

**CITY OF WIXOM  
SENIOR CITIZEN COMMISSION MEETING  
COMMUNITY CENTER  
49015 PONTIAC TRAIL  
TUESDAY, JANUARY 12, 2016**

Acting Chairman Contreras called this meeting of the Senior Citizen Commission to order at 10:00 a.m. with the following individuals in attendance:

**COMMISSION:** Anna Contreras (Acting Chairman), Richard Pype, Shirley Pfeffer, Connie Salvati and Larry Grant

**ABSENT:** Jean Korleski (Excused)

**STAFF:** Deanna Magee (Community Services Director), Katherine Martin (Senior Coordinator) and Stacey Banks (Administrative Assistant to City Manager, Clarence Goodlein)

**PUBLIC:** None

**DETERMINATION OF A QUORUM:**

A quorum of the Senior Citizen Commission was present for this meeting.

**CHANGES OR ADDITIONS TO THE AGENDA:**

None.

**APPROVAL OF NOVEMBER 12, 2015 SENIOR COMMISSION MEETING MINUTES**

**MOTION** and seconded by Commissioners Grant and Pype to approve the November 12, 2015 Senior Commission Meeting Minutes.

**VOTE:**

**MOTION CARRIED**

**CALL TO THE PUBLIC:**

There was no public present.

**TABLED MOTIONS:**

There were no tabled Motions.

**UNFINISHED BUSINESS:**

There was no unfinished business.

**NEW BUSINESS:**

**1. Mass Email Notification Regarding Snow Removal Assistance**

Ms. Martin credited Darren Stegman with helping her on the RecPro mass e-mailing program which enables her to send out mass emails to the seniors' membership regarding programs and events. This will be a good tool to promote programs. There are still some minor issues related to recipients' ability to open email attachments, however, some systems may not have adequate software to do this.

Commissioner Grant noted that Lorraine announced the snow removal assistance program to her exercise class of 50 seniors. Participants' eligibility in the program will be self-declared in terms of financial need. It is now available and has been advertised. Information about the program was sent to the 300 seniors on the mailing list. Commissioner Salvati noted that commercial snow removal contractors require at least 2 inches of snowfall before they will come out and plow. Commissioner Pfeffer noted that snow removal contractors may also have start dates for their services; i.e., they will not plow before Thanksgiving; it depends upon the contract that each individual signs with them.

Ms. Banks will also put this information on the City's website and Facebook page. The point of contact for residents who have questions or need information will be Commissioner Grant.

**INFORMATION:**

**1. Senior Survey-CMO Report-Receive and File**

Ms. Magee said that she hopes that all Commissioners will read the City Manager's memo (see attached) explaining the process regarding the Senior Survey as well as the survey results. The survey results reflected 87% of survey participants agreed or strongly agreed that they are satisfied with the City's senior programs, services, and senior environment.

**2. Senior Memorial Fund Financial Statement (1/2/16)**

Commissioner Grant noted that the monies from the 50/50 raffles for the last three parties in 2015 have been added to the Senior Memorial Fund. The new balance is \$800.30.

**3. Senior Center Coordinator Report**

Ms. Martin said there is a new volunteer program which was suggested by Ken M., one of the seniors, to collect pop tabs to recycle and the revenue would go to the

Ronald McDonald House. It was suggested setting up a field trip to the Ronald McDonald House to see its operation.

Ms. Martin announced that there will be a Health & Wellness Fair from 1-3 p.m. today with nine vendors attending. Today's weather winter advisory will probably affect the attendance. She will look at offering it in the fall or spring to avoid winter weather issues.

Ms. Martin noted that the AARP tax preparation program information was sent on October 29, 2015 and posted for the seniors. All dates are currently full at Wixom. We are now sending seniors to Richardson, Highland, & Walled Lake Villa for preparation.

Ms. Martin noted that "Half Whacked" will be the entertainment for the St. Valentine's Day party. The lunch will include lasagna (regular & vegetarian), salad, garlic bread, and dessert. Ms. Magee asked Ms. Martin whether she would like a subcommittee to assist her with this. Commissioner Pype offered to help and will arrive at 10:30 a.m. Ms. Martin has been very touched with the outpouring of volunteers for program set-ups. She purchases the table settings and the volunteers set them up. Commissioner Pfeffer asked whether the \$10 cost will go toward the entertainment at the Valentine's Day party. Ms. Martin said it is for the entire event.

