



CHAIR JULIE CUELLAR
VICE CHAIR NATASHA SANCHEZ-BROOKS
COMMISSIONER ERICA FRIEND
COMMISSIONER CHRISTIAN GARCIA
COMMISSIONER FLOR SANCHEZ

CITY OF SAN FERNANDO

PARKS, WELLNESS, AND RECREATION COMMISSION REGULAR MEETING AGENDA SUMMARY THURSDAY, JUNE 12, 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.

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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**

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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. May 8, 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 feasibility of revitalizing the mural located at Las Palmas Park, including discussion on funding sources, wall stability, and possible partnerships.

3) CESAR E. CHAVEZ MEMORIAL RENOVATION PROJECT UPDATE

Recommend that the Parks, Wellness, and Recreation Commission:

- a. Discuss Ad Hoc Committee Updates;
- b. Continue to meet with Pueblo Y Salud until a renovation plan for the Memorial Plaza can be developed; and
- c. Provide staff direction as appropriate.

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 from the Public Works Department regarding available spaces and cost associated with developing a dog park.

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

Recommend that the Parks, Wellness, and Recreation Commission receive and file an informational report from the Public Works Department regarding the feasibility of creating a habitat for hummingbirds in the parks.

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 from the Public Works Department regarding signage with QR codes in the City's main streets.

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.

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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
MAY 8, 2025
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 6:31 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.

ABSENT:

ALSO PRESENT:

Director of Recreation and Community Services Department Julio Salcedo, Recreation Supervisor Maribel Perez, Administrative Assistant Linda Bowden-Moreno and Office Clerk Soledad Chavez.

PLEDGE OF ALLEGIANCE

Vice Chair N. Sanchez-Brooks led in the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner E. Friend motioned to approve the agenda for the May 8, 2025 Parks, Wellness and Recreation Commission Regular 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 and F. Sanchez

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NOES:

ABSENT:

ABSTAIN:

PRESENTATIONS

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 April 10, 2025 Parks, Wellness and Recreation Commission Meeting.

Commissioner E. Friend 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

ABSENT: None

ABSTAIN: None

ADMINISTRATIVE REPORTS

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

PARK – This item was added by Commissioner E. Friend at last month’s meeting. RCS Director Julio Salcedo reported to the Commission that Las Palmas Park is on the calendar to undergo a major revitalization, which includes picnic areas, parking lot, exercise equipment, playground and sports fields.

Maribel Perez has been involved with the project design aspect. The community provided input regarding their priorities, however, the mural was not presented as a priority. This project has

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been handed over to the Public Works Department to continue working on the revitalization project.

Commissioner E. Friend inquired about the mural fund that was available in the past and would like to propose accessing those funds to improve this mural. It would be a simple project which should not incur a significant cost and could include community volunteers to participate.

Discussion continued regarding seeking local colleges to partner, checking if the existing construction of the wall is sound, and if the mural came up in any of the community engagements.

Julio Salcedo will follow up with the requested information including funding sources.

3. MAKE A RECOMMENDATION TO SELECT NEW AD HOC MEMBERS FOR THE CESAR CHAVEZ MEMORIAL RENOVATION PROJECT – This item was added by Commissioner E. Friend. Julio Salcedo provided some background information regarding the Cesar Chavez Memorial and the activity by the previous Ad Hoc Committee. The last meeting with Pueblo Y Salud was about six months ago.

Commissioners E. Friend and F. Sanchez volunteered to be Ad Hoc Committee members for the Cesar Chavez Memorial project.

Chair J. Cuellar motioned to appoint Commissioners E. Friend and F. Sanchez as the two Ad Hoc Committee members for the Cesar Chavez Memorial Renovation Project. 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, F. Sanchez

NOES: None

ABSENT: None

ABSTAIN: None

4. DISCUSSION ON MAKING A RECOMMENDATION TO IDENTIFY A LOCATION FOR A DOG PARK
This item was added by Commissioner F. Sanchez. Staff provided the commission with the agenda reports and background regarding the work that was completed by KDI Design Company in 2023-2024. KDI conducted a land and open space survey and several community engagement events to identify priorities in developing a conceptual design as part of the Parks Master Plan. This is a guide to follow once funding sources are identified to move forward.

