



CITY OF IRWINDALE

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MAGGIE GUZMAN
CHAIR

IRIS RODRIGUEZ
VICE CHAIR

CAROL ACOSTA
COMMISSIONER

CHRISTINA FRAIJO
COMMISSIONER

PATRICIA
GONZALES
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

SENIOR CITIZEN COMMISSION

SEPTEMBER 25, 2023

9:00 A.M.

IRWINDALE COUNCIL CHAMBER

Via Zoom Webinar: <https://us02web.zoom.us/j/88366337251>

Webinar ID: 883 6633 7251

Spontaneous Communications: The public is encouraged to address the Senior Citizen Commission on any matter listed on the agenda or on any other matter within its jurisdiction. The Senior Citizen Commission will hear public comments on items listed on the agenda during discussion of the matter and prior to a vote. The Senior Citizen Commission will hear public comments on matters not listed on the agenda during the Spontaneous Communications period.

Pursuant to provisions of the **Brown Act**, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Senior Citizen Commission may request from staff to investigate and/or schedule certain matters for consideration at a future Commission or City Council meeting.

Americans with Disabilities Act: In compliance with the ADA and Government Code section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can be found on the City's website: <https://www.irwindaleca.gov/DocumentCenter/View/8075/AB-2449-Reasonable-Accommodation-Policy>. If you need special assistance to participate in a City Council or Commission meeting or other services offered by this City, including an electronic or printed copy of the City's reasonable accommodation policy, please contact City Hall at (626) 430-2200. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. **Note:** Staff reports are available for inspection at the office of the Chief Deputy City Clerk, City Hall, 5050 N. Irwindale Avenue, during regular business hours (8:00 a.m. to 6:00 p.m., Monday through Thursday).

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Code of Ethics

As City of Irwindale Senior Citizen Commissioners, our fundamental duty is to serve the public good. We are committed to the principle of an efficient and professional local government. We will be exemplary in obeying the letter and spirit of Local, State and Federal laws and City policies affecting the operation of the government and in our private life. We will be independent and impartial in our judgment and actions.

We will work for the common good of the City of Irwindale community and not for any private or personal interest. We will endeavor to treat all people with respect and civility. We will commit to observe the highest standards of morality and integrity, and to faithfully discharge the duties of our office regardless of personal consideration. We shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of others.

We will inform ourselves on public issues, listen attentively to public discussions before the body, and focus on the business at hand. We will base our decisions on the merit and substance of that business. We will be fair and equitable in all actions, claims or transactions. We shall not use our official position to influence government decisions in which we have a financial interest or where we have a personal relationship that could present a conflict of interest, or create a perception of a conflict of interest.

We shall not take advantage of services or opportunities for personal gain by virtue of our public office that are not available to the public in general. We shall refrain from accepting gifts, favors or promises of future benefit that might compromise our independence of judgment or action or give the appearance of being compromised.

We will behave in a manner that does not bring discredit or embarrassment to the City of Irwindale. We will be honest in thought and deed in both our personal and official lives.

Ultimate responsibility for complying with this Code of Ethics rests with the individual elected official. In addition to any other penalty as provided by law, violation of this Code of Ethics may be used as a basis for disciplinary action or censure of a Commissioner.

These things we hereby pledge to do in the interest and purposes for which our government has been established.

IRWINDALE SENIOR CITIZEN COMMISSION



CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

**ROLL CALL: Commissioners: Carol Acosta, Christina Fraijo, Patricia Gonzales,
Vice Chair Iris Rodriguez; Chair Maggie Guzman**

AB 2449 DISCLOSURES

Remote participation by a member of the legislative body for just cause or emergency circumstances.

CONSENT CALENDAR

The Consent Calendar contains matters of routine business and is to be approved with one motion unless a member of the Commission requests separate action on a specific item. At this time, members of the audience may ask to be heard regarding an item on the Consent Calendar.

1. Minutes

Recommendation: Approve the following minutes:

A. Regular meeting held August 28, 2023

SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience to speak on items not on this agenda. State law prohibits any Commission discussion or action on such communications unless 1) the Commission by majority vote finds that a catastrophe or emergency exists; or 2) the Commission by at least four votes finds that the matter (and need for action thereon) arose within the last five days. Since the Commission cannot (except as stated) participate it is requested that all such communications be made in writing so as to be included on the next agenda for full discussion and action.

Any public member addressing the Board shall limit his or her address to three (3) minutes regarding the subject under discussion. If a member of the public wishes to donate their time to another speaker, both persons must be physically present and in attendance of the meeting. In no event shall any donations of time exceed six minutes of total speaking time per person on any one item. The Presiding Officer may, in his or her discretion, extend the 3-minute time limitation for the particular subject under discussion for all speakers. In no event shall the total amount of speaking time exceed 6 minutes per person for the subject under discussion. Organized group of persons wishing to address the Board on the same subject matter, should select a spokesperson to represent the group, so as to avoid unnecessary repetition. The Commission may regulate a speaker who is speaking too long, being unduly repetitious, or extending discussion of irrelevancies.

