, home visits- very robust benefits compared to traditional Medicare (DME)- strong team approach
- New Henry Ford Health System center will offer primary care and many specialist services. No gerontologist on site, but easy access through other HFHS facilities. HFHS is interested in working with the City of Royal Oak and other community partners to meet needs of residents.
- There is inadequate number of handicap parking spaces in the city.
- Tytocare (through HFHS) can open up opportunities for telemedicine since many seniors have difficulty with transportation to appointments.
- Public Safety Departments has a robust response plan to put into place to respond to emergency situations.
- Senior center provides many different programs and transportation to help people get to the center (e.g., exercise classes, cooking classes, tax preparation help).



WE WILL...

Goal 6.1 Ensure there is a facility able to serve a variety of programs and services for people of all ages, but also has a commitment to serve seniors.


6.1a Develop a large comprehensive community center with significant programming for seniors (e.g. pools, accessible exercise classes, meal programs) with access to physical activity (OPC and Troy Community Center can be models) and outdoor spaces. This center can also serve other age groups for multi-generational interaction, but a commitment must be made to offer services to seniors and to ensure it is accessible.

Goal 6.2 Supporting seniors through resources and programs.

6.2a Create and maintain a centralized bank of resources available to seniors. This should be available as a hard copy and in an online, electronic format. Have a person designated to help connect older adults to resources. Partnerships with local universities may help (e.g., student interns to help create/maintain the database) This person can have a rotating location, including the library, senior center, Salter Center, Royal Oak Manor, Barton Towers, etc. This person would also be responsible to monitor resident success and satisfaction with these services to identify barriers and gaps over time.

6.2b Develop partnerships with Royal Oak schools, local universities, youth programs, churches to develop a workforce of young people to help provide volunteer (or paid labor) for ROSES to provide minor home maintenance, lawn care, snow shoveling. This can also provide an opportunity for cross-generation interactions in the city.



- 
- 6.2d Hold an ongoing series of lunch-and-learns in partnership with relevant organizations. These can be held at the senior center, HFHS, and/or the library. They can be in collaboration with other organizations that provide services to seniors, including PACE, Dementia Friends, SAFE, HFHS, Beaumont.
- 6.2e Bring resources available regionally closer to Royal Oak residents, as examples: Create system for Royal Oak Farmers Market (and stores, if possible) to accept Double-Bucks (public assistance dollars have double value for fruits and vegetables) or Project Fresh vouchers. Dementia Friends provide training to first responders and others who interact with the public in Royal Oak. Reinstate meal program at senior center (partnership with local community colleges, trade schools, universities may help with this).
- 6.2f Initiate cross-sector collaborations to enhance access to physical activity and other resources, such as partnering with the YMCA to give seniors access to pools, exercise class, Silver Sneakers program.

Goal 6.3: Provide a dedicated senior service millage to ensure services can be provided for the growing population.

- 6.3a Propose a senior services millage to fund more comprehensive senior services to fund: comprehensive senior center, staffing including maintaining a resource database, in-home services, additional transportation for seniors, and meals.

1 <https://semcog.org/data-and-maps/community-profiles/communities=2240>

2 <https://www.census.gov/quickfacts/fact/table/US/PST045221?>

THANK YOU

The Senior Services | Aging in Place Task Force would like to extend our appreciation to those who helped us throughout this process. All of the participants of the focus groups and the community survey. We also appreciate all of the representatives from different organizations who came to present to our working groups on the work that they do and how we might partner more.

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- Kyle DuBuc, city commissioner
- Monica Hunt, city commissioner
- Brandon Kolo, city commissioner
- Melanie Macey, mayor pro tem
- Patricia Paruch, city commissioner

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- Sarah Kindinger, chair
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APPENDIX 1: ACRONYMS GUIDE

BCBS - Blue Cross Blue Shield Association

CMO - City Manager's Office

CFA - Commission for the Arts

CDBG - Community Development Block Grant (federal funding)

