



CITY OF SAN FERNANDO
PARKS, WELLNESS AND RECREATION COMMISSION

REGULAR MEETING
MINUTES
APRIL 11, 2023
ZOOM MEETING STREAMED ON YOUTUBE

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE PARKS, WELLNESS AND 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

Commissioner Robert Gonzales called the meeting to order at 6:31 p.m. Administrative Assistant, Linda Bowden-Moreno, called the roll call.

The following persons were recorded as present:

PRESENT:

Commissioners Robert Gonzales, Natasha Sanchez-Brooks, Erica Friend, and Patty Lopez

ABSENT:

Vice Chair Joe Ponce

ALSO PRESENT:

Director of Recreation and Community Services Julian Venegas, Recreation Supervisor Maribel Perez, Administrative Assistant Linda Bowden-Moreno, and Office Clerk Soledad Chavez

PLEDGE OF ALLEGIANCE

Commissioner Robert Gonzales led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Lopez motioned to approve the agenda for the April 11, 2023 Parks, Wellness and Recreation Commission meeting. Commissioner Friend seconded the motion. The motion passed unanimously.

PRESENTATIONS

None

CULTURAL ARTS LIAISONS REPORT

None

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes – April 11, 2023

Page 2 of 7

PUBLIC STATEMENTS – WRITTEN/ORAL

None

CONSENT CALENDAR

Commissioner Lopez motioned to approve the Consent Calendar approving the Minutes of the March 14, 2023 Parks, Wellness and Recreation Commission Meeting. Commissioner Friend seconded the motion. The motion passed unanimously.

ADMINISTRATIVE REPORT

1. ANNUAL REORGANIZATION- SELECTION OF CHAIR AND VICE CHAIR FOR THE PARKS, WELLNESS AND RECREATION COMMISSION

The Department Director opened the floor for nominations. Staff asked for nominations for the office of Commission Chair.

Commissioner Robert Gonzales self-nominated for the office of Chair. Commissioner Sanchez-Brooks seconded the nomination. With no further nominations submitted, the nomination passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez

NOES:

ABSENT: J. Ponce

ABSTAIN:

Chair Robert Gonzales opened the floor for nominations for the office of Vice Chair. Commissioner Patty Lopez self-nominated for the office of Vice Chair. Commissioner Erica Friend seconded the nomination.

With no further nominations submitted, the nomination passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez

NOES:

ABSENT: J. Ponce

ABSTAIN:

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes – April 11, 2023

Page 3 of 7

Chair Robert Gonzales opened the floor for discussion regarding the regular Commission meeting schedule.

Chair Robert Gonzales moved to change the regular Parks, Wellness and Recreation Commission meeting schedule from the second Tuesday of the month to the second **Thursday** of the month at 6:30 p.m. Commissioner Erica Friend seconded the nomination. The nomination passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez

NOES:

ABSENT: J. Ponce

ABSTAIN:

2. REVIEW OF ROSENBER'S RULES OF ORDER

The Commission reviewed the video prepared by the Institute of Local Government on Rosenberg's Rules of Order. The Commission had no questions or comments.

3. DEPARTMENT PROGRAMS AND SERVICES UPDATE

Maribel Perez provided an update on youth and adult sports, senior programs, leisure classes, special events, and the Lopez Adobe.

4. RECEIVE AND FILE A REPORT REGARDING THE STATUS OF THE CESAR E. CHAVEZ MEMORIAL

J. Venegas informed the Commission that the City Clerk is currently working on updating the procedure for Commissioners to add agenda items. Moving forward, Commissioners can present an item during Commission Comments. A vote will need to take place to approve adding the item to the agenda item to be address at the next meeting Commission meeting.

Staff provided the Commission a detailed report on the Cesar E. Chavez Memorial to receive and file.

Chair Gonzales reached out to Pueblo y Salud to request the list of plaque names to identify missing plaques. He also requested a copy of the MOU that was developed with Pueblo y Salud to clarify what the agreement was.

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes – April 11, 2023

Page 4 of 7

Vice Chair Lopez would like to reach out to the Cesar Chavez Commemorative Committee to see about collaborating in clean ups or improvements. Staff will work on drafting a letter on behalf of the PWRC to collaborate in renovating the Cesar Chavez Memorial.

Commissioner Friend suggested using a different material for the plaques to deter theft.

Vice Chair Lopez moved to draft a letter to Pueblo y Salud to develop a partnership and collaborate in organizing community clean-ups and other events. Erica Friend seconded the motion. The motion passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez

NOES:

ABSENT: J. Ponce

ABSTAIN:

5. DISCUSSION REGARDING VANDALISM IN THE PARKS

Vice Chair Lopez expressed concerns with issues impacting this park, such as vandalism, homelessness, and parking issues. She would like to see signage posting park hours and a phone number to report vandalism. She would also like to see more parking enforcement.

