

CITY OF IRWINDALE

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

MAGGIE
GUZMAN
CHAIR

NATALIE
OROSCO
VICE CHAIR

CAROL ACOSTA
COMMISSIONER

VIRGINIA DIAZ
COMMISSIONER

IRIS RODRIGUEZ
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

SENIOR CITIZEN COMMISSION

MARCH 22, 2021

9:00 A.M.

VIA TELECONFERENCE

***(Closed to the Public)
Pursuant to Executive Order N-29-20***

The Governor has declared a State of Emergency to exist in California because of the threat of COVID-19 (aka the "Coronavirus"). The Governor also issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still meeting state transparency requirements.

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 will also be available through the following options:

Registration URL:

<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, Virginia Diaz, Iris Rodriguez;
Vice Chair Natalie Orosco; Chair Maggie Guzman
- 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. Regular meeting held February 22, 2021.

2. NEW BUSINESS

A. Senior Center Fitness Equipment Update

Recommendation: Receive an update on the Senior Center Fitness Equipment Project.

3. SENIOR CENTER MANAGER UPDATE

4. ASSISTANT CITY MANAGER 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 March 22, 2021, to be posted at the City Hall, Library, and Post Office on March 18, 2021.

Armando Hegdahl

Armando Hegdahl

Management Analyst

City of
IRWINDALE
AGENDA REPORT

SENIOR CITIZEN COMMISSION
AGENDA ITEM E
MARCH 22, 2021

SENIOR CITIZENS
COMMISSION

Date: March 22, 2021
To: Honorable Chair and Commission Members
From: Armando Hegdahl, Management Analyst
Issue: Commission Reorganization

Recommendation:

Commissioners elect Chair and Vice-Chair

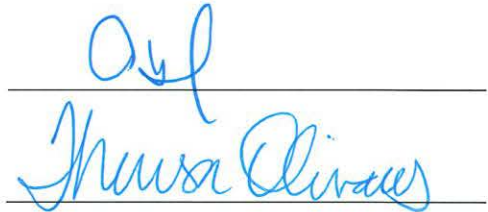
Administrative Action:

Submitted by:

Armando Hegdahl, Management Analyst
(626) 430-2201

Reviewed / Approved by:

Theresa Olivares, Assistant City Manager



A handwritten signature in blue ink, appearing to read 'Theresa Olivares', is written over a horizontal line.

Background and Analysis:

It is appropriate at this time to reorganize the Irwindale Senior Citizen Commission, including the selection of a Chair and Vice-Chair. In order to complete the reorganization, the following procedures is 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 by majority vote.

Fiscal Impact:

None.

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

**FEBRUARY 22, 2021
MONDAY
9:00 A.M.**

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

ROLL CALL:

Present: Commissioners Virginia Diaz, Iris Rodriguez;
Vice Chair Natalie Orosco; Chair Maggie Guzman

Also present: Theresa Olivares, Assistant City Manager;
Eloise Beltran, Senior Center Manager; and Armando Hegdahl,
Management Analyst

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

CONSENT CALENDAR

MOTION

A motion was made by Chair Guzman, seconded by Vice Chair Orosco, to approve the Consent Calendar. The motion was unanimously approved.

**ITEM NO. 1A
MINUTES**

MINUTES

The minutes of the special meeting held February 24, 2020, were approved.

END OF CONSENT CALENDAR

NEW BUSINESS

**ITEM NO. 2A
IRWINDALE CITY
COUNCIL RESOLUTION
ELECTRONIC MEDIA
AND DEVICES POLICY**

**IRWINDALE CITY COUNCIL RESOLUTION NO. 2020-55-3165 –
ELECTRONIC MEDIA AND DEVICES POLICY**

**MANAGEMENT
ANALYST HEGDAHL**

Management Analyst Hegdahl presented the staff report.

**COMMISSION
CONSENSUS**

Commission consensus was reached to receive and file the report

**SENIOR CENTER
MANAGER UPDATE**

Senior Center Manager Beltran provided the following update:

- 1) A St. Patrick's Day Meal event will be held on March 11, with contactless, curbside meal pickups being scheduled between 3:30 p.m. and 5:30 p.m.

