



## PARKS, WELLNESS AND RECREATION COMMISSION

### MEETING NOTICE AGENDA

FEBRUARY 9, 2021 – 6:30 P.M.

### TELECONFERENCE – PER GOVERNOR’S EXECUTIVE ORDER

#### **SPECIAL NOTICE REGARDING COVID-19**

*On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (superseding the Brown Act-related provisions of Executive Order N-25-20 issued on March 12, 2020), which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that the San Fernando Parks, Wellness and Recreation Commission will participate in meetings telephonically.*

**PUBLIC PARTICIPATION:** Pursuant to the Executive Order and given the current health concerns, members of the public can access meetings live on-line, with audio and video, via YouTube Live, at <https://www.youtube.com/channel/UC2OGT0-5m7SPbA-YmtPyDaA/>. Members of the public may submit comments by email to [lmoreno@sfcity.org](mailto:lmoreno@sfcity.org). Comments submitted via YouTube will not be read into the record. To ensure distribution to the Parks, Wellness and Recreation Commission prior to consideration of the agenda, please submit your comments no later than 4:00 p.m. the day of the meeting. Those comments will be distributed to the Parks, Wellness and Recreation Commission, will be limited to three minutes, and made part of the official public record of the meeting.

#### **CALL TO ORDER/ROLL CALL**

Chair Sandie Richards

Vice Chair Joe Ponce

Commissioner Jason Hayes

Commissioner Nina Herrera

Commissioner Saydith Navarro

#### **PLEDGE OF ALLEGIANCE**

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## **APPROVAL OF AGENDA**

## **PUBLIC STATEMENTS – WRITTEN/ORAL**

Members of the public can submit comments electronically for Parks, Wellness and Recreation Commission consideration by sending them to [Imoreno@sfcity.org](mailto:Imoreno@sfcity.org). To ensure distribution to the Parks, Wellness and Recreation Commission prior to consideration of the agenda, please submit comments prior to 4:00 p.m. on the day of the meeting. Those comments will be distributed to the Parks, Wellness and Recreation Commission, will be limited to three minutes, and made part of the official public record of the meeting.

## **CULTURAL ARTS LIAISONS REPORT**

## **CONSENT CALENDAR**

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the Parks, Wellness, and Recreation Commission wishes to discuss any item, it should first be removed from the Consent Calendar.

### **1) REQUEST TO APPROVE THE MINUTES OF THE JANUARY 12, 2021 PARKS, WELLNESS AND RECREATION COMMISSION MEETING**

## **NEW BUSINESS**

### **2) APPROVAL OF ART MURALS ON PRIVATE PROPERTY**

### **3) SENIOR CITIZENS ADVISORY BOARD RECRUITMENT**

## **CONTINUED BUSINESS**

### **4) STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION SPP GRANT**

### **5) VIRTUAL PROGRAMMING**

### **6) COMMUNITY THEATRE PROGRAM**

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## **7) DEPARTMENT’S RESPONSE TO COVID-19**

## **8) LAYNE PARK REVITALIZATION PROJECT**

## **9) YOUTH REINVESTMENT GRANT PROGRAM (TUTCINT YOUTH EMPOWERMENT PROGRAM)**

### **STAFF COMMUNICATIONS**

### **COMMISSIONER COMMENTS**

### **ITEMS FOR NEXT REGULAR MEETING ON:**

**MARCH 9, 2021**

### **ADJOURNMENT**

*I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.*

*Linda Bowden-Moreno, Office Specialist*

*Signed and Posted: February 5, 2021 (5:00 p.m.)*

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*Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City’s Internet Web site ([www.sfcity.org](http://www.sfcity.org)). These are also available for public reviewing prior to a meeting in the Recreation and Community Services Department Public Counter. Any public writings distributed by the Parks, Wellness, and Recreation Commission to at least a majority of the Commissioners regarding any item on this regular meeting agenda will also be made available at the Recreation and Community Services Public Counter at Recreation Park located at 208 Park Avenue, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City’s Web Site at [www.sfcity.org](http://www.sfcity.org). In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the Recreation and Community Services Department Office at (818) 898-1290 at least 48 hours prior to the meeting.*

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**CITY OF SAN FERNANDO  
PARKS, WELLNESS & RECREATION COMMISSION  
DRAFT MEETING MINUTES**

**January 12, 2021  
ZOOM MEETING STREAMED ON YOUTUBE**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PARKS, WELLNESS & RECREATION COMMISSION. VIDEO AND AUDIO OF THE ACTUAL MEETING ARE AVAILABLE FOR LISTENING AT: <https://www.youtube.com/c/CityOfSanFernando>.

**CALL TO ORDER/ROLL CALL**

Chair Sandie Richards called the meeting to order at 6:34 p.m. and conducted the roll call.

The following persons were recorded as present:

PRESENT: Chair Sandie Richards  
Commissioner Jason Hayes  
Commissioner Nina Herrera

ABSENT: Vice Chair Joe Ponce,  
Commissioner Saydith Navarro

ALSO PRESENT: Cultural Arts Liaison, Raul Herrera  
Director of Recreation and Community  
Services Department, Julian Venegas  
Community Services Supervisor, Juan Salas  
Admin. Assistant, Linda Bowden-Moreno

**PLEDGE OF ALLEGIANCE**

Commissioner J. Hayes led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner N. Herrera motioned to approve the agenda for the January 12, 2021 Parks, Wellness & Recreation Commission Regular Meeting. Commissioner J. Hayes seconded the motion. The motion carried with the following vote:

AYES: S. Richards, J. Hayes, N. Herrera,  
NOES:  
ABSENT: S. Navarro, J. Ponce  
ABSTAIN:

### **PUBLIC STATEMENTS – WRITTEN/ORAL**

None.

