



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 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.

PARKS, WELLNESS, AND RECREATION COMMISSION

Regular Meeting Notice and Agenda – July 12, 2022

Page 2 of 4

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 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.

Call-in Telephone Number: (669) 900-6833
Meeting ID: 986 1620 1615
Passcode: 988843

PARKS, WELLNESS, AND RECREATION COMMISSION

Regular Meeting Notice and Agenda – July 12, 2022

Page 3 of 4

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.

PARKS, WELLNESS, AND RECREATION COMMISSION

Regular Meeting Notice and Agenda – July 12, 2022

Page 4 of 4

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)

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). 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. 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.

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

**June 14, 2022
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 Jason Hayes called the meeting to order at 6:31 p.m.

The following persons were recorded as present:

PRESENT: Chair Jason Hayes
Commissioner Nina Herrera
Commissioner Robert Gonzales

ABSENT: Commissioner Joe Ponce

ALSO PRESENT: Recreation and Community Services
Director, Julian Venegas
Public Works Director, Matt Baumgardner
Recreation Supervisor, Maribel Perez
Admin. Assistant, Linda Bowden-Moreno
Recreation Leader, Daisy Veronica

PLEDGE OF ALLEGIANCE

Chair J. Hayes led the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion by Commissioner N. Herrera, seconded by Commissioner Robert Gonzales, to approve

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –June 14, 2022

Page 2 of 5

the agenda. The motion passed unanimously.

OATH OF OFFICE

Linda Bowden-Moreno, Admin. Assistant, administered the Oath of Office to Commissioner Natasha Sanchez-Brooks.

PUBLIC STATEMENTS – WRITTEN/ORAL

No public statements

CULTURAL ARTS LIASON REPORT

No update at this time.

APPROVAL OF MINUTES

Commissioner R. Gonzales motioned to pull the Consent Calendar item, Commissioner N. Herrera seconded the motion, in order to make an adjustment to the April 12, 2022 minutes.

AYES: J. Hayes, N. Herrera, R. Gonzales
NOES:
ABSENT: J. Ponce
ABSTAIN: N. Sanchez-Brooks

Commissioner R. Gonzales motioned to approve the minutes for the April 12, 2022 Parks, Wellness & Recreation Commission meeting, with the following correction: Page 2, of the April 12, 2022 approval of minutes, will reflect that Robert Gonzales abstained from voting on this Consent Calendar item. Commissioner N. Herrera seconded the motion. The motion carried with the following vote:

AYES: J. Hayes, N. Herrera, R. Gonzales
NOES:
ABSENT: J. Ponce
ABSTAIN: N. Sanchez-Brooks

ADMINISTRATIVE REPORTS

- 1. DEPARTMENT PROGRAMS AND SERVICES UPDATE**– Julian Venegas informed the Commission that in-person programming is now in full swing. The Department continues to collaborate with CORE at Recreation Park, offering COVID-19 vaccines and testing, and also with the Dept. of Public Health and Elements Pharmacy. The LA Food Bank continues to distribute drive-through food kits on the first Monday of each month, except holidays, for seniors age 60 and over. This program serves approximately 150 seniors monthly.

Mission City Baseball had about nine teams over the spring season, which ended on June 12th. Sports clinics will continue during the summer months.

Summer Day Camp begins June 20th and ends on August 12th. Information on exercise classes, line dance, family programming, and other activities is available on the City’s website or by calling the main office at (818) 898-1290.

Senior programs include Tech Wednesday, Walkable Wednesdays, Zumba, Chair Zumba, Senior Club dances and meetings, Crafty Ladies Program and more.

Upcoming special events include Fourth of July Celebration at the San Fernando Mall, Movies and Concerts in the Parks, and the *Campana de La Libertad* Ceremony.

- 2. LAYNE PARK REVITALIZATION PROJECT**–J. Venegas presented a power point illustrating the design concept planned for Layne Park. A Notice Inviting Bids (NIB) for the constructions phase has been released. Proposals are due by June 23, 2022. Project completion is expected by early 2023.