DDA - Downtown Development Authority

DPS - Department of Public Services

GIS - Geographic Information System

HFHS - Henry Ford Health System

OPC - Older Persons' Commission of Rochester

ROSES - Royal Oak Senior Essential Services

APPENDIX 2: GOAL CHARTS

Outdoor Spaces and Buildings				
Goal 1.1: Work to improve accessibility to city facilities and parks.				
		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
1.1a	Conduct focus groups made up of seniors with different levels of mobility to help identify challenges and things that could be improved to ensure access to city facilities and parks including walk audits.	Years 1-3	Engineering, DPS	Strategic Plan: Welcome, Engaged Livable Community- Maintaining exceptional system of parks. Vibrant Local Economy -incorporating resident feedback. S-CAP 5.3.1
1.1b	Make walk audits a priority for projects that are updating crosswalks and other pedestrian crossings.	Year 2-3	Engineering, DPS	Strategic Plan: Vibrant Local Economy -incorporating resident feedback.
1.1c	Evaluate opportunities to exceed the minimum standards for accessibility in public spaces including the parking garages/lots, public buildings, bus stops and other walkways throughout the community.	Years 1-3	Engineering, DPS	Strategic Plan: Vibrant Local Economy - incorporating resident feedback.
1.1d	Provide additional seating around the downtown area, more handicap spaces in popular places as the population grows.	Years 2-3	Engineering	Strategic Plan: Vibrant Local Economy -incorporating resident feedback.
1.1e	Provide additional handicap accessibility in parking garages to access the elevator and stairs including push buttons or other devices.	Years 1-3	Economic Development, Police - Parking	Strategic Plan: Vibrant Local Economy -incorporating resident feedback.
1.1f	Evaluate opportunities to provide senior friendly activities and fitness equipment to our parks.	Years 1-3	Recreation	Strategic Plan: Welcome, Engaged Livable Community- Maintaining exceptional system of parks.

APPENDIX 2: GOAL CHARTS

Safe, Healthy & Just City - Provide access to programs and spaces to promote health.

Goal 1.2 Work to enhance the pedestrian experience throughout the community.

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
1.2a	Make the AARP's Walk Audit Toolkit available to the community, especially for those asking for a change from the traffic committee. Possibly adding it to the library of things.	Year 1	Library	Strategic Plan: Vibrant Local Economy -incorporating resident feedback.
1.2b	Implement vision zero practices to help avoid accidents between cars and people using different modes of transportation and in spaces.	Years 1-3	Engineering	Strategic Plan: Reliable Infrastructure - Investing in green infrastructure. S-CAP goal 2.3.4
1.2c	Building center islands and voice cross overs where needed to help seniors who might need longer to cross.	Years 1-3	Engineering	
1.2d	Develop walking routes within the community that provide an enhanced pedestrian experience with public art, playgrounds, or other pedestrian features that encourage mobility through walking, and prioritize pedestrian safety.	Year 3	Recreation, CFA, GIS	Strategic Plan: Safe, Healthy & Just City - Provide access to programs and spaces to promote health.
1.2e	Evaluate policies that help support seniors in removing snow and ensuring access to public spaces in the winter months.	Year 1	CMO, Senior Center, Facilities Management	S-CAP Goal 2.4.1

APPENDIX 2: GOAL CHARTS

Transportation				
Goal 2.1: Provide opportunities that support seniors who choose to drive.				
		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
2.1a	Increase barrier free on street parking. Be in the top 10% of cities for accessible parking or double the current number accessible parking spots. Rearrange handicap spots in parking structures to place closest to access points. Reassess on a scheduled basis to improve as needed.	Year 1 - 3	Engineering	
2.1b	Develop rideshare pick up/drop off locations for increased safety. The City will determine appropriate locations within the CBD to increase safety during the upcoming parking study. Collaborate with the appropriate stakeholders including the DDA and ride sharing providers. Designate an appropriate area for big vehicles (party bus, limo, etc.).	Year 2- 3	Engineering	S-CAP goal 2.5.3
2.1c	Increase visibility of street signage, road markings, key crossings as well as major road pedestrian crossings. Install high visibility markings with all new traffic projects. Educate the community on new traffic features upon install.	Year 2-3	Engineering	Strategic Plan: Reliable Infrastructure- Invest in green infrastructure.
2.1d	Provide driver fitness and occupant safety assessment. Partner with AARP for CarFit program that helps drivers adjust their cars to best suit their individual abilities. Partner with occupational/ physical therapy schools for volunteers. Provide driver education for increasing awareness of cyclists/pedestrians and sharing the roadway. Partner with organizations (AAA{Roadwise Driver online course}, BCBS, etc) for safety awareness. Provide educational seminars on driving safety and cessation, as well as child car safety seat and proper fit.	Year 2-3	AAA1B, Senior Center, Library, Fire station	

