

**PARKS, WELLNESS AND RECREATION COMMISSION**

**January 8, 2013 Meeting Minutes  
6:30 p.m., San Fernando Regional Pool Facility  
208 Park Avenue, San Fernando, CA 91340**

**PRESENT:** Commissioner Adriana Gomez, Commissioner NinaMarie Ballin,  
Commissioner Saydith Navarro, Commissioner Danitza Pantoja, and  
Commissioner Joe Ponce

**ABSENT:**

**ALSO PRESENT:** Ismael Aguila, Recreation and Community Services Operations Manager  
Linda Bowden-Moreno, Recreation & Community Services Office Specialist

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• **Call to Order/Roll Call**

- Commissioner Gomez called the meeting to order at 6:34 p.m.
- Present: Gomez, Ballin, Navarro, Pantoja and Ponce
- Absent: None

• **Pledge of Allegiance**

- Commissioner Ballin led the Pledge of Allegiance.

• **Oath of Office:**

- Oath of Office for Public Officers was administered to Ms. Saydith Navarro, Ms. Danitza Pantoja, and Mr. Joe Ponce by staff member, Linda Bowden-Moreno.

- **Approval of Agenda**

**Motion was made to approve the agenda of the Parks, Wellness and Recreation Commission for January 8, 2013 with the following amendment: Remove Old Business, Item B: Heal Cities Campaign Update.**

Motion: Pantoja Second by: Ballin

For: All

Against: None

Abstained: None

- **Consent Calendar**

- A. Approval of Minutes – October 9, 2012**

- Minutes for the Parks, Wellness and Recreation Commission for October 9, 2012 to be filed due to lack of quorum.

- **Public Comment**

- none

- **New Business**

- A. Commissioner Orientation: Powers and Duties**

- Ismael Aguila congratulated new Commissioners and welcomed back incumbent Commissioners. A Power Point Presentation was presented providing an overview of the powers and duties of the Parks, Wellness and Recreation Commission.
    - Packets containing information regarding the RCS Department, Municipal Code and other important information provided to each Commissioner.
    - New Commissioners were briefed on prior items that have gone before this Commission such as the Smoke Free Ordinance, the Park Master Plan, and Fee Waivers for use of park facilities. Waiving fees is no longer within the purview of this Commission.

B. Overview of Recreation and Community Services Department

- Ismael Aguila went over programming and activities offered at the Pool Facility, Recreation Park, Las Palmas Park, Rudy J. Ortega Sr. Park, Pioneer Park and Layne Park.
- Staff provided information on Little Leagues and impact fees to the Commission. Information on department revenues also provided.
- Facility rental information provided to the Commission.
- Commissioner Ponce had questions regarding the number of schools utilizing the Pool Facility.
- Commissioner Navarro had questions regarding outreach to local schools.
- Commissioner Ponce had questions regarding maintenance of Rudy J. Ortega Sr. Park as well as safety issues for park visitors.
- Ismael offered Commissioners tours of park facilities upon request.
- Commissioner Gomez requested clarification of self sustaining funds for certain programs such as the Senior Club and MMAP Program for the benefit of the new Commissioners. Ismael Aguila provided details on Fund 17 and self sustaining accounts.
- Commissioner Gomez asked staff to explain the different leagues that utilize City fields.
- Commissioner Navarro inquired about fund raising by the Little Leagues.
- Commissioner Ponce had questions pertaining to the City basketball leagues and how funding is handled to cover program costs. Ismael Aguila discussed the details of how the City covers costs, marketing and staffing of this program.
- Commissioner Gomez had questions regarding local schools that use park facilities such as the charter schools and impact fees.
- Commissioner Ponce had questions regarding liability issues for schools using City parks.
- Ismael Aguila briefed the Commission on the current status of the agreement

between the Little Leagues and the City. Staff will keep the Commission informed on the status of the agreement.

