RESOLUTION 21-085

A RESOLUTION SUPPORTING PARTICIPATION AND MEMBERSHIP IN THE AARP NETWORK OF AGE-FRIENDLY STATES AND COMMUNITIES.

The City Council is informed that:

WHEREAS, in the United States, the population of people aged 65 and over is expected to grow from 45 million in 2016 to 95 million by 2060, taking the total share of the 65 and older population from 15 percent to nearly 25 percent of the total population; and

WHEREAS, in New Mexico, the fastest-growing population in the state by age are those 65 and older and the U.S. Census Bureau estimates that more than 30 percent of New Mexico's population will be over age 60 by the year 2030, a substantial increase from 22 percent in 2020; and

WHEREAS, in Las Cruces, approximately 30 percent of the population is aged 50 and over, and 15 percent of the population of Las Cruces is aged 65 and over; and

WHEREAS, research shows that older Americans overwhelmingly want to remain in their homes and communities as they age; and

WHEREAS, access to key services, access to transportation options and diverse housing options, and opportunities for community participation are vital to the health and happiness of an aging population; and

WHEREAS, the World Health Organization (WHO) has developed a Global Network of Age-Friendly Cities and Communities to encourage and promote public policies to increase the number of cities and communities that support healthy aging and thereby improve the health, well-being, satisfaction, and quality of life for older Americans; and

WHEREAS, the WHO has noted that "making cities and communities age-friendly is one of the most effective policy approaches for responding to demographic ageing"; and

WHEREAS, the WHO has developed eight domains of community life that influence the livability and quality of life of older people, and the eight domains can also contribute to an age-friendly community for all ages; and

WHEREAS, the AARP Network of Age-Friendly States and Communities (the AARP Age-Friendly Network) is an affiliate of the WHO Global Network of Age-Friendly Cities and Communities; and

WHEREAS, membership in the AARP Age-Friendly Network includes resources for identifying community needs, access to technical expertise, and a structured framework for making community improvements; and

WHEREAS, WHO's eight domains and the 2017 AARP policy guidebook were utilized in the development of the City of Las Cruces comprehensive plan, Elevate Las Cruces, and the comprehensive plan recommends to, "Consider joining the AARP Network of Age-Friendly States and Communities."

NOW, THEREFORE, Be it Resolved by the Governing Body of the City of Las Cruces:

THAT the City Council supports participation and membership in the AARP Age-Friendly Network.
(II)

THAT the City Council hereby supports submittal of a membership application in conjunction with a letter of commitment by the Mayor to AARP.

(III)

THAT City staff is hereby authorized to do all deeds as necessary in the accomplishment of the herein above.

DONE AND APPROVED this 21 day of December 2020
Moved by: Gill Sorg

Seconded by: Kasandra Gandara

AYES  Kasandra Gandara, Gill Sorg, Ken Miyagishima, Yvonne Flores, Tessa Abeyta-Stuve, Johana Bencomo

NAYS
City Council Action and Executive Summary

Title: A RESOLUTION SUPPORTING PARTICIPATION AND MEMBERSHIP IN THE AARP NETWORK OF AGE-FRIENDLY STATES AND COMMUNITIES.

TYPE OF ACTION: ☒ Administrative ☐ Legislative ☐ Quasi-Judicial

PURPOSE(S) OF ACTION:
Support participation and membership in the AARP Network of Age-friendly States and Communities.

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:
At the October 14, 2019 City Council Work Session an overview of the AARP Network of Age-Friendly States and Communities was provided. Subsequently, on October 7, 2020 a presentation was provided to the Health Policy Review Committee (PRC). On December 2, 2020 the Health PRC took action to recommend a draft Resolution move forward to City Council for approval. Attachment "A" provides the facilitation tool utilized during the Health PRC meeting.

The purpose of this resolution is to support participation and membership in the AARP Network of Age-Friendly States and Communities. The AARP Age-Friendly Network is an affiliate of the World Health Organization’s (WHO) Network for Age-friendly Cities and Communities. The AARP Age-friendly network is dedicated to enabling communities to become more age-friendly by improving the livability of a community, especially as related to those over 50 years of age. Towards this end, emphasis is placed on improvements in both the social and built environments following WHO’s 8 domains of livability.

The application process to become a member of the AARP Age-friendly network requires a Letter of Commitment be submitted by the community’s highest elected official as well as an application and baseline assessment of the community’s age-friendliness. For informational purposes, a draft Letter of Commitment is provided as Attachment "B". Once a member, a community is required to adhere to the Program Cycle as defined by AARP. This Program Cycle is a five-year cycle which includes the development of an Action Plan with subsequent tracking of and reporting on implementation. Membership also provides the community with various resources, and technical assistance. Attachments "C" and "D" provide further detail regarding the Program Cycle and Action Plan referenced above.

The City’s Comprehensive Plan, Elevate Las Cruces (ELC), recommends the City “Consider joining the AARP Network of Age-Friendly States and Communities”. The comprehensive planning process leveraged various planning and sustainability best practices, including WHO’s 8 Domains of Livability, resulting in various policy recommendations aimed at improving the livability of Las Cruces for all residents. As such, the aims of the AARP Age-friendly Network align with the Goals of the Comprehensive Plan.

SUPPORT INFORMATION:
Attachment A - Health PRC Facilitation Tool AARP Age
Attachment B - AARP Draft Letter of Commitment
Attachment C - action-planning-overview
Attachment D - Program Cycle

**PLAN(S):**
Comprehensive Plan

**COMMITTEE/BOARD REVIEW:**
Health PRC

**ANNUAL BUDGET APPROVAL:**
☐ Yes
☐ No
☒ N/A

**Does this action amend the Capital Improvement Plan (CIP)?**
☐ Yes
☐ No
☒ N/A

**OPTIONS / ALTERNATIVES:**
1. Vote "Yes"; this will approve the resolution to support participation and membership in AARP Age-friendly Network.
2. Vote "No"; this will not approve the resolution to support participation and membership in AARP Age-friendly Network.
3. Vote to "Amend"; this would require further direction from City Council.
4. Vote to "Table"; this would require further direction from City Council.
Elevate Las Cruces
Facilitation Tool Prototype – Final

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Page 2  Template 1. Preparation at end of PRC Meeting | Future Discussions
Page 3  Template 2. Preparation | Understanding interdependencies
Page 4  Template 3. Notes | Implications on themes and stakeholders
Page 5  Template 4. Notes | Feedback loops
Page 6  Template 5. Follow-up | Next steps from meeting notes

Tool Context and User Instructions

Tool Context. This tool is built to ensure that the sustainable¹ themes in the city's comprehensive plan Elevate Las Cruces translate into policies, programs, and projects. It is designed to guide City Council and stakeholder conversations as they work together to discuss and prioritize actions in a manner that takes into account the environmental, economic, and equity implications of each action or inaction. This tool is built to assist the City's Policy Review Committees (PRCs) and Select Committees as they make informed policy recommendations. These committees work with city staff liaisons to inform policies set by Council, but do not design programs or become involved in implementation decisions.

User Instructions. If applied consistently, this tool will facilitate idea sharing and assist with prioritization of the City's workplan. Tool users are encouraged to apply the "less is more" approach by considering one major issue to frame each meeting around. The goal is for users to come away from facilitated discussions with a clear understanding of the implications of a proposed policy, program, or project on this issue. While one PRC meeting will likely not be enough to completely address all issues, this tool can be used over and over again to advance thoughtful reviews that help avoid future problems. It can also be adapted to other decision-making processes, for use in various venues and with different stakeholders.