In the hybrid format, both in-person and hybrid audience members will participate in the following order:

Tier 1: In-person attendees

Tier 2: Teleconference attendees

Tier 3: In-person and teleconference attendees who have not previously provide comments on the matter(s) being discussed by the legislative body

SENIOR CENTER MANAGER UPDATE

PUBLIC SERVICES DIRECTOR UPDATE

COMMISSIONER ITEMS AND REQUESTS

ADJOURN

AFFIDAVIT OF POSTING

I, Sylvia Tapia, Office Specialist, certify that I caused the agenda for the regular meeting of the Irwindale Senior Citizen Commission to be held on September 25, 2023, to be posted at the City Hall, Library, and Post Office on September 21, 2023.

Sylvia Tapia

Sylvia Tapia
Office Specialist

**IRWINDALE COUNCIL CHAMBER
5050 N. IRWINDALE AVENUE
IRWINDALE, CALIFORNIA 91706**

**AUGUST 28, 2023
MONDAY
9:00 A.M.**

The Irwindale **SENIOR CITIZEN COMMISSION** met in regular session at the above time and place.

ROLL CALL:

Present: Commissioners Carol Acosta, Christina Fraijo,
Patricia Gonzales

Absent: Vice Chair Iris Rodriguez; Chair Maggie Guzman

Also present: Elizabeth Rodriguez, Public Works Services Director;
Eloise Beltran, Senior Center Manager; and Armando Hegdahl,
Management Analyst

CONSENT CALENDAR

MOTION

A motion was made by Commissioner Gonzales, seconded by Commissioner Acosta, to approve the Consent Calendar. The motion was unanimously approved; Vice Chair Rodriguez and Chair Guzman absent.

**ITEM NO. 1A
MINUTES**

MINUTES

The minutes of the special meeting held July 24, 2023, were approved.

END OF CONSENT CALENDAR

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

NEW BUSINESS

**ITEM NO. 2
ATTENDANCE POLICY**

ATTENDANCE POLICY

DIRECTOR RODRIGUEZ Director Rodriguez presented the staff report.

**COMMISSIONER
GONZALES**

Commissioner Gonzales agreed that a policy should be implemented to discourage individuals from registering to attend field trips but routinely canceling their attendance, to which Director Rodriguez advised that staff is working on a separate field trip policy.

SUZANNE GOMEZ

Suzanne Gomez stated that, although she supports implementing a policy, she recognized that some seniors become sick after the 72-hour cancellation deadline has passed, causing them to be unable to attend classes.

- COMMISSIONER ACOSTA Responding to a question by Commissioner Acosta, Manager Beltran indicated that staff occasionally receives calls from seniors indicating that they cannot attend classes due to an illness.
- DIRECTOR RODRIGUEZ Director Rodriguez noted that this policy would not include any of the Mt. Sac classes since they have their own attendance policy.
- COMMISSIONER GONZALES Commissioner Gonzales reiterated her preference in establishing a policy since a lack of structure would lead to disorganization and abuse of the programs.
- MANAGER BELTRAN Manager Beltran noted that such abuse also affects classes, such as crafts, since staff purchases supplies for a certain number of attendees, but then the supplies are wasted if the class registrants do not attend.
- DIRECTOR RODRIGUEZ Director Rodriguez clarified key points of the proposed policy and noted that the policy also allows for excused absences.
- MOTION A motion was made by Commissioner Gonzales to recommend approval of the draft policy to the City Council, including a provision to excuse absences for undocumented chronic health issues.
- SUZANNE GOMEZ Suzanne Gomez suggested that resident seniors be informed of the proposed changes before they are implemented. She also recommended waiting for the full Commission to be present so that they all may vote on the issue.
- COMMISSIONER GONZALES Commissioner Gonzales suggested moving forward since holding off would prevent the Parks & Recreation Commission to move forward.
- ROLL CALL The above-mentioned motion was unanimously approved; Vice Chair Rodriguez and Chair Guzman absent.

**SENIOR CENTER
MANAGER UPDATE**

- Senior Center Manager Beltran provided the following update:
- 1) The Bingo Fundraiser held at the beginning of the month raised \$1,300.
 - 2) The Carnival Dance held on August 18 experienced a great turnout.
 - 3) Tomorrow is the Senior Center's 37th anniversary. Staff will celebrate by distributing cupcakes from 2 pm to 4 pm.
 - 4) Registrations are currently being accepted for the Mexican Independence Dance.
 - 5) Residents can begin signing up today for September's Birthday Brunch.
 - 6) A trip to Catalina Island has been scheduled for September 16.

- 7) All Mt. Sac classes will begin today. The fall session for Irwindale classes will begin next week.

PUBLIC SERVICES
DIRECTOR UPDATE

Director Rodriguez provided the following update:

- 1) The Library will be holding an Open House on August 29 to showcase its programs.
- 2) Mariachi Fest concerts will begin this Thursday. Individuals are allowed to reserve four seats at a table for 8.
- 3) She also provided additional details about the upcoming Phase IV and V of the Irwindale Park Improvement Project.

COMMISSIONER ITEMS
AND REQUESTS

COMMISSIONER
GONZALES

Commissioner Gonzales spoke highly of the recent National Night Out event.

COMMISSIONER
ACOSTA

Commissioner Acosta also thanked staff for organizing the Taste of Irwindale event.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:44 a.m.

ATTEST:

Armando Hegdahl
Management Analyst