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Additional discussion ensued regarding the possibility of identifying any potential spaces for a dog park, and the community engagement participation being a very small percentage of the total number of residents. Staff provided many opportunities for the community to get involved by attending community meetings and participate in surveys.

Julio Salcedo will invite a Public Works staff member to discuss available spaces, costs, and Kalisher Pocket Park as an option.

5. DISCUSSION ON MAKING A RECOMMENDATION TO EXPLORE CREATING WILDLIFE

HABITATS IN CITY PARKS- This item was added to the agenda by Commissioner F. Sanchez who discussed the importance of creating habitats for hummingbirds due to the declining population as a result of climate change. Creating a sustainable microhabitat could bring local community members and organizations together in this important effort.

The consensus of the Commission is to support this item. Staff will invite a representative from Public Works to provide information on this item.

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

– This item was added by Vice Chair N. Sanchez-Brooks. Staff will invite a representative from Public Works to address this issue as public signage falls under the purview of the Public Works Department.

7) DEPARTMENT PROGRAMS AND SERVICES UPDATE – Staff provided a presentation with updates on the programs, events and activities at the parks. Staff opened the floor for questions and comments.

STAFF COMMUNICATION

J. Salcedo reminded commissioners that consensus is required when adding agenda items. He also reported that the proposed budget has been posted to the City website for anyone to view.

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

Commissioner C. Garcia had the following comments:

1. Requested information on how the City's Cooling Centers operate.
2. Commented that some residents received trees from Tree People and perhaps it would be a good idea to remind residents to water, as many trees appear to be drying.
3. His appointing Council Member is requesting information on the cleaning schedule for public restrooms at the parks.

Commissioner F. Sanchez had the following comments:

1. Tree People offers a summer tree-watering program for the community.
2. One of the letters on the San Fernando Arch located on Maclay Street does not light up.
3. This community does not seem to participate in surveys. Is there a way to get more community involvement?
4. There was a meeting at Las Palmas Park addressing the Calles Verdes project. The meeting was very contentious with many complaints from residents. It would have been a good idea to have City staff in attendance to address concerns.

ADJOURNMENT

Chair J. Cuellar adjourned the Parks, Wellness and Recreation Commission meeting at 8:42 p.m.

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services

Date: June 12, 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.

This was an agenda item discussed at the May 8, 2025 PWRC regular meeting. Staff discussed the Las Palmas Park Revitalization project and the community engagement that did not identify the mural as a priority.

Commissioners inquired about the status of the Mural Fund, the structural integrity of the wall, and suggested collaborating with local colleges to assist in this effort.

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: June 12, 2025

Subject: Cesar E. Chavez Memorial Renovation Project Update

RECOMMENDATION:

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

- a. Discuss Ad Hoc Committee Updates;
- b. Continue to meet with Pueblo Y Salud until a renovation plan for the Memorial Plaza can be developed; and
- c. Provide staff 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.
13. At the May 8, 2025 PWRC regular meeting, Commissioners Erica Friend and Flor Sanchez volunteered to be Ad Hoc Committee members.

ANALYSIS:

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 discussions have 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 determined that the renovation would cost about \$19,000 at that time. 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.

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

BUDGET IMPACT:

There is no budget to review and discuss this item. 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 and 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

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services

Date: June 12, 2025

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

RECOMMENDATION

Recommend that the Parks, Wellness, and Recreation Commission receive and file an informational report from the Public Works Department regarding available spaces and cost associated with developing a dog park.

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.

This item was added as an agenda item by Commissioner Flor Sanchez at the April 10, 2025, PWRC regular meeting. This item was discussed at the May 8, 2025, PWRC regular meeting. Staff provided Commissioner Flor Sanchez with the agenda report, meeting minutes and the YouTube meeting link from the PWRC regular meeting held on September 12, 2024.

