

**CITY OF SAN FERNANDO  
PARKS, WELLNESS & RECREATION COMMISSION  
MEETING MINUTES**

**October 13, 2020  
ZOOM MEETING STREAMED ON YOUTUBE**

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

Chair Sandie Richards called the meeting to order at 6:33 p.m. and conducted the roll call.

The following persons were recorded as present:

PRESENT:	Chair Sandie Richards
	Vice Chair Joe Ponce
	Commissioner Jason Hayes
	Commissioner Nina Herrera
	Commissioner Saydith Navarro

ABSENT:

ALSO PRESENT:	Director of Recreation and Community Services Department, Julian Venegas
	Community Services Supervisor, Juan Salas
	Office Specialist, Linda Bowden-Moreno

**PLEDGE OF ALLEGIANCE**

Commissioner S. Richards led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner N. Herrera motioned to approve the agenda for the October 13, 2020 Parks, Wellness & Recreation Commission Regular Meeting. Commissioner J. Hayes seconded the motion. The motion carried with the following vote:

**PARKS, WELLNESS & RECREATION COMMISSION - MINUTES**

**October 13, 2020**

**Page 2**

AYES: S. Richards, J. Hayes, N. Herrera, J. Ponce, S. Navarro

NOES:

ABSENT:

ABSTAIN:

**PUBLIC STATEMENTS – WRITTEN/ORAL**

None.

**CULTURAL ARTS LIASON REPORT**

None.

**APPROVAL OF MINUTES**

Commissioner J. Ponce motioned to approve the minutes for the September 15, 2020, Parks, Wellness & Recreation Commission meeting. Commissioner S. Navarro seconded the motion. The motion carried with the following vote:

AYES: S. Richards, J. Hayes, N. Herrera, J. Ponce, S. Navarro

NOES:

ABSENT:

ABSTAIN:

**NEW BUSINESS**

**CONTINUED BUSINESS**

1. **PROPOSE RENOVATION PROJECTS FOR THE PROP. 68 PER CAPITA GRANT** – J. Venegas reported that the three projects identified by this Commission as priorities will be presented and recommended to City Council at the October 19<sup>th</sup> Council Meeting. The three projects are as follows: Renovation of Playground at Pioneer Park, Walkway Lighting at Las Palmas Park and Roof Repair at Recreation Park. Staff will recommend moving forward with the first project being the Playground Renovation at Pioneer Park.
2. **STATWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION SPP GRANT** – J. Venegas reported that staff is work on preparing the application due on 12/14/20. Staff will reapply for three projects that did not get funding in the previous application. There are no major changes to the application. In addition, two new applications for two new park developments will also be submitted.

## **PARKS, WELLNESS & RECREATION COMMISSION - MINUTES**

**October 13, 2020**

**Page 3**

Community Outreach Meetings will be planned to invite community members and get their input on the design. The participation of this Commission is requested in these upcoming meetings to be conducted via zoom once dates have been selected.

Commissioner S. Richards inquired if all Commissioners can attend. Commissioner N. Herrera inquired about the dates and times of these meeting.

3. **VIRTUAL PROGRAMMING** –J. Venegas shared the flyer on the upcoming Dia De Los Muertos Virtual Festival which includes a 5K Relay, Kid’s Exploration Challenge, Altar Photo Submission, and the Film Festival.

Commissioner J. Hayes had questions regarding uploading photos for participating runners and about the Film Festival link on the City website.

Per J. Venegas, each activity has an assigned link with options and instructions.

4. **COMMUNITY THEATRE PROGRAM** – J. Venegas reported that there is no action to report since the previous meeting. J. Venegas will work on scheduling a meeting. Invitations will go out to the Ad Hoc Committee once a date is confirmed.

5. **DEPARTMENT’S REPONSE TO COVID-19**–J. Venegas informed the Commission that the Residential Food Program distribution scheduled for Saturday, October 17<sup>th</sup> for 114 participants. Staff will pick up the food items, box them and distribute. The Department will plan on several distributions in the next few months. Participants must register in advance.

In partnership with LA Care, a free Flu Clinic will occur on Friday, October 22<sup>nd</sup> at Recreation Park. Pre-registration is required.

Staff is looking to provide a Learning Center with WiFi access for students to do their homework. WiFi installation is scheduled to occur in the near future. Social distancing and recommended guidelines will be strictly enforced.

Commissioner J. Ponce thanked J. Venegas and the City of San Fernando for providing these services to the community. Commissioner J. Hayes and S. Navarro concurred with those sentiments.

6. **LAYNE PARK REVITALIZATION PROJECT**–J. Venegas reported that a virtual walk through was conducted with various contractors. About 21 firms expressed interest in submitting a design, which is due towards the end of October.

## **PARKS, WELLNESS & RECREATION COMMISSION - MINUTES**

**October 13, 2020**

**Page 4**

This Commission will be asked to provide input on the design for this project. A bid for a contractor is projected to begin sometime in May of next year.

Commissioner Richards reported that she reached out to the Layne Family who are thrilled to hear about the upcoming project.

7. **LAS PALMAS PARK RENOVATION**—J. Venegas reported that renovations are just about completed. A punch list walk through is scheduled for tomorrow. The kitchen has been remodeled; the Banquet Room and Lobby upgrades have been completed. Automatic doors have been installed at the main entrance, as well as at the atrium door and the restrooms. J. Salas, Community Services Supervisor, took the lead on this project.

Commissioners are pleased to hear the renovations are complete.

8. **YOUTH REINVESTMENT GRANT PROGRAM**—J. Venegas provided the update on this program, which is currently on their third cohort. At this time, 16 youths are participating in the program focusing on leadership, healthy eating, Native American contributions and many other topics. This group has secured an MOU with SFPD to accept referrals to the program. Registration is available on the City's website. Anyone who knows a student interested in participating can refer them to the program.

Commissioner N. Herrera commented that this is a great program.

### **STAFF COMMUNICATON**

J. Salas, Community Services Supervisor, reported on the activities offered at Las Palmas Park such as the Cyber Seniors program; which provides technology tools and resources for older adults, Day of the Dead Medicare Drive-thru Event, and Stress Management workshop sponsored by Regal Medical Group.

The Senior Club is currently holding a raffle scheduled in December. Tickets are available for purchase online.

The Teens for a Better Community Club (TBC) is working on a costume drive to collect new or gently used costumes for kids in need. TBC is also working on a multi-generational Pen Pal Program to reach out to seniors in the community.

J. Salas is overseeing The Kids Exploration Run, which is part of the Dia De Los Muertos Festival. This part of the festival operates from an application called Agents of Discover.

L. Bowden-Moreno reported that the annual Great Shakeout Earthquake Drill is scheduled for Thursday, October 15<sup>th</sup> at 10:15 a.m. Each Department of the City of San Fernando will be

**PARKS, WELLNESS & RECREATION COMMISSION - MINUTES**

**October 13, 2020**

**Page 5**

participating in the drill.

The Commission expressed appreciation for the updates.

**COMMISSION DISCUSSION**

Commissioner J. Hayes reminded everyone to complete the census and to vote on November 3<sup>rd</sup>.

Commissioner S. Navarro and Commissioner S. Richards also reminded everyone to complete the census and vote.

Commissioners will submit agenda items they wish to add to staff.

**ADJOURNMENT**

Commissioner J. Hayes motioned to adjourn the meeting at 7:26 p.m. Commissioner S. Navarro seconded the motion. The motion carried with the following vote:

AYES: S. Richards, J. Hayes, N. Herrera, J. Ponce, S. Navarro

NOES:

ABSENT:

ABSTAIN: