

CITY OF IRWINDALE

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

VIRGINIA DIAZ
CHAIR

ARLINE
MIRANDA
VICE CHAIR

MAGGIE
GUZMAN
COMMISSIONER

NATALIE
OROSCO
COMMISSIONER

IRIS RODRIGUEZ
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

SENIOR CITIZEN COMMISSION

JANUARY 22, 2018

9:00 A.M.

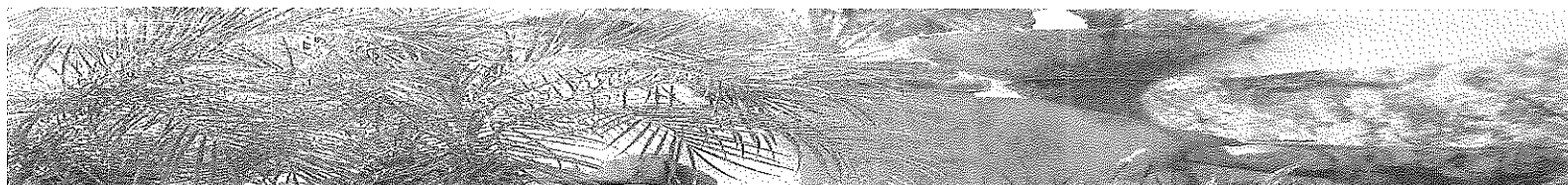
IRWINDALE CITY HALL / COUNCIL CHAMBER

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 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).



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: Maggie Guzman, Natalie Orosco, Iris Rodriguez;
Vice Chair Arline Miranda; Chair Virginia Diaz**

E. REORGANIZATION OF SENIOR CITIZEN COMMISSION

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.

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, 2017.

2. SENIOR CITIZEN COORDINATOR UPDATE

3. COMMISSIONER ITEMS

4. ADJOURN

AFFIDAVIT OF POSTING

I, Armando Hegdahl, Deputy City Clerk, certify that I caused the agenda for the special meeting of the Irwindale Senior Citizen Commission to be held on January 22, 2018, to be posted at the City Hall, Library, and Post Office on January 18, 2018.

Armando Hegdahl

Armando Hegdahl
Records Technician

AGENDA REPORT

Date: January 22, 2018
To: Senior Citizen Commissioners
From: Armando Hegdahl, Deputy City Clerk
Issue: Commission Reorganization

Recommendation:

Commissioners elect Chair and Vice-Chair

Analysis:


It is appropriate at this time to reorganize the Senior Citizen Commission, including the selection of a Chair and Vice Chair. In order to complete the organization, the following procedure is suggested:

1. The Deputy City Clerk opens the nominations for the office of Chair. Any Commissioner may nominate and no second to the nomination is required.
2. After receiving all nominations, the Deputy City Clerk closes the nominations.
3. The Deputy City Clerk then conducts the election of the Chair by roll call vote. If there is more than one nomination, a roll call vote is conducted in order nominated until a Chair is elected by majority vote.
4. The Chair then opens nominations for Vice-Chair in the same manner as above.
5. After receiving all nominations, the Chair then closes the nominations.
6. The Chair then conducts the election of the Vice-Chair by roll call vote. If there is more than one nomination, a roll call vote is conducted in the order nominated until a Vice-Chair is elected by majority vote.

Fiscal Impact: _____ (Initial of CFO)

Legal Impact: _____ (Initial of Legal Counsel)

Prepared By: Armando Hegdahl, Deputy City Clerk
Phone: 430-2201



Armando Hegdahl, Deputy City Clerk

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

**DECEMBER 19, 2017
TUESDAY
9:00 A.M.**

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

ROLL CALL: Present: Commissioners Virginia Diaz, Arline Miranda, Natalie Orosco; Vice Chair Iris Rodriguez; Chair Maggie Guzman

Also present: Theresa Olivares, Assistant City Manager; Eloise Beltran, Senior Center Coordinator; and Armando Hegdahl, Deputy City Clerk

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

CONSENT CALENDAR

MOTION A motion was made by Chair Guzman, seconded by Commissioner Miranda, to approve the Consent Calendar. The motion was unanimously approved.

**ITEM NO. 1A
MINUTES**

MINUTES

The minutes of the regular meeting held November 27, 2017, were approved.

END OF CONSENT CALENDAR

**SENIOR CENTER
COORDINATOR
UPDATE**

Senior Center Coordinator Beltran presented the following update:

- 1) The planned trip to Victoria Gardens was cancelled due to low sign ups.
- 2) A trip to Agua Caliente Casino has been scheduled for January 27.
- 3) A Metro Trip to the Norton Simon Museum has been scheduled for January 12.
- 4) The Valentine's Dance has been scheduled for February 9; interested individuals can sign up beginning January 8.
- 5) All exercise classes have ended for the year.
- 6) A legal workshop has been scheduled for January 17.

**COMMISSIONER
ITEMS**

CHAIR GUZMAN

Chair Guzman noted that some seniors are experiencing difficulty entering the Senior Center through the locked side door, to which

Coordinator Beltran advised that staff is working on resolving access concerns.

Chair Guzman also noted that some seniors do not sign in once they arrive at the Senior Center, to which Coordinator Beltran stated that some seniors perhaps simply forget to sign in.

COMMISSIONER DIAZ Commissioner Diaz suggested that Senior Center staff arrange for cupcake decorating classes, to which Assistant City Manager Olivares advised that the Recreation Department already holds such classes, which are open to individuals of all ages. Participants of said classes provide their own supplies.

ASSISTANT CITY MANAGER OLIVARES Regarding ingress at the Senior Center, Assistant City Manager Olivares indicated that staff plans to add more disabled parking spaces near the west end of the Senior Center parking lot in order to facilitate ingress for seniors. Additionally, family members of Senior Center attendees will be able to sign in for their senior relatives, who may then enter the Center through the side door. She suggested that seniors continue entering the Center through the main doors in order for staff to actively monitor which seniors are present, in case of emergencies.

CHAIR GUZMAN Chair Guzman noted that she enjoyed the Birthday Breakfast menudo.

VICE CHAIR RODRIGUEZ Vice Chair Rodriguez spoke highly of the recent Christmas Dance.

COMMISSIONER OROSCO Commissioner Orosco concurred with Vice Chair Rodriguez and stated that she enjoyed the steak dinner, though some seniors complained that the plastic utensils they were provided were not strong enough to cut through the steak.

COORDINATOR BELTRAN Coordinator Beltran advised that a new dishwasher will be installed at the Senior Center in January, after which staff will resume using regular utensils.

ADJOURNMENT There being no further business to conduct, the meeting was adjourned at 9:13 a.m.

ATTEST:

Armando Hegdahl, CMC
Deputy City Clerk