### **CULTURAL ARTS LIASON REPORT**

Cultural Arts Liaison, Raul Herrera, discussed the proposal to allow art murals in the City of San Fernando. Mr. Herrera approached local artists who expressed concerns and questions in terms of clarifying the difference in displaying public art/murals vs. billboards as a form of advertising. He discussed the importance of developing an outline for the submittal of art mural proposals as well as clarification of specific qualifications or requirements for artists wanting to present ideas for murals.

### **APPROVAL OF MINUTES**

Commissioner J. Hayes motioned to approve the minutes for the December 8, 2020, Parks, Wellness & Recreation Commission meeting. Commissioner N. Herrera seconded the motion. The motion carried with the following vote:

AYES: S. Richards, J. Hayes, N. Herrera,  
NOES:  
ABSENT: S. Navarro, J. Ponce  
ABSTAIN:

### **NEW BUSINESS**

#### **1. SENIOR CITIZENS ADVISORY BOARD RECRUITMENT**

J. Venegas provided some history on the development of the Senior Citizens Advisory Board as a body representing members of the various senior programs. Meetings were held on the second Tuesday of the month. This board was very active at one point in the development of programming as well as making recommendations on behalf of seniors. This board was made up of five members representing various sectors: Senior Club, Park Ave. Club, Elderly Nutrition Program and one member at-large. Several years ago, the Senior Board lost membership and could no longer conduct meetings due to lack of quorum. Meetings have remained on hold while membership recruitment is in progress.

Staff is interested in resurrecting this body. Staff recommends opening the membership to

members at-large in order to fill the current vacancies. Staff is requesting feedback and input from the PWRC. Upon further discussion from the Commission, the following motion was made:

Commissioner N. Herrera moved to make a recommendation to Council to open up membership to members at-large with a minimum age of 55 years, for the recruitment of board members to the Senior Citizens Advisory Board.

AYES: S. Richards, J. Hayes, N. Herrera,

NOES:

ABSENT: J. Ponce, S. Navarro

ABSTAIN:

## 2. **APPROVAL OF ART MURALS ON PRIVATE PROPERTY**

J. Venegas reported that the City has worked on various options to allow murals in the City of San Fernando for some time. A Resolution was adopted in December of 2020 allowing murals on private property. This Commission was provided with a copy of the Resolution and the agenda report. The task of approving mural applications on private property will fall on the PWRC. The application and proof of permission from the property owner will be submitted to the Community Development Department. This Commission will then review the applications and make the decision to approve or deny.

Staff is recommending forming an Ad Hoc Committee composed of the two Cultural Arts Liaisons, two members of the Parks, Wellness and Recreation Commission and a staff member. The Ad Hoc will review applications and make recommendations to the PWRC. The Commission as whole, will vote and make the decision to approve or deny the mural application. The artist will have the option to appeal a denial. R. Herrera discussed the importance of cultural relevance and requested to see the actual application. J Venegas will send a copy of the ordinance to R. Herrera for his review.

Commissioner J. Hayes supports this item. He would like to see more art murals from local artists. He volunteered to be part of the Ad Hoc Committee.

Commissioner N. Herrera recommended continuing discussion on this item to allow time for new Commissioners to be appointed by the new Council members so they can be part of the discussion.

## **CONTINUED BUSINESS**

### 1. **STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION SPP GRANT –**

J. Venegas reported that staff is working on five grant application for Recreation Park, Pioneer Park, Las Palmas Park and two new park developments. Community Input Meetings for stakeholders are scheduled for January 21<sup>st</sup>, February 3<sup>rd</sup> and 13<sup>th</sup>. Meetings will be held via Zoom and the goal is to get the community's input on park projects. Anyone interested can

RSVP to participate in the Zoom meeting.

2. **VIRTUAL PROGRAMMING** –J. Salas, Community Services Supervisor, provided an update on virtual programming such as Quarantine Bingo for families, an art workshop on making Valentine’s Day Cards for Seniors (kits provided), and a second round of the Veteran Banner Program. Registration and additional program information is available online or by calling Las Palmas Park at (818) 898-7340.

The MMAP classes are continuing via Zoom. Folklorico classes are currently on hold. Regular virtual programs such as senior bingo, senior exercise classes, etc. are still ongoing. All information and registration for programs and activities are available on the City Website.

3. **COMMUNITY THEATRE PROGRAM** – J. Venegas reported that applications to be board members have been sent out to various individuals. Once a board is established, activities and programming can be developed. This program is community based. Anyone interested can email J. Venegas at [jvenegas@sfcity.org](mailto:jvenegas@sfcity.org) or Commissioner J. Hayes at [jhayes@sfcity.org](mailto:jhayes@sfcity.org) .
4. **DEPARTMENT’S REPONSE TO COVID-19**–J. Venegas reported that Round 3 of the Residential Food Program was held in December. The program will be on hold in the month of January awaiting further direction from Council

Staff is working with the Department of Public Health to get training to set up an MPOD (Medical Point of Dispensing) site for Covid-19 vaccinating. The two sites being considered are Recreation Park and Las Palmas Park. Currently, Recreation Park is providing Covid-19 testing and vaccinating. Individuals must register online.

