



CITY OF IRWINDALE

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

VIRGINIA DIAZ
CHAIR

MAGGIE GUZMAN
VICE CHAIR

CAROL ACOSTA
COMMISSIONER

PATRICIA
GONZALES
COMMISSIONER

IRIS RODRIGUEZ
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

SENIOR CITIZEN COMMISSION

JUNE 27, 2022

9:00 A.M.

Pursuant to Irwindale Resolution No. 2022-57-3307

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:

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, if you need special assistance to participate in a Commission meeting or other services offered by this City, please contact City Hall at (626) 430-2200. Assisted listening devices are available at this meeting. Ask the Deputy City Clerk if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with disabilities. 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 City Clerk, City Hall, 5050 N. Irwindale Avenue, during regular business hours (8:00 a.m. to 6:00 p.m., Monday through Thursday).

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, Patricia Gonzales, Iris Rodriguez;
Vice Chair Maggie Guzman; Chair Virginia Diaz

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. Regular meeting held May 23, 2022.

- 2. NEW BUSINESS
- 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 June 27, 2022, to be posted at the City Hall, Library, and Post Office on June 23, 2022.

Armando Hegdahl

Armando Hegdahl, CMC
Management Analyst

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

**MAY 23, 2022
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, Patricia Gonzales, Iris Rodriguez; Vice Chair Maggie Guzman; Chair Virginia Diaz

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

**SPONTANEOUS
COMMUNICATIONS**

RUDY GALLARDO

Rudy Gallardo suggested that resident seniors be given the opportunity to sign up for haircuts days before non-residents may sign up.

DENA ZEPEDA

Dena Zepeda concurred with Mr. Gallardo and spoke in favor of always prioritizing residents when signing up for events and activities.

CONSENT CALENDAR

MOTION

A motion was made by Chair Diaz, seconded by Commissioner Rodriguez, to approve the Consent Calendar. The motion was unanimously approved.

ITEM NO. 1A
MINUTES

MINUTES

The minutes of the regular meeting held April 6, 2022, were approved.

END OF CONSENT CALENDAR

NEW BUSINESS

ITEM NO. 2A
NON-RESIDENT FEES
FOR THE IRWINDALE
SENIOR CENTER

NON-RESIDENT FEES FOR THE IRWINDALE SENIOR CENTER

MANAGER BELTRAN

Manager Beltran presented the staff report.

CHAIR DIAZ

Chair Diaz noted that most seniors attend the events and activities that they register for.

DIRECTOR RODRIGUEZ

Director Rodriguez concurred with Chair Diaz, and noted that most individuals that cannot attend the events that they register for call staff

to notify them that they will be unable to attend. Their absences tend to be the result of unexpected illnesses and other issues that are out of their control, factors which staff takes into consideration.

MANAGER BELTRAN Manager Beltran added that most Senior Centers in surrounding communities tend to charge higher prices for their events and activities.

COMMISSIONER RODRIGUEZ Commissioner Rodriguez suggested that only trip fees be raised for non-residents; all other fees should remain the same.

CHAIR DIAZ Chair Diaz agreed and added that, if implemented, the new fees should be reviewed in six months to gauge their results.

DIRECTOR RODRIGUEZ Director Rodriguez advised that this item was brought before the Commission for its input prior to being forwarded to the Council for action.

VICE CHAIR GUZMAN Vice Chair Guzman stated that she had previously wanted to discuss increasing the costs of the exercise classes only.

COMMISSIONER GONZALES Commissioner Gonzales agreed with Vice Chair Guzman and suggested only increasing the fees a modest amount since seniors are living on fixed incomes. She also asked about the cancellations to the trip held on Saturday, to which Manager Beltran spoke on staff's efforts to fill the vacant seats for the trip.

SUZANNE GOMEZ Suzanne Gomez suggested considering raising all fees for non-residents except for meals and trips, and spoke in favor of giving priority registrations to residents.

DENA ZEPEDA Dena Zepeda suggested raising non-resident fees as a way to recoup the increased costs of program instructors. She also thanked staff for showing compassion to seniors in light of their illnesses and circumstances that cause them to cancel their attendance at events and activities.

MOTION A motion was made by Chair Diaz, seconded by Commissioner Rodriguez, to recommend that the City Council approve an increase in non-resident fees for 10-week classes to \$10, with an additional \$1 for each additional week. The motion was unanimously approved.

ITEM NO. 2B
REGISTRATION
POLICY
PROCEDURES –
VERBAL UPDATE

REGISTRATION POLICY PROCEDURES – VERBAL UPDATE

MANAGER BELTRAN Manager Beltran provided the update, wherein she explained the need to begin taking registrations for all events beginning at 8:30 a.m., which was implemented in 2019. She noted that prior to this, the ability for

individuals to sign up had become complicated with individuals cutting in line. Staff now hands out numbers to patrons, who may then lounge in the area and wait until their numbers are called so that they can register. She added that, although staff begins their work day at 8:00 a.m., it takes some time to make sure all systems are operational before they can begin accepting registrations.

