

PARKS, WELLNESS AND RECREATION COMMISSION

**January 8, 2019 Meeting Minutes
6:00 p.m., Las Palmas Park – Arts & Crafts Room
505 S. Huntington Street, San Fernando, CA 91340**

PRESENT: Commissioner Adriana Gomez, Commissioner Nina Herrera
Commissioner Anna Lopez, Commissioner Joe Ponce
and Commissioner Saydith Navarro

ABSENT:

ALSO PRESENT: Julian Venegas, RCS Director
Marisol Diaz, Program Specialist
Linda Bowden-Moreno, RCS Office Specialist

I. Call to Order/Roll Call

- Meeting called to order at 6:00 p.m. by Commission Chair, Adriana Gomez
Present: Gomez, Herrera, Lopez, Ponce and Navarro
Absent: None

II. Pledge of Allegiance

- Led by Commissioner Anna Lopez

III. Approval of Agenda

Motion was made to approve the agenda of the Parks, Wellness and Recreation Commission meeting for January 8, 2019.

Motion: Herrera Second by: Lopez
For: All
Against: None
Abstained: None

IV. Public Comment

- Mr. Herrera inquired about how the Wild Horse Foundation would be impacted

given that Yasiel Puig is no longer a Los Angeles Dodger. (This is a discussion item that will be addressed in the meeting).

- Marisol Diaz, RCS Program Specialist, updated the Commission on upcoming events and programming offered by the RCS Department. Pickle Ball for older adults is now offered at Las Palmas Park, a family health fair is scheduled for February at Recreation Park, as well as other events the department is offering. Information is available on the City website.

V. Consent Calendar

- Approval of Minutes – November 13, 2018

Motion: Herrera Second by: Lopez
For: All
Against: None
Abstained: Ponce

VI. New Business

VII. Continued Business

A. Commission Goals and Objectives for 2018-2019 Fiscal Year

- Julian Venegas discussed goals and objectives that were adopted by the Commission back in 2015-2016. Most of those goals have been addressed or completed. Any goals the Commission wishes to carry over can be addressed in the list of new goals the Commission provides.
- Commissioners may submit goals and objectives now that a new funding cycle is coming up. Goals that require significant funding will also require identification and pursuit of grants and other funding sources.
- Commissioner Gomez recommended that each Commissioner email their respective goals and objectives to staff by mid-February.
- Julian Venegas advised that March and April would be a good time to identify goals and objectives as the City is preparing for mid-year budget review.

B. Farmers Market

- Staff has continued to communicate with the Mall Association to partner in bringing a Farmers Market to the community. Staff has also met with a consultant to look at potential sites for this project. At this time, San Fernando Road between Brand and Maclay has been identified as a possible location.
- Staff will be submitting a grant to the Healthy Food Financial Initiative offered by the USDA. The goal is to assist communities in bringing nutritious foods to residents.
- In order to be a viable and self-sustaining program, the Farmers Market will need to be a 3-5 year program. The SNAP program will be a component of the Farmers Market to assist the disadvantaged population.
- Commissioner Lopez had questions regarding the grant amount. Staff reported that grant amounts can run from 25K up to 250K.
- Commissioner Lopez inquired about the projected schedule for the Farmers Market. Staff reported that the market would be open on a weekly basis from 9am-1pm. The market will offer fresh food as well as crafts and other items to offer a variety of elements.
- Commissioner Lopez discussed produce vendors that sell vegetables at the local swap meet. Staff reported that there are specific regulations that vendors must meet to be eligible to sell their produce and products.
- Commissioner Gomez had questions regarding the suggested site for the Farmers Market given that mall merchants do not tend to open until 11:00am.
- Staff reported the location is designed to provide exposure to existing merchants. The Mall Association indicated they would speak to the merchants to get their buy-in.

C. Prop 68 Funds

- Staff reported that the City is working with California Consultant Group to identify and apply for grants in order to assist in implementing the Park Master Plan.
- The following parks were identified by a ranking tool on the Prop 68 website for grant selection: Kalisher, Las Palmas, Recreation Park, Layne Park, Rudy Ortega, and Pacoima Natural Park. Number 7 on the list was Pioneer Park

which may delay the renovations needed at this location.