APPENDIX 2: GOAL CHARTS

Goal 2.2: Provide opportunities for seniors to use other forms of transportation depending on their needs.

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
2.2a	Increase safety of bicyclists. Community education events/ provide educational displays (farmer's market, library, schools, senior buildings) for how to use bike lanes as a cyclist and a driver. Work with bicycle sharing groups for options to increase drop off locations and bicycle options. Education and safety for novice bicyclists. Partner with local bicycle shops, YMCA, Boys & Girls to provide education. Increase the availability of bike racks at different city facilities and spaces.	Year 1-3	Facilities Management, Community Engagement, local bike shops	S-CAP goal 2.1.4; 2.1.1; 2.1.2; 2.1.5; 2.1.6; 2.1.7
2.2b	Increase transit options. Extend hours of operations with SMART/Senior Center with 1-2 buses to evening hours. Include evening and weekend hours/events. Different solutions rather than buses similar to Flex program. Increase SMART FLEX - Encourage city and SMART to expand the FLEX program. Encourage zip cars/car sharing with locations. Increase electric charging stations/encourage increased electric vehicle use. Increase amenities for riders at bus stops including shelters and seats.	Year 2-3	Senior Center	S-CAP goal 2.2.2; 2.2.3; 2.2.6; 2.2.7
2.2c	Increase communication/ accessibility/ information of transit options. Improve website to make more user friendly with advanced search options to allow increased specificity. Include information on community options such as SMART or MyRide2. Provide physical locations such as library, senior center, farmers market, senior buildings, schools for information.	Year 2-3	Community Engagement, AAA1B, Senior Center, Farmers Market, Library	S-CAP goal 2.2.2; 2.2.6; 2.2.7

APPENDIX 2: GOAL CHARTS

Information and Communication

Goal 3.1 Foster digital literacy through a variety of platforms.

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
3.1a	Create, foster and anticipate social media connections.	Year 1	Community Engagement, Recreation, Commission for the Arts, any city social media account managers	S-CAP goal 6.3.1; 6.3.2
3.1b	Expand computer training	Year 1	Senior Center, Library	
3.1c	Provide people in need with phones and/or other digital assistant devices	Year 2	Senior Center, partnership with county	

3.2 The level, frequency and sources of information meet seniors' expectations.

3.2a	Establish a central source (website) for all information, with timely and accurate information provided by service providers and establish process to hold them accountable.	Year 3	All departments	Strategic Plan: Welcome, Engaged and Livable Community S-CAP goal 6.3.1
3.2b	Have an excellent search function.	Year 3	Community Engagement	
3.2c	Do a benchmark study to understand how we are meeting the needs of seniors in our communication. Repeat this survey every other year.	Years 1 and 3	Community Engagement	