- 2) Bingo on Zoom will be held on February 24 from 1 to 2 p.m. Interested individuals that wish to participate in the March Bingo activities can already begin registering.
- 3) Seniors can also begin registering for the "Moving and Grooving" classes that will take place between March 4 and 15.
- 4) "Monday Mindfulness" is a new 8-week class that will take place every 2nd and 4th Monday of the month via Zoom.
- 5) "Rock Painting" classes will begin this Thursday, and will be held on the last Thursday of the month.
- 6) Crafts via Zoom will be held on March 10, from 1 pm to 2 pm, and is limited to the first eight signups. Intergenerational Crafts via Zoom will be held on March 29.
- 7) The Birthday Breakfast event is scheduled for March 25 and is limited to the first 80 signups.
- 8) The Intergenerational Book Club is scheduled to meet via Zoom on February 23.
- 9) A "What's Brewing?" Zoom social club will be held soon where individuals and staff can simply chitchat over coffee.
- 10) Another social Zoom activity with staff will take place where participants can join in a variety of different activities.

**ASSISTANT CITY
MANAGER UPDATE**

Assistant City Manager Olivares provided the following update:

- 1) She appreciated the commissioners' willingness to stand by and wait until the commission meetings were resumed, and thanked them for their eagerness in participating in meeting over Zoom.
- 2) She also indicated that staff looks forward to resuming Senior Center events and activities at some point in the future, when it is safe for staff and patrons to engage in them, although the format will likely be very different from what we are accustomed. Senior Center staff is doing everything it can to offer programs via Zoom.

**COMMISSIONER ITEMS
AND REQUESTS**

COMMISSIONER
RODRIGUEZ

Commissioner Rodriguez thanked Senior Center staff for offering activities such as Bingo and Arts & Crafts, and for delivering meals to the seniors.

COMMISSIONER
DIAZ

Commissioner Diaz thanked Senior Center staff and the City Council for the holiday meals and the gifts provided to the seniors.

CHAIR GUZMAN

Chair Guzman thanked staff for delivering meals to the seniors.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:22 a.m.

ATTEST:

Armando Hegdahl
Management Analyst

City of
IRWINDALE
AGENDA REPORT

SENIOR CITIZEN COMMISSION
AGENDA ITEM NO. 2A
MARCH 22, 2021

SENIOR CITIZENS
COMMISSION

Date: March 22, 2021
To: Honorable Chair and Commission Members
From: Theresa Olivares, Assistant City Manager
Issue: Senior Center Fitness Equipment Update

Recommendation:

That the Senior Citizen Commission receive an update on the Senior Center Fitness Equipment Project.

Administrative Action:

Submitted by: Eloise Beltran

Department Head / Manager
(626) 430-2286

Reviewed / Approved by:

Theresa Olivares, Assistant City Manager




Background and Analysis:

1. The Healthy Initiative Grant, which was awarded by the California Parks and Recreation Society (CPRS) to the Irwindale Recreation Department to purchase and install four (4) fitness equipment at Jardin de Roca Skate Park also included four (4) fitness equipment to be placed in the side patio at the Senior Center.
2. To qualify for the Healthy Initiative Grant, the City of Irwindale had to agree to be a National Demonstration Site. A National Demonstration site demonstrates the importance of community health and wellness by raising awareness and creating a positive atmosphere for health and fitness. Data is collected to illustrate community vitality in social-emotional, environmental, health, community, engagement, public service and educational opportunities. To be a part of this program, the City was required to choose from specific packages that ensured the fitness equipment covered Balance, Aerobics, Core, and Muscle Training.

- a. Senior Center utilized option 2 A
 - i. Balance- Assisted Balance Walk
 - ii. Aerobics – Step-up Fitness Station
 - iii. Core – Sit Up Station
 - iv. Muscle – Lap-Pull Down

Please see the attached photos of the Senior Center Fitness Equipment.