Commissioner Salvati suggested employing an RSVP deadline for all events involving food in order to relay adequate numbers to the catering company. Ms. Martin said that she sets the RSVP deadline one week prior to the event. After the deadline, the fee increases \$5. The City has been very generous in supporting the seniors' events and we are doing this so we order the correct amount of food and do not waste it. The event registration has changed. There will be no signup sheets, only registration forms for seniors to register for the events with payment attached.

Commissioner Pfeffer asked whether the entire ballroom could be opened up for the Valentine's Day event. She noted that the seniors felt crowded at Christmas and were bumping into tables and chairs. Acting Chairman Contreras said it depends on how many seniors signed up. Commissioner Pfeffer asked how many people attended the holiday party. Commissioner Grant said about 88-90 seniors. Ms. Magee said that it is not difficult to open up the space and that she usually allocates the space according to the number of attendees. Commissioner Grant noted that the holiday party was the only one which was crowded, in part because of

Christmas tree decorations. Ms. Magee said that room accommodates 150 people without expansion. Acting Chairman Contreras told Commissioner Pfeffer that complaints about crowding should be brought up to the Senior Commission. Commissioner Pfeffer noted that Janet Jones fell during the holiday party and that Carmen fell during the State of the City overview which was also crowded. Ms. Magee noted that with the population of seniors, there are occasional falls, despite our efforts to provide a safe area. Ms. Martin said that some seniors are more fragile and that includes the two women previously mentioned. Commissioner Pype noted that this is the first holiday party he ever attended and he enjoyed it. He does know about the fall which occurred at the holiday party. Commissioner Pfeffer said that the woman who fell lost her balance on her chair.

Ms. Martin noted that the Health & Wellness Fair will be held in the lounge where it will be cozy and more conducive for personal interaction. Coffee and refreshments will be provided and it will be bright and inviting.

Ms. Martin noted that the City has a partnership program which provides area businesses and others an opportunity to sponsor senior events. Today's sponsor of the Health & Wellness Fair is Enriched Life Home Care Services. He will bring his uncle in to do entertainment. Ms. Magee compiles spreadsheets on these sponsorships.

The Pizza & Movie program will be hosted by Nick Kennedy and Robert Smiley for the next 6 months. If it were paid out of pocket, the cost would be \$5 per person. Commissioner Salvati inquired about how far in advance the movie titles will be publicly announced. She suggested writing it on the whiteboard. Ms. Martin said that the library only gives her 2-3 weeks notice. After the library locks in the selection with her, she makes a copy of the DVD jacket and puts it on the whiteboard. The next movie will tentatively be "Still Alice". The senior program utilizes the library movie license to show public movies for the Movie & Pizza program. They are only licensed to show movies at the library so we will be limited to 30 for the room available. The Community Center large room is not covered under the license. Ms. Martin said she had 34 people for the meal portion of the last event; however, only 13 seniors stayed for the movie. It was sponsored by Councilman Kennedy so there was no charge for the movie/pizza event.

Ms. Martin noted that the City Manager donated pizza coupons for the movie & pizza for October, November, & December. The event sponsorship started with

Mr. Goodlein donating, then transitioned to Councilman Kennedy and Smiley. She hopes that the seniors will continue to participate in the pizza & movie as well as to socialize. In response to Commissioner Pfeffer's question, Ms. Magee said the library room holds 30 people. Acting Chairman Contreras said that she has been attending here for 7 years. They paid \$3 for the event. They never had more than 10-12 people. The seniors did not seem interested in participating. Commissioner Pfeffer noted that there was one classic movie, whose name she cannot recall, which did attract quite a crowd in the other room. Ms. Magee noted that since the movie licensing became an issue, they have had been limited on movies to show. The licensing runs about \$350-\$400 per year.

**4. Senior Program Fiscal Cumulative Report**

Ms. Magee noted that we are providing this report to reflect program participation for the senior programs throughout the fiscal year. These report numbers (in totals) are transmitted to City Council via the Community Services Monthly report. She noted that the program is busy with 120-130 people participating in programs every Monday and Wednesday.