Commissioner Sanchez-Brooks had questions regarding types of shading and ADA access.

Commissioner Gonzales had questions regarding fencing around the perimeter and playground and asked for clarification on the bids (due date, posting, outreach to contractors) and a walking path.

M. Baumgardner discussed outreach to pre-approved contractors for this type of project.

Chair J. Hayes had questions regarding the community’s feedback pertaining to the fencing.

- 3. LAS PALMAS PARK REVITALIZATION PROJECT**– J. Venegas presented a concept plan for the Las Palmas Park Revitalization Project. This process will include community engagement in the form of outreach, community meetings and focus groups. The City released a Notice Inviting Bids (NIB) on June 8th for the design phase of this project. Bids are due by July 7th.

Commissioner Gonzales reported that he attended the focus group and pop-up group. The focus

groups offered a better opportunity for brainstorming and discussion on specific ideas. Inviting feedback from staff in Public Works and Recreation is key in addressing concerns that may come up in the future.

Commissioner Hayes supports the idea of gathering input from subgroups such as staff and frequent park users. In addition, providing opportunities for the community to rank or select specific ideas will provide good data for the focus groups.

Commissioner Sanchez-Brooks had questions regarding how staff is capturing the community's ideas at the pop-ups. She recommended utilizing ipads for the public to identify and rank their priorities to capture data in quick and easy manner.

J. Venegas reported that adding baseball equipment boxes to the Las Palmas Park fields as recommended by Commissioner R, Gonzales, would incur a cost of \$5681.00 plus an additional \$1100 for tax and shipping. Staff recommends adding this item to the grant application. In the meantime, the RCS Department can temporarily utilize equipment boxes from Recreation Park since those fields are not in use at this time.

GENERAL COMMISSION COMMENTS

Commissioner Gonzales welcomed Commissioner Sanchez-Brooks to this body. He commented on the importance of ADA access at the parks and improving drinking fountains to be ADA accessible and to add water bottle fillers. He also recommended looking into community gardens in this City and addressing water regulations and the impact on our parks as well as looking into turf reduction. He also thanked staff and volunteers for their work. He also stated that the pop-ups were successful but there is always room for improvement.

Commissioner Hayes echoed Commissioner Gonzales' sentiments. He would like to address the issue on water restrictions in a future meeting. He welcomed Commissioner Sanchez-Brooks on board, wished everyone a Happy Pride Month and thanked the City for the flag raising ceremony. Lastly, the Community Theatre Program will be planning a meeting in the near future for those interested in participating.

STAFF COMMUNICATION

Recreation staff member, Daisy Veronica, informed the Commission that the Department participated in a competition for the Social Purpose Grant. Las Palmas Park was selected for the grant and awarded \$70,000 towards education and technology programming. This will provide the funds to purchase computers and offer technology classes to the community.

Staff informed the Commission that SFPD will be hosting a community event on Wednesday, June 15th at Las Palmas Park at 9am, to provide information on various social services such as assistance on housing, immigration, and much more.

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –June 14, 2022

Page 5 of 5

Recreation Supervisor, Maribel Perez, welcomed the new commissioner and provided updates on youth sports such as basketball, baseball as well as adult sports including volleyball and open gym.

Public Works Director, Matt Baumgardner, would be happy to attend future meetings to discuss water restrictions, specifically relating to the parks. He is in discussions with Tree People who are working with MWD to develop guidance on how to maintain trees during the current drought conditions.

RCS Director, Julian Venegas, provided additional information on the technology grant award and thanked staff members, Juan Salas and Marisol Diaz, for their hard work in submitting the application. This funding will make it possible to offer youth and parents learning opportunities on navigating educational platforms in order to become better advocates.

Commissioner Sanchez-Brooks expressed that she is honored to serve on this Commission and looks forward to sharing ideas and working together.

ADJOURNMENT

With no further business at hand, Chair J. Hayes adjourned the meeting at 7:55 p.m.