APPENDIX 2: GOAL CHARTS

3.3 Speak and listen to people at all levels of their ability through the media and channels they prefer.

3.3a	Identify seniors who live independently and who are disconnected, through such things as lack of technology, physical limitations, or language barriers, but who have at least a phone.	Year 1	Senior Center, Library, Community Engagement	
3.3b	Make sure that community engagement reaches all types of seniors from the active/digitally literate to the isolated homebound to those in between. Give people a phone number residents can call for information and help them sign up for civic-ready notifications. (311 type service)	Year 2	Community Engagement, Potential New Service	
3.3c	Use informal human networks to disseminate information. (neighbors, caregivers, places of worship, senior center employees)	Year 1	Senior Center, Community Engagement	Strategic Plan: Welcome, Engaged and Livable Community – social engagement, civic pride, and community loyalty.
3.3d	Send one annual mailer to every Royal Oak household with the information for 311, civic ready and other basic information and promote the information through other media (ex: Insight, e-news)	Year 1	Community Engagement	S-CAP goal 6.3.2
3.3e	Find what you want in 3 clicks.	Year 3	Community Engagement and all departments.	
3.3f	Make the website easier for seniors to use. Create navigation based on categories of people and what they want versus organizing around departments. Ensure it is ADA compliant.	Year 3	All departments	Strategic Plan: Welcome, Engaged and Livable Community – Eliminate language and cultural barriers.

APPENDIX 2: GOAL CHARTS

Housing

Goal 4.1: Meet the needs of Royal Oak’s growing senior population by providing an additional full-time position to connect seniors with programs and services.

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
4.1a	Increase outreach to local churches, businesses, schools, service groups to support volunteerism to our senior community for seasonal tasks like leaf raking, snow shoveling/plowing, spring yard clean ups (i.e., Earth Day, Arbor Day, etc.)	Year 1	Senior Center	Strategic Plan: Welcome, Engaged and Livable Community -Opportunities for volunteerism and participation.
4.1b	Better maintenance of both print and online senior friendly resources and contractors previously used for minor home tasks (i.e., grab bars, handrails, etc.)	Year 2	Senior Center	
4.1c	Maintain current lists of contractors previously used and vetted for home modifications that might be more expensive or don’t meet the criteria of CDBGs that support moderate to low-income seniors (i.e., relocating bedrooms and laundry facilities to main floors, bathroom modifications and opening doors to be ADA compliant, etc.)	Year 2	Senior Center	
4.1d	Support current staff for the ROSES. and Home ReHab program with outreach to Royal Oak seniors.	Year 1	Senior Center	Strategic Plan: Welcome, Engaged and Livable Community -Opportunities for volunteerism and participation.

Goal 4.2: The city shall provide easily accessible resources on available “age-friendly” housing in the city:

4.2a	Identify and maintain connections to “affordable” senior residences such as the 450 existing units in Barton Towers and Royal Oak Manor as well as the “age restricted” market-rate 147 units at the Villages of Royal Oak.	Year 1		Strategic Plan: Welcome, Engaged and Livable Community - Anyone can find a quality home that fits their needs.
4.2b	Develop and maintain connections to other “market-rate” rentals, condominiums, and single-family ownership opportunities in the city that meet “age friendly” design elements such as “zero-entry”, single floor living with elevators if in multi-story buildings.	Year 2		Strategic Plan: Welcome, Engaged and Livable Community - Anyone can find a quality home that fits their needs.

APPENDIX 2: GOAL CHARTS

Goal 4.3: Meet Royal Oak seniors desire to “age in place” by facilitating the development of “affordable” senior and “market-rate” senior housing.

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
4.3a	The City of Royal Oak should aggressively market to developers as development sites become available for additional “affordable” or “market rate” senior housing. To support these activities; we feel the city should include areas of the city that fit an “age friendly” senior housing location, close to central city and commercial services, and examine areas of the city where zoning could be created specifically to allow creation of ADUs, carriage houses, or “mother-in-law” apartments for use by aging family members as a part of the review and deliberation in the upcoming master plan update.	Year 2	Planning, Economic Development	Strategic Plan: Welcome, Engaged and Livable Community - Anyone can find a quality home that fits their needs. S-CAP 6.4.1; 6.4.2

Goal 4.3: Meet Royal Oak seniors desire to “age in place” by facilitating the development of “affordable” senior and “market-rate” senior housing. (Continued)

4.3b	Identifying underutilized city owned land or land available for strategic acquisition.	Year 1	Planning, Economic Development	Strategic Plan: Welcome, Engaged and Livable Community - Anyone can find a quality home that fits their needs.
4.3c	Making that land available to private and non-profit developers through an request for proposals process for redevelopment as senior or senior friendly housing	Year 2	Planning, Economic Development	Strategic Plan: Welcome, Engaged and Livable Community - Anyone can find a quality home that fits their needs.
4.3d	Work with successful developers to rezone property to facilitate redevelopment to meet future senior or senior-friendly housing.	Year 2	Planning	Strategic Plan: Welcome, Engaged and Livable Community - Anyone can find a quality home that fits their needs. S-CAP goal 6.4.2

APPENDIX 2: GOAL CHARTS

Community Engagement and Inclusion

Goal 5.1: Create and promote a network of social engagement opportunities for multiple generations.