- Grant applications must be submitted individually for each park. The renovations identified for Recreation Park are: artificial turf for multi-use field, resurface outdoor basketball court, upgrade restrooms, new roof, upgrade kitchen to commercial grade, resurface gym floor, and improve security lighting to name a few.
- Improvements identified at Las Palmas Park are as follows: adding ADA compliant doors, renovate the Banquet Room, repurpose the Learning Center, add security lighting along the walking path, upgrade tot-lot, upgrade restrooms, upgrade multi-use fields, add field lighting in the back lot.
- Improvements identified at Pioneer Park: upgrade turf to increase programming for various age groups, installing field lights, add security lighting, upgrade restrooms, upgrade tot-lot, upgrade basketball court, and upgrade concession stands.
- Improvements identified at Rudy Ortega Park: improve lighting, add a building for possible museum and/or rental facility.
- Improvements identified at Layne Park: add field lighting, add a soccer field, install a basketball court, and add restrooms.
- Improvements identified at Pacoima Wash: add dog park, increase lighting, better landscape maintenance for native plants, and provide markers to identify native plants and history information of the park.
- Commissioner Herrera asked when the application is due. Staff reported applications are due sometime in late March through July.
- Commissioner Lopez discussed adding a community garden. Julian suggested reaching out to the organization “Lot to Plot” for recommendations and assistance.
- Commissioner Ponce had questions regarding turn around time. Staff reported grant decisions should be known by the beginning of 2019-2020 Fiscal Year.
- Commissioner Gomez asked what the total amount of funding is. Staff reported the total amount of funding available per application is \$8.5 million. Staff is submitting applications that would reach that threshold.
- Commissioner Gomez asked if there is time to include some of the Commission’s goals in the grant applications. Staff will reach out to the

consultant to get more information.

- Commissioner Gomez asked how parks are rated. Staff reported ranking is based on population size, household income, and acreage per thousand.

D. Open Streets Event

- The City is waiting for the official word that it was awarded \$144K to conduct an open streets event. An RFP for Program Management Services to assist in running the event has gone out. The City is awaiting proposals to come in.

E. Wild Horse Children's Foundation

- Yasiel Puig is no longer on the Dodgers. He has been traded to the Cincinnati Reds. The trade should not affect the partnership with the organization. The City continues to negotiate with the foundation to complete the agreement.
- Commissioner Lopez inquired about the time line for the completion of the agreement. Julian reported that there have been delays for a number of reasons but the City plans to move forward with the partnership. As far as a timeline, there is no definite deadline in place.

F. Park Master Plan Implementation

- Mr. Venegas reported that this item ties in with Prop 68. Staff is working on adding programming and services to the RCS Department. The goal is to augment and improve services to the community.

G. Alcohol Use Policy in City Facilities

- The City did not receive any bids from restaurants or bars resulting from the RFP that went out seeking vendors to serve alcohol in City facilities.
- The next step is for the City to reach out to licensed vendors to compile a list of caterers who can serve alcohol in City facilities.

H. Department Budget

- The City is preparing for mid-year review of the budget. The RCS Department

staff is reviewing each respective division to determine if any budget adjustments are needed. This review process will take several months to complete. If any adjustments are to be made, the request will need to be submitted by June.

- Commissioner Gomez asked if the Commission will be able to review the budget. Julian will make the information available to the Commission. The last few years have been flat lined. There are usually no enhancements requested due to the financial position the City is in. Any enhancements would have to be offset by increased revenue.
- Commissioner Gomez praised the RCS Department for offering so much with so little.

VIII. Staff Communication

- Mr. Venegas reported that the Tataviam Tribe is requesting to convert the water tower at Rudy Ortega Park into a storage unit. The City is looking into drafting an MOU with the Tataviam Tribe providing the water tower is determined to be structurally sound.
- The Regional Pool Facility is currently upgrading the banquet room kitchen. It will be closed through April for renovations.
- Commissioner Ponce asked if the County is in charge of the Regional Pool Facility.
- Julian reminded the Commissioners to complete the AB1234 Ethics Training on line, per the City Clerk's request.
- Staff provided the Commission with the list of 2019 senior trips, meetings and dances.
- Staff provided the Crime Trends Report related to the parks. Commissioner Gomez requested a Crime Trends Report that includes a map with a legend similar to the report distributed at the Neighborhood Watch Meetings. Staff will request from P.D.

IX. Commissioner Comments

X. Agenda Items for Next Regular Meeting (March 12, 2019)

- Commissioners can email agenda items to staff

XI. Adjournment

- Commissioner Gomez moved to adjourn the meeting at 6:44 p.m.

Motion: Herrera Second by: Navarro

For: All

Against:None

Abstained:None