Format editing by the user is encouraged, so that the intended decision-making scale can be appropriately accommodated in each discussion. Delete anything that is not applicable, including example text as answers are added, and expand boxes as needed. Use the Word templates and their accompanying PowerPoint template to prepare for, present, take notes during, and follow-up after meetings:

- Template 1 is completed at the end of a PRC meeting to plan for future in-depth discussions
- Template 2 is pre-populated with answers by PRC liaisons, presenters, and appropriate staff
  - These templates assist with meeting planning and issue/proposed strategy presentation
- The PowerPoint slide deck is to modify in preparation for each PRC meeting
- Template 3 and 4 are part of the meeting packet but left blank until the meeting occurs
  - These templates assist with noting the discussion during the meeting
- Template 5 is for follow-up notes
  - This template assists with clarifying and documenting next steps after the meeting

This tool will serve as ongoing internal documentation of the decision-making process at the PRCs and other meetings, as appropriate. All documents will be stored in SharePoint and serve as a living record. Staff will use these documents to draw final external reports.

¹ "Sustainable" means the ability to meet the needs of the present without compromising the ability of future generations to meet their own needs. When applied in an urban context, this principle requires the honest examination of the interconnections between the physical environment, the fiscal economy, and the social equity aspects that influence and inform the development of a more balanced society.
### Template 1. Preparation at end of PRC Meeting | Future Discussions (Completed by liaison)

<table>
<thead>
<tr>
<th>Committee Name</th>
<th>Health Policy Review Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Liaison</td>
<td>Phillip Catanach</td>
</tr>
<tr>
<td>Facilitator Name</td>
<td>Lisa Larocque</td>
</tr>
<tr>
<td>Meeting Date</td>
<td>December 2, 2020</td>
</tr>
<tr>
<td>Meeting Location</td>
<td>Zoom</td>
</tr>
<tr>
<td>Meeting Purpose Statement</td>
<td>Consider joining the American Association of Retired Persons (AARP) Network of Age-Friendly States and Communities.</td>
</tr>
</tbody>
</table>

### Meeting Agenda:

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### Framing of Primary Issue:

**What is the best approach to addressing policies towards a more age-friendly community?**

**In considering this group needs to know:**

- What is the AARP Network of Age-Friendly States and Communities?
- Membership requirements (Requirements to become a member and requirements as a member)

### Invited / Expected Meeting Participants

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rebecca Slaughter</td>
<td>QOL</td>
</tr>
<tr>
<td>Sonya Delgado</td>
<td>P&amp;R</td>
</tr>
<tr>
<td>David Weir</td>
<td>CD</td>
</tr>
<tr>
<td>Srijana Basnyat</td>
<td>CD</td>
</tr>
<tr>
<td>Richard Hanway</td>
<td>QOL</td>
</tr>
<tr>
<td>Sonia Saldana</td>
<td>QOL</td>
</tr>
<tr>
<td>Sharon Thomas</td>
<td></td>
</tr>
<tr>
<td>David Lynch</td>
<td></td>
</tr>
</tbody>
</table>

### Stakeholder Check:

Based on the one primary issue this meeting will address, is anyone missing from this list? Should anyone else be invited to join and add to the discussion?
### Template 2. Preparation | Understanding interdependencies

