



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 SPECIAL MEETING AGENDA SUMMARY THURSDAY, DECEMBER 18, 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.

PRESENTATION

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. October 9, 2025- Regular Meeting

ADMINISTRATIVE REPORTS

2) SAN FERNANDO POLICE DEPARTMENT UPDATE ON PARK ACTIVITY

Recommend that the Parks, Wellness, and Recreation Commission receive and file this Informational report by SFPD, updating on activity and crime in the parks.

3) INFORMATIONAL UPDATE ON THE COLLABORATION WITH THE WILD HORSE FOUNDATION

Recommend that the Parks, Wellness, and Recreation Commission receive and file an informational update on the collaboration with the Wild Horse Foundation with the City of San Fernando.

4) DISCUSS CONCERNS REPORTED BY THE SAN FERNANDO NATIONAL LITTLE LEAGUE

Recommend that the Parks, Wellness, and Recreation Commission discuss possible solutions to the concerns raised by the San Fernando National Little League president and vice president.

5) DISCUSS MULTIPLE TOPICS WITH PUBLIC WORKS DEPARTMENT REPRESENTATIVE

Recommend that the Parks, Wellness, and Recreation Commission discuss the following items with the Public Works Department:

- a. Update on adding plants to the existing pots along Maclay Street to attract hummingbirds
- b. Adding shade sails and repairing exercise equipment at Recreation Park
- c. Adding lighting to Recreation Park and Pioneer Park

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- d. Status of the ground cover at Recreation Park

6) 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.

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

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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
OCTOBER 9, 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 6:30 p.m. Administrative Assistant, Linda Bowden-Moreno, called the roll call.

The following persons were recorded as present:

PRESENT:

Chair Julie Cuellar, Vice Chair Natasha Sanchez-Brooks, Commissioner Erica Friend, Commissioner Christian Garcia and Commissioner Flor Sanchez

ABSENT:

ALSO PRESENT:

Director of Recreation and Community Services Department Julio Salcedo, City of San Fernando Civil Engineer Assistant II, Manuel Fabian, Recreation Supervisor Maribel Perez, Administrative Assistant Linda Bowden-Moreno and Office Clerk, Tiffany Hernandez

PLEDGE OF ALLEGIANCE

Led by Vice Chair Sanchez-Brooks

APPROVAL OF AGENDA

Chair Cuellar proposed to approve the agenda with the following amendment: move item three to item two.

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Commissioner Garcia motioned to approve the agenda for the October 9, 2025 Parks, Wellness and Recreation Commission regular meeting. Vice Chair Sanchez-Brooks seconded the motion. By consensus, the motioned carried with the following roll call vote:

AYES: Chair Cuellar, Vice Chair Sanchez-Brooks, Commissioner Erica Friend,
Commissioner Christian Garcia and Commissioner Flor Sanchez

NAYS:

ABSENT:

ABSTAIN:

PRESENTATIONS

Recreation and Community Services Recreation Leader II, Daniela Yanez presented the following items on behalf of the After School at the Park program:

- Program mission statement
- 2024 year in review
- Program amenities
- Open house event at San Fernando Middle School photos
- Program additions coming in the Fall
- Photos from opening day hosted on October 6, 2025
- October calendar and events

At this time, Miss Yanez opened the floor for questions.

Vice Chair Sanchez-Brooks recommended Miss Yanez reach out to organizations for donations.

Chair Cuellar offered, on behalf of the Commission, to connect the program with any affiliated non-profit organizations.

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PUBLIC STATEMENTS – WRITTEN/ORAL

- Adriana Gutierrez, President of San Fernando National Little League

Ms. Gutierrez discussed ongoing difficulties accessing the baseball fields at Recreation Park, citing project-related closures since 2021 and financial strain from renting fields in neighboring cities. She noted that although access was briefly restored in early 2024, fields were again closed in October due to maintenance concerns, with no visible progress or updates since. The league had to turn away older players due to lack of available fields. Ms. Gutierrez expressed concern for player safety and urged the City to expedite reopening the fields.

- Uriel Rodriguez, Vice President of San Fernando National Little League

Mr. Rodriguez continued to speak on the concerns raised by President Adriana Gutierrez regarding limited access to Recreation Park fields. He clarified issues surrounding permitted versus unpermitted field use and shared feedback from parents about the situation. Mr. Rodriguez noted both financial challenges and a shortage of available fields in neighboring cities. He also expressed lack of clear communication from City departments when asked for field updates and emphasized the league's commitment to securing a safe, reliable space for players.

