



CITY OF SAN FERNANDO

PARKS, WELLNESS, AND RECREATION COMMISSION REGULAR MEETING AGENDA SUMMARY THURSDAY, MAY 8, 2025 – 6:30 PM

CITY HALL COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CALIFORNIA 91340

PUBLIC PARTICIPATION OPTIONS

Please visit the City's YouTube channel to live stream and watch previously recorded Parks, Wellness, and Recreation Commission meetings, which is also available with Spanish subtitles at:
<https://www.youtube.com/c/CityOfSanFernando>

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 in-person translation services, or other services please call the Recreation and Community Services Department at (818) 898-7349 or email at LMoreno@sfcity.org at least 2 business days prior to the meeting.

SUBMIT PUBLIC COMMENT IN PERSON:

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

SUBMIT PUBLIC COMMENT VIA EMAIL:

Members of the public may submit comments by email to LMoreno@sfcity.org no later than **12:00 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 Parks, Wellness, and Recreation Commission and made part of the official public record of the meeting.

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.

PARKS, WELLNESS, AND RECREATION COMMISSION

Regular Meeting Notice and Agenda – May 8, 2025

Page 2 of 4

CALL TO ORDER

ROLL CALL

TELECONFERENCE REQUESTS/DISCLOSURE

Recommend consideration of requests received for remote teleconference meeting participation made by members of the City's legislative bodies, as permitted under the provisions of Assembly Bill (AB) 2449, Government Code Section 54953, and the City of San Fernando adopted Resolution No. 8215, effective March 1, 2023.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Recommend that the Parks, Wellness, and Recreation Commission approve the agenda as presented.

PRESENTATIONS

DECORUM AND ORDER

City Commissioners are appointed by City Council and must be free to discuss issues confronting the city in an orderly environment. Members of the public 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 person 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 **12:00 p.m. the day of the meeting**, to ensure distribution to the Parks, Wellness, and Recreation Commission and made part of the official public record of the meeting.

Members of the public may provide a **live public comment by calling in between 6:30 p.m. and 6:45 p.m. CALL- IN INFORMATION: Telephone Number: Telephone Number: (669) 900-6833, Meeting ID: 986 1620 1615; Passcode: 988843**

PARKS, WELLNESS, AND RECREATION COMMISSION

Regular Meeting Notice and Agenda – May 8, 2025

Page 3 of 4

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) CONSIDERATION TO APPROVE PARKS, WELLNESS, AND RECREATION COMMISSION MEETING MINUTES FOR:

- a. April 10, 2025- Regular Meeting

ADMINISTRATIVE REPORTS

2) DISCUSSION ON MAKING A RECOMMENDATION TO REVITALIZE THE MURAL AT LAS PALMAS PARK

Recommend that the Parks, Wellness, and Recreation Commission and staff discuss the recommendation to revitalize the mural located at Las Palmas Park.

3) MAKE A RECOMMENDATION TO SELECT NEW AD HOC MEMBERS FOR THE CESAR CHAVEZ MEMORIAL RENOVATION PROJECT

Recommend that the Parks, Wellness and Recreation Commission select new Ad Hoc members to continue working on the renovation efforts of the Cesar Chavez Memorial.

4) DISCUSSION ON MAKING A RECOMMENDATION TO IDENTIFY A LOCATION FOR A DOG PARK

Recommend that the Parks, Wellness, and Recreation Commission receive and file an informational report on the results of the land and open space survey study and community engagement events.

5) DISCUSSION ON MAKING A RECOMMENDATION TO EXPLORE CREATING WILDLIFE HABITATS IN CITY PARKS

Recommend that the Parks, Wellness, and Recreation Commission discuss the possibility of creating wildlife habitats in the parks.

PARKS, WELLNESS, AND RECREATION COMMISSION

Regular Meeting Notice and Agenda – May 8, 2025

Page 4 of 4

6) DISCUSSION ON MAKING A RECOMMENDATION TO POST SIGNAGE WITH QR CODES ON MAJOR THOROUGHFARES IN SAN FERNANDO

Recommend that the Parks, Wellness, and Recreation Commission receive and file an informational report.

7) DEPARTMENT PROGRAMS AND SERVICES UPDATE

Recommend that the Parks, Wellness, and Recreation Commission:

- a. Receive and file a report updating the programs, services activities, and business conducted by the Recreation and Community Services Department; and
- b. Provide staff direction as appropriate.

STAFF COMMUNICATION

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

Commissioner(s) may request to agendize an item for discussion at a future meeting, subject to approval by the Commission. Requests should align with the commission's scope of responsibility, adhere to City Council policies, and consider the availability of staff resources and budget constraints.

ADJOURNMENT The meeting will adjourn to its next regular meeting.

AFFIDAVIT OF POSTING

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.

Dated: _____ at: _____

Signed By: _____

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) 898-7349 or LMoreno@sfcity.org at least 48 hours prior to the meeting.



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

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –April 10, 2024

Page 2 of 5

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

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –April 10, 2024

Page 3 of 5

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

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –April 10, 2024

Page 4 of 5

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.

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –April 10, 2024

Page 5 of 5

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.

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services

Date: May 8, 2025

Subject: Discussion on Making a Recommendation to Revitalize the Mural at Las Palmas Park

RECOMMENDATION

It is recommended that the Parks, Wellness and Recreation (PWR) Commission discuss the possibility of making a recommendation to revitalize the mural at Las Palmas Park.

BACKGROUND/ANALYSIS

The mural was completed in 1996 and is located at Las Palmas Park along an exterior wall, measuring about 400 feet long and depicting the history of San Fernando. Commissioner Erica Friend made a request at the April 10, 2025 PWRC regular meeting to add this item to the agenda.

BUDGET IMPACT

There is no impact to the budget by discussing this item.

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services
By: Linda Bowden-Moreno

Date: May 8, 2025

Subject: Make a Recommendation to Select New Ad Hoc Committee Members for the Cesar E. Chavez Memorial Renovation Project.

RECOMMENDATION:

It is recommended that the Parks, Wellness, and Recreation Commission:

- a. Select new Ad Hoc Committee members;
- b. Discuss the Ad Hoc Committee updates; and
- c. Provide staff with direction as appropriate.

BACKGROUND:

1. On June 7, 1993, the City Council approved of declaring March 31 an official City holiday honoring the late farmworker and civil rights leader, Cesar E. Chavez, thus becoming the first City in the country to establish the Cesar E. Chavez Holiday.
2. In 2004, the City of San Fernando in collaboration with the Cesar E. Chavez Commemorative Committee, honored the great civil rights and labor leader through the creation of the largest Cesar E. Chavez Memorial in the nation.
3. On October 6, 2014, the City Council approved a partnership with Pueblo Y Salud for fundraising efforts to repair and restore the Cesar E. Chavez Memorial.
4. On March 14, 2023, Commissioner Lopez requested information regarding the condition and possible beautification of the Cesar E. Chavez Memorial.
5. On April 11, 2023, the PWRC directed staff to draft a letter to Pueblo Y Salud that would start a potential collaboration to restore the Cesar E. Chavez Memorial Plaza.

6. On May 11, 2023, the PWRC tabled discussion on the item until the Commissioners had an opportunity to review the MOU with Pueblo Y Salud and provide feedback on the draft letter to Pueblo Y Salud.
7. On June 8, 2023, an Ad Hoc Committee (Commissioners Lopez & Gonzales) was formed to gather information on the Cesar E. Chavez Memorial and how renovations would be funded.
8. On August 17, 2023, the Ad Hoc Committee and the RCS Director met with Ruben Rodriguez of Pueblo Y Salud.
9. In 2024, the Ad Hoc Committee met with RCS Director Julio Salcedo to review the existing MOU with Pueblo Y Salud. The Ad Hoc agreed to meet after the July 11, 2024 PWR Commission regular meeting
10. On August 9, 2024, the Ad Hoc, RCS Department staff and Pueblo Y Salud met and reviewed the MOU agreement. Consensus was reached to schedule a tour of the Cesar E. Chavez Memorial and Recreation Park Facility.
11. As a result of the November 5, 2024, San Fernando City Council elections, Robert Gonzales and Patty Lopez would no longer serve on the PWRC.
12. At the PWRC meeting held on April 10, 2025, Commissioner Erica Friend requested to add an agenda item to select new members for the Ad Hoc Committee.

ANALYSIS:

The César E. Chávez Memorial is a visual testimonial to the legacy of César E. Chávez, memorializing his strength, courage, and determination to win justice and dignity for all. The memorial is located on a 23,000-square-foot park-like setting on the corner of Wolfskill Street and Truman Street and includes the following components:

Component #1- César E. Chávez Bronze Statue: The majestic statue depicts a bigger-than-life-size man with an outstretched arm gazing with support to the sculpture of 10 farm workers directly in front of him. The completed bronze statue stands upon a cement pedestal with his left-hand holding books.

