



CITY OF SOUTH PORTLAND

CLAUDE V. Z. MORGAN
Mayor

SCOTT T. MORELLI
City Manager

EMILY F. SCULLY
City Clerk

SALLY J. DAGGETT
Jensen Baird Gardner & Henry

**IN CITY COUNCIL
ORDER #203-18/19**

ORDERED, that ORDER #137-18/18 be and hereby is amended as follows:

ORDERED, that the South Portland City Council hereby establishes the *ad hoc* Senior Steering Implementation Committee as described below and shall include in its Fiscal Year 2020 budget an appropriation of \$15,000 to the committee to be expended at the discretion of the committee for its purposes as described below:

A. Committee Name

The name of the committee shall be the "Senior Steering Implementation Committee" (the "Committee").

B. Committee Purpose

The Committee is charged with implementing the recommendations contained in the *Report of Findings and Recommendations* as presented to City Council on January 22, 2019 by the *ad hoc* Senior Citizen Advisory Committee. In general, these recommendations are geared toward helping seniors have better access to services and infrastructure so they may live safely and with dignity as they age.

Some specific tasks for the Committee shall include:

- I. Establish measurable, time-oriented goals for implementing the report recommendations;
- II. By January 2020, begin implementing recommendations related to communication of resources, housing maintenance, and transportation;
- III. Establish ongoing advocacy efforts for items requiring another entity to complete; and
- IV. Explore volunteer and grant opportunities, corporate partnerships, and request additional funding to implement and sustain recommended programs.

C. Committee Duration

This *ad hoc* Committee shall remain in existence until such a time as it has achieved implementation of the recommendations contained within the report. Unless otherwise extended by City Council, this Committee shall dissolve on February 1, 2022.

District One
CLAUDE V. Z. MORGAN

District Two
KATHERINE W. LEWIS

District Three
MISHA C. PRIDE

District Four
APRIL L. CARICCHIO

District Five
DEQA DHALAC

At Large
MAXINE R. BEECHER

At Large
SUSAN J. HENDERSON

D. Committee Membership

This Committee shall include ~~seven~~nine voting members and ~~two~~three ex-officio (non-voting) members. These members include:

Voting (~~7~~9)

Alan Cardinal

Diane Gotelli

Anthony Grande

Bernadette Kroon

Peter Stanton

Deqa Dhalac

Carol Kilroy

~~Maxine Beecher~~*To be selected by the Committee*

~~Adele Edelman~~*To be selected by the Committee*

Ex-Officio (~~3~~2)

~~Maxine Beecher~~

Susan Henderson

Kathleen Babeu, Social Services Director

Committee Officers

The Committee shall elect its own Chair, Vice Chair, and Secretary. The Chair shall be responsible for compiling meeting agendas and ensuring meeting notices and agendas are posted in a timely manner with the City Clerk's office, running meetings, and serving as a liaison for the Committee to various staff and outside entities. The Vice Chair shall assume the duties of the Chair in the Chair's absence or when assigned by the Chair. The Secretary shall be responsible for taking meeting minutes and submitting the approved minutes to the City Clerk's office.

The Committee may form its own sub-committees and appoint members from the Committee and general public to these sub-committees at its discretion. These sub-committees may be dissolved by the Committee as it deems necessary. All sub-committees shall be dissolved when the Committee itself is dissolved. (See Part C).

Vacancies

If a Voting member slot should become vacant, this vacancy shall be filled by: 1) the Committee making a recommendation to City Council for a replacement member within 30 days of a vacancy existing, or 2) after a vacancy exists for 31 or more days, the Mayor may recommend an appointee to fill the vacancy, subject to the approval of the City Council.

At least one member of the City Council should be represented on the Committee in an ex-officio capacity. Council may add an additional~~fourth~~ ex-officio position in order to achieve this requirement.

E. Budget

Any funds allocated to the Committee shall be used broadly by the Committee to pursue its purpose as outlined in Part B of this Order. All fund allocations must be approved by the Committee. The Committee may make additional budget requests for purposes consistent with Section B of this Order by voting to request the City

Manager include such funding in future fiscal year budget recommendations. Such requests may be considered by future Councils but funding shall not be guaranteed.”

BE IT FURTHER ORDERED, upon passage of this Order, the *ad hoc* Senior Citizen Advisory Committee shall be dissolved and any remaining funds allocated to that committee shall be re-allocated to the new *ad hoc* Senior Steering Implementation Committee.

BE IT FURTHER ORDERED, the City Manager shall include in his Fiscal Year 2020 budget recommendation an allocation of \$15,000 to the *ad hoc* Senior Steering Implementation Committee to be used consistent with the purposes outlined in Part B above.

Fiscal Note: Not to exceed \$15,000

Dated: ~~February 19, 2019~~ June 13, 2019