- Paul Larson (submitted via email)

Mr. Paul Larson submitted a public comment by email requesting the installation of shade sails over the exercise equipment and the repair of existing equipment at Recreation Park.

CONSENT CALENDAR

1. APPROVAL OF MINUTES

Vice Chair N. Sanchez-Brooks motioned to approve the Consent Calendar approving the Minutes of the September 11, 2025 Parks, Wellness and Recreation Commission regular meeting.

Commissioner C. Garcia seconded the motion. The motion passed unanimously with the following roll call vote:

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AYES: Chair Cuellar, Vice Chair Sanchez-Brooks, Commissioner Erica Friend,
Commissioner Christian Garcia and Commissioner Flor Sanchez

NAYS

ABSENT:

ABSTAIN:

ADMINISTRATIVE REPORTS

3. INFORMATIONAL PRESENTATION AND OVERVIEW OF ROBERT’S RULES OF ORDER MEETING PROCEDURES- San Fernando City Clerk, Julia Fritz presented an informational overview and brief video of parliamentary procedure for running organized public meetings.

2. SAN FERNANDO POLICE DEPARTMENT UPDATE ON PARK ACTIVITY– Item tabled for next meeting.

4. UPDATE ON KALISHER POCKET PARK CONTRACT BY PUBLIC WORKS– City of San Fernando Civil Engineer Assistant II, Manuel Fabian, provided an update on the Kalisher Park contract. He explained that in 2011, the City entered into an agreement with the Los Angeles Housing Partnership for the development of affordable housing at 1422 San Fernando Road. Under this agreement, ownership of the park property was transferred to the City upon closing of escrow. The developer, however, is responsible for maintaining the park for a period of 15 years following the issuance of the Certificate of Occupancy in March 2013. Maintenance obligations continue through March 2028, after which the city will assume full operation and maintenance.

At this time, Mr. Fabian opened the floor for questions and comments. Recreation and Community Services Director Julio Salcedo recommended commissioners discuss their ideas for the pocket park with their appointing council members and informed them that all city facility renovations require city council approval.

5. CESAR E. CHAVEZ MEMORIAL RENOVATION PROJECT UPDATE- No update at this time.

6. DEPARTMENT PROGRAMS AND SERVICES UPDATE- Administrative Assistant, Linda Bowden-Moreno shared updates on the following items:

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- Photos from the El Grito event held at City Hall on September 13th.
- Mexican Consulate services information.
- Dia De Los Muertos event at Recreation Park on October 25th.
- Lopez Adobe tours and treats event on October 25th from 4:30pm-7:00pm.
- Senior trips
- Teen program information
- Photo highlights from the After School at the Park opening held on October 6th.
- Youth sports information
- Adult sports and open gym hours
- 3WINS fitness Diabetes Prevention Program held every Friday at Recreation Park.
- Recognition of Las Palmas Park volunteer, Yolanda Burgos, for her service as plant caretaker and beautification volunteer.

STAFF COMMUNICATION

No staff communication.

COMMISSIONER UPDATES/REQUESTS TO AGENDIZE ITEM FOR A FUTURE MEETING

Chair Cuellar requested that the Wild Horse Foundation be contacted regarding their promised donations, including a new scoreboard, lights, and other facility needs. Recreation and Community Services Director Julio Salcedo to provide an update at the next meeting.

Chair Cuellar also thanked former Public Works Director Wendell Johnson for his service and extended best wishes for his future endeavors.

NOVEMBER AGENDA ITEMS

1. Discuss San Fernando National Little League concerns with alternative solutions
2. Lights at Recreation and Pioneer Park
3. Update on collaboration with The Wild Horse Foundation
4. Update on hummingbird plants
5. Discuss equipment shade sails at Recreation Park

ADJOURNMENT

Chair J. Cuellar adjourned the Parks, Wellness and Recreation Commission meeting at 7:32 p.m.



AGENDA REPORT

To: Commission Members

From: Julio Salcedo, Director of Recreation and Community Services
By: Maribel Perez, Recreation & Community Services Supervisor
CJ Chiasson, SFPD Commander
Sylvia Ortega, Police Records Administrator

Date: December 18, 2025

Subject: San Fernando Police Department Update on Park Activity

RECOMMENDATION:

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

- a. Receive and file an update from SFPD on activity and crime in the parks; and
- b. Provide staff direction as appropriate.