Component #2 - Farm Worker Sculptures: The first four figures are close to the ground demonstrating the early days when farm workers had to stoop over and work with backbreaking short hoes. The next five figures are completely upright with flags in their hands instead of workers' tools, to symbolize the many marches workers made to assure the basic human rights

this particular community had been denied. When seen from a distance the sculpture profoundly displays the plight of the farm workers' harsh existence and their eventual ascension to dignity and self-empowerment.

Component #3 - The Fountain: A symbol of the United Farm Worker's spirit of dignity, pride, and family.

Component #4 - César E. Chávez Mural: Two walls, each approximately 6 feet high by 50 feet long, the walls were constructed of concrete blocks, sealed, and finished. The mural depicts the life of Chavez at different stages.

Component #5 – Sponsorship Acknowledgement: an alcove at the end of the monument displaying plaques of individuals or organizations that sponsored the Cesar E. Chavez Monument.

Collectively, these components serve to educate and provide opportunities to reflect on the significance of César E. Chávez, his work, and his life.

The City has an MOU with Pueblo y Salud (PyS) which allows access for the organization to program and maintain the monument. In past years, PyS has spearheaded fundraising efforts to help the City offset costs associated with the restoration and maintenance of the monument. The Department of Public Works reinstalled commemorative plaques that had been stolen. Staff reported that the installation involved cutting into the base and the use of industrial strength adhesive to secure the new plaque in place. Public Works also conducts periodic maintenance, which includes trimming shrubs, removing weeds, and cleaning graffiti.

The Ad Hoc committee has met regularly with Ruben Rodriguez, from Pueblo Y Salud, to discuss possible renovations for the Cesar E. Chavez Memorial Plaza. The discussion revolved around the history of the Memorial. Mr. Rodriguez noted that Pueblo Y Salud had started investigating renovations to the Memorial back in 2014, but the project stalled and had been dormant for some time.

The cost was a big factor in putting the renovation on hold. The restoration project needed to raise the funds to pay for the repairs. A breakdown of those costs in 2014 is highlighted in the table below. It illustrates that in 2014, the renovation would cost about \$19,000. In March of 2024, the Ad Hoc Committee determined that it would need to look into today's cost and determine how these funds would be raised.

Breakdown of Restoration Costs

| Description of Work | Cost | ATTACHMENT "B" |
|--|-----------------|----------------|
| Mural Restoration | | |
| • Artist touch-up | \$9,000 | |
| • Mural Re-coat | \$2,000 | |
| Total: | \$11,000 | |
| Replacement of Plaques | | |
| • Cost of plaques | \$1,400 | |
| • Labor remove, prepare, and install plaques | \$1,800 | |
| Total: | \$3,200 | |
| Personalized Bricks | | |
| • Cost of bricks | \$3,800 | |
| • Labor to install | \$1,000 | |
| Total: | \$4,800 | |
| TOTAL COSTS | \$19,000 | |

The Ad Hoc committee also inquired about the maintenance of the Cesar E. Chavez Memorial. Staff reached out to the Public Works Department, which is responsible for the care of the Memorial. Per the Public Works Department, the following table highlights the maintenance schedule of the Plaza.

Maintenance schedule Cesar Chavez Memorial

| Task | Frequency | Hours | Cost |
|------------------------------|-----------|--------|--------------------|
| Cleaning | Daily | 1 | \$721.50 |
| Mowing & Trimming | Weekly | 4 | \$1,229.40 |
| Tree Care | Yearly | 16 | \$19,670.4 |
| Special Projects | As needed | 8 - 24 | \$2,876 - \$12,876 |

In order to proceed with the beautification efforts of the Cesar E. Chavez Memorial, it is recommended that the commission select new Ad Hoc Committee Members to continue collaborating with Pueblo Y Salud and discuss funding options for this project.

BUDGET IMPACT:

There is no budget to review and discuss the Ad Hoc meeting. However, any possible beautification or restoration of the Cesar E. Chavez Memorial will incur a cost. Per Sec. 54-67. - Incurring financial liability - Neither the Commission nor any person connected with the Commission shall incur any financial liability in the name of the City.

CONCLUSION:

It is recommended that the Parks, Wellness, and Recreation Commission select new Ad Hoc Committee members to continue collaborating with Pueblo Y Salud and continue to look into funding opportunities and provide staff with direction as appropriate



MEMORANDUM

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services

Date: May 8, 2025

Subject: Recommendation to Identify a Location for a Dog Park in San Fernando

RECOMMENDATION

It is recommended that the Parks, Wellness and Recreation (PWR) Commission receive and file an informational report on the results of the land and open space survey study and the priorities identified from the community engagement events.

