



CITY OF SAN FERNANDO  
PARKS, WELLNESS AND RECREATION COMMISSION

REGULAR MEETING MINUTES  
NOVEMBER 9, 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, Patty Lopez  
and Erica Friend

**ABSENT:**

Commissioner Natasha Sanchez-Brooks

**ALSO PRESENT:**

RCS Director, Julian Venegas, City Clerk Julia Fritz, Program Specialist Freddy Tapia, Administrative Assistant Linda Bowden-Moreno, and Office Clerk Soledad Chavez

**PLEDGE OF ALLEGIANCE**

Chair R. Gonzales led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Lopez motioned to approve the agenda for the November 9, 2023 Parks, Wellness and Recreation Commission Regular Meeting. Commissioner Friend seconded the motion. The motion passed unanimously with the following roll call vote:

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AYES: R. Gonzales, P. Lopez and E. Friend

NOES:

ABSENT: N. Sanchez-Brooks

ABSTAIN:

## **PRESENTATIONS**

None

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

Ricardo Benitez, commented on the wonderful community feeling one gets in the City of San Fernando and also commented on the great work of the SF Police Department. He is happy to see that the Recreation Park project is wrapping up which is good for community members who wish to utilize the park. Previously, he mentioned the overgrown weeds in an empty lot on First and Harding, which has been addressed and cleaned up. He thanked the City for keeping the community clean and tidy.

## **CULTURAL ARTS LIAISONS REPORT**

None

## **CONSENT CALENDAR**

Vice Chair Patty Lopez motioned to approve the Consent Calendar approving the Minutes of the October 12, 2023 Parks, Wellness and Recreation Commission Special Meeting. Commissioner Friend seconded the motion. The motion passed unanimously with the following roll call vote:

AYES: R. Gonzales, P. Lopez, E. Friend

NOES:

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ABSENT: N. Sanchez-Brooks

ABSTAIN:

## **ADMINISTRATIVE REPORTS**

### **1. PRESENTATION AND DISCUSSION REGARDING CITY COUNCIL APPROVED DRAFT ESTABLISHING “GUIDELINES FOR BOARDS, COMMISSIONS AND COMMITTEES” HANDBOOK**

This item was added by City Clerk, Julia Fritz. An approved draft of the handbook was presented to the Parks, Wellness and Recreation Commission. Feedback was requested from the Commission by end of day on the 20<sup>th</sup> as this item will go before Council on December 4, 2023.

Vice Chair Lopez requested additional time to provide feedback to the City Clerk.

Chair Gonzales had a specific question on page 18 of the hand book. A box that specifies “elected officials” appears on the page. The City Clerk will look into to matter further to see if there is a correction to be made.

Vice Chair Lopez inquired about Councilmembers attending Commission meetings in past years and if that would be the case in the future.

### **2. DISCUSSION REGARDING THE PIONEER PARK PLAYGROUND RENOVATION PROJECT**

J. Venegas presented a Power Point presentation on the proposed design of this project.

Vice Chair Lopez inquired about the possibility of seeking additional grants to fund this project and had questions regarding the proposed shading.

Commissioner Friend had questions regarding the color scheme and made some recommendations. She also requested additional details on the cost of shade structures.

Chair Gonzales discussed the various color options and the best selection in terms of UV rating.

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The Commission reached consensus and recommended the following items: PNP, forest green cover, ensure there is adequate shade, and paint the PNP instead of cutting into the material, use a diagonal design to simulate a river. Any additional cost would be for the shade factor.

Staff will include these recommendations in the report to Council.

### **3. DISCUSSION REGARDING A PARK CLEAN UP EVENT**

This item was introduced by Vice Chair Lopez. In past years, the RCS Dept. would seek volunteers and schedule park clean up events unilaterally, in addition to the Public Works Dept. or outside organizations who would also schedule these events periodically.

In 2021, the Beautification Ad Hoc Committee was formed by Councilmembers Rodriguez and Montanez. Various clean up events were scheduled by this Ad Hoc with the support of organizations such as Heal the Bay, Tree People or Republic. Beautification projects, including park clean up events, are now under the purview of this Ad Hoc. A reorganization of the Ad Hoc is expected to occur early next year due to the passing of Councilmember Montanez.

Vice Chair had questions on how to move forward with a clean up event. In light of the upcoming elections, it is recommended that a park be identified for clean up. The item will need to go before Council once the vacancy is filled.

Commissioner Friend suggested a walk-through of various locations to identify a specific park. She also recommended having a presentation from Public Works staff to update this Commission on park clean ups and upgrades in City parks.

Chair Gonzales suggested developing an “adopt a street” campaign to encourage to community engagement to assist with funding or volunteer services to support beautification projects.

### **4. CESAR E. CHAVEZ MEMORIAL**

J. Venegas discussed the meeting with the Cesar E. Chavez Memorial Ad Hoc and Pueblo y Salud. Mr. Ruben Rodriguez provided background information on how the Cesar E. Chavez Memorial came about and the subsequent issues such as the impacts of vandalism and the drought. In 2014,

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Pueblo y Salud was interested in renovating the memorial. At that time, the cost of the renovation was determined to be about \$19K. At this point in time, the cost would be significantly higher. A definite plan was not established. Pueblo y Salud emphasized the need to fund raise and seek assistance from outside organizations to support this effort.

Staff recommends the Ad Hoc continues meeting with Pueblo y Salud to come up with ideas to move forward with this project in order to make recommendations to City Council.

Vice Chair Lopez will continue working with Pueblo y Salud to move forward.

Commissioner Friend recommended developing an updated budget or perhaps a walk through.

Chair Gonzales gave direction to schedule a meeting and walk through on site sometime in January to develop a plot list and begin pricing items out.

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

Freddy Tapia provided a report to receive and file proving updates on programs, activities and events including the Layne Park Grand Re-opening, Senior Food Bank distribution, Monster Mash Halloween Party, Arthritis Classes, Senior Matinee, San Fernando Mile/Dia de Los Muertos Festival, Veteran Banner Recognition event, the Lopez Adobe activities, and the upcoming Holiday Tree Lighting event.

Updates on recreation and sports programs were also provided for youth and adults.

Commissioner Friend and Vice Chair Lopez thanked staff for putting on so many events and activities for the community.

Chair Gonzales really enjoyed the Halloween lighting at the Lopez Adobe.

### **STAFF COMMUNICATION**

Staff informed the Commission that 45 veteran banners were displayed this year. Next year's Veteran Program applications will be available in February.

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November's Senior Dance will be held on November 18<sup>th</sup>. Over 200 tickets have been sold thus far.

Upcoming senior trips include Chumash Casino, Viejas Casino, and Noche Buena at CSUN.

### **COMMISSIONER UPDATED/REQUESTS TO AGENDIZE ITEM FOR DISCUSSION AT A FUTURE MEETING**

Vice Chair Lopez requested to adjourn tonight's meeting in memory of Cindy Montanez and Manny Figueras due to their legacy of service to this community.

Chair Gonzales discussed the signage selection for the Cindy Montanez Natural Park and the need to consider theft and vandalism when making a selection.

Chair Gonzales thanked fellow commissioners for their input and staff for their work.

### **ADJOURNMENT**

Chair Gonzales adjourned the Parks, Wellness and Recreation Commission meeting in memory of Cindy Montanez and Manny Figueras 8:16 p.m.