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
5.1a	Develop and offer a variety of neighborhood “block party” options, including: block party in a bag” starter kit; a schedule of food trucks visiting neighborhoods; and “neighborhood party in the park” events at local parks.	Year 1	Community Engagement, Library	Strategic Plan: Welcome, Engaged and Livable Community – Social engagement, civic pride, and community loyalty. S-CAP goal 6.2.2
5.1b	Develop one-on-one connections for seniors to stay linked to people in the community. This includes: self-enrolling in a “Neighbor to Neighbor” program to connect with another person in your neighborhood on a regular basis; “Community Check-in” program, which is a voluntary directory of people who wish to be called or are willing to call to check on seniors and to make referrals to outside agencies as needed; developing a Royal Oak human library, connecting curious community members with seniors who have expertise or information in an area of interest; and reinvigorating neighborhood associations.	Year 2	Senior Center	S-CAP goal 6.2.2
5.1c	Work with local businesses and city departments to host social events specifically for seniors, such as: open mic night at a coffeehouse; and games nights at the senior center.	Year 2	Senior Center	
5.1d	Go-Gos and other active community members sponsoring an assisted living facility. An example is planning holiday events/gift exchange/similar to adopt-a-family programs. Decorating facility for the seasons (spirit committee).	Year 3	Senior Center, partnership with local senior housing	

APPENDIX 2: GOAL CHARTS

Goal 5.2: Promote inclusive programs and services for older adults.				
		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
5.2a	Developing a “Royal Oak expert” series of videos to post on the city’s website, celebrate community residents’ talents by sharing their best stories, tips, tricks, and insights into living in our city.	Years 1-3	WROK, Senior Center, Community Engagement	
5.2b	Work with local education institutions to develop lifelong learning opportunities for seniors (e.g. audit classes at OCC, OU, WSU, etc.).	Year 1	Senior Center Partnership	S-CAP goal 6.5.1
5.2c	Promote events that are diverse and inclusive. Ideas include: City events based on nationally celebrated cultures and traditions. (Reference Chase’s Calendar of Events book for a comprehensive list of these celebrations and include a senior month - month long celebration of our seniors.) May is currently designated nationally as older Americans month. https://acl.gov/oam/2022/older-americans-month-2022	Years 1-3	Community Engagement, Human Rights Commission, and Library	Strategic Plan: Welcome, Engaged, Livable community – AN inclusive community for residents, visitors and workforce.
Goal 5.3: Enhance and promote volunteer opportunities for older adults.				
5.3a	Centralize opportunities by working with city departments. Identify critical positions where volunteers could be utilized and use the city’s job portal to allow for people to apply for volunteer positions. Incentive and acknowledgement for participation (i.e. free parking, downtown dollars, discount at local business, free services, reduction in property taxes, etc.)	Year 2	Senior Center, Library	Strategic Plan: Welcome, Engaged and Livable Community – Opportunities for volunteerism.
5.3b	As part of 5.3a enlist volunteers to participate in the activities listed, which connect neighbors to neighbors.	Year 2	Human Resources, Senior Center, Library	Strategic Plan: Welcome, Engaged and Livable Community – Opportunities for volunteerism.
5.3c	Develop a program where people with certified, trained therapy animals meet with older adults in a park, at the Library or in other community spaces.	Year 1-3	Library and Senior Center	

APPENDIX 2: GOAL CHARTS

Goal 5.4: Ensure the perspectives and needs of older adults and their caregivers are included when developing city plans and policies.