**COMMISSION COMMENTS:**

Acting Chairman Contreras noted that there are many problems with a few seniors who have become verbal and demanding. She feels the Senior Coordinator is doing a great job and the programs have been successful. She does not understand what they are talking about. Commissioner Pype noted that Ms. Martin puts program information out for the seniors. He does not think there should be any complaints or inquiries. He thinks they should stop inquiring about things 2 months in advance. Ms. Martin requested the seniors not to ask about events too far in advance before the details are confirmed. Commissioner Grant thinks that Wixom's is one of the better senior programs. Milford's is nice and Walled Lake does not offer a senior program so it has joined with Wixom. Ms. Martin noted that Wixom sees seniors participating in its programs from Wixom, Walled Lake, Commerce, Northville, Farmington, Brighton, etc. They are willing to drive here because they enjoy the programs. The exercise program runs to 55-60 people on Monday and Wednesday. Some seniors exercise and then stay to do the Zumba class. Some arrive at 8:30 a.m. and stay all day, until 4 p.m. The most intensive users of the Center are the most critical. Ms. Martin plans to continue to channel concerns and complaints through the Senior Advisory Council.

Acting Chairman Contreras noted that the correct date for the Senior Commission's next meeting is March 22, 2016. Ms. Martin will amend that on the calendar online.

**STAFF COMMENTS:**

Ms. Magee noted that the singing group participated in the recent Holiday Markt event in December. The City invested in a new replacement keyboard for the program and it is working out quite well. She thanked Commissioner Grant for his help with that.

Ms. Magee analyzed the participation levels with seniors from the various communities. Ten percent are from Commerce Township, 6% from Novi, 17.5% from Walled Lake, with 53% from Wixom.

Ms. Magee announced Walled Lake has a contract with Wixom to provide for their seniors. She just submitted a reimbursement request for approximately \$11,000 in Community Block Grant monies from Walled Lake.

**ADJOURNMENT:**

The meeting of the Senior Citizen Commission was adjourned at 10:48 a.m.

Respectfully submitted,

Nancy Fisher  
Recording Secretary

## MEMORANDUM

TO: Mayor and Wixom City Council

FROM: Clarence Goodlein, City Manager 

DATE: December 15, 2015

SUBJECT: City Manager's Update – December 15, 2015

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Submitted for your information is the City Manager's Update for the Council meeting of December 15, 2015.

1. **Wixom Senior Center Survey Completed:** Some weeks ago, I met with Senior Citizen Commission Chairperson Jean Korleski and discussed the performance of a *Wixom Senior Citizen Center Satisfaction Survey*. Subsequently, the City Manager's Office developed a *Wixom Senior Center – Service Satisfaction Survey* that was mailed to every member of the Wixom Senior Center. So as to ensure that participants' responses would be confidential and that members could participate anonymously, a locked ballot box was provided for collection of survey response and placed in the Wixom Senior Center.

On the morning of October 22, 2015, the ballot box containing the surveys was collected and tabulated by the staff of the City Manager's Office. Of the 247 surveys that were distributed by mail, 131 members of the Wixom Senior Citizen Center responded (i.e. 29 males and 102 females). Of those who responded, 13 (9.92%) attended the Wixom Senior Citizen Center daily, 78 (59.54%) attended weekly, 12 (9.16%) attended monthly, and 28 (21.37%) attended "infrequently" (i.e. less than monthly). Of those who responded, most 107 (81.68%) never use the Wixom Senior Transportation Program, 21 (16.03%) use the program a few times each year, 1 (0.76%) uses it monthly, and 2 (1.53%) use it weekly. The participants reported that most (72, or 34.95%) attend the Wixom Senior Center's exercises classes, some (30, or 14.56%) participate in various crafts, games, and card-playing that is sponsored by the Center, many (54, or 26.21%) attend the luncheons sponsored by the Center, and many (50, or 24.27%) also participate in the Wixom Senior Center's trips to various venues.

The respondents generally agreed with the statement that the Wixom Senior Center is a friendly place to visit (i.e. 51, or 38.93% strongly agreed; 62, or 47.33% agreed; 7, or 5.34% disagreed; and 11, or 8.4% strongly disagreed). The respondents also generally agreed with the statement that the staff of the Wixom Senior Center is "friendly, welcoming, and helpful" (i.e. 57, or 43.51% strongly agreed; 55, or 41.98% agreed; 8, or 6.11% disagreed; and 11, or 8.40% strongly disagreed). Most respondents agreed with the statement that the Wixom Senior Center met "the needs of those who come to the Center (i.e. 47, or 35.88% strongly agreed; 68, or 51.91% agreed; 10, or 7.63% disagreed; and 6, or 4.58% strongly disagreed).