BACKGROUND/ANALYSIS

On August 7, 2023, City Council awarded a Professional Services Agreement to Kounkuey Design Initiatives, Inc. (KDI) to conduct a land and open space inventory study. The results of the Land and Open Space Inventory report (Attachments "A" and "B"), also known as the San Fernando Park Opportunity Plan (SF POP), were presented to the Parks, Wellness and Recreation Commission at the September 12, 2024 regular meeting. Commissioner Flor Sanchez requested to add this item to the agenda at the April 10, 2025 PWRC regular meeting.

BUDGET IMPACT

There is no impact to the budget by discussing this item.

ATTACHMENTS:

- A. Agenda Report presented to the PWRC at the September 12, 2024 meeting.
- B. Meeting Minutes from the September 12, 2024 PWRC regular meeting.



AGENDA REPORT

To: Chair Robert Gonzales and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services
By: Maribel Perez, Recreation and Community Services Supervisor

Date: September 12, 2024

Subject: Consideration to Receive and File the Land and Open Space Inventory Study/San Fernando Park Opportunity Plan (LOSI/SF POP) Report from Kounkuey Design Initiatives, Inc. (KDI).

RECOMMENDATION:

It is recommended that the Parks, Wellness and Recreation Commission:

- a. Receive and File the Land and Open Space Inventory Study Report/San Fernando Park Opportunity Plan from KDI; and
- b. Provide staff direction as appropriate.

BACKGROUND:

1. On February 5, 2018, the City Council adopted the Park and Recreation Master Plan (PMP) as an instrument for developing a comprehensive vision for park facility improvements and recreational programs offered to the residents of San Fernando. The PMP identified a lack of recreational facilities such as bike paths, walking trails and dog parks, but also recognized the scarcity of available land to build new park facilities.
2. On June 21, 2022, the City Council amended the Fiscal Year 2022-2023 budget to appropriate \$50,000 of American Rescue Plan Act (ARPA) funds for a Feasibility Study to identify New City Park Space.
3. On July 5, 2022, the City Council requested that staff look into the possibility of developing a dog park in the city.
4. On July 14, 2022, Los Angeles County RPOSD announced a \$185,000 allocation in TAP Services for the City of San Fernando. The funds are earmarked to assist in the development of new park facilities. Subsequently the City entered into a Master Agreement with RPOSD guaranteeing such funds.

5. On August 15, 2022, staff presented a concept for a Dog Park at San Fernando Recreation Park that could be funded with RPOSD annual allocation funds. While open to the idea, the City Council directed staff to take a broader approach for developing new park facilities. That approach would take the form of updating the PMP by conducting a land and open space inventory to define potential land for new park facilities.
6. On March 6, 2023, the City Council adopted Resolution No. 8220 allocating the \$185,000 Regional Parks and Open Space TAP Grant towards the study and authorized staff to circulate a Notice Inviting Bids.
7. On August 7, 2023, City Council awarded a Professional Services Agreement to Kounkuey Design Initiatives, Inc. to conduct a land and open space inventory study.

ANALYSIS:

The City of San Fernando is committed to fostering a sustainable and vibrant community through the effective management and preservation of its land and open spaces. As the city continues to grow and develop, it is essential to maintain a comprehensive understanding of the available land resources to ensure that future generations can enjoy a balanced and well-planned community.

The Land and Open Space Inventory report, also known as the San Fernando Park Opportunity Plan (SF POP), serves as a critical tool in this endeavor. It's aimed at enhancing the park system of San Fernando through identifying opportunities for the strategic development of new parks and recreation spaces. It provides an assessment of the city's current land use, highlighting areas designated for residential, commercial, industrial, and recreational purposes as well as expanding the scope to include development consideration of open spaces on public school properties and churches. The report also identifies existing open spaces including parks, underused parcels, tree canopy coverage, and transit lines that contribute to the resident's quality of life.

The information contained in the report is the result of a thorough and collaborative community engagement effort which included a community survey, event pop-up engagements, interviews with key stakeholders, meetings with special interest focus groups and local agencies as well as conceptual design workshops. Incorporating input from various user groups and community members reflects the city's commitment to transparency, sustainability, and long-term planning. As we look to the future, this Land and Open Space Inventory will be a vital reference in updating the Park and Recreation Master Plan (2018), as well as guiding the responsible and thoughtful development of green and recreational spaces in the City of San Fernando.

BUDGET:

IMPACT:

The total funding available for conducting the Land and Open Space Inventory was \$235,000. The City Council allocated \$50,000 of ARPA funds and the Los Angeles County Regional Parks and Open Space District allocated \$185,000 from TAP Services. There is no budget impact to receive and file the Land and Open Space Inventory Study- San Fernando Park Opportunity Plan report.