To: Chair Jason Hayes, and Commissioners

From: Julian Venegas, Director of Recreation and Community Services

Date: July 12, 2022

Subject: Annual Reorganization - Selection of Commissioners to Serve as Chair and Vice Chair for the Parks, Wellness and Recreation Commission.

RECOMMENDATION:

It is recommended that the PWR Commission:

- a. Select a commission member to serve as Chair and Vice Chair, and determine the term of service for the officers.
- b. Discuss the time, and date that the Parks, Wellness and Recreation Commission will meet, and propose any changes to the fixed schedule.

BACKGROUND

1. On April 4, 2021, the Parks, Wellness, and Recreation (PWR) Commission established a reorganization schedule to select a new Chair and Vice Chair. The term of office would be one calendar year starting in January. However, due to the recommendation of Chair Sandie Richards, the PWRC elected new officers to serve the remainder of the current calendar year. Commissioner Jason Hayes was selected as Chair and Commissioner Sandie Richards was selected as Vice Chair.
2. On or about July 13, 2021, Vice Chair Richards resigned from the PWR Commission due to moving out of the City of San Fernando.
3. On or about September 14, 2021, Commissioner Saydith Navarro resigned from the PWR Commission as she was no longer available to attend meetings as a result of a change in her schedule.

ANALYSIS:

The departure of Vice Chair Richards and Commissioner Navarro hindered scheduling the PWR Commission reorganization for 2022. However, the two vacancies were filled with the addition of Commission member Robert Gonzales on April 12, 2022, and the addition of Commission member Natasha Sanchez-Brooks on June 14, 2022. RCS staff recommends that the PWRC now resume the reorganization schedule. The reorganization of the PWR Commission may include setting a fixed schedule for committee meetings to take place. Chapter 54 of the City's Municipal code sections 54-58 and 54-60 govern the selection process. Below are sections 54-58 and 54-60 for reference.

In accordance with Section 54-58 – Officers

The commission's members shall select from among themselves commissioners who will serve in the capacity of chair and vice chair for the commission. In the absence of the chair and vice, any other member shall call the commission to order, whereupon a chair shall be selected from the members present to preside for that meeting. Cultural arts liaisons may not serve as chair, vice chair or any other commission officer. (Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

In accordance with Section 54-60 Meetings

By resolution of the commission, the commission may establish a regular meeting schedule, provided that the commission shall schedule no more than one regular meeting each month. No meeting may be convened if city support staff is unavailable to participate in such meeting. Any adjourned meeting or special meeting requested by the commission shall be subject to the approval of the city manager based on the availability of city support staff to participate in such additional meetings. All meetings shall be subject to the provisions of the Ralph M. Brown Act (Government Code § 54950 et seq.). (Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

BUDGET IMPACT:

The reorganization of the Parks, Wellness and Recreation Commission will not impact the Fiscal Year 2022-2023 budget.

CONCLUSION:

It is recommended that the Parks, Wellness and Recreation Commission proceed with the annual reorganization for the selection of Chair and Vice Chair, discuss the time and date for the Parks, Wellness and Recreation Commission meetings, and propose any changes to the fixed schedule.

To: Chair Jason Hayes and Commissioners

From: Julian J. Venegas, Director of Recreation and Community Services

Date: July 12, 2022

Subject: Review of Rosenberg’s Rules of Order

RECOMMENDATION:

It is recommended that the Parks, Wellness, and Recreation Commission review the video prepared by the Institute of Local Government (<https://vimeo.com/25152753>) on Rosenberg’s Rules of Order and discuss the item.

BACKGROUND:

The City Council and all City Commissions have adopted and follow a simplified set of rules on parliamentary procedures known as Rosenberg’s Rules of Order that are widely used throughout California.

ANALYSIS:

Rosenberg’s Rules of Order were developed to provide a simple and consistent framework for conducting public meetings. The rules go over how the governing body and those in attendance should conduct themselves. It also provides clear steps on how items are discussed, debated, and how to make motions related to the item.