<table>
<thead>
<tr>
<th>Primary issue statement:</th>
<th>What is the best approach to addressing policies towards a more age-friendly community?</th>
</tr>
</thead>
</table>
| Is the issue present in Elevate? | Yes/No. Yes  
Policy CP-11.1: Expand programs that provide assistance to the Las Cruces' elderly population.  
Action CP-11.1.4: Consider joining the American Association of Retired Persons (AARP) Network of Age-Friendly States and Communities. |
| Proposed Strategy: | Adoption of Resolution by City Council in support of participation and membership in Age-Friendly Network; Initiate membership application process to begin Program Cycle as outlined by AARP. Program cycle is a five-year cycle consisting of development of an Action Plan, development of Performance Reporting and evaluation with progress report submissions to AARP. (See attached documents for details) |
| Are there City policies or plans in place that support or conflict with this issue and/or its proposed strategy? | Supporting: Cite the policy(ies) or plan name(s), themes, goal area(s), action type(s), etc. that are already working to advance this issue and/or its proposed strategy.  
Elevate Las Cruces (ELC):  
The plan supports considering membership. Given the utilization of WHO's 8 domains of livability, and the existing "age-friendly" policy recommendations in ELC Work Program; the resulting action plan may overlap and expand upon existing policy recommendations.  
Various Goals within the ELC Work Program support Age-Friendly policies. See non-exhaustive list of examples below —  
GOALS:  
CE-4 Complete Neighborhoods: Develop mixed-use neighborhoods that incorporate a wide range of recreational, commercial, employment, and civic uses.  
CP-11 Underserved Populations: Develop and support programs that provide assistance to traditionally underserved populations.  
CL-8 Multi-Modal System: Develop an equitable, multi-modal transportation system that presents feasible travel options for residents.  
Other supporting plans do not directly reference membership in AARP Age-friendly Network; however, address Senior needs in various ways.  |
| In conflict with: Cite the policy(ies) or plan name(s), themes, goal area(s), action type(s), etc., where specific conflict exists.  |
| Elevate Las Cruces:  
Given age-friendly policies within Elevate Las Cruces, and current efforts towards alignment of these policies with other City plans and processes, development of Action Plan may result in redundant policies as opposed to implementation of existing age-friendly policies.  |
| Strategic Business Plans:  
While Departmental Strategic Business Plans address senior services, within the... |
<table>
<thead>
<tr>
<th>Active Transportation Plan</th>
<th>current prioritization of strategic results, AARP Age-friendly Network Program Cycle requirements are not included.</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Las Cruces five-year Consolidated Plan</td>
<td>Strategic Plan Resources and Budget: Current resources allocated and operational budget do not reflect prioritization of pursuing membership in AARP Age-friendly network and subsequent Action Plan development and implementation; however, do provide for many initiatives in alignment with the goals of the network.</td>
</tr>
<tr>
<td>Short Range Transit Plan</td>
<td></td>
</tr>
<tr>
<td>Department Strategic Business Plan – Quality of life</td>
<td></td>
</tr>
<tr>
<td>- Example: By FY 2021, 20% of Long-Term Care participants living at home will report sufficient home services to avoid institutional placement</td>
<td></td>
</tr>
</tbody>
</table>

**What tools can be used to implement the strategy?**

City tools. Describe how each tool could be used.

Development of an adopted Action Plan is included in program cycle upon gaining membership in the Age-Friendly Network. No matching funds are provided by AARP; therefore, procurement of consultant team to assist in development of Action Plan may be considered.

Incorporating AARP Program Cycle requirements within existing City processes and efforts may be utilized –

- Elevate Las Cruces (ELC) evaluation and monitoring (Performance Reporting) may be utilized to concurrently track ELC and AARP Action Plan.
- Efforts have been made to align Department Strategic plan monitoring and evaluation (PEAK Reporting) and ELC Performance Reporting. These efforts may be extended to Action Plan tracking.
- A Community Assessment in the form of Surveying is currently being undertaken by Quality of Life. This surveying is to be utilized for programmatic changes with or without AARP Age-friendly Network membership. If membership is pursued, this may be utilized to satisfy Community Assessment requirements.

Other tools. Describe what other tools could be used if outside of or in addition to the City’s direct influence.