VICE CHAIR GUZMAN Vice Chair Guzman agreed that the process that Manager Beltran described is best, to which Manager Beltran added that the process now runs much smoother, and stated that she has not received any complaints.

COMMISSIONER RODRIGUEZ Commissioner Rodriguez agreed that this is the best practice, and thanked Senior Center staff for arranging for several staff members to process registrations.

VICE CHAIR GUZMAN Vice Chair Guzman spoke very highly of Senior Center staff, and noted their hard work and eagerness to assist seniors when registering.

COMMISSIONER GONZALES Commissioner Gonzales thanked Manager Beltran for the staff report and acknowledged that the current process seems to be working well.

DENA ZEPEDA Dena Zepeda suggested that the Senior Center open earlier and close later since, in her opinion, there are many staff members available to work these extended hours. She also commended Senior Center staff for being so helpful.

COMMISSIONER RODRIGUEZ AND VICE CHAIR GUZMAN Commissioner Rodriguez and Vice Chair Guzman disagreed with Dena Zepeda about extending the Senior Center hours.

COMMISSIONER ACOSTA Responding to a question by Commissioner Acosta, Manager Beltran indicated that she has not received any complaints about the current operating hours of the Senior Center.

DIRECTOR RODRIGUEZ Director Rodriguez added that extending the Senior Center hours is a complex process involving many factors that would need to be considered first.

ITEM NO. 2C
POLICY ON ABSENCES FROM CITY CLASSES / PROGRAMS – VERBAL UPDATE
POLICY ON ABSENCES FROM CITY CLASSES / PROGRAMS – VERBAL UPDATE

MANAGER BELTRAN Manager Beltran presented the update, wherein she requested input by the Commission regarding whether staff should contact seniors after they repeatedly miss classes to inquire whether they intend to return to the classes.

- CHAIR DIAZ Chair Diaz suggested that three absences be excused if the senior presents a good reason.
- COMMISSIONER RODRIGUEZ Commissioner Rodriguez suggested that seniors that know they will miss several classes should let staff know so that other seniors can attend in their absence.
- DIRECTOR RODRIGUEZ Director Rodriguez spoke on the type of absences that the Commission would be amenable to excuse, such as illnesses, doctor's appointments, vacations, or visiting relatives. She requested input so that a policy could be developed and presented to the Commission for future consideration.
- COMMISSIONER ACOSTA Responding to a question by Commissioner Acosta, Manager Beltran indicated that staff keeps track of attendance when seniors sign-in for activities. Manager Beltran added that some seniors do not call to advise staff that they will be absent from classes.
- DENA ZEPEDA Dena Zepeda suggested that staff speak to seniors who miss classes.
- COMMISSIONER ACOSTA Commissioner Acosta asked whether the situation merits the efforts necessary to draft a policy, to which Manager Beltran advised that absences have not been very problematic.
- VICE CHAIR GUZMAN Vice Chair Guzman recommended that the current process be left as-is.

**SENIOR CENTER
MANAGER UPDATE**

Manager Beltran provided the following update:

- 1) Upcoming events:
 - A) Birthday Brunch and Movie Matinee – 5/27
 - B) Fathers' Day BBQ at the Park – June 17
 - C) Annual Senior Prom Dinner Dance – June 24
 - D) Fun Fitness Friday – June 3
 - E) Trip to Aguas Calientes Casino – June 11
 - F) Voting for the Senior King and Queen – June 6

- COMMISSIONER RODRIGUEZ Commissioner Rodriguez requested that flyers of the pool programs and activities be provided, to which Manager Beltran indicated that Supervisor Grijalva dropped them off last week.
- COMMISSIONER ACOSTA Responding to a question by Commissioner Acosta, Director Rodriguez advised that the pool heater has been repaired.
- DENA ZEPEDA Dena Zepeda asked about boutique sales, to which Manager Beltran advised that boutique sales will be held in the summer with another one to be held during the holidays.

PUBLIC SERVICES
DIRECTOR UPDATE

Director Rodriguez provided the following update:

- 1) The Community Development Department will host a workshop on May 25 to discuss the development of the 10 acre site on Allen Drive. The Council will further discuss the site at its special meeting of May 26.
- 2) Two additional ADA parking spaces will be added to the parking lot fronting City Hall this week. The parking lot will also be restriped on Friday.
- 3) The softball field lighting project is underway, to be completed by June 17.
- 4) The Irwindale Community Foundation has met recently and approved several of the budget items that the Senior Center has requested, such as the repair of the billiard and pool tables, and the implementation of sewing classes, gentle mat yoga classes, and an evening Zumba gold class.

COMMISSIONER ITEMS
AND REQUESTS

COMMISSIONER
ACOSTA

Commissioner Acosta requested to place a matter on a future agenda to discuss providing resident seniors the opportunity to register before non-residents for haircuts.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 10:13 a.m.

ATTEST:

Armando Hegdahl
Management Analyst