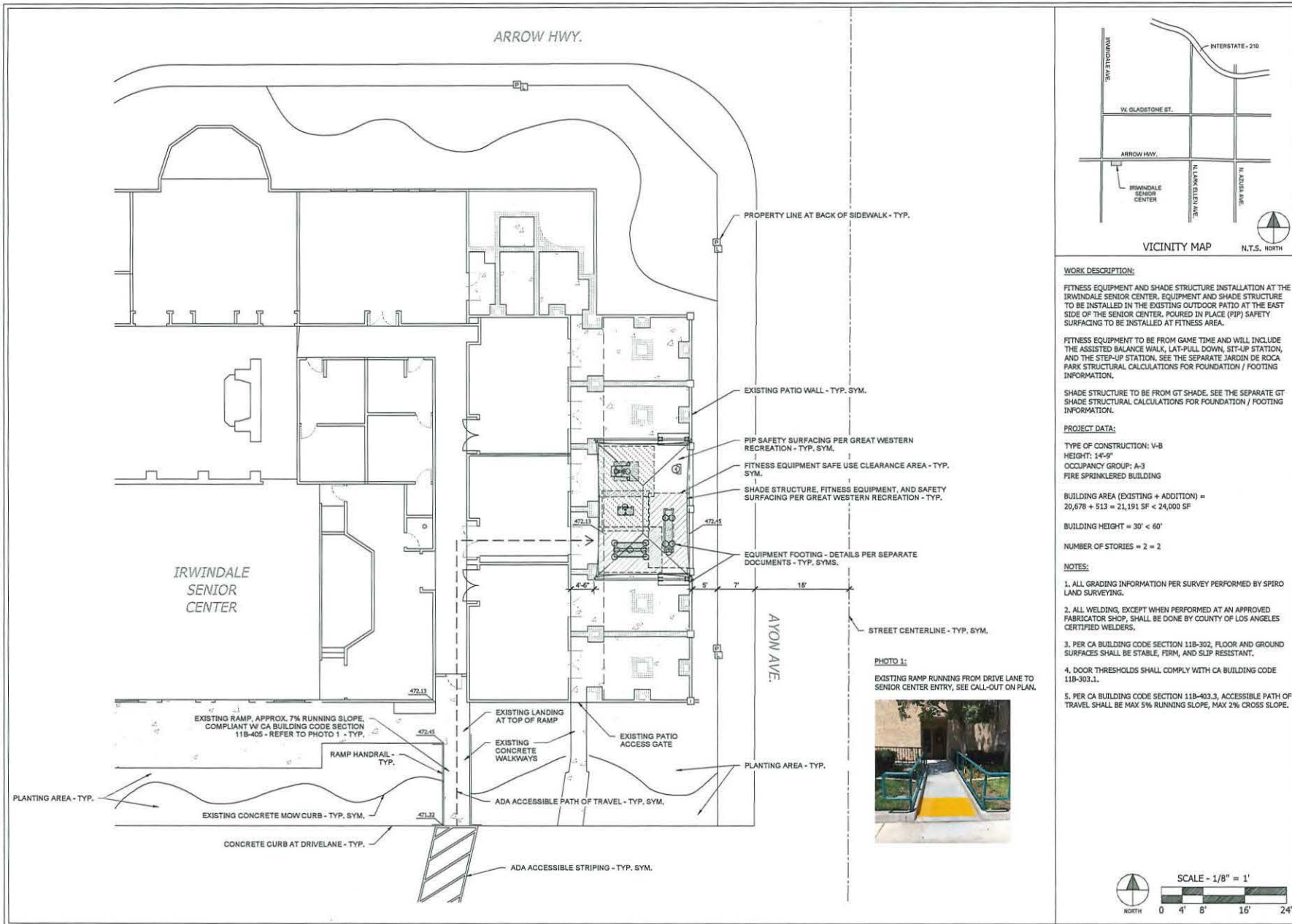
- 3. The Senior Center Fitness Equipment Project requires a canopy over the equipment. The plans, which included the canopy, were approved in January 2021. On Wednesday, January 27, 2021, GameTime obtained the required Building and Safety permits.
- 4. At this time, Senior Center does not have a time as to when this project will begin. GameTime is currently waiting for the canopy to arrive to begin the project. We have an anticipated date of March 24 when the canopy will be shipped to GameTime. We will update you on this project when we receive more information.

Attachment(s):

- 1. Los Angeles County Building and Safety Approval Site Plan
- 2. Photos of the Fitness Equipment

Fiscal Impact:

None.



WDL
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UNDESIGNED CONCEPTS + PLANNING + ARCHITECTURE + INTERIOR DESIGN
11111 WILSON BLVD., SUITE 100
LOS ANGELES, CA 90024
TEL: 310.408.1111
FAX: 310.408.1112
WWW.WELANDDESIGN.COM