**Template 2. Preparation | Understanding interdependencies (continued)**

<table>
<thead>
<tr>
<th>Operational impacts:</th>
<th>Impact statement. What will change as a result of any work/effort</th>
<th>Anticipated outcomes. What is produced as a result</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest: community needs/preferences</td>
<td>Adoption of resolution establishes support to begin membership application process but does not entail policy or operational changes. Development of subsequent Action Plan can assist in addressing identified needs of the older population in Las Cruces. i.e. increased access to services, transportation options, etc.</td>
<td>Improved quality of life/livability for older population. Note: While dependent on the specific policies/initiatives implemented, many resulting initiatives may improve quality of life and livability for all age groups.</td>
</tr>
<tr>
<td>Compliance / regulation</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Budget: capital and/or operating implications</td>
<td>While approval of the resolution would have no immediate impact to the current fiscal year’s budget. The initiation of any new programmatic activity will require the activity to be appropriately staffed and resourced in future operational budgets. The most immediate operational implication is increased staff-time dedicated to the project (membership application process) and potential procurement of consultant team for development of Action Plan. Subsequent ongoing operational implications to satisfy requirements of Program Cycle: - Dependent on Focus Areas identified and specific policy recommendations within Action Plan, there may be programmatic budgetary requirements. For example, any increase in capacity for Senior Programs will increase budgetary requirements. - Increased budget requirements may be addressed through increased budget or reallocation. Reallocation of current budget will impact current Level of Service Targets and other Strategic Results as listed in Department Business Plan(s). Consideration must be given to the Impacts of the Covid-19 Pandemic on current operations and budget expenditures as any current adjustments are temporary.</td>
<td>Membership in Age-Friendly Network, development of Action Plan, adherence to Program Cycle with possible impacts of serving more seniors and improving overall livability of community.</td>
</tr>
<tr>
<td>Cost-share and/or non-municipal funding</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-----</td>
<td>-----</td>
</tr>
</tbody>
</table>
| **Leverage: any other project work that supports** | Elevate Las Cruces  
*Due to policy alignment with ELC and the 8 WHO Domains of Livability, it is likely implementation of ELC recommendations will support policies provided in the resulting Action Plan or consist of duplicative actions. Recently initiated monitoring and evaluation efforts may support Age-friendly Network Action Plan’s required tracking.* | --- |
Template 3. Notes | Implications on themes and stakeholders

(Completed by Liaison during meeting from PPT prompts)

<table>
<thead>
<tr>
<th>What Elevate theme(s) does the issue clearly reflect or inadvertently ignore?</th>
</tr>
</thead>
</table>
| See footnotes for how Elevate defines the following themes: environment, prosperity, livability, and interwoven equity.

<table>
<thead>
<tr>
<th>Supports: State the consequences of advancing the issue on any Elevate theme(s) that it clearly reflects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ignores: State the consequences of advancing the issue on any Elevate theme(s) that it does not directly support</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address a minimum of two themes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environment is preserved or improved by:</td>
</tr>
<tr>
<td>Environment is not improved and/or is further diminished by:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prosperity is preserved or increased for:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conversation on Prosperity focused on the fact that reaching goals within Elevate and the AARP Network of Friendly States and Communities would improve prosperity across the board.</td>
</tr>
<tr>
<td>RP = Real Possibilities</td>
</tr>
<tr>
<td>Possibility in helping boost Grant opportunities.</td>
</tr>
<tr>
<td>Prosperity is not increased or worsens because of:</td>
</tr>
<tr>
<td>Items may take away priority, focus, and resources from other areas addressed in Elevate Las Cruces geared towards prosperity for all in the community.</td>
</tr>
<tr>
<td>No predetermined financial gain.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Livability is preserved or improved for:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Livability is not improved and/or is further diminished by:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equity is maintained or advanced through:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Items addressed in AARP Network of Age Friendly States and Communities that would benefit the entire community including: accessibility to safe outdoor spaces and facilities, transportation, housing, social participation, respect and inclusion, civic participation, communication and information, and community and health services.</td>
</tr>
<tr>
<td>Equity is not advanced or diminished through:</td>
</tr>
<tr>
<td>Items may take away priority, focus, and resources from other areas addressed in Elevate Las Cruces geared towards equity for all in the community.</td>
</tr>
</tbody>
</table>