CONCLUSION:

It is recommended that the Parks, Wellness and Recreation Commission receive and file the Land and Open Space Inventory Study- SF POP report and provide staff direction as appropriate.



CITY OF SAN FERNANDO
PARKS, WELLNESS AND RECREATION COMMISSION

REGULAR MEETING MINUTES
SEPTEMBER 12, 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

Vice Chair P. Lopez called the meeting to order at 6:43 p.m. Administrative Assistant, Linda Bowden-Moreno, called the roll call.

The following persons were recorded as present:

PRESENT:

Commissioners Patty Lopez, Erica Friend and Julie Cuellar.

ABSENT:

Commissioners Robert Gonzales and Natasha Sanchez-Brooks

ALSO PRESENT:

Recreation and Community Services Director Julio Salcedo, Public Works Director Wendell Johnson, Recreation Supervisor Maribel Perez, Administrative Assistant Linda Bowden-Moreno and Office Clerk Soledad Chavez.

PLEDGE OF ALLEGIANCE

Vice Chair P. Lopez led in the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner J. Cuellar motioned to approve the agenda for the September 12, 2024 Parks, Wellness and Recreation Commission Regular Meeting. Commissioner E. Friend seconded the motion. The motion passed unanimously with the following roll call vote:

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –September 12, 2024

Page 2 of 5

AYES: P. Lopez, E. Friend, J. Cuellar

NOES:

ABSENT: Chair R. Gonzales, N. Sanchez-Brooks

ABSTAIN:

PRESENTATIONS

None.

PUBLIC STATEMENTS – WRITTEN/ORAL

None.

CONSENT CALENDAR

1. APPROVAL OF MINUTES

Commissioner J. Cuellar motioned to approve the Consent Calendar approving the Minutes of the August 8, 2024 Parks, Wellness and Recreation Commission Meetings. Commissioner Erica Friend seconded the motion. The motion passed unanimously with the following roll call vote:

AYES: P. Lopez, E. Friend, J. Cuellar

NOES:

ABSENT: R. Gonzales, N. Sanchez-Brooks

ABSTAIN:

ADMINISTRATIVE REPORTS

2. PRESENTATION BY PUBLIC WORKS DIRECTOR WENDELL JOHNSON ON THE STATUS OF FACILITY REPAIRS AND UPGRADES AT RECREATION PARK – Director of Public Works, Wendell Johnson provided a presentation on the Public Works Capital Improvement Projects. Presentation included updates on projects in progress such as the City Facility Assessment Report, Pacoima Wash Bikeway Project, Pioneer Park Playground Renovation Project, Emergency Generator and the Cindy

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –September 12, 2024

Page 3 of 5

Montanez Natural Park. He also discussed updates on upcoming projects for the Las Palmas Park Revitalization Project and Calles Verdes – Carlisle Street Green Alley Reconstruction Project. At this time, he opened the floor for questions.

3. CONSIDERATION TO RECEIVE AND FILE THE LAND AND OPEN SPACE INVENTORY STUDY/SAN FERNANDO PARK OPPORTUNITY PLAN (LOSI/SF POP) REPORT FROM KOUNKUEY DESIGN INITIATIVES, INC. (KDI) – KDI Senior Design Principal Lauren Elachi provided a presentation on the project overview and progress of LOSI/SF POP identifying the priority amenities, their sites and approach. At this time, she opened the floor for questions.

4. PRESENTATION ON THE PROCESS AND PROCEDURES OF FACILITY RENTALS AND SPECIAL EVENTS – J. Salcedo provided a presentation on the process and procedures of facility rentals, special events and fee waivers. At this time, he opened the floor for questions.

5. CESAR E. CHAVEZ MEMORIAL – J. Salcedo discussed a meeting that was held with Pueblo Y Salud, the AdHoc committee which includes Robert Gonzales and Patty Lopez and himself to renew the current MOU agreement. He reported that Pueblo Y Salud committed to provide a date to tour the Cesar Chavez Monument and Recreation Park facility. They are to follow up next week with a date. An update will be provided at the next Commission meeting.

6. PRESENTATION AND DISCUSSION REGARDING POLICIES AND PROCEDURES RELATED TO COOLING CENTERS AND PETS – This item was agendized by Commissioner N. Sanchez-Brooks. J. Salcedo provided an information sheet to each commissioner. He discussed dangers of high temperatures especially for children, elderly, individuals with health conditions and pets. Per AB 781, Cooling Centers must accommodate household pets which are defined as domesticated animals such as a dog or a cat. He also discussed cooling center hours of operation, when they are activated, locations and safety tips.