BACKGROUND:

1. On February 8, 2024 the Parks, Wellness and Recreation Commission requested to receive quarterly updates from SFPD reporting on activity and crime in the parks.

ANALYSIS:

The recreational value of parks is integral to the well-being of the community and its residents, offering spaces for leisure, exercise, and social interaction. However, amid the serene environment of these public areas, parks also become focal points for various activities, both constructive and detrimental. As guardians of public safety, the City of San Fernando Police Department has diligently monitored and analyzed the trends in park activity and crime to ensure the continued enjoyment and safety of all park-goers.

The quarterly report aims to provide an overview of the recent activity and crime trends observed within the parks under the department's jurisdiction, which are the following:

- Recreation Park, 208 Park Ave.
- Layne Park, 120 N. Huntington St.

San Fernando Police Department Update on Park Activity

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- Las Palmas Park, 505 S. Huntington St.
- Pioneer Park, 828 Harding Ave.
- Rudy Ortega Senior Park, 2025 Fourth St.
- Cindy Montañez Natural Park, 801 Eight St.

The quarterly report will include a San Fernando City Parks Crime Trends table (Attachment “A”) illustrating information regarding police reports, moving citations, parking citations, traffic collisions and Community Resource Management (CRM’s) that occurred in and around the parks. The report will also provide a map view of the City with color-coded citations (Attachment “B”) to provide an overview of the information reported on the table.

In addition to providing the data, a representative from the Police Department will attend the PWRC meetings on a quarterly basis to present the report and answer any questions from the commission.

Schedule of Quarterly Reports

Commission Meeting	SFPD Update Quarterly Report
January	October - December
April	January - March
July	April – June
October	July - Sept

BUDGET IMPACT:

There is no budget impact to receive and file the San Fernando Police Department Update on Park Activity.

CONCLUSION:

It is recommended that the Parks, Wellness and Recreation Commission receive and file the update report and provide staff with direction as appropriate.

ATTACHMENTS:

- A. Park Crime Trends Report
- B. Park Crime Map

San Fernando City Parks Crime Trends		July 2025	August 2025	September 2025	Total
Recreation Park	Reports	1	3	1	5
	Citations	1	0	0	1
	Parking Citations	7	11	1	19
	Traffic Collisions	0	0	0	0
	CRMs	30	41	50	121
Layne Park	Reports	1	1	2	4
	Citations	0	0	0	0
	Parking Citations	0	1	0	1
	Traffic Collisions	0	0	0	0
	CRMs	3	13	11	27
Las Palmas Park	Reports	1	2	4	7
	Citations	1	0	0	1
	Parking Citations	3	2	0	5
	Traffic Collisions	0	0	0	0
	CRMs	29	36	37	102
Pioneer Park	Reports	0	0	1	1
	Citations	1	0	0	1
	Parking Citations	0	4	2	6
	Traffic Collisions	0	0	0	0
	CRMs	12	17	23	52
Ortega Park	Reports	3	2	2	7
	Citations	0	0	0	0
	Parking Citations	0	6	1	7
	Traffic Collisions	0	0	0	0
	CRMs	4	30	32	66
Cindy Montanez Natural Park	Reports	0	0	0	0
	Citations	0	0	0	0
	Parking Citations	0	0	0	0
	Traffic Collisions	0	0	0	0
	CRMs	1	2	3	6

CRM: Community Resource Management

Recreation Park

Reports:	Jul:	(1) Grand Theft Report
	Aug:	(2) Trespassing Arrests, (1) Misd Warrant Arrest
	Sep:	(1) Rape Report
Citations:	Jul:	(1) Fireworks Violation
	Aug:	---
	Sep:	---
Parking Citations:	Jul:	(2) Sweeper Violation, (2) Handicap Violation, (2) Green Zone, (1) Employee Parking Only
	Aug:	(4) Employee Parking, (3) Sweeper Violation, (3) Registration/License Plate Violation, (1) Expired Registration
	Sep:	(1) Expired Registration
Traffic Collisions:	Jul:	---
	Aug:	---
	Sep:	---