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2 Elevate defines “Environment” as the aggregate of surrounding things, conditions, or influences; ecology; the social and cultural forces that shape the life of a person or population.
3 Elevate defines “Prosperity” as a successful, flourishing, or thriving condition, especially in financial respects.
4 Elevate defines “Livability” as suitable for living in; habitable; comfortable; worth living; endurable.
5 Elevate defines “Equity” as the quality of being fair or impartial. Access to employment, education, housing, and community services must be equitable for all Las Cruces residents.
### Template 3. Notes | Implications on themes and stakeholders (continued)

**Impacted stakeholder involvement in this decision-making process:**

<table>
<thead>
<tr>
<th>Impacted stakeholder groups:</th>
<th>Stakeholder groups may include but are not limited to:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Seniors</td>
</tr>
<tr>
<td></td>
<td>• Health care professionals</td>
</tr>
<tr>
<td></td>
<td>• City staff (Quality of Life, Community Development, Public Works, Parks and Recreation, Senior programs)</td>
</tr>
<tr>
<td></td>
<td>• AARP representatives</td>
</tr>
<tr>
<td></td>
<td>• Senior Programs staff and patrons</td>
</tr>
<tr>
<td></td>
<td>• Transportation users</td>
</tr>
<tr>
<td></td>
<td>• Parks and Recreation patrons</td>
</tr>
<tr>
<td></td>
<td>• Other special interest groups, or demographic groups as yet unidentified.</td>
</tr>
</tbody>
</table>

**Are any members of these groups represented on this committee/present at meeting(s)?**

<table>
<thead>
<tr>
<th>Yes / No</th>
</tr>
</thead>
</table>

The following were present:

- AARP representatives
- City staff (Community Development, Parks and Recreation, and Quality of Life)

**Have any focus groups/meetings been held to discuss this issue with impacted stakeholder groups?**

| Yes / No |

AARP representatives stated that they have had focus groups prior to putting in request for City to move forward with AARP Network of Friendly States and Communities.
The City has not held focus groups on this item.

**What information would be helpful to know now, in order to best serve these stakeholder groups?**

Passing of this item does not require the City to immediately move forward with the application. There is time to work on strategies, identify stakeholders, and decide on what and who will take the lead on the City’s and community’s end (i.e.... focus groups, committees, application, tracking, etc....).
### Environmental Theme Accountability Commitments

Measure of success statement / alignment with Elevate's metrics on this issue:
- When this issue is addressed, our environment will be improved by:

The PRC discussion did not identify specific measures of success. There is no direct relationship between measures of success and adoption of the proposed resolution; however, the AARP Age-friendly Network program cycle requirements includes the development of an Action Plan which would include Performance Indicators. Due to the incorporation of age-friendly policies in ELC and the focus on areas such as outdoor spaces and buildings, transportation, housing, social participation, respect and inclusion, civic participation and employment, communication and information, and community support and health services by the age-friendly network; success can be measured through common Performance Measures between the two plans or additional measures not yet identified.

### Prosperity Theme Accountability Commitments

Measure of success statement / alignment with Elevate's metrics on this issue:
- When issue is addressed, prosperity will be improved by:

See "Environmental Theme Accountability Commitments"

### Livability Theme Accountability Commitments

Measure of success statement / alignment with Elevate's metrics on this issue:
- When this issue is addressed, our livability will be improved by:

See "Environmental Theme Accountability Commitments"

### Interwoven Equity Theme Accountability

Measure of success statement / alignment with Elevate's metrics on this issue:
- When this issue is addressed, our community will be more equitable because:

See "Environmental Theme Accountability Commitments"
## Template 5. Follow-up | Next steps from meeting notes