Anyone interested in volunteering with the MPOD can contact the parks. More information on the MPOD will be provided as it becomes available.

5. **LAYNE PARK REVITAILZATION GRANT PROJECT**–J. Venegas reported that Council requested additional information on this item. The design firm has been selected for this project. Additional Community Meetings are scheduled to allow the community to provide their input.
6. **YOUTH REINVESTMENT GRANT PROGRAM (TUTCINT YOUTH EMPOWERMENT PROGRAM)** –  
J. Venegas provided an update on this program, which continues to meet virtually and grow in membership. The program is on their third cohort. Members meet four times per month and participate in cultural activities and programs among other activities. The group also conducted a food drive to help needy families. Information is available on the City Website.

#### **STAFF COMMUNICATON**

J. Salas informed the Commission of additional upcoming activities: Family Bingo, Parent and Me Painting. The renovation at Las Palmas is complete. There are just a few final touches left.

## **COMMISSION DISCUSSION**

Commissioner J. Hayes thanked staff.

Commissioner S. Richards commented on her participation in the Reindeer Dash. She showed off her medal and shared that it was a great experience.

## **ADJOURNMENT**

Commissioner J. Hayes motioned to adjourn the meeting at 7:53 p.m. Commissioner N. Herrera seconded the motion. The motion carried with the following vote:

AYES: S. Richards, J. Hayes, N. Herrera,  
NOES:  
ABSENT: J. Ponce, S. Navarro  
ABSTAIN:



**To:** Chair Sandie Richards and Commissioners

**From:** Julian J. Venegas, Director of Recreation and Community Services  
By: Linda Bowden-Moreno, Administrative Assistant

**Date:** February 9, 2021

**Subject:** Approval of Art Murals on Private Commercial Property

**RECOMMENDATION:**

It is recommended that the Parks, Wellness and Recreation Commission:

- a. Form an Ad Hoc committee to review art mural permit applications requesting approval to paint a mural on private commercial property.
- b. Comprise the Art Mural Ad Hoc Committee with two members of the Parks, Wellness and Recreation Commission (PWRC) and the Cultural Arts Liaisons.

**BACKGROUND:**

1. On December 7, 2020, City Council adopted Ordinance No. 1700 (Attachment "A") that was introduced for first reading at the City Council meeting of November 16, 2020, amending Chapter 22 (Businesses) of the San Fernando Municipal Code by the addition of a new Article IX (Art Murals on Private Property).
2. City Council voted to amend Section 22-502. Permit Required; and Section 22-503. Application Procedure to identify permitted properties. Establishing a permitting process for art murals.
3. Ordinance No. 1700 charges the Parks, Wellness and Recreation Commission with providing final approval to the application process.

**ANALYSIS:**

The Ordinance No. 1700 is designed to permit and encourage art murals on private commercial property on a content-neutral basis under certain terms and conditions. Murals embrace a

unique medium of expression that serves the public interest. Murals have purposes distinct from commercial signs and confer different benefits.

Establishing an Ad Hoc Committee for the review of mural applications will ensure that art murals in the City of San Fernando meet specific criteria such as cultural relevance, encouraging artistic expression, selecting art murals that enrich the City's cultural and historical identity. The Ad Hoc Committee will make their recommendation to approve or deny the application to the PWRC.

Prior to any action by the PWRC, each mural permit application will be considered at a public meeting of the PWRC for final review. The PWRC's decision to issue or deny the mural permit shall be final, unless any aggrieved party submits a written request for appeal to the City Council within seven calendar days from the date of the Commission's decision.

The Commission's issuance of a permit shall not take effect until the end of the 7-day appeal period and in the event a timely appeal is filed, the permit shall not take effect unless and until the City Council upholds the Commission's decision to issue the permit.

**BUDGET IMPACT:**

There is no budget impact associated with the forming of an Ad Hoc Committee to review art mural applications.

**CONCLUSION:**

It is recommended that the Parks, Wellness and Recreation Commission form an Ad Hoc Committee composed of two members of the Parks, Wellness and Recreation Commission, and the Cultural Arts Liaisons for reviewing art mural applications and make recommendations to the PWR Commission on a mural application.

**ATTACHMENT:**

A. Ordinance No. 1700

**ORDINANCE NO. 1700**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING CHAPTER 22 (BUSINESSES) OF THE SAN FERNANDO MUNICIPAL CODE BY THE ADDITION OF A NEW ARTICLE IX (ART MURALS ON PRIVATE PROPERTY)**

**WHEREAS**, public art enhances the quality of life for individuals living in, working in, and visiting San Fernando by enhancing the physical beauty of the community; encouraging the development and appreciation of art; and enhancing the quality of development projects and the image of the community; and

**WHEREAS**, this Ordinance, will encourage pride in the community, build vibrant and distinctive spaces through placemaking, increasing property values, enhancing the quality of life through artistic opportunities, uniting the community through shared cultural experiences, and creating a cultural legacy for future generations through the collection and exhibition of high-quality art that reflects diverse styles that will acknowledge the past, usher in the future and create programs and activities that will further these goals.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Chapter 22 (Businesses) of the San Fernando Municipal Code is hereby amended by the addition of a new Article IX entitled "Art Murals on Private Property" which shall state the following:

<i>Article IX.</i>	<i>Art Murals on Private Property</i>
<i>Section 22-500.</i>	<i>Purpose.</i>
<i>Section 22-501.</i>	<i>Definitions.</i>
<i>Section 22-502.</i>	<i>Permit Required.</i>
<i>Section 22-503.</i>	<i>Application Procedure.</i>
<i>Section 22-504.</i>	<i>Permit Revocation, Expiration.</i>
<i>Section 22-505.</i>	<i>Mural Requirements.</i>
<i>Section 22-506.</i>	<i>Fees and Policies.</i>
<i>Section 22-507</i>	<i>Violation; Penalty.</i>

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*Section 22-500. Purpose.*

*The purpose of this Article is to permit and encourage the display of art murals on publicly visible and/or accessible areas on private property on a content-neutral basis under certain terms and conditions. Murals comprise a unique medium of expression that serves the public interest. Murals have purposes distinct from signs and confer different benefits. Such purposes and benefits include improved aesthetics; avenues for original artistic*

*expression; public access to original works of art, community participation in the creation of original works of art, community-building through the presence of an identification with original works of art, education about the history of the City depicted in original works of art, and a reduction in the incidence of vandalism. Murals can increase community identity and foster a sense of place if they are located in a manner visible to pedestrians, are retained for substantial periods of time, and include a neighborhood process for discussion.*

**Section 22-501. Definitions.**

*For purposes of this Article:*

*“Alteration” means any change to a permitted mural, including but not limited to any change to the image(s), materials, colors, or size of the permitted mural. “Alteration” does not include naturally occurring changes to the mural caused by exposure to the elements or the passage of time. Minor changes to the permitted mural that result from the maintenance or repair of the mural shall not constitute “alteration.” Such minor changes may include slight and unintended deviations from the original image, colors, or materials that occur when the permitted mural is repaired due to the passage of time or as a result of vandalism.*

*“Applicant” means an applicant for a mural permit application under this Article.*

*“City Council” means the City Council of the City of San Fernando.*

*“Commission” means the Parks, Wellness and Recreation Commission established under Article II (Parks, Wellness and Recreation Commission) of Chapter 54 (Parks and Recreation) of the San Fernando Municipal Code.*

*“Permittee” means an applicant who has received a mural permit pursuant to the process outlined in this Article.*

*“Mural” means an original work of visual art produced by hand that is tiled, painted directly upon, or affixed directly to an exterior wall of a structure.*

**Section 22-502. Permit Required.**

*Murals shall only be permitted on 1) properties in commercial, industrial, service commercial, and mixed-use zones that are not zoned exclusively residential, and 2) residential walls directly adjacent to a city-designated alleyway. It is unlawful for any person, firm, corporation, or other entity to authorize, erect, construct, maintain, move, alter, change, place, suspend, or attach any mural within the City without first (i) obtaining final approval from the Commission, or the City Council on appeal and (ii) satisfying all of the requirements set forth in this Article. This Article shall not apply to murals located on property owned by any public agency, including the City of San Fernando.*

**Section 22-503. Application Procedure.**

*Murals shall only be permitted on 1) properties in commercial, industrial, service commercial, and mixed-use zones that are not zoned exclusively residential, and 2) residential walls directly adjacent to a city-designated alleyway.*

- A. *Any person, firm, corporation, or other entity desiring to place a mural on any property shall first submit an application to the Community Development Department. A mural permit application shall include the following information:
  1. *Name and address of the creator of the mural.*
  2. *Name and address of the owner, operator, or person in possession of the premises where the mural is proposed to be located.*
  3. *A detailed drawing or sketch of the proposed mural that is scale and in color.**
- C. *A mural permit application shall be submitted with all required fees as established by resolution of the City Council.*
- D. *The Community Development Department shall submit each completed application to the Commission for review as to the compatibility of the proposed mural in the location and on the specific structure the mural is proposed, and all other applicable requirements of Chapter 106 (Zoning) of the San Fernando Municipal Code.*
- E. *Prior to any action by the Commission, the Applicant shall post an 11"x17" color rendering of the proposed mural on site for no less than 10 calendar days prior to the scheduled public meeting at the which the proposed mural is to be considered by the commission. It shall be the applicant's responsibility to post the rendering and ensure that said rendering is posted for the entire 10-day period prior to the meeting. The rendering shall also include a notice advising the public of the date, time and location of the public hearing and that interested members of the public are invited to attend the public hearing and offer verbal or written comment by or before the conclusion of the public hearing. No mural shall be permitted until the Applicant has certified that notification has been completed.*
- F. *Each mural permit application will be considered at a public meeting of the Commission for final review. The application packet may include a narrative description of the mural, the purpose/significance of the proposed mural, photographic, digital and/or audio files, sketches, renderings, schematics, or any other documentation supporting the application. The Commission's decision to issue or deny the mural permit shall be final, unless any aggrieved party submits a written request for appeal of the Commission's decision (along with any applicable appeal fees established by City Council resolution) to the City Council pursuant to Section 22-503(F), care of the Office of the City Clerk, during City's regular business hours, within 7 calendar days from the date of the Commission's decision.*