Layne Park

Reports:	Jul:	(1) Battery Report
	Aug:	(1) Narcotics Arrest
	Sep:	(2) Narcotics Arrest
Citations:	Jul:	---
	Aug:	---
	Sep:	---
Parking Citations:	Jul:	---
	Aug:	(1) No Parking/Stopping Anytime
	Sep:	---
Traffic Collisions:	Jul:	---
	Aug:	---
	Sep:	---

Las Palmas Park

Reports:	Jul:	(1) Vehicle Repossession
	Aug:	(1) Possess Paraphernalia Arrest, (1) Lost Property Report
	Sep:	(1) Vandalism Report, (1) Narcotics Arrest, (1) Lost Property Report, (1) Warrant Arrest
Citations:	Jul:	(1) Open Alcohol Container
	Aug:	---
	Sep:	---
Parking Citations:	Jul:	(1) Handicap Violation, (1) Sweeper Violation, (1) Disobey Posted Sign
	Aug:	(2) Handicap Violation
	Sep:	---
Traffic Collisions:	Jul:	---
	Aug:	---
	Sep:	---

Pioneer Park

Reports:	Jul:	---
	Aug:	---
	Sep:	(1) Obstructing a Peace Officer Arrest
Citations:	Jul:	(1) Alcohol in Public
	Aug:	---
	Sep:	---
Parking Citations:	Jul:	---
	Aug:	(3) Sweeper Violation, (1) Handicap Violation
	Sep:	(2) Sweeper Violations
Traffic Collisions:	Jul:	---
	Aug:	---
	Sep:	---

Ortega Park

Reports:	Jul:	(2) Vandalism Report, (1) Found Property Report
	Aug:	(2) Narcotics Arrest
	Sep:	(1) Vehicle Tampering Report, (1) Misd Warrant Arrest
Citations:	Jul:	---
	Aug:	---
	Sep:	---
Parking Citations:	Jul:	---
	Aug:	(4) Handicap Violation, (1) Out of Zone, (1) Sweeper Violation
	Sep:	(1) Expired Registration
Traffic Collisions:	Jul:	---
	Aug:	---
	Sep:	---

Cindy Montanez Natural Park

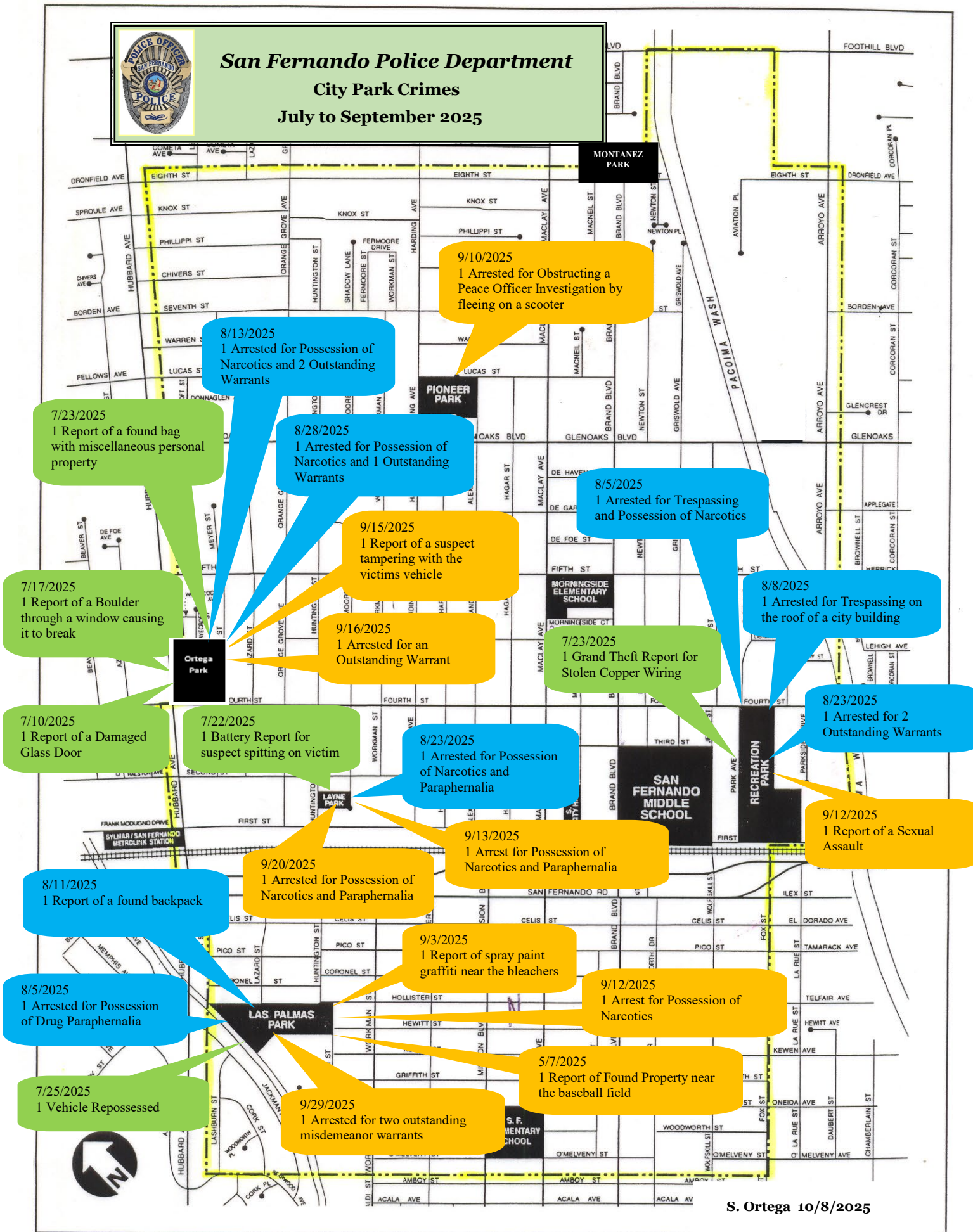
Reports:	Jul:	---
	Aug:	---
	Sep:	---
Citations:	Jul:	---
	Aug:	---
	Sep:	---
Parking Citations:	Jul:	---
	Aug:	---
	Sep:	---
Traffic Collisions:	Jul:	---
	Aug:	---
	Sep:	---