At the May 8, 2025 PWRC regular meeting, staff received direction from the Commission to invite a Public Works staff member to discuss available spaces, costs, and consider Kalisher Pocket Park as a possible option for a dog park.

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:

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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

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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.

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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:

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ADJOURNMENT

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

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services

Date: June 12, 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 for hummingbirds in the parks.

BACKGROUND/ANALYSIS

This item was added to the agenda at the April 10, 2025 PWRC regular meeting by Commissioner Flor Sanchez. The item was discussed at the May 8, 2025 PWRC regular meeting. The Commission reached consensus in supporting the development of a sustainable microhabitat for hummingbirds at the parks and partner with local community members and organizations in this important effort.

Staff received direction to invite a representative from the Public Works Department.

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: June 12, 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 at the April 10, 2025 PWRC regular meeting by Commissioner Natasha Sanchez-Brooks.

City signage falls under the purview of the Public Works Department. Staff will invite a representative from the Public Works Department to address this item.

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: June 12, 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.

Save The Date!

Independence Day Festival

Mark your calendar for an amazing drone light show festival in celebration of Independence Day! This event will be held on Thursday, July 4, 2025 at Recreation Park, 4:30 pm- 9:30 pm. Get ready to enjoy live music featuring the sounds of Full Clip. In addition, families will enjoy Carnival Games, Arts & Crafts, Good Food, Artisan Vendors and more! The City of San Fernando is proud to offer a smart alternative to traditional fireworks with this top notch patriotic drone light show. Don't miss out!

Memorial Day Ceremony

A Memorial Day Ceremony was held at the American Legion Post 176 in San Fernando on Monday, May 26, 2025, to honor local individuals from all military forces. With dignitaries in attendance, the event included a National Moment of Remembrance at 3:00 PM. All enjoyed great food, music, and special guest speakers to honor those who have sacrificed so much in service of this country.

Summer Day Camp

With summer quickly approaching, make sure to register for this year's Summer Day Camp at Recreation Park. Registrations are now open 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.

Special Recognition

On May 20, 2025, City of San Fernando Mayor Mary Mendoza, recognized community member, Eduardo R. Torres Raya for his continued service to the City of San Fernando. Eduardo is an accomplished dog trainer with years of experience in basic obedience, service and specialty dog training. Along with Las Palmas Park music instructor Violeta Quintero, Mayor Mendoza presented Eduardo with a certificate of recognition for his contributions, including volunteering and supporting City programs such as the annual Vet at the Park event, park maintenance service at various City parks, and Violeta Quintero's music class. Eduardo is kind, respectful, and a generous member of the community who exemplifies a true commitment to improving the well-being of people of all ages and understands the importance of our canine companions.

SENIOR SERVICES

Father's Day Ice Cream Bar Event

Beat the heat and kick off Father's Day weekend with a delicious cool treat at our Ice Cream Bar! Stop by Las Palmas Park on Friday, June 20, 2025 from 10am-12pm.

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, June 2, 2025 from 9:00am-11:00am and distributed approximately 220 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, July 7, 2025. For more information on food assistance programs please contact Las Palmas Park at (818) 898-7340.

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.

The Monthly Senior Dance was held on Saturday, May 17, 2025 at Las Palmas Park in honor of Mother's Day. Participants enjoyed a delicious catered meal, live music, dancing, refreshments and raffles. Doors opened at 5:00 pm. The next Senior Dance is scheduled on Saturday, June 14, 2025 in celebration of Father'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

Teens for a Better Community

Teens for a Better Community (TBC) continues to meet regularly to hold discussions on programs, brainstorming sessions, and develop 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 visiting 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

Adult Basketball

Come experience the excitement of Adult Basketball at Recreation Park, where passion for the game meets friendly competition. Join the fun on Wednesday nights at Recreation Park, tip off is at 6:00 pm.

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

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.

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. For more information please call Recreation Park at (818) 898-1290.

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.

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.

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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

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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.

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ABSTAIN:

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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:

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ADJOURNMENT

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