- G. *The written appeal shall state in detail the specific grounds for the appeal; shall include any and all documentary, photographic, digital and/or audio evidence, and any other supporting documentation the appellant deems relevant to the appeal; and shall identify any and all Municipal Code provisions or other legal authorities, if any, that support appellant's request that the Commission's decision be overturned or otherwise modified. The City Council shall be under no obligation to consider grounds for an appeal that are not expressly stated in the appellant's appeal application nor shall the City Council be under any obligation to consider evidence that was not timely submitted along with the appeal application. A submitted appeal application may not be amended, supplemented or otherwise modified following the deadline for submitting appeals.*
- i. *The appellant, at its sole cost and expense, shall submit two copies of all appeal documentation and evidence filed with the City Clerk as part of the appeal so that a copy set may be provided to the permit applicant for review prior to the appeal hearing. A copy of such appeal materials shall be delivered to the permit applicant not less than 15 calendar days prior to the date of the appeal hearing and the permit applicant may submit a written rebuttal along with any documentary, photographic, digital and/or audio evidence the permit applicant deems relevant to oppose the appeal, provided that such rebuttal materials are filed with the City Clerk, during the City's regular business hours, no less than 7 calendar days prior to the scheduled date of the appeal hearing.*
  - ii. *The permit applicant, at its sole cost and expense, shall submit two copies of all rebuttal documentation and evidence filed with the City Clerk and the City Clerk shall, in turn, forward such materials to the appellant for review not less than 3 calendar days prior to the scheduled date of the appeal hearing.*
- H. *The City Council shall conduct a public hearing on any timely filed appeal within 60 calendar days of the date the notice of appeal is filed. The decision of the City Council on appeal shall be final. The Commission's issuance of a permit shall not take effect until the end of the 7-day appeal period and in the event a timely appeal is filed, the permit shall not take effect unless and until the City Council upholds the Commission's decision to issue the permit.*
- I. *A permit issued under this Article is granted for the specific design and one-time production of the mural as presented in the application. Any alterations must be submitted to the Community Development Director for review and may require additional public hearing and approval by the Commission for the same procedures and noticing requirements as would otherwise apply for a permit application for a new mural.*

**Section 22-504. Permit Revocation, Expiration.**

- A. *A mural permit is revocable by the Community Development Director if it is*

*determined at any time that the mural conflicts with the information provided in the application or with any one of the requirements listed in Section 22-505 (Mural Requirements), below.*

- B. Any person issued a permit shall agree to work diligently to construct, install and complete any mural for which a permit has been granted. In recognition of the forgoing, a permit issued pursuant to the Article shall automatically expire upon the occurrence of either of the following: (i) the mural has not been completed within 2 years from the date the permit was issued; or (ii) the permittee has not commenced the construction and/or installation of the mural within 1 year from the date the permit was issued. If a permit expires pursuant to romanette (i) in the preceding sentence, the permit holder, at the permit holders sole cost and expense, shall be required to restore the subject property to its original condition, notwithstanding any partial work that may have been constructed or installed.*
- C. Upon completion of the mural, the permittee shall promptly notify the Community Development Director in writing so that a final inspection may be conducted and a release of the permit may be issued. In no event shall the permittee delay more than 7 calendar days in notifying the Community Development Director that the mural is completed and ready for final inspection and possible release. Notwithstanding the City's final inspection, the permit shall not be released nor the mural deemed complete for purposes of Section 22-504(B) until such time as the permittee has recorded the covenant referenced under Section 22-505(G), below.*

**Section 22-505. Mural Requirements.**

*Murals that meet all of the following requirements will be allowed upon satisfaction of the applicable permit procedures:*

- A. A new mural shall remain in place, without alteration, for a minimum period to be determined by the applicant, but not less than one-year. The artist or landowner must enter into a maintenance agreement with the City for the period specified in the application to provide an assurance that the mural will be repaired in case of vandalism, weathered wall surface damage, or chipping paint. A mural may be removed prior to the expiration of the permit under the following circumstances:*
- 1. The property on which the mural is located is sold; or*
  - 2. The structure or property is substantially remodeled or altered in a way that precludes continuance of the mural; or*
  - 3. The property undergoes a change of use authorized the Building and Safety Division, the Planning Division or the Planning and Preservation Commission.*
- B. The mural shall not cause a pedestrian or vehicular safety hazard, including hazards in the form of impediments to the ingress and egress or pedestrians or vehicles or in the form of a distraction to motorists.*

- C. *A mural shall not be placed over the exterior surface of any building opening, including, but not limited to, windows, doors, and vents in such a way that blocks or restricts access to the opening.*
- D. *No part of the mural shall exceed the height of the structure to which it is tiled, painted, or affixed.*
- E. *No part of the mural shall extend more than six (6) inches from the plane of the wall upon which it is tiled, painted, or affixed.*
- F. *No mural shall be arranged and illuminated in a manner that will produce light intensity of greater than three foot candles above ambient lighting, as measured at the property line of the nearest residentially zoned property.*
- G. *The owner of the property on which a mural is installed shall execute and deliver to the City Clerk a covenant for recordation in a form approved by the City Attorney. The covenant shall provide that the mural will be installed and maintained at all times in full compliance with this Article. Except as otherwise provided under this Article, the covenant shall remain in force for as long as the mural exists. The written covenant must be submitted to the City for review prior to the permittee commencement of any work to construct or install the mural. City shall be under no obligation to release the permit as contemplated under Section 22-504(C), above, until the City-approved covenant is recorded. The failure of the covenant to be timely recorded shall render the mural construction and installation incomplete and render the mural permit susceptible to expiration at contemplated under Section 22-505(B), above, notwithstanding the outcome of the City's final inspection.*
- H. *Upon change of ownership of the property on which a mural is installed, the new owner may, at the owner's election and without the need for permission from the City, terminate the covenant and remove the mural, subject to the provisions of this Article.*
- I. *Mural proposals set forth in any application for a new mural or any application to modify the appearance of an existing mural or any other terms of an existing mural permit shall also comply with any and all written policies or guidelines adopted by the City Council resolution which are operative at the time a completed application is submitted, including the payment of all required fees.*