San Fernando Police Department

City Park Crimes

July to September 2025





MEMORANDUM

To: Chair Julie Cuellar and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services

Date: December 18, 2025

Subject: Update on Collaboration with the Wild Horse Foundation

RECOMMENDATION

It is recommended that the Parks, Wellness and Recreation (PWR) Commission receive and file an update on the status of the collaboration with the Wild Horse Foundation.

BACKGROUND/ANALYSIS

This item was added to the agenda by Chair Julie Cuellar at the October 9, 2025 Parks, Wellness and Recreation Commission Regular Meeting.

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: December 18, 2025

Subject: Discuss Concerns Reported by the San Fernando National Little League

RECOMMENDATION

It is recommended that the Parks, Wellness and Recreation (PWR) Commission discuss concerns raised by the San Fernando National Little League.

BACKGROUND/ANALYSIS

At the October 9, 2025, Parks, Wellness and Recreation Commission regular meeting, Adriana Gutierrez, San Fernando National Little League President and Uriel Rodriguez, San Fernando National Little League Vice President, spoke during Public Comment. Concerns were raised regarding project-related closures since 2021 and about financial strains from renting fields in neighboring cities. Also noted was the fact that field access was briefly restored in early 2024, only to result in field closures soon after. The league had to turn away older players due to lack of available fields. Safety concerns for the players were also cited.

SF National Little League is asking for clear communication from the City regarding field updates and emphasized the league's commitment to securing a safe, reliable space for players.

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: December 18, 2025

Subject: Discuss Multiple Topics with Public Works Interim Director Bill Evans

RECOMMENDATION

It is recommended that the Parks, Wellness and Recreation (PWR) Commission discuss and receive an update on various items with the Public Works Department.

BACKGROUND/ANALYSIS

The PWR Commission added several agenda items at the October 9, 2025 PWR Commission regular meeting. The PWR Commission is requesting information and updates on the following items:

- a. Update on adding plants to the existing pots along Maclay Street to attract hummingbirds
- b. Adding shade sails and repairing exercise equipment at Recreation Park
- c. Adding lighting to Recreation Park and Pioneer Park
- d. Status of the ground cover at Recreation Park

BUDGET IMPACT

There is no budget impact incurred by discussing and receiving an update on the aforementioned items with the Public Works Department.