The video on Rosenberg’s Rules of Order will be watched (approximately 51 minutes in duration) during the Commission meeting to provide an overview of how to implement the procedures properly. A copy of the Parliamentary Meeting Process and Guidelines (Attachment “A”) used by the City Council/Commissions is also attached for review.

BUDGET IMPACT:

There is no budget impact related to the review and discussion of Rosenberg’s Rules of Order.

CONCLUSION:

The Parks, Wellness and Recreation Commission will review the video on Rosenberg's Rules of Order annually at the same meeting where the Commission reorganization is completed.

ATTACHMENT:

- A. Parliamentary Meeting Process and Guidelines

PARLIAMENTARY MEETING PROCESS & GUIDELINES

CALL TO ORDER

- **Chair** calls meeting to order; announces body, date and time for the record
- **Chair** asks **Clerk** to call roll
 - **Clerk** calls roll; **Chair announces** result for the record*
- **Chair** leads Pledge of Allegiance (or asks someone else to)
- **Chair** announces each order of business as it arises and announces each item...

PRESENTATIONS:

- **Chair** announces the item; asks **Staff** for introduction
 - **Staff** introduces the item and presenter
- Presentation is made; generally no more than 5 minutes
- **Chair** asks **Members** if they have questions for the presenter; recognizes each Member
- **Chair** thanks the presenter. No action may be taken.

Repeat for each item

PUBLIC COMMENT PERIOD:

*Members of public submit speaker slips to staff no later than the closure of public comment period;
Staff passes speaker slips to Chair*

- **Chair** announces **open public comment period**
- **Clerk** calls each speaker to podium;
- **Clerk** operates timer, 3 minutes per speaker**
- When there are no more speakers, **Chair** announces **closure of public comment period**

CONSENT CALENDAR:

- **Chair** announces the item; asks if any **Members** wish to **pull an item** for discussion
 - *Any item pulled is heard like a Business Item following approval of remaining Consent items.*
- A **motion is made** to adopt consent items as presented or the remaining items if any are pulled
 - The **motion is seconded**
- **Chair** asks the **Clerk** to call roll for the vote
 - **Clerk calls roll; Chair announces** results for record*
- *Any pulled items are heard in the same way as Business Items below.*

PUBLIC HEARINGS:

Same as Business Items below, except "Public Comment Period" is referred to as "**Public Hearing.**"

- For **Appeal Hearings**, in between Staff's report and Member deliberation, the following occurs, moderated by the **Chair**:
 - **Chair:** Announces that the Public Hearing is now open and requests staff's presentation
 - **Project Applicant** is given extended speaking time (Chair's discretion; typically 10 minutes)
 - Appellant is given extended speaking time (equal to Applicant)
 - **Chair:** Announces **opening of public comments/testimony** for 3 minutes each

- **Clerk** calls each speaker to podium;
- **Clerk** operates timer, 3 minutes per speaker**
- When there are no more speakers, **Chair** announces **closure of public comment period**
- Applicant is given rebuttal period (Chair's discretion; typically 5 minutes)
- Appellant is given rebuttal period (equal to Applicant)
- **Chair** recognizes each **Member** for their chance to **speak and state positions**
- **Chair** facilitates **Member deliberation**
- When discussion is complete, the **Chair** will ask for a **motion**
 - The mover may call on the Chair or other members to help clarify a motion
 - The **motion is seconded**
- **Chair** asks the **Clerk** to call roll for the vote
 - **Clerk calls roll; Chair announces** results for record*

ADMINISTRATIVE REPORT ITEMS:

- **Chair** announces the item; asks **Staff** for report
- **Staff presents report** materials or gives oral report;
 - **Staff** clearly identifies the **recommendation or requested action**
- **Chair** asks **Members** if they have technical questions for **Staff**;
- **Chair** facilitates **Member deliberation**
- **Chair** recognizes each **Member** for their chance to **speak and state positions**
- When discussion is long or complex, the **Chair** keeps deliberation focused on staff's request
- When discussion is complete, a **motion is made**
 - The mover may call on the Chair or other members to help clarify a motion
 - The **motion is seconded**
- **Chair** asks the **Clerk** to call roll for the vote
 - **Clerk calls roll; Chair announces** results for record*

Repeat for each item

STAFF COMMUNICATION/UPDATES

- **Chair** announces the item
- **Staff** makes comments
- **Chair** asks **Members** if they have technical questions for **Staff**;
- **Chair** recognizes each **Member** who wishes to ask questions
- **Chair** thanks the staff member. No action may be taken.