**Section 22-506. Fees and Policies.**

- A. *The City Council may establish and from time to time amend a schedule of fees and charges for the recovery of costs associated with the City's review and study of permit applications and the maintenance of any regulatory program associated with the enforcement of this Article. Until such time as the City Council approves a resolution establishing a schedule setting the amount of any fee(s) contemplated under this Article, the fee amount for any application or approval referenced under this Article shall be deemed to be zero dollars.*



- B. *By resolution, the City Council may establish, and from time to time amend, written policies and guidelines governing the design, construction, installation, maintenance and operation of murals subject to this Article.*
- C. *The fee may be waived or reduced by the Director of Community Development if there is a demonstrated educational component, pursuant to a written curriculum submitted by the applicant that engages youth.*

**Section 22-507. Violation; penalty.**

- A. *It is unlawful to violate any provision of this Article. This applies to any Applicant, any Permittee, the proprietor of a use or development on which a permitted mural is located, or to the owner of the land on which the permitted mural is located. For the ease of reference in this Section, all of these persons are referred to by the term "Operator."*
- B. *The Community Preservation Division must give written notice of any violation to the Operator. Failure of the operator to receive the notice of the violation does not invalidate any enforcement actions taken by the City.*
- C. *Any violation of this Article is considered a public nuisance.*
- D. *The Community Preservation Division shall have the authority to enforce the regulations of this Article.*

**SECTION 2.** Subsection (1) of Section 2-433 (Duties and powers) of Division 2 (Cultural Arts Commission) of Article V (Boards, Commissions, Committees, Agencies and Authorities) of Chapter 2 (Administration) of the San Fernando Municipal Code is hereby amended by the addition of the following sentence:

*The foregoing powers and duties do not include the power to review, approve or reject permits for murals on private property as contemplated under Article IX (Art Murals on Private Property) of Chapter 22 (Businesses) of the San Fernando Municipal Code.*

**SECTION 3.** Effective Date. This Ordinance shall take effect thirty (30) days after its adoption.

**SECTION 4.** Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional. If for any reason any portion of this ordinance is found to be invalid by a court of competent jurisdiction, the balance of this ordinance shall not be affected.

**SECTION 5.** Certification. The City Clerk shall certify the passage of this Ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a local newspaper of general circulation and which is hereby designated for that purpose.

**SECTION 6.** CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of San Fernando at its regular meeting on this 7<sup>th</sup> day of December, 2020.

DocuSigned by:

*Joel Fajardo*  
1CF904C14C41482...

Joel Fajardo, Mayor

**ATTEST:**

*Julia Fritz*  
Julia Fritz, City Clerk

**APPROVED AS TO FORM:**

DocuSigned by:  
*Richard Padilla*  
9F6768364A9F4FC  
Richard Padilla, Assistant City Attorney

CERTIFICATION

I, Julia Fritz, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Ordinance No. 1700 which was introduced on November 16, 2020 and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 7<sup>th</sup> day of December 2020 by the following vote of the City Council:

AYES: Fajardo, Pacheco, Ballin, Gonzales, Mendoza – 5

NAYS: None

ABSENT: None

ABSTAINED: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this 11<sup>th</sup> day of December, 2020.

  
\_\_\_\_\_  
Julia Fritz, City Clerk

**To:** Chair Sandie Richards and Commissioners

**From:** Julian J. Venegas, Director of Recreation and Community Services  
By Linda Bowden – Moreno, Administrative Assistant

**Date:** February 9, 2021

**Subject:** Consideration to Table Recruitment for Senior Citizens Advisory Board.

**RECOMMENDATION:**

It is recommended that the Parks, Wellness and Recreation Commission:

- a. Table the recruitment of the Senior Citizens Advisory Board membership until on-site programming is reestablished on park facilities.

**BACKGROUND:**

1. On January 12, 2021, The Parks, Wellness and Recreation Commission discussed resurrecting the Senior Citizens Advisory Board (Senior Board) by opening up membership to members at-large in order to have a larger field of membership. The Senior Advisory Board is currently suspended due to a lack of quorum.
2. By consensus, the Commission made a recommendation to allow members at-large (age 55 plus) to serve on the Senior Citizens Advisory Board when the sets earmarked for the Senior Clubs are unable to be filled.
3. Since March of 2020, all in person activity has been canceled due to the Covid-19 pandemic and the Los Angeles County Department of Public Health’s “Safer at Home Order”.

**ANALYSIS:**

In 2001, a five-member Senior Advisory Board was created to provide staff guidance and recommendations on existing senior programs. The Board was comprised of two members from the Senior Citizen Club, two members from the Park Ave. Club and one member-at large. The Board meet on a monthly basis to discuss issues, concerns and make recommendations to staff pertaining to senior programs and services.

The respective clubs would determine selection of the Board representatives and make the recommendation to the Parks, Wellness and Recreation Commission for appointment. The Senior Citizens Advisory Board has not met since 2016 due to lack of quorum. Staff has actively recruited membership to the Board since 2016 with no success in securing the required number of members to hold meetings.