AGENDA REPORT

To: Chair Julie Cuellar and Commissioners

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

Date: December 18, 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.
14. At the July 10, 2025 PWRC regular meeting, RCS Director J. Salcedo reported that the City Council Ad Hoc has reactivated to continue working with Pueblo Y Salud on this project.
15. At the August 14, 2025 PWR Commission meeting, Mr. Salcedo informed the commission that a meeting and walk-through of the memorial was held with City Council, the Public Works Director and the RCS Director. A day of service may be planned in March of 2026 for a community clean up. More information will be provided as it becomes available.

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 stay informed on updates provided by the City Council Ad Hoc and continue collaborating with Pueblo Y Salud to identify 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



AGENDA REPORT

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: December 18, 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.

Holiday Tree Lighting

The City of San Fernando officially welcomed the holiday season with its Annual Holiday Tree Lighting Ceremony on Saturday, December 6, 2025. Families, neighbors, and visitors gathered in Downtown San Fernando to celebrate a night filled with festive cheer. This annual tradition is a great way to kick off the holiday season and bring the community together. The festive fun included holiday carols, live entertainment, artisan vendors, food trucks, and a visit from Santa himself. The event was a resounding success with approximately 2500 community members in attendance. What a great way to mark the start of a festive season filled with joy, tradition, and togetherness.

Winter Day Camp

Recreation Park is hosting Winter Camp once again! Space is limited so be sure to save your spot! Children ages 5 to 13 can participate in fun activities, educational workshops, games and more! Camp runs from December 22 through January 9. What better way to spend winter break! For more information, call Recreation Park at (818) 898-7340.

Dia de los Muertos Event

The annual *Dia de Los Muertos (Day of the Dead)* event was held on Saturday, October 25, 2025 at Recreation Park. Residents and community members created and displayed altars in honor of departed loved ones. The event drew a large gathering of community members taking part in this amazing tradition. The event included beautiful altars, music, arts and crafts, food vendors, and a real sense of culture and community. This year featured the all-new Catrina and Catrin Contest, embracing elegance and artistry through creative and elaborate costume symbolizing the holiday. A special thank you to the event Sponsors: Assurance Learning Academy and Wellcare Health Plans for supporting this truly unforgettable expression of timeless tradition.

Veteran's Day Event

On Saturday, November 8, 2025, the City of San Fernando, in partnership with VFW Post 3834, hosted veterans, their families, and the community to come together in honor and gratitude. Participants enjoyed a complimentary meal and took part in recognizing local heroes. As part of the event, Girl Scout Troop 3834 lead a dignified Flag Retirement Ceremony, a time-honored tradition paying respect to our nation's symbol. The event was a great way to thank veterans your time, bravery, and sacrifice for this country.

Mexican Consulate on Wheels Program

The official ribbon cutting ceremony for the Mexican Consulate on Wheels was held at the San Fernando Regional Pool on Thursday, October 16, 2025. In attendance were San Fernando Mayor Mary Mendoza and Councilmembers, and representing the Consul General of Mexico in Los Angeles, Gustavo Martínez Cianca, along with members of the press and the public.

During the ceremony, it was announced that the Consulate on Wheels would operate in San Fernando for four weeks (October 7 through November 1), providing up to 4,000 appointments for essential consular services such as Mexican passports, Mexican IDs, and voting cards closer to the Mexican community residing in surrounding areas. Due to program's success and strong community demand, the Consulate agreed to extend the program through Friday, November 14, 2025 and will explore opportunities to return in February 2026 to continue to bring valuable services closer to local residents

Little Libraries Eagle Scout Project

To earn the Eagle Scout rank, Scouts must plan, develop and lead a service project. Eagle Scout Ernesto Prado, successfully completed his project of fund raising, designing, building and installing little libraries at Rudy Ortega Park and Pioneer Park. The Public Works Dept. has recently installed recognition plaques to each of the little libraries.

This project not only demonstrated Ernesto Prado's commitment to making a positive impact but also brought lasting benefits to our community. Through hard work, perseverance, and a spirit of service, Ernesto has exemplified the values of Scouting and inspired others to lead with integrity and purpose. Ernesto Prado will be recognized at a future City Council Recognition Meeting for this remarkable achievement. We look forward to the continued contributions he will make as a leader in our community. Congratulations Eagle Prado!

