

CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200 • FACSIMILE: 962-4209

MAGGIE GUZMAN
VICE CHAIR

CAROL ACOSTA
COMMISSIONER

CHRISTINA FRAIJO
COMMISSIONER

PATRICIA GONZALES
COMMISSIONER

IRIS RODRIGUEZ
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

SENIOR CITIZEN COMMISSION

JANUARY 23, 2023

9:00 A.M.

Limited Public Access

Pursuant to Irwindale Resolution No. 2023-05-3383

The Irwindale City Council has authorized the conduct of hybrid meetings of the City Council, including all City Commissions and committee meetings, and all regularly scheduled meetings that would normally take place in the City Council Chambers, under the provisions of Government Code Section 54956 § E, as authorized by AB 361.

The public's health and well-being are the top priority for the City, and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting and opportunities to participate are available through the following:

In-Person at the City Council Chambers

Via Zoom Webinar at:

<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



- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE**
- C. **INVOCATION**
- D. **ROLL CALL: Commissioners: Carol Acosta, Christina Fraijo, Patricia Gonzales, Iris Rodriguez;
Vice Chair Maggie Guzman**
- E. **COMMISSION REORGANIZATION**

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. If a member of the audience feels he or she must proceed tonight, then each speaker will be limited to 2 minutes and each subject limited to 6 minutes, unless such time limits are extended.

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 attendees who have not previously provided comments on the matter(s) being discussed by the legislative body

Tier 4: Teleconference attendees who have not previously provided comments on the matter(s) being discussed by the legislative body

1. 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.

A. Minutes

Recommendation: Approve the following minutes:

1. Special meeting held December 19, 2022.

2. NEW BUSINESS

A. Field Trip Cancellation Policy (Verbal Report)

3. SENIOR CENTER MANAGER UPDATE
4. PUBLIC SERVICES DIRECTOR UPDATE
5. COMMISSIONER ITEMS AND REQUESTS
6. ADJOURN

AFFIDAVIT OF POSTING

I, Armando Hegdahl, Management Analyst, certify that I caused the agenda for the regular meeting of the Irwindale Senior Citizen Commission to be held on January 23, 2023, to be posted at the City Hall, Library, and Post Office on January 19, 2023.

Armando Hegdahl

Armando Hegdahl, CMC
Management Analyst

City of
IRWINDALE
AGENDA REPORT
Senior Citizen Commission

Date: January 23, 2023
To: Honorable Chair and Members of the Senior Citizen Commission
From: Armando Hegdahl, Management Analyst
Issue: Commission Reorganization

Staff Recommendation:

Commissioners select a Chair and Vice-Chair.


Administrative Action:


Prepared and submitted by:

Armando Hegdahl, Management Analyst

Reviewed and approved by:

Elizabeth Rodriguez, Public Services Director





Background and Analysis:

It is appropriate at this time for the Senior Citizen Commission to conduct its yearly reorganization, including the selection of a Chair and Vice-Chair. In order to complete the reorganization, the following procedures are suggested:

- 1) The Management Analyst opens the nomination period for the office of Chair. Any Commissioner may make a nomination; no second to the nomination is required.
- 2) After receiving all nominations, the Management Analyst closes the nomination period.
- 3) The Management Analyst then conducts the roll call vote to determine who will serve as Chair. If more than one nomination is made, a roll call vote is conducted for each nomination, beginning with the first nomination received, until a Chair is selected by majority vote.
- 4) The Chair then opens the nomination period for Vice-Chair in the same manner as above.
- 5) After receiving all nominations, the Chair then closes the nomination period.
- 6) The Chair then conducts the roll call vote to determine who will serve as Vice-Chair. If more than one nomination is made, a roll call vote is conducted for each nomination, beginning with the first nomination received, until a Vice-Chair is selected.

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

**DECEMBER 19, 2022
MONDAY
9:00 A.M.**

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

ROLL CALL:

Present: Commissioners Carol Acosta, Patricia Gonzales, Iris Rodriguez; Vice Chair Maggie Guzman; Chair Virginia Diaz (arrived at 9:06 a.m.)

Also present: Eloise Beltran, Senior Center Manager; Jeff Wagner, IT Manager; and Armando Hegdahl, Management Analyst

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

CONSENT CALENDAR

MOTION

A motion was made by Commissioner Gonzales, seconded by Commissioner Acosta, to approve the Consent Calendar. The motion was unanimously approved.

**ITEM NO. 1A
MINUTES**

MINUTES

The minutes of the regular meeting held November 28, 2022, were approved.

END OF CONSENT CALENDAR

**SENIOR CENTER
MANAGER UPDATE**

Manager Beltran provided the following update:

- A) The annual Christmas Dinner Dance event was held last week. Staff received lots of great feedback on the music and food that was provided.
- B) The Senior Center will close for two weeks for the holiday season. This week, seniors are invited to participate in a Christmas Spirit week at the Center, where each day will spotlight a new activity.
- C) Registrations for the New Year Dance opened today to non-residents.
- D) The January 28 trip to see Grease has sold out, though interested individuals may still sign up to be on the standby list.
- E) On January 9, seniors may register for the Valentine's Day Dance. Seniors can also enjoy Muffin Monday that day.

**PUBLIC SERVICES
DIRECTOR UPDATE**

None.

**COMMISSIONER ITEMS
AND REQUESTS**

COMMISSIONER GONZALES Commissioner Gonzales congratulated Manager Beltran and her staff for the recognition they received during the Christmas Dance. She also thanked staff for the good food served at the event, and commended the teens that participated. She also stated that she liked the band that performed.

COMMISSIONER ACOSTA Commissioner Acosta concurred and noted that many seniors stayed even after dinner.

COMMISSIONER RODRIGUEZ Commissioner Rodriguez stated that she enjoyed the field trip held Saturday.

COMMISSIONER GONZALES Commissioner Gonzales asked clarifying questions on the upcoming White Elephant activity, which Manager Beltran elaborated upon.

CHAIR DIAZ Chair Diaz stated that, though she was not able to attend the Christmas Dance, she heard many positive comments regarding the food and music. She also asked whether it could be held at the gym to accommodate more seniors, to which Manager Beltran advised that this is not an option since the floor would need to be covered which could pose a tripping hazard. Manager Beltran also noted that the Senior Center room capacity is for 100, and that only 80 seniors signed up this time.

COMMISSIONER RODRIGUEZ Commissioner Rodriguez thanked staff for taking the seniors on trips and for the patience they display.

COMMISSIONER GONZALES Commissioner Gonzales spoke highly of the recent menudo brunch.

ADJOURNMENT There being no further business to conduct, the meeting was adjourned at 9:31 a.m.

ATTEST:

Armando Hegdahl
Management Analyst