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
5.4a	Develop a recruitment program to ensure representation.	Year 1	Community Engagement and department making the plan.	Strategic Plan: Vibrant Economy - Incorporating resident and visitor feedback. S-CAP goal 6.3.5
5.4b	Describe the process for creating the plan and the role of the participant.	Year 1	Community Engagement and department making the plan.	
5.4c	Reach out to the community resources (i.e. Area Agency on Aging, Meals on Wheels, case managers, etc.) that work directly with these populations to see what the needs or how to help recruit for these positions.	Year 1	Community Engagement and department making the plan.	
5.4d	Develop an equitable engagement guide to help reach people where they are.	Year 2	Community Engagement, and Human Rights Commission	
5.4e	Lobby to host virtual/hybrid meetings for boards & commissions.	Years 1-3	City Commission	
5.4f	Commission, mayor, and boards host open forum events to collect feedback and hear from public outside public comment at monthly meeting; host at senior centers; host virtually.	Year 2	City Commission, Community Engagement	Strategic Plan: Welcome, Engaged and Livable Community - Social engagement, civic pride and community loyalty. S-CAP 6.3.6

APPENDIX 2: GOAL CHARTS

Health and Community Support Services

Goal 6.1 Ensure there is a facility able to serve a variety of programs and services for people of all ages, but also has a commitment to serve seniors.

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
6.1a	Develop a large comprehensive community center with significant programming for seniors (e.g., pools, accessible exercise classes, meal programs) with access to physical activity (OPC and Troy Community Centers can be models) and outdoor spaces. This center can also serve other age groups for multi-generational interaction, but a commitment must be made to offer services to seniors and to ensure it is accessible.	5 years	Economic Development/ CMO	Strategic Plan: Welcome, engaged and livable community – city maintains exceptional system of parks and public spaces.

Goal 6.2 Supporting seniors through resources and programs.

6.2a	Create and maintain a centralized bank of resources available to seniors. This should be available as a hard copy and in an online, electronic format. Have a person designated to help connect older adults to resources. Partnerships with local universities may help (e.g., student interns to help create/maintain the database) This person can have a rotating location, including the library, senior center, Salter Center, Royal Oak Manor, Barton Towers, etc. This person would also be responsible to monitor resident success and satisfaction with these services to identify barriers and gaps over time.	Year 1	Senior Center	
6.2b	Develop partnerships with Royal Oak schools, local universities, youth programs, churches to develop a workforce of young people to help provide volunteer (or paid labor) for ROSES. to provide minor home maintenance, lawn care, snow shoveling. This can also provide an opportunity for cross-generation interactions in the city.	Start Immediately	Senior Center	S-CAP goal 6.5.1
6.2c	Hold an ongoing series of lunch-and-learns in partnership with relevant organizations. These can be held at the senior center, HFHS, and/or the library. They can be in collaboration with other organizations that provide services to seniors, including PACE, Dementia Friends, SAFE, HFHS, Beaumont.	Start within 6 months	Senior Center, Library	S-CAP goal 6.1.1

APPENDIX 2: GOAL CHARTS

		IMPLEMENTATION TIME	POTENTIAL PARTNERS	CONNECTION TO OTHER CITY PLANS
6.2d	Bring resources available regionally closer to Royal Oak residents, as examples: Create system for Royal Oak Farmers Market (and stores, if possible) to accept Double-Bucks (public assistance dollars have double value for fruits and vegetables) or Project Fresh vouchers. Dementia Friends provide training to first responders and others who interact with the public in Royal Oak. Reinstate meal program at senior center (partnership with local community colleges, trade schools, universities may help with this)	Start within 6 months	Farmers Market, Human Resources, Senior Center	
6.2e	Initiate cross-sector collaborations to enhance access to physical activity and other resources, such as partnering with the YMCA to give seniors access to pools, exercise class, Silver Sneakers program.	Initiate collaborations within 1 year.	Recreation	

Goal 6.3: Provide a dedicated senior service millage to ensure services can be provided for the growing population.

6.3a	Propose a senior services millage to fund more comprehensive senior services to fund: Comprehensive senior center, staffing including maintaining a resource database, in-home services, additional transportation for seniors, and meals.	3 years	CMO	
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