At the PWRC meeting held on Tuesday, January 12, 2021, staff recommended to open up board membership to at-large positions when the clubs were unable to fill their sets. However, due to no in-person activities occurring in the parks, staff recommends to table recruitment until in-person programming is allowed to take place.

**BUDGET IMPACT:**

There is no budget impact associated with the recruitment of Senior Citizens Advisory Board membership.

**CONCLUSION:**

It is recommended that the Parks, Wellness and Recreation Commission table the recruitment of the Senior Citizens Advisory Board membership until on-site programming is reestablished on park facilities.

**To:** Chair Sandie Richards and Commissioners

**From:** Julian J. Venegas, Director of Recreation and Community Services  
By: RCS Staff

**Date:** February 9, 2021

**Subject:** Department Programming, Services, Activity and Business Updates

**RECOMMENDATION:**

It is recommended that the Park, Wellness, and Recreation Commission:

- a. Receive and file a report updating the programs, services, activity, and business conducted by the Recreation and Community Services Department; and
- b. Provide staff guidance or recommendations, as appropriate.

**BACKGROUND:**

1. The mission of the Recreation and Community Services Department is to develop and implement enriching community, cultural and recreational opportunities that foster the overall well-being and personal development of our community.
2. The Department conducts a wide array of programs, services, activities, and business throughout the year. Staff provides a monthly update on items discussed at the PWRC meeting and welcomes any guidance or recommendations regarding the items presented.

**DEPARTMENT UPDATES:**

Statewide Park Development And Community Revitalization SPP Grant

Staff is continuing to gather feedback from stakeholders, partners, and residents regarding the type of park renovations that are needed, and any new amenities they would like to see in the parks. Staff will incorporate the needs and wishes of the community into the grant applications, which are due March 12, 2021.

Staff will submit three applications to the SPP grant program. The parks targeted for this funding cycle include Recreation Park, Las Palmas Park, and Pioneer Park.

The proposed renovation projects are based on the Parks and Recreation Master Plan (PMP) approved by the City Council in early 2018, and input provided thus far by the Community Input meetings. A detailed list and an estimated cost of the proposed projects is provided in Attachment "A" - Park Improvements.

Staff has hosted four meetings to date and the public will have one more opportunity to provide their input on February 13, 2021, at 10:00, am via the Zoom platform. Participants wishing to attend the Community Input meeting can register at the Department's webpage at [SFCITY.ORG/SFRECREATION](http://SFCITY.ORG/SFRECREATION) or by contacting Juan Salas, Community Services Supervisor, at (818) 898-7340.

### Virtual Programming

Staff continues to engage the community with virtual programming. On the Department's webpage, there are several health and wellness videos and fun activities that parents and children can do together. Currently, the Department is offering:

- Senior Crafts – Feb. 11<sup>th</sup>
- Valentine's Day Bingo - Feb. 10<sup>th</sup> , at 11:00 am
- Park Loteria – Feb. 19<sup>th</sup> at 1:00 pm
- Park Bingo – Feb. 24<sup>th</sup> at 11:00 am
- Golden Fun League Scattegories (Spanish) – Feb. 25<sup>th</sup> at 3:00 pm
- Parent & Me Painting - Feb 27<sup>th</sup> at 11:00 am
- Golden Letters - Pen Pal Program (on going)

In addition, the Department offers other activities such as Senior Zumba class and the Mariachi Master Apprentice Program.

### Community Theatre Program

In the latter part of 2019 and early 2020, staff conducted several meetings via Zoom to gauge the interest of the Community Theatre Program. Initially, there was a lot of enthusiasm in starting the program, however, the program seems to have stalled.

Staff sent out an application to the meeting participants asking for nominations to serve on the Community Theatre Board. The hope is to have a group of volunteers serving on the board to direct and provide the vision for the program. Unfortunately, only one application has been submitted to date.

The next step is to have open recruitments for the positions; staff will place an article in the local paper and the Department's social media page to try to drum up interest.

#### Department's Response To Covid-19

Staff is preparing to provide another Residential Food Distribution Program (RFDP) event. The food distribution events provide nonperishable goods and personal PPE to approximately 237 San Fernando households. The next distribution is tentatively scheduled for Saturday, February 20, 2021, from 9:00 am to 11:00 am. Residents can register for the program by filling out the Public Service Income Self-Certification Form available on the City's webpage at [www.sfcity.org](http://www.sfcity.org).

The Department continues to host the Los Angeles Fire Department's Covid-19 testing and Vaccination Hub at Recreation Park. The site operates Monday thru Saturday from 9:00 am to 5:00 pm. Appointments are needed for the testing and the vaccine. Residents can make an appointment for the vaccine by visiting <https://carbonhealth.com/covid-19-vaccines>, and can register for a Covid-19 test by visiting <https://curative.com/sites/14728>.

#### Layne Park Revitalization Project

The City selected MIG as the consulting firm that will design the Layne Park project. The next step is to gather additional community input on the design elements of the project. Staff is currently vetting several NGOs to assist with the community engagement phase, which will take place during the course of three meetings. Staff will provide the date and time of the meetings once the NGO has been selected.

#### Youth Reinvestment Grant Program (Tutćint Youth Empowerment Program)

The Tutćint Youth Empowerment program aims to increase cultural competency, academic success, and reduced recidivism.