### Is more information needed?
- Yes / _X_ No

**If yes, what method is best for gathering it? Choose as many as apply and describe**

<table>
<thead>
<tr>
<th>Plan Review</th>
<th>Technical Review</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Review</td>
<td>Regulatory Review</td>
</tr>
<tr>
<td>Land Survey</td>
<td>Stakeholder Survey</td>
</tr>
<tr>
<td>Peer Review</td>
<td>Self-Assessment</td>
</tr>
<tr>
<td>Concurrent project review</td>
<td>Public Input (define scope, scale)</td>
</tr>
</tbody>
</table>

**Description of needed information, if yes:**

### Summary of agreed-upon actions:

1. **Present AARP Network of Age Friendly States and Communities Resolution to Council**
   - **Party(ies) responsible for follow-up:** Community Development
   - **By when:** Already in workflow for December 21, 2020 Regular City Council Meeting

2. 

3. 

4. 

5. 

6. 

7. 

**FINAL ACTION BY COMMITTEE**

Passed by Health Policy Review Committee to be presented to City Council.
Dear _________ (AARP Representative):

Please accept this letter on behalf of the City of Las Cruces, New Mexico’s Mayor and City Council declaring our commitment to advance and nurture an age-friendly community. We look forward to participating in the AARP Network of Age-Friendly States and Communities. This participation includes striving to build a livable city that promotes health and sustainable growth while fostering the well-being of our citizens in all stages of their life.

The community vision and goals as expressed in the City’s comprehensive plan, Elevate Las Cruces, are intended to improve the quality of life for all residents. It should be noted, among the best practices/principles of sustainability utilized to craft the recommendations of Elevate Las Cruces, were the AARP’s Eight Domains of Livability. It is also important to note that Las Cruces’ older adults are dynamic, vibrant, and impactful members of the community. With this knowledge, the City realizes the continued value of promoting the AARP domains of livability that create more senior friendly outdoor spaces and buildings; increase the accessibility and affordability of transportation and housing; increase access and opportunities for social participation and inclusion through programs that promote ethnic and cultural diversity; support work and volunteer opportunities; access to communication venues and information; and support the ability of older people to age in place through community support and health services.

Towards this purpose the City of Las Cruces is committed to continued outreach and involvement of older people in our community. We recognize the importance of assessing where the community is today and developing plans for the near and long-term future to tackle the unique challenges, needs, and desires of our community. Additionally, through continued vigilance by monitoring the impacts of City efforts, we can measure success and ensure that strategies align with changing conditions of our community.

The City looks forward to continuing to support and promote both the vision and goals of Elevate Las Cruces and the AARP’s Eight Domains of Livability. Successful execution will assure that Las Cruces is a place where all can age with dignity.

Sincerely,

Ken Miyagishima
Mayor

KENNETH D. MIYAGISHIMA
Mayor

ATTACHMENT B

Office of the Mayor

KENNETH D. MIYAGISHIMA
Mayor

CITY OF LAS CRUCES

KENNETH D. MIYAGISHIMA
Mayor

CITY OF LAS CRUCES

KENNETH D. MIYAGISHIMA
Mayor

CITY OF LAS CRUCES

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CITY OF LAS CRUCES

KENNETH D. MIYAGISHIMA
Mayor

CITY OF LAS CRUCES

KENNETH D. MIYAGISHIMA
Mayor

CITY OF LAS CRUCES
Once enrolled in the AARP network, a community has two years to complete a community assessment and develop a community action plan. The plan must be based on needs within the community that fall within the eight domains the World Health Organization has identified as influencing the health and quality of life of older adults.

Age-friendly planning aims for a five-year process of continuous improvement. The first two years are spent engaging the community, establishing a team to guide work in the community and completing the assessment. Once the action plan is adopted, implementation and evaluation are carried out during years three to five. By the conclusion of the initial five-year period, the community should have made meaningful progress toward the goals laid out in the action plan and be able to revise the plan as needed. Then the next five-year planning process begins.

**Key Steps in the Planning Phase**

1. **Establish** mechanisms for involving older residents in all stages of the process (e.g., create an advisory citizens committee)
2. **Conduct** a comprehensive and inclusive baseline assessment of the age-friendliness of the community
3. **Develop** a three-year community wide action plan based on assessment findings
4. **Identify** indicators to monitor progress of the plan

Creating an action plan is vital in ensuring that an age-friendly community initiative will make the community a better place for residents of all ages, abilities, racial and ethnic identifications and socioeconomic levels. This action plan will guide your day-to-day work.
Before Beginning

Prior to beginning work on the action plan, the leadership team for any community enrolled in the Network of Age-Friendly States & Communities (NAFSC) program must:

1. Establish a way to involve a cross section of the community, including but not limited to older residents. In many cases, the method chosen is to develop an advisory committee that oversees the age-friendly work and reports to the local government.

2. Complete an assessment that includes a description of community assets, demographic information, a survey and listening session or focus group so that the leadership team is informed about what residents want and need to thrive as they age.

Tips for Preparing an Effective Plan

While previous experience with action planning is an asset, the most important resource can be the experience of the leadership team in the community and the connections team members have previously established. Other steps that will aid your efforts:

- Develop talking points to help engage stakeholders. When the leadership team collaborates on the development of talking points, members will be more effective in explaining the work they are doing to people in the community.

- Involve as many stakeholders as you can. Stakeholders can be residents, local businesses, community-based organizations, departments in local government or other community leaders who may be affected by or have an effect upon the work you are doing. Some will be interested in your full plan. Others will respond to one or two elements. Stakeholders who are interested in adding an age-friendly component to all aspects of community and economic development are useful for creating a broad plan; stakeholders whose interest is focused on one or two domains are also important because they can help you create a plan with depth in those areas. But any opportunity you find to broaden the base of support can prove beneficial, sometimes in unexpected ways. Think outside the age-friendly box when you are creating a list of stakeholders. Include intergenerational voices, the interfaith community, cultural institutions, and others that share your interest in making the community a better place to live for all people.
Tips for Preparing an Effective Plan (continued)

- **Involve stakeholders early and often.** Implementation of many changes, such as improving access to transit or increasing the number of recreational programs available in the community, may require more than one municipal department as well as service providers and community organizations. Involving such stakeholders in developing the action plan will build their commitment and ensure that action-plan items are feasible.

- **Engage municipalities.** Municipal involvement increases the likelihood that elements of your action plan will be integrated into key municipal plans, such as housing strategies, transportation and transit master plans, urban design guidelines and street designs.

- **Develop a presentation.** Local municipal officials may need to submit action plans for approval by the municipality. Tips to increase the likelihood that your plan will be accepted include the following:
  - Make sure your plan is in line with existing municipal plans. Schedule a time to share and discuss your plan with elected and appointed officials whose work overlaps with your plan.
  - When you are sharing your plan with the municipality or other stakeholders, focus on the benefits for their department of incorporating age-friendly components in their work.

- **Adjust your messaging as needed.** Tailor the information you are providing to a particular audience based on its particular focus and role in the community-planning process. For example, a presentation before a local recreation department should focus on the improvement of parks, nature preserves and sports activities that residents of all ages can use or participate in.
The Age-Friendly Process and Progress

Members of the AARP Network of Age-Friendly States and Communities commit to an assessment process and cycle of continuous improvement, the steps of which typically require the member community to:

1. Establish a way — such as through a commission, advisory panel or focus groups — to include older residents in all stages of the age-friendly planning and implementation process

2. Conduct a community needs assessment (AARP can provide survey examples, templates and an online tool in English and Spanish)

3. Develop an action and evaluation plan based on the assessment results

4. Submit the plan for review by AARP

5. Implement and work toward the goals of the plan

6. Share solutions, successes and best practices with AARP

7. Assess the plan’s impact and submit progress reports

8. Repeat!