



CITY OF SAN FERNANDO
PARKS, WELLNESS AND RECREATION COMMISSION

REGULAR MEETING MINUTES
APRIL 10, 2024
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 J. Cuellar called the meeting to order at 6:30 p.m. Administrative Assistant, Linda Bowden-Moreno, called the roll call.

The following persons were recorded as present:

PRESENT:

Commissioners Julie Cuellar, Erica Friend, Natasha Sanchez-Brooks, Christian Garcia and Flor Sanchez.

Commissioner J. Cuellar introduced and welcomed new Commissioner F. Sanchez

ABSENT:

ALSO PRESENT:

Director of Administrative Services Erica Melton, SFPD Commander CJ Chiasson, Recreation Supervisor Maribel Perez, Administrative Assistant Linda Bowden-Moreno and Office Clerk Soledad Chavez.

PLEDGE OF ALLEGIANCE

Commissioner E. Friend led in the Pledge of Allegiance.

APPROVAL OF AGENDA

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Commissioner E. Friend motioned to approve the agenda for the April 10, 2025 Parks, Wellness and Recreation Commission Regular Meeting. Commissioner C. Garcia seconded the motion. The motion passed unanimously with the following roll call vote:

AYES: J. Cuellar, E. Friend, C. Garcia, N. Sanchez-Brooks and F. Sanchez

NOES:

ABSENT:

ABSTAIN:

PRESENTATIONS

Ernesto Prado introduced himself and addressed the Commission to express his interest in constructing and installing *Little Library* boxes at Rudy Ortega Sr. Park and Pioneer Park. This project will assist in his goal to earn his Eagle Scout rank in the Boy Scouts of America. The Commission congratulated Ernesto for this endeavor and expressed support in this project.

Director of Administrative Services Erica Melton, shared a Power Point Presentation with the Commission titled: Fiscal Year 2025-2026 Budget Calendar. E. Melton entertained comments and questions regarding the City's financial projections and other matters related to the budget. Commissioners thanked E. Melton for this informative presentation.

PUBLIC STATEMENTS – WRITTEN/ORAL

None

CONSENT CALENDAR

1. APPROVAL OF MINUTES

Commissioner C. Garcia motioned to approve the Consent Calendar approving the Minutes of the March 13, 2025 Parks, Wellness and Recreation Commission Meeting.

Commissioner N. Sanchez-Brooks seconded the motion. The motion passed unanimously with the following roll call vote:

AYES: J. Cuellar, E. Friend, C. Garcia, N. Sanchez-Brooks, F. Sanchez

NOES: None

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ABSENT: None

ABSTAIN: None

ADMINISTRATIVE REPORTS

2. SAN FERNANDO POLICE DEPARTMENT UPDATE ON PARK ACTIVITY – SFPD Commander CJ Chiasson provided a quarterly report on crime in parks. The floor was opened for questions and comments from the Commissioners. Commissioners thanked Commander Chiasson for this informative report.

3. REORGANIZATION OF THE COMMISSION: SELECTION OF CHAIR AND VICE CHAIR – The RCS Department secretary opened the nomination period for selection of Chair.

Commissioner F. Sanchez nominated Commissioner J. Cuellar for Chair. Commissioner C. Garcia seconded the nomination.

Commissioner E. Friend nominated Commissioner N. Sanchez-Brooks for Chair.
The nomination was not seconded.

With no further nominations, a motion to close the nomination period was made by Commissioner F. Sanchez.

Each Commissioners was asked to state the name of their selection for Chair. J. Cuellar was selected as **Chair** with the following roll call vote:

J. Cuellar Selected:	J. Cuellar
C. Garcia Selected:	J. Cuellar
F. Sanchez Selected:	J. Cuellar
E. Friend Selected:	J. Cuellar
N. Sanchez-Brooks Selected:	J. Cuellar

ABSENT: None

ABSTAIN: None

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The RCS Department secretary opened the nomination period for selection of vice chair.

Commissioner C. Garcia nominated Commissioner N. Sanchez-Brooks for Vice Chair.
Commissioner J. Cuellar seconded the nomination.

Commissioner N. Sanchez-Brooks nominated Commissioner E. Friend for Vice Chair.
Commissioner F. Sanchez seconded the nomination.

With no further nominations, a motion to close the nomination period was made by Chair J. Cuellar.

Each Commissioner was asked to state the name of their selection for **Vice Chair**.
N. Sanchez-Brooks was selected as Vice Chair with the following roll call vote:

J. Cuellar Selected:	N. Sanchez-Brooks
C. Garcia Selected:	N. Sanchez-Brooks
F. Sanchez Selected:	N. Sanchez-Brooks
E. Friend Selected:	N. Sanchez-Brooks
N. Sanchez-Brooks Selected:	E. Friend

ABSENT: None

ABSTAIN: None

4. DEPARTMENT PROGRAMS AND SERVICES – Staff provided an update report on upcoming events, activities and programming. At this time, the floor was open for questions and comments.

Commissioner C. Garcia commented on the great presentation and all the activities at the parks.

Commissioner F. Sanchez commented on the many great services provided at the parks such as the VITA program and senior activities. She inquired about outreach efforts to the community.

Vice Chair E. Friend commented on the many programs and activities provided to the community.

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STAFF COMMUNICATION

M. Perez thanked Commissioner E. Friend for her assistance and recommendations on sprucing up the Teen Room at Recreation Park with fresh paint in preparation for the relaunch in the fall. Staff is working on selecting a designated staff member to run teen programs.

M. Perez provided updates on youth basketball and tiny tykes programs.

COMMISSIONER UPDATES/REQUESTS TO AGENDIZE ITEM FOR DISCUSSION AT A FUTURE MEETING

Chair J. Cuellar reported that there has been a change in the process of introducing agenda items. There is no need for a second motion in order to add agenda items.

Commissioner E. Friend requested to add the following agenda items:

- Make a recommendation to revitalize the mural at Las Palmas Park.
- Make a recommendation to appoint new Ad Hoc members for the Cesar Chavez Memorial Renovation Project.
- Make a recommendation to spruce up park facilities (fresh paint, etc.)

Commissioner F. Sanchez requested to add the following agenda items:

- Make a recommendation to identify a location for a possible dog park
- Make a recommendation to explore the creation of habitats for humming birds, bees, and butterflies in the parks.

Vice Chair N. Sanchez-Brooks requested to add the following agenda item:

- Make a Recommendation to post signage displaying QR Codes on major streets in San Fernando

Chair J. Cuellar request clarification regarding the number of agenda items permitted per meeting.

ADJOURNMENT

Chair J. Cuellar adjourned the Parks, Wellness and Recreation Commission meeting at 8:59 p.m.