MEMBER COMMENTS/LIAISON UPDATES

- **Chair** announces the item
- **Chair** asks **Members** if they have comments or technical questions for **Staff**;
- **Chair** recognizes each **Member** who wishes to ask questions
- **Members** may request a matter be scheduled for action on a future agenda
- **Chair** will assess whether there is consensus for the future item
- No other action may be taken.

ADJOURNMENT

- **Chair** notes that there is no further business
- **Chair** announces **adjournment**; announces time for the record

***Roll Call Notes**

Attendance/Roll Call, can be called in the order of choice: *Members in alpha order by last name, or by seniority, etc., then Vice-Chair, then Chair last.*

Chair announces results for the record in the form of "*Motion to (Approve/Deny/etc.) (Passes/Fails) (# Yes votes) to (# No votes), (Names) voting Yes and (Names) voting No.*"

****Etiquette Notes**

The Chair is the facilitator of discussion and meeting process; members wishing to speak turn on their microphone light and wait to be recognized by the Chair; the Chair ensures that each member has a chance to be heard. The Chair will call on Staff for additional input when needed.

The Chair will interrupt public speakers who have gone over their time limit, corral other members who get off-topic, and maintain audience order. The Chair generally speaks last, asks questions last, and votes last. The Chair rarely moves or seconds.

Generally, the Chair and Vice-Chair are addressed by members and staff as "Madam/Mister Chair/Vice-Chair" or "Chair/Vice-Chair X." Other members are "Commissioner X," or "Council/Committee/Board Member X."

Staff are typically addressed as "Mr./Ms. X." The City Clerk is sometimes addressed as "Madam/Mister Clerk."



To: Chair Jason Hayes and Commissioners

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

Date: July 12, 2022

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

RECOMMENDATION:

It is recommended that the Parks, 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 (RCS) 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 Parks, Wellness, and Recreation Commission (PWRC) meetings and welcomes any guidance or recommendations regarding the items presented.

DEPARTMENT UPDATES:

Department's Response to Covid-19

The Department's involvement and response to Covid-19 include:

- The Community Organized Relief Effort (CORE) has turned over the operation of providing Covid-19 testing and Vaccinations to Carbon Health, which kept the same

schedule as CORE previously operated. The days and hours of services are Monday-Saturday, 8:00 am – 4:00 pm.

- The Los Angeles Regional Food Bank continues to provide free food kits containing nutritious items such as meats, canned fruits and vegetables, cereals, and grains. The last distribution was held on Monday, June 6, 2022, at Las Palmas Park. The program serves seniors aged 60 and over. The program serves an average of 150 seniors monthly. For more information on food assistance programs please contact Las Palmas Park at 818-898-7340. The next distribution will be on Monday, July 18, 2022.

Programs and Services

The RCS Department provides a variety of programming and services for the San Fernando community. All Los Angeles County Department of Public Health protocols and Best Practices guidelines for operating recreational facilities are strictly adhered to. Safety is the top priority for RCS staff when conducting activities for the community. All program participants and park visitors are made aware of safety guidelines being implemented to reassure patrons feel safe while participating in the Department's programs.

RECREATION SCHOLARSHIP PROGRAM

The San Fernando City Council established a Recreation Scholarship Program (RSP) to provide financial assistance to families wishing to participate in fee-based programs offered to San Fernando residents. RSP assistance is available to San Fernando residents for all recreational programs offered by the Recreation and Community Services Department, including programs for youth, adults, and seniors. Scholarships cover 50% of the cost of the activity.