GREAT WESTERN RECREATION
CITY OF IRWINDALE, CA
IRWINDALE SENIOR CENTER
ADA ACCESSIBLE PATH OF TRAVEL EXHIBIT

DATE	REVISIONS



DATE: 11/23/2020
SCALE: SEE SHEET
JOB # 20-023b
DRAWN: BB, KL
SHEET:
1 OF 2

**City Senior Center Option 2A
Irwindale, CA**



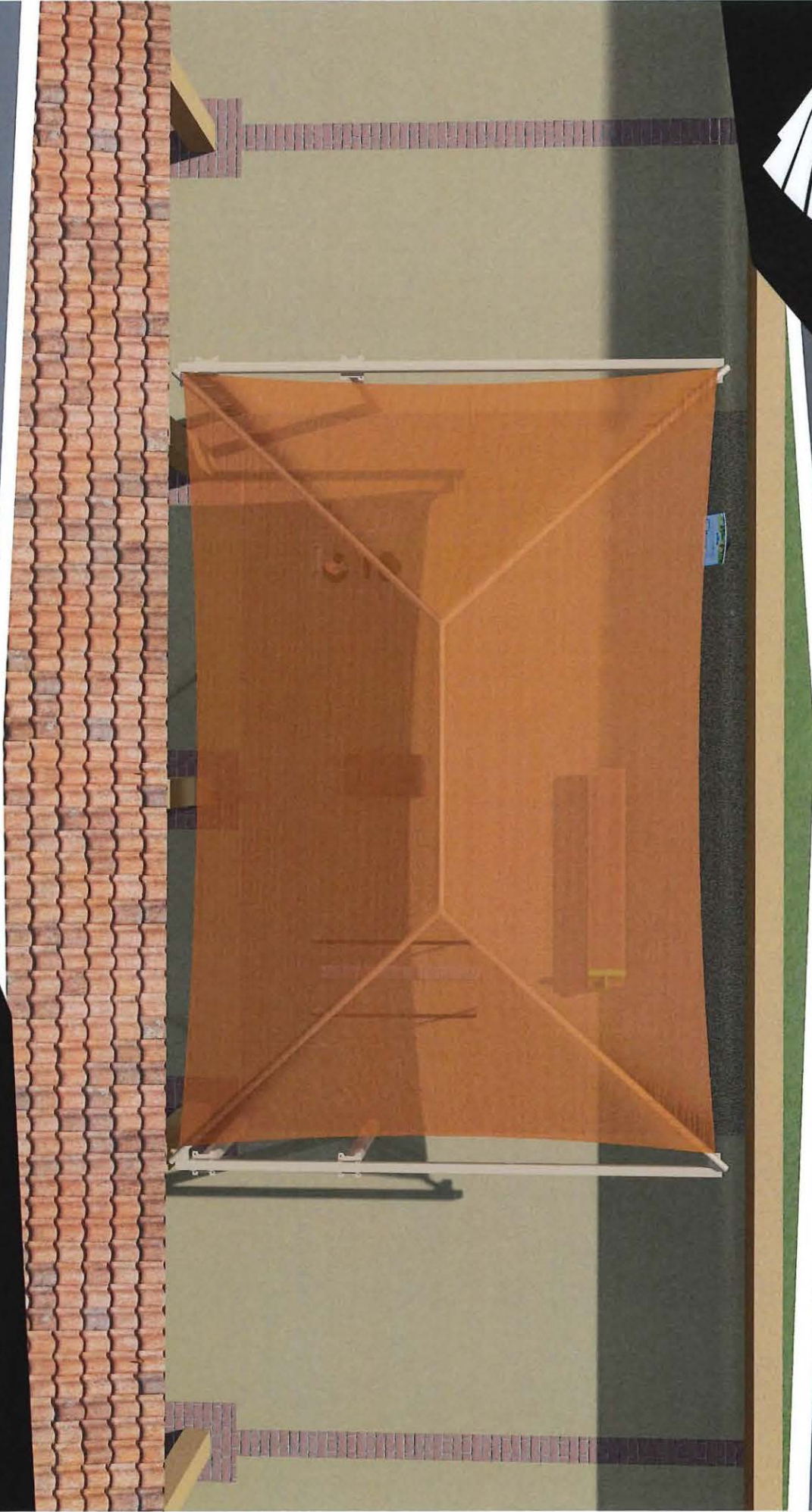
A STRONG FOUNDATION IN PLAY FOR OVER 50 YEARS P: (435) 245-5055 / F: 435 245-5057 Myles@gwpark.com