- Tutćint continues with its third cohort with a total of 28 youths enrolled in the program.
- Youth continue to access an average of 4 services consisting of tutoring, cultural programming consisting of virtual workshops with the theme of spirit and community wellness, and case management services.
- Cultural programming is set on connecting youth to local youth programs, career exploration, music and art classes, and social service agencies.
- Tutćint case manager and MSW interns continue to assess families for basic needs and provide linkage support.
- Utilizing the Pukúu One Stop Emergency Services (OSES) resources to support families with housing and utilities to manage the impacts of COVID-19.
- Families have been linked to food, utility, and housing assistance programs, local food drives, and directed to local COVID-19 testing sites.



- The Tutčint team has provided a safe space, positive activities, healing circles, mentoring, and emotional support to assist youth and families cope with the impacts of COVID-19.
- The services for January include an estimated 135 family members and youth accessing academic tutoring, cultural programming, and case management services that help divert youth from gang involvement and the juvenile justice system.

**BUDGET IMPACT:**

The programs, services, activity, and business updates in this report are part of the Department's general operating plan and do not impact the Fical Year 2020-2021 budget.

**CONCLUSION:**

It is recommended that the Parks, Wellness, and Recreation Commission receive and file the Department update report and provide any guidance or recommendations as appropriate.

**ATTACHMENT:**

A. Park Improvements



## Recreation and Community Services

### Park Improvements

The City is pursuing grant funding from the State of California Parks and Water Bond Act Prop. 68 and from the Los Angeles County Safe, Clean Neighborhood Parks and Beaches Measure A. The improvements listed for each park were identified in the City of San Fernando's Park Master Plan adopted at the City Council meeting on February 5, 2018, and from community meetings held the later part of 2020 and earlier 2021.

#### Proposed improvements for Recreation Park.

#### Estimated Cost

• Renovate the Tot-Lot with ADA Accessibility and Shading	\$ 255,665
• Resurface Outside Basketball Court	\$ 65,987
• Renovate Outside Restrooms	\$ 68,000
• Renovate Concession Stand to Commercial Grade	\$ 168,986
• Repair Outdoor Exercise Equipment and Add Shading	\$ 68,934
• Renovate Picnic Shelters/New Benches BBQ Grills/Lighting/Add Shelters	\$ 147,982
• Build a Multipurpose Athletic Field	\$ 289,432
• Renovate Baseball Diamond Field Lights	\$ 235,000
• Renovate Baseball Diamonds Back Stops/Dugouts/Bleachers/Storage/Scoreboards	\$ 189,752
• Renovate Walking Path Lighting	\$ 213,650
• Build an Amphitheater with class rooms	\$ 1,576,286
• Remodel Rock House	\$ 78,231
• Resurface Gym Floor	\$ 75,000
• Repair Roof	\$ 250,000
• Renovate Gym Stage Lighting/Sound/Doors	\$ 57,900
• Renovate Kitchen to Commercial Grade	\$ 82,598
• Renovate Multipurpose Room Add Audio-Visual Equipment	\$ 53,000
• Add drought tolerant landscaping	\$ 48,300
<b>Sub-Total</b>	<b>\$ 3,924,693</b>

#### Proposed improvements for Las Palmas Park.

#### Estimated Cost

• Renovate Learning Center	\$ 176,890
• Renovate Patio Restrooms	\$ 78,345
• Add New Gym Flooring	\$ 183,657

• Renovate the Tot-Lot with ADA Accessibility and Shading	\$	255,665
• Replace outside Drinking Fountains	\$	30,000
• Resurface Outdoor Basketball Court	\$	69,280
• Add Tennis/Pickle Ball Court	\$	289,678
• Add a Splash Pad/Water Feature	\$	345,897
• Add Lighting to Diamonds 2, 3 and 4	\$	560,000
• Renovate Walking Path Lighting	\$	279,658
• Build a Multipurpose Athletic Field	\$	185,500
• Renovate Baseball Diamonds Back Stops/Dugouts/Bleachers/Storage/Scoreboards	\$	768,350
• Renovate Outside Restrooms	\$	68,678
• Renovate Concession Stand to Commercial Grade	\$	90,897
• Renovate Picnic Shelters	\$	49,780
• Build a Trash Bin Enclosure	\$	28,500
• Add Drought Tolerant Landscaping	\$	48,300
	<b>Sub-Total</b>	<b>\$ 3,509,075</b>

**Proposed improvements for Pioneer Park.**

**Estimated Cost**

• Renovate the Tot-Lot with ADA Accessibility and Shading	\$	255,665
• Add Field Lighting	\$	540,000
• Renovate Baseball Diamonds Bleachers/Dugouts/Fencing/Score Board/Back Stops	\$	313,907
• Install Batting Cages	\$	2,500
• Renovate Concession Stand to Commercial Grade	\$	86,866
• Add Outdoor Exercise Equipment	\$	88,500
• Renovate Basketball Court and Add Lighting	\$	168,568
• Renovated Tennis Courts and Add Lighting	\$	125,876
• Repair Parking Lots	\$	289,350
• Install Security Cameras and Lighting	\$	168,890
• Install a Soccer Field	\$	168,102
• Install New Drinking Fountains	\$	45,000
• Add Drought Tolerant Landscaping	\$	27,000
• Add New Picnic Tables and BBQ Grills	\$	86,800
	<b>Sub-Total</b>	<b>\$ 2,367,024</b>

**Grand Total**                      **\$ 9,800,792**