To be eligible for RSP assistance, you must be a resident of the City of San Fernando. Assistance will be available on a first-come, first-serve basis effective July 1, 2022. A brief self-certifying form and a water bill must be submitted to the Department when registering for any fee-based activity. For additional information and eligibility requirements regarding RSP, please call (818) 898-1290 or visit [SFCITY.ORG/SFRecreation/#Scholarships](https://www.sfcity.org/SFRecreation/#Scholarships).

Youth Sports

Mission City Baseball All-Stars

The two teams representing Mission City played in tournaments hosted in Bakersfield, West Hills, and Santa Clarita. The tournaments consisted of multiple games per day and usually over a 2-3 day period. Although the teams did not advance to the regionals, they represented our new league well. "These games definitely taught them about perseverance," said team mom, Brenda Estrada.

Mission City Baseball Summer Clinic

Mission City Baseball is partnering with Game Speed Athletics once again to offer a 4-week summer clinic for youth ages 3-14. Registrations are ongoing and filling up quickly. At this time, 132 youth have registered so far. The program will begin July 18th and operate out of at Las Palmas Park, home of Mission City Baseball.

Mission City Baseball Fall Ball

Registrations for Fall Ball opened on July 1st. The league will run September through November out of Las Palmas Park and will serve youth ages 3-14. The Fall program will provide both individual registrations as well as an advanced team option.

Youth Basketball Summer League

The summer league is off to a great start. Three weeks down and seven more to go. This season, the Department is running a full program with 120 youth participants distributed between four divisions with a total of 16 coed teams. The program is made possible by the dedicated volunteer and staff coaches consisting of 13 total for this season. Games are on Saturday mornings at Recreation Park.

Sports Clinics

New sessions of Soccer and Basketball clinics are now open for registration and are scheduled to begin on July 7th and July 11th. The program will continue to be provided by Youth Evolution Activities at our local City parks.

Tennis Classes

Grab your racket and hit the courts! Tennis classes by Johnny Allen Tennis will continue at Pioneer Park, serving youth ages 3-17. New sessions are now open for registration, classes begin July 9th.

Leisure & Fitness Classes

Senior Music, Folklorico, Aztec Dance, and Karate are ongoing. The Line Dance class will feature a new instructor when the class resumes after a summer break. For more information and to register, please visit the Department website at www.sfcity.org.

Register for a fitness class at the park and join the Summer meltdown. Both Zumba and Total Body Conditioning will be offered this month. These classes are affordable and great for beginners; the instructors are high-energy and motivating. Not sure if you can handle the heat?

Come by and observe a class for free. *Please note that the Monday Zumba and Wednesday Inclusive Zumba classes will be on break during July.*

3 Wins Fitness

The summer session is in full swing! Registrations are ongoing. The program runs Monday, Wednesday, and Friday, from 8:15-9:15 am at Recreation Park. *(Free)*

Lopez Adobe

The Lopez Adobe is open for guided tours on the 4th Sunday of the month from 1-4 pm. Visitors enjoy the story-like history of early San Fernando as they walk the rooms of the house and admire the artifacts on display. Private tours are available upon request and are accommodated based on the availability of the volunteer docents.

Lopez Adobe Projects

The Department has been working with a history intern from CSUN to help clear the storage room at Las Palmas Park. The end goal is to establish a research-type library for community members to visit and learn about San Fernando's early history. The clean-up project is expected to take up to 6-months to complete, this will include a potential rummage sale to help raise funds for the project.

Staff has also been in contact with Taylor Whitney from Preserving the Past. The publicist is working with Beverly Roger Lopez, a descendent of the Lopez family, on her memoirs and the goal is to host a book signing at the Lopez Adobe in the Fall. More details to come.

Programs by Numbers

ACTIVITY	PARTICIPANTS
Mission City Baseball Clinic	Total: 132 Residents: 64 Non-Res: 68
Mission City Fall Ball	Total: 13 Residents: 6 Non-Res: 7
Youth Basketball	Total: 120 Residents: 65 Non-Res: 55
Sports Clinics	Total: 22 Residents: 9 Non-Res: 13
Tennis	Total: 10 Residents: 5 Non-Res: 5
Senior Music	Total: 15 Residents: 5 Non-Res: 10
Folklorico	Total: 12 Residents: 5 Non-Res: 7
Karate	Total: 10 Residents: 4 Non-Res: 6
Line Dance	<i>On summer break, will resume in August</i>
Total Body Conditioning	Total: 19 Resident: 6 Non-Res: 13
Zumba	Total: 12 Resident: 8 Non-Res: 4
Inclusive Zumba	<i>On break this month (July)</i>

Family Activities:

Summer Day Camp

Day Camp housed at Recreation Park is in its third week of operation. The camp services children ages 5-13, and currently has 69 children enrolled. Each week, a different theme and fun activities are incorporated into the camp to keep things interesting. Campers also have the opportunity to take field trips to local attractions. On June 30th, the camp headed off to the El Capitan Theater for an afternoon matinee. The Summer Day Camp Program is a fee-based program at a cost of \$125.00 per week.

Red, White and Lights - Fourth of July Celebration

After a 10 year hiatus, the City's Fourth of July Celebration finally returned! This patriotic event was held on Saturday, July 2, 2022, in beautiful Downtown San Fernando. Over 2,000 participants enjoyed a day full of fun and adventure with great family attractions, amazing food, lots of vendors, and live entertainment. Families stayed well into the evening to experience the laser show spectacular. This Independence Day celebration was a hit!

Senior Programming

Lunch Program for Seniors

In partnership with ONEgeneration, Las Palmas Park is now open for meal pick-up. This free grab-n-go hot lunch program is available for older adults ages 60+, Monday through Friday, from 10:30 am to 12 pm.

Father's Day Giveaway

Co-Sponsored by Kaiser Permanente, the event was held on Monday, June 20, 2022, at Las Palmas Park to celebrate Father's Day from 9 am to 11 am, with hot coffee and delicious tamales. All who attended received a Father's Day mug and stress ball donated by Kaiser Permanente. The 20 male participants enjoyed themselves listening to music and socializing with each other and expressed appreciation of the Father's Day acknowledgment. The men enjoyed their time so much that several of their wives called to express how thankful they were and how much fun the gentlemen had.

Walkable Wednesday 5k Challenge

Seniors were challenged to walk a total distance of five kilometers in May 2022. On June 22, 2022, a total of 24 finishers were surprised with a continental breakfast and received their finisher t-shirt. Las Palmas Park looks forward to hosting the next Walkable Wednesday Challenge soon.

From leisurely fitness classes to day trips, the Community Services Division offers a variety of activities for seniors to choose from. Las Palmas Park serves as a gathering place for seniors to enjoy socialization, excursions, and dances. Listed are the activities offered for the senior community for June:

Senior Program Numbers

ACTIVITY	TOTAL NO. OF PARTICIPANTS
WALKABLE WEDNESDAY	40
TECH. WEDNESDAY	3
SENIOR ZUMBA	65
CHAIR ZUMBA	51
PARK BINGO	30
MATINEE	2
BILLIARDS	191
FOLKLORICO	47
SENIOR MUSIC CLASS	49
MMAP	146
CRAFTY LADIES	63
MUSIC PRACTICE GROUP	66
SENIOR MUSIC CLASS	49
KARATE	29
FATHER'S DAY GIVEAWAY	21
MOVEMENT FOR LIFE	27
LINE DANCING	7
RENO TRIP	46

Community Events

Citywide special events provide festivities and entertainment for the entire family. Upcoming special events include:

Overnight Camping at Rudy Ortega, Sr. Park	July 16-17, 2022	4:00 pm -12:00 pm
Campana de la Libertad	July 30, 2022	6:00 pm – 9:00 pm
Movies In the Park	July 20 – Aug. 5	7:00 pm – 10:00 pm

BUDGET IMPACT:

The programs, services, activities, and business updates in this report are part of the Department’s work plan and funds have been allocated for such work in the FY 2022-2023 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.