



CITY OF SAN FERNANDO
PARKS, WELLNESS AND RECREATION COMMISSION

REGULAR MEETING MINUTES
AUGUST 14, 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

Chair J. Cuellar called the meeting to order at 6:36 p.m. Administrative Assistant, Linda Bowden-Moreno, called the roll call.

The following persons were recorded as present:

PRESENT:

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

ABSENT:

Vice Chair N. Sanchez-Brooks

ALSO PRESENT:

Director of Recreation and Community Services Department Julio Salcedo, Assistant to the City Manager Will Pettener, Public Works Director Wendell Johnson, Recreation Supervisor Maribel Perez, Administrative Assistant Linda Bowden-Moreno and Office Clerk Tiffany Hernandez.

PLEDGE OF ALLEGIANCE

Led by Commissioner Flor Sanchez

APPROVAL OF AGENDA

Commissioner E. Friend motioned to approve the agenda for the August 14, 2025 Parks, Wellness and Recreation Commission Regular Meeting. Commissioner F. Sanchez seconded the motion. The motion passed unanimously with the following roll call vote:

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –August 14, 2025

Page 2 of 5

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

NOES:

ABSENT: N. Sanchez-Brooks

ABSTAIN:

PRESENTATIONS

Julia Lindner with the Tataviam Land Conservancy shared a presentation on the Indigenous Tribal Signage Program at Rudy Ortega Sr. Park. Commissioners had questions regarding the project timeline, weather protection and warranty of the signs, maintenance plans, funding, etc. Overall, the Commission expressed support for this project. This project will need to go before City Council for approval. The RCS Director will keep the Commission updated on the progress of this project.

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 July 10, 2025 Parks, Wellness and Recreation Commission regular meeting.

Commissioner F. Sanchez seconded the motion. The motion passed unanimously with the following roll call vote:

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

NOES: None

ABSENT: N. Sanchez-Brooks

ABSTAIN: None

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –August 14, 2025

Page 3 of 5

ADMINISTRATIVE REPORTS

2. DISCUSSION REGARDING ADDING PARKING VIOLATION REPORTING TO THE CITY APP - Will Pettener, Assistant to the City Manager, provided background on the City's My San Fernando App. Mr. Pettener oversees the management of the City's GoGov contract, monitoring and reporting status reports to City Council on the app's progress. To date, about 4500 requests have been submitted by the public and staff members. Chair Cuellar would like to see an option added to report illegal parking. Commissioner Garcia had questions regarding incidents requiring immediate attention, such as handicap parking violations. Commissioner Sanchez asked about including surveys on the app and suggested providing reports to this Commission highlighting the top issues and complaints.

Mr. Pettener conveyed that the most frequent reported topics are in reference to graffiti and illegal dumping. He will look into providing updates to this Commission regarding requests and concerns submitted by residents. In addition, the City's new website will soon offer a feature to submit requests directly through the website, thereby offering yet another option for reporting issues.

3. UPDATE ON IDENTIFYING A LOCATION FOR A DOG PARK – Public Works Director Wendell Johnson discussed available grant opportunities that may include the development of a dog park. Part of the grant could include constructing a retaining wall along the Pacoima Wash, from Jesse St. to Fourth St. This location could be a multi-use space, which may include a dog park. Staff will plan to apply for this \$5 million grant.

Commissioners had questions regarding the status of the Kalisher Pocket Park. Mr. Wendell will look into this matter and provide more information. Overall, the Commission was pleased with the recommendations made by Mr. Johnson.

4. UPDATE ON THE RECOMMENDATION TO CREATE WILDLIFE HABITATS IN THE CITY – Public Works Director Wendell Johnson discussed the possibility of utilizing a portion of the San Fernando Mission Bike Trail. Staff is working on putting together a plant palette of trees and shrubbery that support hummingbird habitats. The Green Street projects involving parking lot number four, located in the middle of downtown, may be a consideration. There may be an opportunity to include native plants in that particular project, as well as shrubbery and potted plants attractive to hummingbirds. Beautification is one of the Council's top ten priorities this year. Creating a green corridor that supports wildlife and nature would beautify the City and also falls in line with Council's priorities.

Commissioner Garcia suggested considering Commissioner Friend's recommendation to utilize the existing pots along Maclay Ave. Planting foliage that would attract humming birds in these

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –August 14, 2025

Page 4 of 5

pots is a very feasible option.

Public Works will provide an update on capital improvement projects, which also includes updates on Las Palmas Park.

5. CESAR E. CHAVEZ MEMORIAL RENOVATION PROJECT UPDATE – RCS Director Julio Salcedo provided Commissioners with the current MOU with Pueblo Y Salud. He informed the commission that a meeting was held with City Council, the Public Works Director and the RCS Director. A walk-through of the memorial was conducted to identify areas requiring repairs and improvements. A day of service may be planned in March of 2026 for a community clean up. Once staff receives direction from the Council, this Commission, specifically the Ad Hoc, will be updated on the renovation efforts and invite those wishing to participate in beautifying the memorial. The Commission is supportive of the renovation of this project and looks forward to more information as it becomes available.

The Commission had questions regarding seeking collaboration with additional non-profit organizations to assist in the renovation effort and inquired about identifying the names of the missing plaques.

6. DEPARTMENT PROGRAMS AND SERVICES UPDATE – Staff provided a presentation with updates on the programs, events and activities at the parks. Upcoming events include the concerts at the park series, including the City's 114th Birthday Celebration. Other updates included youth and adult sports programs, senior programs, and the cooling centers. Staff opened the floor for questions and comments.

Commissioner Sanchez had questions regarding how to find the calendar of activities and events. Staff reported that ongoing programs, activities and special events are promoted on the City's website and social media. There is also an option on the City website to sign up for notifications.

STAFF COMMUNICATION

Mr. Salcedo reported cooling centers are activated and open to the community anytime the temperature hits 95 degrees or higher.

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

PARKS, WELLNESS AND RECREATION COMMISSION

Regular Meeting Minutes –August 14, 2025

Page 5 of 5

Commissioner Garcia commented that in visiting the parks, maintenance looks good and parks are in a tidy appearance.

Commissioner Friend mentioned the upcoming hot weather and reminded all to visit the cooling centers.

Commissioner Sanchez reported that Cindy Montañez Natural Park has over grown vegetation and inquired about the maintenance schedule. Mr. Johnson reported that the Tataviam Tribe was handling the maintenance at this location. He will look into the status and provide an update on all capital projects.

Chair Cuellar would like to address park safety issues such as cameras, locking park gates, safety in restrooms, etc. In light of the recent incident at Recreation Park with the person experiencing mental health issues, Chair Cuellar would like to address these issues at the parks. Mr. Salcedo advised that these items would be addressed at an upcoming City Council meeting. Staff recommended Commissioners provide a list of concerns prior to the next PD quarterly update as this is a standing item on the agenda.

Chair Cuellar requested an update on programming at the Puig House. Mr. Salcedo reported that City Council approved an MOU with UCLA Early Head Start Program. By the next Commission meeting, staff should have a more detailed schedule of programming. UCLA Early Head Start Program team will be invited to provide an update.

ADJOURNMENT

Chair J. Cuellar adjourned the Parks, Wellness and Recreation Commission meeting at 8:36 p.m.