- Ismael Aguila advised Commissioners that the City Website has been updated and is now up to date with current programming and activities for the Recreation and Community Services Department. The RCS Department is focused on increasing usage of programming due to the fiscal situation the City is facing. Increasing revenues is a priority.
- Don Penman, Interim City Administrator, was introduced to the Commission. Mr. Penman provided some background information including his 37 year career in local government. He was appointed by City Council as Interim City Administrator until the City recruits a permanent Administrator.
- Commissioners were provided with a staff report with background information about the Senior Citizen Advisory Board and a recommendation to approve the reappointments of Angel Avila and Marco Tulio Escobar to the Senior Citizen Advisory Board for a two year term.
- Staff will forward flyers, brochures and website link that detail the RCS Department's offerings.

#### C. FY 2012-13 Adopted Department Priorities

- Ismael Aguila presented the FY 2012-13 RCS Department priorities adopted by City Council.
- Each Commissioner will develop Commission priorities and turn in by 1/22/13 for further discussion.

### **VIII. Old Business**

#### A. Police Dept. Monthly Report (Acting Chief Robert Parks)

- Chief Parks introduced himself and congratulated newly appointed Commissioners.
- Chief Parks discussed the homicide that occurred on 12/30/12 near Pioneer Park. The City has a virtual patrol system which includes live stream and can provide a visual to SFPD to a crime in progress. Unfortunately, negotiations with Edison for virtual patrol at Pioneer Park have not been successful, therefore, no video

surveillance of the homicide was available.

- Chief Parks discussed the mutual aid agreement between the City and the Sheriff's Department which includes DNA evidence, forensics, man power and specialized expertise. Due to this agreement with the Sheriff's Department, a suspect was located within an hour's time.
- Commissioner Pantoja commented that the recent crimes appear to be perpetrated by non-residents of San Fernando.
- Chief Parks reported that the increase in crime may be attributed to the 11,000 inmates released in 2011. In addition, staff reductions such as the loss of the Park Rangers, has also contributed to the increase in crime. There is also a halfway house locally which tends to house problematic tenants.
- Commissioner Pantoja reported recent incidents in the City of San Fernando of crime targeting seniors. Perpetrators approach seniors under the pretense of needing directions and force senior to an ATM to withdraw funds.
- Commissioner Gomez inquired about the use of Quimby Funds towards the installation of virtual patrol.
- Chief Parks reported on the "Coffee With a Cop" program which allows any member of the community the opportunity to meet with a police officer to discuss any topic of interest over coffee. This is an effort to allow the community more access to the Police Department creating a better rapport.

B. Parks & Recreation Marketing: Park Banner Ad Program Update

- Ismael Aguila advised the Commission that this project is currently on hold due to a disagreement with the vendor. Further research is necessary prior to signing a contract with this vendor. .
- The leagues would like to handle advertisement banners on their own.
- Commissioner Gomez had questions regarding profit sharing between the City and the banner program.

## **IX. Staff Communication**

### **A. Rudy J. Ortega Sr. Park (formerly Heritage Park)**

- No reportable action at this time.

### **B. Layne Park**

- No reportable action at this time.

### **C. Pioneer Park**

- No reportable action at this time.

### **D. Recreation Park**

- No reportable action at this time.

### **E. Las Palmas Park**

- The VITA Income Tax Program will be offered at Las Palmas Park on Saturdays beginning February 23<sup>rd</sup> through March 30<sup>th</sup>.

### **F. San Fernando Regional Pool Facility**

- No reportable action at this time.

### **G. Other**

- Staff reminded Commissioners to forward any agenda items prior to the next meeting.
- Commissioners were advised that business cards are available upon request and reminded to turn in W-9 forms to the Finance Department.
- February's Commission meeting will be held at Las Palmas Park.

## **X. Commissioner Comments**

- Commissioner Gomez welcomed newly appointed Commissioners and expressed her delight at having a full Commission.

- Commissioner Gomez commented on the parking issues at the Pool Facility and Recreation Park.

#### **XI. Agenda Items for Next Month (February 12, 2013)**

1. Approval of Minutes for January 8, 2013
2. Commissioners will email any other agenda items to staff.

#### **X. Adjournment**

**A motion was made to adjourn the meeting at 8:11 p.m.**

Motion: Pantoja      Second by: Ballin

For: All

Against: None

Abstained: None