7. DEPARTMENT PROGRAMS AND SERVICES UPDATE – Staff provided a presentation to receive and file on the programs, activities and events. All Information on programming and activities is available on the City website.

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –September 12, 2024

Page 4 of 5

STAFF COMMUNICATION

L. Moreno invited all to “save the date” for the upcoming event of Dia de Los Muertos on October 26, 2024 at San Fernando Recreation Park. More details to follow.

J. Salcedo thanked the Recreation and Community Services team for all of the summer programs, daily activities and events at the parks.

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

Commissioner E. Friend made a motion to agendize a presentation on the Pacoima Wash Bikeway Project. Commissioner J. Cuellar seconded the motion. The motion passed unanimously with the following roll call vote:

AYES: P. Lopez, E. Friend, J. Cuellar

NOES:

ABSENT: R. Gonzales, N. Sanchez-Brooks

ABSTAIN:

J. Salcedo offered to extend an invite to Public Works Director, Wendell Johnson to provide more information at next the meeting.

Vice Chair P. Lopez made a motion to agendize an update on park signage.

Commissioner J. Cuellar seconded the motion. The motion passed unanimously with the following roll call vote:

AYES: P. Lopez, J. Cuellar, E. Friend

NOES:

ABSENT: R. Gonzales, N. Sanchez-Brooks

ABSTAIN:

.

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –September 12, 2024

Page 5 of 5

ADJOURNMENT

Vice Chair P. Lopez adjourned the Parks, Wellness and Recreation Commission meeting at 8:45 p.m.



MEMORANDUM

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services

Date: May 8, 2025

Subject: Recommendation to Explore Creating Wildlife Habitats in City Parks

RECOMMENDATION

Recommend that the Parks, Wellness, and Recreation Commission discuss the possibility of creating wildlife habitats in the parks.

BACKGROUND/ANALYSIS

This item was added to the agenda on April 10, 2025, by Commissioner Flor Sanchez.

BUDGET IMPACT

There is no impact to the budget by discussing this item.



MEMORANDUM

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services

Date: May 8, 2025

Subject: Recommendation to Post Signage with QR Codes on Major Thoroughfares in San Fernando

RECOMMENDATION

Recommend that the Parks, Wellness, and Recreation Commission discuss the possibility of installing signage with QR codes on major streets in San Fernando.

BACKGROUND/ANALYSIS

This item was added to the agenda on April 10, 2025, by Vice Chair Natasha Sanchez-Brooks.

BUDGET IMPACT

There is no impact to the budget by discussing this item.

To: Chair Julie Cuellar and Commission Members

From: Julio Salcedo, Recreation and Community Services Director
By: Maribel Perez, Recreation and Community Services Supervisor
Linda Bowden-Moreno, RCS Administrative Assistant

Date: May 8, 2025

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, activities, 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 (RCS) Department 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 RCS 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:**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 ensure patrons feel safe while participating in the Department's programs.

Spring Jamboree was a hit!

The annual Spring Jamboree event was once again a great success with fun and games for the whole family. This fun filled day delighted families with festivities including Games, Prizes, Food, an exciting Egg Hunt for the little ones and the Egg Scramble activity for grown-ups. Best of all, a visit from the Easter Bunny made for a perfect spring celebration.

San Fernando Family Center at Puig's House

A Spring Gathering event took place on Monday, April 14, 2025, at the San Fernando Family Center at Puig's House located at Pioneer Park. The event was a special Spring Break celebration for teens in the San Fernando community. The gathering was a great success, drawing strong participation and positive feedback from attendees. Throughout the afternoon, about 10 new teens, along with their parents or guardians, stopped by to tour the Puig House and learn more about the future of teen programming in San Fernando. Staff engaged visitors with information about key programs including Teens for a Better Community (TBC), the Counselor-in-Training (CIT) Program, and the After School Program. Guests enjoyed food, games, and movies in a relaxed and welcoming environment. The event successfully sparked interest in the teen programs and highlighted the potential of the Puig House as a teen-centered space. The Recreation and Community Services Department continues to build meaningful connections between City staff, local teens, and their families by offering enriching programs in a safe and positive environment.

Summer Day Camp

With summer quickly approaching, make sure to register for this year's Summer Day Camp at Recreation Park. Registration begins on May 12, 2025 for children ages 5 to 13. Children will enjoy a summer of fun activities including arts & crafts, outdoor sports, swim, cooperative games, field trips and more. The Camp program will operate from June 16 through August 8. For more details or to register, contact Recreation Park at (818) 898-1290 or visit the City website at www.sfcity.org.

Honor your High School or University Graduate

Honor your 2025 graduating senior with a commemorative banner that will be displayed throughout the City of San Fernando. Applications are available now on the City website at www.sfcity.org or at Las Palmas Park. For more details call (818) 898-7340.

SENIOR SERVICES

Save the Date! Mother's Day Celebration

Stop by Las Palmas Park on Friday, May 9, 2025 to celebrate and honor moms at the Mother's Day Tea Garden event. Participants will enjoy an afternoon of delicious tea, finger foods and a

craft activity to create a lovely keepsake. Ladies ages 50 and over are welcome to register and take part in this annual celebration. Be sure to dress in your Sunday best! For more information please call Las Palmas Park at (818) 898-7340.

Senior Meals

In partnership with ONEgeneration, Las Palmas Park continues to host the Elderly Nutrition Program (ENP) for seniors. Stop by and register with the ONEgeneration team, Rene and Hayle, and enjoy a delicious and nutritious hot meal! Folks that are 60+ can qualify for this free program (suggested donation is \$3) Mondays through Fridays. If you know of anyone that is 60+ and is homebound, ONEgeneration can deliver hot meals 5 days a week! For more information please call (818) 898-7340.

Platicas de la Vida con Café

In partnership with the Department of Mental Health, Las Palmas Park is hosting workshops to discuss and offer assistance to those dealing with emotional trauma, anxiety and everyday life situations. Classes are held in Spanish on the second and fourth Thursday of the month at 9:00 am. Please contact Las Palmas Park at (818) 898-1290 for more information.

Los Angeles Regional Food Bank Distribution

The Regional Food Bank monthly distribution was held on Monday, May 5, 2025 from 9:00am-11:00am and distributed approximately 230 food kits. This program continues to serve seniors age 60+ on a monthly basis at Las Palmas Park. This drive-through food program provides a free food kit containing nutritious items such as meats, canned fruits and vegetables, cereals and grains. The program serves an average of over 200 seniors monthly. The next distribution will be held on Monday, June 2, 2025. For more information on food assistance programs please contact Las Palmas Park at (818) 898-7340.

Summer Time Tie Dye

This step-by-step tie dye class was held on May 5, 2025 at Las Palmas Park for participants ages 55 plus. The class included supplies and instruction for participants to create an amazing and colorful one-of-a-kind design. Keep on the look out for more art classes to come at Las Palmas Park.

Alzheimer's Los Angeles

Monthly classes are offered in Spanish at Las Palmas Park to address important issues related to memory loss, brain health, dementia, cognitive decline and much more. Classes are scheduled on the first Thursday of the month at 9:30 am. Light refreshments are provided. Please contact Las Palmas Park at (818) 898-7340 for more information.

Intro to Computers

The *Intro to Computers* class is geared for seniors to learn basic computer skills and important tips on navigating the internet securely, including how to identify safe websites and avoid common online threats. Additionally, participants will practice typing and become familiar with

keyboard functions to improve their technology skills. Classes are offered at Las Palmas Park. For more information please call (818) 898-7340.

Save the Date!

Senior Fest 2025 is just around the corner! The Recreation and Community Services Department is thrilled to invite the senior community to **Senior Fest 2025** on Friday, May 16, 2025 from 8:30 am to 1:00 pm at Las Palmas Park. In recognition of Older Americans Month, the event will highlight this year's theme to *Flip the Script on Aging!* Enjoy continental breakfast, lunch, DocTalk sessions, free health screenings, entertainment, raffles and more! This free event will honor older Americans, challenge aging stereotypes, and showcase the many opportunities for staying engaged and active in our community.

The Monthly Senior Dance was held on Saturday, April 26, 2025 at Las Palmas Park with the theme of spring. Participants enjoyed live music, dancing, refreshments and raffles. Doors opened at 7:00 pm. Ticket prices were \$15 for members and \$25 for non-members. The next Senior Dance is scheduled on Saturday, May 17, 2025 in celebration of Mother's Day. For more information call Las Palmas Park at (818) 898-7340.

Senior Club Monthly Meetings occur on the first Sunday of each month at 1:00 pm at Las Palmas Park. Seniors interested in becoming active and involved in the Senior Club may attend meetings or call 818-898-7340 for more details.

Ongoing Senior Programs

The following senior activities are ongoing. For more details on programs and activities, please call Las Palmas Park at 818-898-7340 or visit the City Website at www.sfcity.org.

