

CITY COUNCIL RESOLUTION NO. 10-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE AMENDING CITY COUNCIL RESOLUTION NO. 07-113 OUTLINING THE DUTIES, RESPONSIBILITIES AND BYLAWS OF THE IRVINE SENIOR CITIZENS COUNCIL

WHEREAS, the Irvine City Council discussed the expansion of participation by senior-serving organizations in the selection of Senior Citizens Council At-large members; and

WHEREAS, the Irvine City Council discussed the process for filling at-large member vacancies from most recent recruitment, and

WHEREAS, the Irvine City Council expressed an interest in extending the terms of the Senior Citizens Council Chair and Vice Chair to two years and conducting elections of officers in January of even-numbered years, and

WHEREAS, the Irvine City Council expressed an interest in modifying the Senior Citizens Council attendance requirements to not exceed more than three absences per year from regular meetings with responsibility placed on the Chair and Vice Chair for approval of meeting absences.

NOW, THEREFORE, the City Council of the City of Irvine DOES HEREBY RESOLVE as follows:

SECTION 1. CREATION - The Senior Citizens Council shall be comprised of seven members; five members of which are to be appointed, one by each member of the City Council, and two at-large members through a public recruitment process.

A member of the Senior Citizens Council must be a resident of the City of Irvine, and each member of the Senior Citizens Council must have attained the minimum age of fifty-five years at the time of his/her appointment.

The City Manager shall appoint a staff member as liaison to the Senior Citizens Council.

SECTION 2. PROCESS FOR SELECTION OF AT-LARGE MEMBERS - A public recruitment will be conducted by City staff in October of odd-numbered years requesting applications to fill the two at-large members of the Senior Citizens Council. Qualified applicants (Irvine resident over the age of 55) will be invited to participate in an oral

interview with a five-member panel identified by an ad hoc committee of the Senior Citizens Council. The five-member panel will select two at-large members to serve a two-year term beginning November of even-numbered years. Formal notification will be provided to City Council of the newly selected at-large members of the Senior Citizens Council. At conclusion of recruitment, an eligibility list of qualified applicants will be established for filling future at-large member vacancies during the current two-year term. A new eligibility list will be established every two years through a public recruitment process.

**SECTION 3. TERMS OF OFFICE** - The City Council-appointed members of the Senior Citizens Council shall serve at the pleasure of the City Council until replacements are appointed. The two at-large members selected through the public recruitment process shall serve a two-year term. The two at-large members will serve a term to begin November 2009, and expire at the end of October 2010. Thereafter, the two at-large members will serve for two years, beginning November of odd numbered years.

The Senior Citizens Council shall elect a chairperson and vice-chairperson from its membership in January of even-numbered years to serve a two-year term. The chairperson or vice-chairperson may not serve more than two consecutive terms in their respective offices.

If an at-large position on the Senior Citizens Council becomes vacant, the Chair of the Senior Citizens Council may fill the position from the most recent eligibility list with an appointment offered to the next person on the eligibility list, and the person appointed will serve for the remainder of the unexpired term.

Should there be no other qualified applicants on the eligibility list, the Senior Citizens Council Chairperson shall, by appointment, fill the vacant at-large position when the chairperson has solicited input from all members of the Senior Citizens Council, and the person appointed will serve for the remainder of the unexpired term.

**SECTION 4. DUTIES** - The Senior Citizens Council shall have the duty to:

- (a) Act in an advisory capacity to the City Council in establishing policy on all matters pertaining to the special interests and concerns of senior citizens;
- (b) Act as a sounding board for individuals, schools and organizations that have an interest in senior citizens activities and programs;
- (c) Consider the proposed annual budget for the City employees serving at the senior centers, and make recommendations with respect thereto to the City Council and the City Manager;
- (d) Advise in the planning of facilities, transportation, activities, and services and programs for the senior community;
- (e) Recommend policies for the acquisition, development, use and improvement of land and facilities relating to senior citizens and subject to the rights and powers of the City Council; and

(f) Perform such other duties as may be prescribed by the City Council.

SECTION 5. APPOINTMENT - The Senior Citizens Council may establish committees and sub-committees for the purpose of performing specific tasks within the respective general areas of concern of the Senior Citizens Council.

SECTION 6. APPROPRIATIONS - The City Council shall include in its annual budget such appropriations of funds as, in its opinion, shall be sufficient for the efficient and proper functioning of the Senior Citizens Council.

SECTION 7. COMPENSATION AND EXPENSES - This section has been modified by City Council Resolution No. 04-11, February 10, 2004. Please see Compensation and Expenses portion of Introduction section in the Commission Orientation packet.

SECTION 8. COMMUNICATIONS - Matters coming from the public including communications from individuals, community associations, and civic organizations, to be assured of consideration and action at a meeting of the Senior Citizens Council, must be received in writing at least fourteen days preceding the Senior Citizens Council meeting. All written communications from the Senior Citizens Council shall be sent out over the signature of the chairperson of that Council, or a designated officer thereof.

SECTION 9. ATTENDANCE - Members of the Senior Citizens Council are to attend and participate in all meetings of the Senior Citizens Council. Any member who is absent from three regular meetings of the Senior Citizens Council without the approval of the Senior Citizens Council Chairperson and Vice-Chairperson, shall be deemed to have resigned from the Senior Citizens Council and the Senior Citizens Council chairperson shall notify the City Council.

SECTION 10. MEETINGS - QUORUM - The Senior Citizens Council shall meet regularly on the third Thursdays of the month at 9:00 a.m., at either the Lakeview or Rancho Senior Centers, except as otherwise provided by law. Special meetings may be called by the chairperson or the majority members of the Senior Citizens Council. All meetings shall be open to the public except as otherwise authorized by the laws of the State of California. Regular minutes of each meeting shall be maintained by the Senior Citizens Council, or its designee, and posted in the senior centers for public review. A majority of the voting members of the Senior Citizens Council shall constitute a quorum.

SECTION 11. EMERITUS MEMBERS - Emeritus members to the Senior Citizens Council shall be appointed at the discretion of the City Council. Emeritus members will be appointed as honorary, non-voting members with lifelong terms. Emeritus members are not entitled compensation and will not sit at the dais during Senior Citizen Council meetings.

SECTION 12. AMBASSADOR PROGRAM - Senior Services Ambassadors shall be appointed at the discretion of the Senior Services staff. Ambassadors will volunteer their time to assist in the promotion of senior activities and services. Roles of the Ambassadors may include, but are not limited to, the following:

- o Provide leadership and guidance with senior-serving clubs and organizations;
- o Provide presentations to community groups to increase awareness of activities and services provided by the City of Irvine;
- o Represent the senior community on special task forces and committees; and
- o Provide input to Senior Citizens Council and staff on senior-related issues.

SECTION 13. - The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED AND ADOPTED by the City Council of the City of Irvine at a regular meeting held on the 11th day of May, 2010.

  
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 MAYOR OF THE CITY OF IRVINE

ATTEST:

  
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 CITY CLERK OF THE CITY OF IRVINE

STATE OF CALIFORNIA )  
 COUNTY OF ORANGE ) SS  
 CITY OF IRVINE )

I, SHARIE APODACA, City Clerk of the City of Irvine, HEREBY DO CERTIFY that the foregoing resolution was duly adopted at a regular meeting of the City Council of the City of Irvine, held on the 11th day of May, 2010.

AYES: 5 COUNCILMEMBERS: Agran, Choi, Krom, Shea and Kang  
 NOES: 0 COUNCILMEMBERS: None  
 ABSENT: 0 COUNCILMEMBERS: None

  
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 CITY CLERK OF THE CITY OF IRVINE