



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

MARCH 27, 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



A. CALL TO ORDER**B. PLEDGE OF ALLEGIANCE****C. INVOCATION**

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

E. AB 2449 DISCLOSURES

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

F. 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 February 27, 2023

G. 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

- H. NEW BUSINESS
- I. SENIOR CENTER MANAGER UPDATE
- J. PUBLIC SERVICES DIRECTOR UPDATE
- K. COMMISSIONER ITEMS AND REQUESTS
- L. ADJOURN

AFFIDAVIT OF POSTING

I, Laura M. Nieto, Chief Deputy City Clerk, certify that I caused the agenda for the regular meeting of the Irwindale Senior Citizen Commission to be held on March 27, 2023, to be posted at the City Hall, Library, and Post Office on March 23, 2023.

Laura M. Nieto, MMC

Laura M. Nieto, MMC
Chief Deputy City Clerk

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

Senior Citizen
Commission
Item F-1-A

**FEBRUARY 27, 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; Chair Maggie Guzman

Absent: Vice Chair Iris Rodriguez

Also present: Elizabeth Rodriguez, Public Works Services Director;
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 Chair Guzman, seconded by Commissioner Acosta, to approve the Consent Calendar. The motion was unanimously approved; Vice Chair Rodriguez absent.

**ITEM NO. 1A
MINUTES**

MINUTES

The minutes of the special meeting held January 23, 2023, were approved.

END OF CONSENT CALENDAR

NEW BUSINESS

**ITEM NO. 2A
ASSEMBLY BILL 2449
BROWN ACT
TELECONFERENCING
REQUIREMENTS**

**ASSEMBLY BILL 2449 BROWN ACT TELECONFERENCING
REQUIREMENTS**

DIRECTOR RODRIGUEZ Director Rodriguez presented the report.

**COMMISSION
CONSENSUS**

Commission consensus was reached to receive and file the report.

**ITEM NO. 2B
CANCELLATION POLICY
ON FIELD TRIPS**

CANCELLATION POLICY ON FIELD TRIPS

DIRECTOR RODRIGUEZ Director Rodriguez presented the report.

**COMMISSIONER
GONZALES**

Commissioner Gonzales suggested that individuals that do not cancel their registrations for trips by a Wednesday evening deadline should not

be permitted to attend the next trip they sign up for. She stated that each time a senior fails to cancel their registration, their ticket is wasted and the city loses the amount it spent on it.

CHAIR GUZMAN Chair Guzman stated that the flyers and the calendar should include verbiage about this new process.

COMMISSIONER FRAIJO Responding to a question by Commissioner Fraijo, Director Rodriguez suggested that seniors that fall ill and are unable to attend the trips they registered for should notify staff as soon as possible, preferably before the cancellation deadline.

CHAIR GUZMAN In response to a question by Chair Guzman, Manager Beltran advised that any individual may register another senior member of household for Senior Center trips.

MOTION A motion was made by Commissioner Gonzales, seconded by Chair Guzman, to recommend that the City Council approve Senior Center Field Trip Guidelines to include a deadline for cancellations for all senior trips of 6:00 p.m. on the Wednesday prior to the trip date in order to receive a refund of the fees paid for registration. Any participant who cancels after the deadline would be subject to the following: 1) first time cancelling after the deadline, the participant will not be able to sign up for the next trip until the standby registration date, and 2) second time cancelling after the deadline, the participant will not be able to sign up for a trip. The motion was unanimously approved.

COMMISSIONER ACOSTA Commissioner Acosta asked how seniors would be notified of the change, to which Director Rodriguez advised that staff will meet with Administration to determine whether a full policy would need to be developed or if this change could just be advertised in program flyers and at the Senior Center information boards.

COMMISSIONER GONZALES Commissioner Gonzales suggested that the information be posted at the windows where seniors sign up for trips.

DIRECTOR RODRIGUEZ Director Rodriguez advised that staff will inform seniors of the changes the next time they arrive to sign up for trips.

**SENIOR CENTER
MANAGER UPDATE**

Senior Center Manager Beltran provided the following update:

- 1) Mt. Sac classes started last week and will continue through the second week of June.
- 2) The Spring Boutique fundraiser has been scheduled for March 8.
- 3) The March 11 trip to the Santa Anita Racetrack is sold out.
- 4) A St. Patrick's Day Dance has been scheduled for March 17.
- 5) Applications are being accepted for the position left vacant by Nancy Rosales. The deadline to apply is March 8.

PUBLIC SERVICES
DIRECTOR UPDATE

Director Rodriguez provided the following update:

- 1) The City of Irwindale and the American Red Cross are hosting a blood drive in front of City Hall today.
- 2) The Community Development Department will host an environmental scoping meeting for the Irwindale Gateway Specific Plan on Live Oak on March 2 at the Senior Center.
- 3) On February 23, staff held a community meeting to discuss Prop. 218. Staff is looking into concerns and requests expressed at the meeting. Director Rodriguez also briefly responded to several questions posed by the Commissioners regarding Prop. 218.

COMMISSIONER ITEMS
AND REQUESTS

CHAIR GUZMAN

In response to a concern by Chair Guzman, Director Rodriguez suggested that patrons contact Senior Center staff if they notice others entering or exiting the Senior Center from areas where they should not be.

COMMISSIONER
GONZALES

Commissioner Gonzales stated that she enjoyed the community meeting to discuss Prop. 218.

CHAIR GUZMAN

Chair Guzman thanked staff for quickly responding to an incident where a patron was in distress.

COMMISSIONER
ACOSTA

Commissioner Acosta thanked staff for the delicious food served during the recent Birthday Brunch.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:41 a.m.

ATTEST:

Armando Hegdahl
Management Analyst