Guinness World Records Recognition

The City of San Fernando hosted the annual Independence Day celebration with an incredible drone show held on July 4, 2025. The drone program consisted of 150 drones displaying an amazing patriotic light show overlooking Recreation Park. Sky Elements and the City of San Fernando were officially recognized as record holders for being part of the most live drone shows performed by different pilots, in 24 hours in multiple locations across the USA. Congratulations San Fernando for this amazing feat!

SENIOR SERVICES

Posada de la Salud

In partnership with Alzheimer's Los Angeles, Las Palmas Park hosted a health fair for seniors to celebrate culture and wellbeing on Tuesday, December 9, 2025. Discussions were held addressing important issues on physical and mental health. Over 150 participants attended this free event which included music, food, raffles, and valuable health information.

Halloween Party at Las Palmas Park

Las Palmas Park hosted a Spooktacular Halloween Bash for seniors on Friday, October 31, 2025 from 10:00 am to 12:00 pm. Approximately 80 participants enjoyed music, games, raffles, treats and showed off their best costumes. Everyone had a great time.

The Monthly Senior Art Activity Las Palmas Park volunteer, Karina Navarro, hosted a fun and creative art activity just in time for Halloween! Seniors enjoyed creating a decorative skull using ingenuity and imagination. All supplies were provided and each participant got to keep their masterpiece.

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, December 1, 2025 from 9:00am-11:00am and distributed approximately 250 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 next distribution will be held on Monday, January 5, 2026. 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.

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Senior Club News

- The Monthly Senior Club Dance was held on Saturday, December 13, 2025, at Las Palmas Park in celebration of the holiday season. The event offered great live music, a delicious catered dinner, and raffles. Participants dressed in their festive best for this lively and fun holiday dance. The next dance will be held on Wednesday, December 31, 2025 to ring in the new year. Tickets can be purchased at Las Palmas Park front desk or at the door, depending on availability. For more information on Senior Club Dances and Meetings, please 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

AS@P- After School @ the Park Teen Program

After School @ the Park officially opened on October 6, 2025 with a month full of fun Halloween themed activities like a scavenger hunt, murder mystery and scare games, smashing jack-o-lanterns, spooky movies, pumpkin painting and trick or treating on Halloween. December has held two exciting events for teens to keep with the holiday theme: the **Merry Makers Workshop on Wednesday, December 3, 2025** and the **Holiday Tinsel Tournament on Wednesday,**

December 10, 2025. Staff has also been busy visiting nearby schools during student assemblies and back to school events to promote the free program. AS@P! is open Monday – Friday from 3-6pm at Recreation Park.

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 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

Open Gym Pickleball

Pickleball open gym is offered at Las Palmas Park on Tuesday nights from 5pm to 9pm. Come learn and make new friends through this growing sport, all equipment is provided at the park.

Open Gym Volleyball

Volleyball open gym is offered at Recreation Park on Thursday nights from 5pm to 9pm. Drop in for some friendly competition and get active!

Tiny Tykes Sports Clinics

Fall Tiny Tykes Basketball clinics were a hit! Twenty-four little athletes had a great time learning the basics of basketball and teamwork during the last session of Tiny Tykes Sports. The clinic-style program is a perfect way to introduce the little athletes in the community to

sports. Participants, ages 2-6, learn the fundamentals of the sport through guided activities and play.

Youth Basketball Winter Season

Get ready for an exciting winter on the court! The Youth Basketball League is designed to help young athletes learn teamwork, sportsmanship, and basketball fundamentals in a fun and supportive environment. Winter season will run January through March at Recreation Park.

Mission City Baseball Spring 2026

Get ready for another exciting season of Mission City Baseball! Whether your child is a seasoned player or just starting out, Mission City Baseball welcomes boys and girls of all skill levels to join the fun this coming spring. The program serves athletes ages 3 to 14 and operates out of Las Palmas Park from March through May, 2026. Early registration discount available now through January 30, 2026. Volunteer coaches that complete required trainings receive an additional discount. Call the office at 818-898-1290 for more information.

3 WINS Fitness San Fernando

As part of the ongoing fitness and healthy lifestyle education, 3 WINS will hosted a Fall 5K for 3 WINS program participants in November at Recreation Park. The purpose of the program-based race was to encourage 3 WINS participants to take their fitness journey to the next level by completing a 5K within a controlled and familiar environment, as well as preparing them to participate in the annual San Fernando Valley Mile. Registrations are now being accepted for the San Fernando Valley Mile.

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.