Commissioner Sanchez-Brooks had questions regarding security cameras at this location.

Commissioner Friend had questions regarding opening and closing of gates at 8th Street Park.

Chair Gonzales recommended conducting a sign count at Rudy Ortega Park.

Vice Chair Lopez moved to direct staff to conduct a signage count at Rudy Ortega Sr. Park and requested the attendance of the Police Chief to attend the next meeting for discussion concerning vandalism, signage and other concerns. Chair Gonzales seconded the motion. The motion passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez

NOES:

ABSENT: J. Ponce

ABSTAIN:

6. DISCUSSION REGARDING PROVIDING TRANSLATION SERVICES AT COMMISSION MEETINGS

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes – April 11, 2023

Page 5 of 7

Vice Chair Lopez recommended providing translation services at commission meetings.

Vice Chair Lopez moved to direct staff to provide a report on the City Council's current policy on language translation services at Council meetings and also discuss how to include translation services at commission meetings. Commissioner Sanchez-Brooks seconded the motion. The motion passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez

NOES:

ABSENT: J. Ponce

ABSTAIN:

STAFF COMMUNICATION

Staff invited Commissioners and community members to attend the annual Senior Expo scheduled on Friday, May 19 at Las Palmas Park. This free event will be held at Las Palmas Park and will feature live entertainment, vendors, health screenings, raffles, lunch and much more.

Maribel Perez recommended appointing a historical liaison to present updates, reports, and take recommendations from the Parks, Wellness and Recreation Commission.

Julian Venegas reported that Summer Day Camp will begin accepting registrations on May 15 and also for the Nature Adventure and Discovery Camp Program. All details are available on the City website.

GENERAL COMMISSION COMMENTS

Commissioner Friend discussed concerns regarding RV Parking and illegal trash dumping adjacent to the Pacoima Wash Natural Park locate on Eight Street Park. In addition, the vegetation is overgrown creating a fire and safety concern. (This item can be addressed with the Chief. Staff will extend an invitation to the Community Development Director to discuss addressing homelessness)

Commissioner Sanchez-Brooks inquired about the status of her prior recommendations such as safety and maintenance concerns on the bike path, a dog park, and playgrounds for children with disabilities, and a community garden. She also recommended a monthly calendar to keep all commissioners informed of upcoming events.

J. Venegas informed the commission that as part of the Parks Master Plan, an RFP will be released to conduct a land inventory study to identify vacant or under-utilized land in the City. The

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes – April 11, 2023

Page 6 of 7

community will have the opportunity to provide input on how to best utilize the space. Staff will need to identify potential funding sources for any new projects to be developed. In regards to all accessible playgrounds, all new park renovations will include playgrounds accessible to all children including those with disabilities. Layne Park, Las Palmas Park and Pioneer Park will have new playgrounds installed that are all inclusive. In regarding to the bike path, the City has a Beautification Ad Hoc Committee which staff can reach out to on behalf of the commission. A large portion of the bike path is owned by Metro, however, the City can look into beautifying the City's portion of the path. Lastly, the City has various options to stay informed of upcoming City events. Social media blasts are sent regularly to listed members of the public, including all commissioners.

Vice Chair Lopez moved to place the item of reviewing facility rental procedures to the next meeting agenda. Commissioner Sanchez-Brooks seconded the motion. The motion passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez
NOES:
ABSENT: J. Ponce
ABSTAIN:

Commissioner Sanchez-Brooks moved to place the item of discussion of the current safety and maintenance of the bike path on the next meeting agenda. Chair Gonzales seconded the motion. The motion passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez
NOES:
ABSENT: J. Ponce
ABSTAIN:

Commissioner Sanchez-Brooks moved to place the item of requesting a report on the Park Master Plan including the land inventory study to the agenda for a future meeting. Commissioner Friend seconded the motion. The motion passed unanimously with the following roll call vote.

AYES: R. Gonzales, N. Sanchez-Brooks, E. Friend, P. Lopez
NOES:
ABSENT: J. Ponce
ABSTAIN:

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes – April 11, 2023

Page 7 of 7

Chair Gonzales commented that he is on the board for Metro and would like to have their participation in the upcoming Senior Expo. Metro can offer a number of services to seniors. Staff will confirm Metro's vendor application has been received.

Chair Gonzales commented that the City had a Historical Commission and a Cultural Arts Commission in the past. Chair Gonzales is asking if this body could make a recommendation to the City Council. Perhaps a historical liaison would be best suited for the Planning Commission reviewing conceptual designs. Perhaps this would require an amendment to the City code.

Chair Gonzales thanked commissioners and staff for their hard work and for bringing ideas to the table. He also thanked everyone for voting him as chair of this Commission.

ADJOURNMENT

The Parks, Wellness and Recreation Commission meeting adjourned at 8:56 p.m.