



CHAIR JASON HAYES  
COMMISSIONER JOE PONCE  
COMMISSIONER NINA HERRERA  
COMMISSIONER ROBERT GONZALES  
COMMISSIONER NATASHA SANCHEZ-BROOKS

## PARKS, WELLNESS, AND RECREATION COMMISSION

### REGULAR MEETING NOTICE AND AGENDA

JULY 12, 2022 – 6:30 PM

CITY HALL COUNCIL CHAMBER  
117 MACNEIL STREET

SAN FERNANDO, CALIFORNIA 91340

TELECONFERENCE – PURSUANT TO PROVISIONS OF ASSEMBLY BILL 361

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

*NOTICE OF TELECONFERENCE: Pursuant to Adopted Resolution No. 8098 by the City Council of the City of San Fernando, effective January 12, 2022, the City of San Fernando's Legislative Bodies may participate via teleconference and/or video in Accordance with Government Code Section 54953 as permitted under the provisions of Assembly Bill 361*

#### **PUBLIC PARTICIPATION OPTIONS**

- 1. WATCH THE MEETING:** Live stream with audio and video, via YouTube Live, at: <https://www.youtube.com/c/CityOfSanFernando> Note: Comments submitted via YouTube will not be read into the record.
- 2. SUBMIT PUBLIC COMMENT IN PERSON:** Members of the public may provide comments in the City Council Chambers during the Public Comments section of the Agenda by submitting a comment card to the Board Secretary.
- 3. SUBMIT PUBLIC COMMENT VIA EMAIL:** Members of the public may submit comments by email to [LMoreno@sfcity.org](mailto:LMoreno@sfcity.org) no later than **4:00 p.m. the day of the meeting**, to ensure distribution to the Parks, Wellness, and Recreation Commission prior to consideration of the agenda. Comments received via email will be distributed to the Commissioners and read into the record.
- 4. CALL-IN TO PROVIDE PUBLIC COMMENT LIVE AT THE MEETING:** Members of the Public may **call-in between 6:30 p.m. and 6:45 p.m.** Comments will be heard in the order received, and limited to three minutes. If necessary, the call-in period may be extended by the Chair.

**Call-in Telephone Number: (669) 900-6833**

**Meeting ID: 986 1620 1615**

**Passcode: 988843**

When connecting to the Zoom meeting to speak, you will be placed in a virtual “waiting area,” with your audio disabled, until it is your turn to speak and limited to three minutes.

Note: This is audio only and no video.

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

Chair Jason Hayes  
Commissioner Joe Ponce  
Commissioner Nina Herrera  
Commissioner Robert Gonzales  
Commissioner Natasha Sanchez-Brooks

## **PLEDGE OF ALLEGIANCE**

Led by Chair Jason Hayes

## **APPROVAL OF AGENDA**

## **DECORUM AND ORDER**

City Commissioners are appointed by City Council and must be free to discuss issues confronting the city in an orderly environment. Public members attending City Commission meetings shall observe the same rules of order and decorum applicable to the City Council ([SF Procedural Manual](#)). Any person making impertinent derogatory or slanderous remarks or who becomes boisterous while addressing a City Commission or while attending a City Commission meeting, may be removed from the room if the Presiding Officer so directs the Sergeant-At-Arms and such person may be barred from further audience before the City Commission.

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

Members of the public may [provide comments in the City Council Chambers](#) during the Public Comments section of the Agenda by submitting a comment card to the Board Secretary.

Members of the public may submit comments by email to [LMoreno@sfcity.org](mailto:LMoreno@sfcity.org) no later than **4:00 p.m. the day of the meeting**, to ensure distribution to the Parks, Wellness, and Recreation Commission prior to consideration of the agenda. Comments received via email will be distributed to the Commissioners and read into the record.

Members of the public may provide a [live public comment by calling in between 6:30 p.m. and 6:45 p.m.](#) and will be limited to three minutes.

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## **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 MINUTES OF JUNE 14, 2022 – REGULAR MEETING**

### **ADMINISTRATIVE REPORTS**

#### **2. ANNUAL REORGANIZATION - SELECTION OF COMMISSIONERS TO SERVE AS CHAIR AND VICE CHAIR FOR THE PARKS, WELLNESS AND RECREATION COMMISSION.**

It is Recommended that the PWR Commission:

- a. Select a Commissioner to serve as Chair and Vice Chair, and determine the term of office; and
- b. Discuss the time and date that the Parks, Wellness and Recreation Commission will meet and propose any changes to the fixed schedule.

#### **3. REVIEW OF ROSENBERG’S RULES OF ORDER**

It is Recommended that the PWR Commission:

- a. Review the video prepared by the Institute of Local Government (<https://vimeo.com/25152753>) on Rosenberg’s Rules of Order and discuss the item; and
- b. Review the Parliamentary Meeting Process and Guidelines (Attachment “A”) for all future meetings.

#### **4. DEPARTMENT PROGRAMS AND SERVICES UPDATE**

It is Recommended that the PWR Commission:

- a. Receive and File the Department Update Report and provide any guidance or recommendations as appropriate.

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## **STAFF COMMUNICATION**

## **GENERAL COMMISSION COMMENTS**

## **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, Administrative Assistant*

*Signed and Posted: July 8, 2022 (5:00 PM)*

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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 at 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 Department Public Counter 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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