**City Senior Center Option 2A
Irwindale, CA**

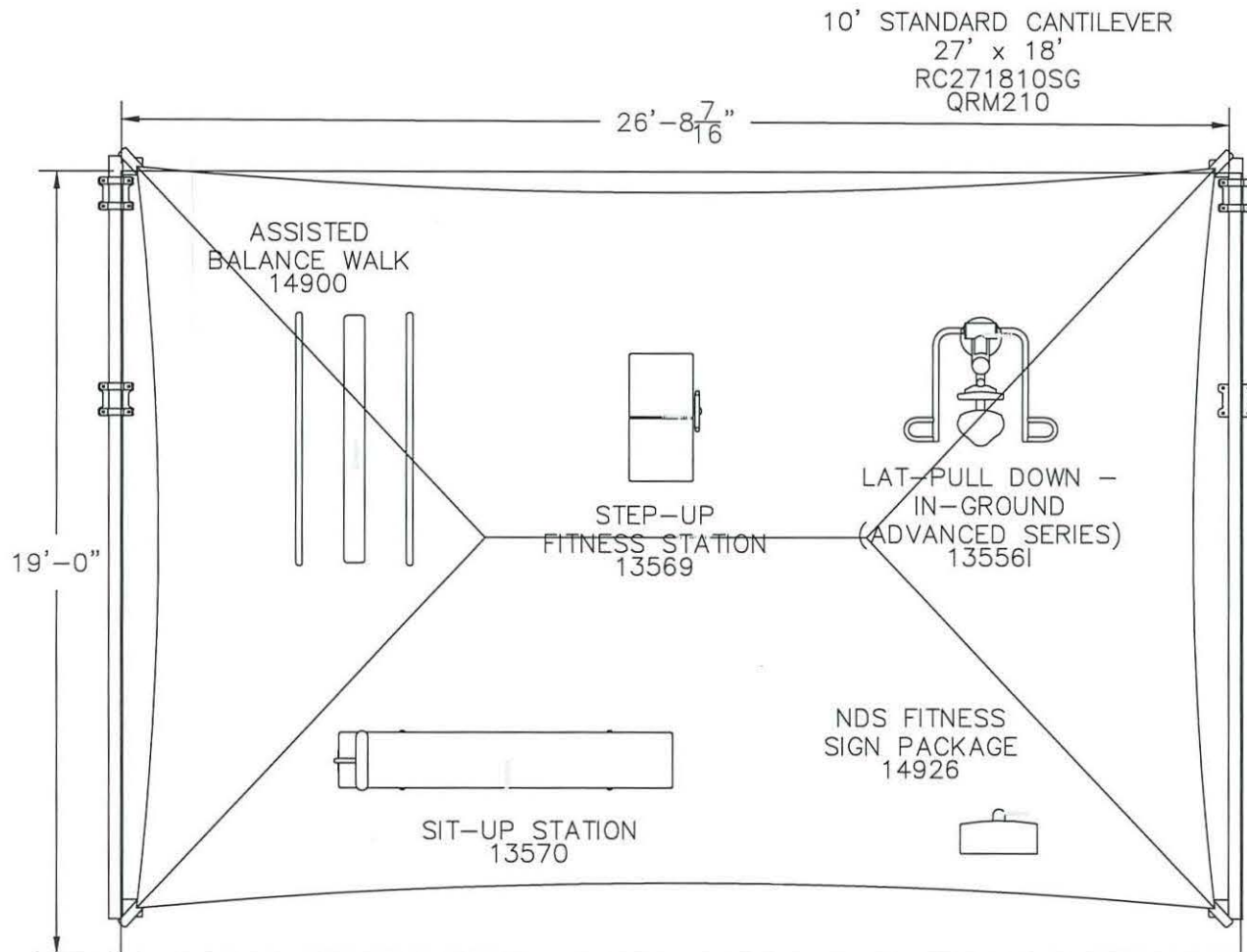


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**City Senior Center Option 2A
Irwindale, CA**



A STRONG FOUNDATION IN PLAY FOR OVER 50 YEARS **P: (435) 245-5055 / F: 435 245-5057** **Myles@gwpark.com**



SURFACING REQUIRED

Area:
SF: 443
LF: 92



Sales Representative
Myles Harvey
myles@gwpark.com
805-320-9007

Gametime
150 PlayCore Drive SE
Fort Payne, AL 35967
www.gametime.com



Inwindale Senior Center
City of Inwindale
Inwindale, CA
Representative
Great Western Recreation

This Unit includes play events and routes of travel specifically designed for special needs users. It is the opinion of the manufacturer that these play events and routes of travel conform to the accessibility requirements of the ADA (Americans with Disabilities Act)

Total Elevated Play Components
Total Elevated Play Components Accessible By Ramp
Total Elevated Components Accessible By Transfer
Total Accessible Ground Level Components Shown
Total Different Types Of Ground Level Components

- Required -
- Required -
- Required -
- Required -

This play equipment is recommended for children ages
13+

Minimum Area Required:
Scale: -
This drawing can be scaled only when in an 18" x 24" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. Consumer Product Safety Commission, ASTM standard F1487 and Canadian Standard CAN/CSA-Z-414

Drawn By:
CE
Date:
9/26/19
Drawing Name:
Option 2