Music Class

Clase de Canto

Bingo

Arthritis Exercise

Crafty Ladies

Manejo Personal de Diabetes

Walkable Wednesday

Classes de Ingles

Adult Coloring

Senior Zumba

Chair Yoga

SOCIAL SERVICES

San Fernando Middle School Field Trip-On Friday, April 25, 2025, the Recreation and Community Services Department hosted a field trip for students from San Fernando Middle School. The students are part of the English Learning Development (ELD) program and may be facing unique challenges associated with immigration status, language barriers or misunderstandings, which may preclude them from accessing local resources in the community. The vision of this event was to connect students with local resources and programs, all while fostering a positive relationship between students and local government agencies. Providing this field trip was a great opportunity to connect students with valuable information such as resources, initiatives, City Departments, and local agencies.

Teens for a Better Community

Teens for a Better Community (TBC) is planning a workshop on May 13, 2025 at 6:00 PM to learn about planting and green spaces. Meetings include discussions on programs, brainstorming sessions, and volunteer opportunities. Snacks and refreshments are provided. TBC meets twice per month in the new teen lounge at Recreation Park. For more information please call (818) 898-7340. For more information please call (818) 898-7340 or email jsalas@sfcity.org.

RECREATION

Leisure & Fitness Classes

Classes are currently in session and available for registration in-person by visiting one of the park offices or online by visting www.sfcity.org/sfrecreation.

- **3 Wins Fitness San Fernando**
Mon, Wed & Fri | 8:15am | Recreation Park
- **Total Body Conditioning**
Mon-Thur | 7:00pm | Recreation Park
- **Inclusive Zumba**
Mon & Wed | 6:00pm | Recreation Park
- **Folklorico**
Wed & Fri | 7pm | Las Palmas Park
- **Shotokan Karate**
Saturdays | 9am | Las Palmas Park
- **Senior Music**
Tuesdays | 9am | Las Palmas Park
- **Clase de Canto**
Thursdays | 9am | Las Palmas Park

Open Gym Pickleball

Pickleball is back at Recreation Park on Tuesday nights at 6pm!. Come learn and make new friends through this growing sport, all equipment is provided at the park. Las Palmas Pickleball meets on Mondays at 10:00 am and Fridays at 10:30 am.

Tiny Tykes Sports Clinics- Soccer

Tiny Tykes Sports Clinics are a perfect way to introduce the little athletes in the community to sports. Participants, ages 2-6, will learn the fundamentals of the sport through guided activities and play. Clinics take place Saturday mornings at Layne Park from May 17 through June 21.

Ninja Ninja Learns

Ninja Ninja Learns is an enrichment program introducing students to fundamental martial arts elements like blocking, striking, stances, and situational awareness in a non-contact and non-competitive environment. This spring the program will introduce Nunchuck Training for ages 4-9. Youth will learn to wield a nunchuck (foam) like a true ninja!

Youth Basketball Summer Season

Registrations are now open for Summer season of Youth Basketball. Sign up early to take advantage of the early bird discount and free pre-season training!

Tennis is BACK!

Get ready to swing into action with Johnny Allen Tennis this Spring! Whether your child is picking up a racket for the first time or looking to sharpen their skills, these fun and engaging lessons are perfect for all levels.

Electro Dance **New Class Alert**

Discover the electrifying world of Electro Dance, a high-energy street dance style that blends a medley of influences like industrial dance, hip-hop, popping, locking, disco, voguing, and whacking. Characterized by its frenetic arm movements, freehand flow, and geometric precision, this style also incorporates shuffling footwork and hip-hop-inspired toprock for a unique, dynamic expression. Paired with pulsating electro house and hardstyle beats, the dance captivates audiences with its original yet rhythmic vibe.

ArmTalx will provide free workshops at Recreation Park from March through June. Stop by and explore this exhilarating dance form, connect with its vibrant history, and learn to express yourself through its signature moves! Open to individuals 14 years and older, no prior experience necessary.

Volunteer Coaches Needed for Youth Sports

The Recreation and Community Service Department is always on the lookout for volunteer coaches for the sports programs. For the safety of participants and volunteers, interested

individuals must undergo a background check (cost covered by the City) and complete online sport-specific trainings prior to being assigned. Volunteers also receive registration discounts which are effective once all requirements are met. For more information on how to become a volunteer call (818) 898-1290.

Lopez Adobe Tour Calendar

Stop by for free guided and self-guided tours, monthly activities and treats on Saturday evenings from April through October and December. The Lopez Adobe will be open for tours on Saturday, May 31, 2025 from 5:30 pm to 8:30 pm.

BUDGET IMPACT:

The programs, services, activity, and business updates in this report are part of the Department's work plan and funds have been allocated for such work in the current fiscal year 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.