

**CITY OF FONTANA
PARKS AND COMMUNITY SERVICES COMMISSION
REGULAR MEETING
OCTOBER 25, 2012**

The City of Fontana Parks and Community Services Commission and Staff met for a workshop at 6:00 p.m. on Thursday, October 25, 2012, in the City Council Chambers, 8353 Sierra Avenue, Fontana, California, prior to the regular meeting to review the agenda, discuss Festival of Winter involvement, review User Fees, discuss 2013-2014 Program/Service Goals process, and discuss the November and December Parks and Community Services calendar. Commissioners Goñi, Coleman, Espinoza, Quiroga, Rowland, Tigner, and Vaquera were present.

The regular meeting of the City of Fontana Parks and Community Services Commission was held on Thursday, October 25, 2012, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California. The meeting was called to order at 7:04 p.m. by Chairperson Goñi, followed by an Invocation given by Pastor Charles Henderson, Relevant Church Inland Empire and the Pledge of Allegiance led by Commissioner Espinoza.

ROLL CALL:

Present: Chairperson Goñi, Commissioners Coleman, Espinoza, Quiroga, Rowland, Tigner, and Vaquera

Absent: None.

Staff: Community Services Director Garth Nelson; Public Works Manager Dan West; Community Services Manager Frances Hernandez; Community Services Manager Jennifer Hunt; Community Services Supervisor Michael Wright; Community Services Coordinator Dee Dee Benson; Community Services Supervisor Mariana Mitchell; Community Services Coordinator Jason Hendrix; Community Services Supervisor Rob Bock; Community Services Supervisor Rafael Gonzalez; Senior Administrative Analyst Brent Strong; Community Services Coordinator Hector Vazquez; City Clerk Tonia Lewis and Commission Secretary Ysela Aguirre.

SPECIAL PRESENTATION:

Employees of the Month

VINCENT DIAZ

The Parks and Community Services Commission recognized Vincent Diaz, Community Services Assistant, as the Parks and Community Services employee of the month.

Throughout his time with the City of Fontana, Vince has been involved in a number of citywide events such as the Tree Lighting Celebration, Festival of Winter, Fontana Days Festival, Half Marathon, Summer Events, Mayor's Jazz Jam and many more.

Over the last six months, Vince has gone above and beyond in several areas. During the summer events, Vince was the MC for the Family Fun Night Games, his personality and enthusiasm made it fun for the children to participate. Vince has also taken on the

responsibility of processing the contracts for all Fontana Car Show bans where he has researched and found some terrific bands.

Vince plays a pivotal role in organizing all Fontana Days Run registrations and coordinating the Half Marathon starting line. Vince has also taken on the responsibility of organizing the Fontana Days Festival Ballet Folklorico contest for the past two years.

Vince's hard work and professional manner made him an ideal candidate for Employee of the Month. Without a doubt, Vince is an asset to the Community Services Department.

PUBLIC COMMUNICATION:

Veteran's Day Writing Contest

Jesse Sandoval presented a check for the Veteran's Day writing contest. Mr. Sandoval began the Veteran's Day writing contest in 1999 to help youth remember what Veteran's Day is all about. Mr. Sandoval provides the funding for the prizes to be awarded. The name of the contest was changed to Dr. Charles Koehler Essay Contest. The contest winner will be announced on November 11, 2012.

Community Services Supervisor Rob Bock accepted the check on behalf of the Parks and Community Services Commission.

Historical Society Museum Tour

City Clerk Tonia Lewis announced a tour of the Pepper Street Museum, at 8863 Pepper Avenue, between Merrill and Ceres. There will be free transportation from the Fontana Senior Center and a dessert reception after the tour. The Pepper Street Museum is a little gem in our city; it includes the first camp by A.B. Miller, antiques, a barn, and a full working shop.

CONSENT CALENDAR:

ACTION: Motion was made by Commissioner Vaquera, seconded by Commissioner Quiroga, and passed unanimously by a vote of 7-0 to approve Consent Calendar Items "A-B."

- A. Approve minutes of the September 27, 2012 Parks and Community Services Commission Meeting.
- B. Accept Staff Reports:
 - Community Services Department monthly report for September 2012.
 - Public Works Department monthly report for September 2012.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Healthy Fontana Update – Michael Wright

Community Services Supervisor Michael Wright introduced Dee Dee Benson to provide a Healthy Fontana Update. The Health Fontana Program focuses on four core components that include nutrition, physical activity, smart growth, and partnerships.

Nutrition

The Fontana Farmers' Market was launched on April 28, 2011, and is held every Saturday, from 8:00 a.m. to 1:00 p.m. It provides access to locally grown produce, nuts, flowers, and more. There has been an average of 200 people per week. One-third of the sales from September came from Electronic Benefit Transfer sales. The Fontana Afterschool Program nutrition program was increased from 33 to 41 sites this year.

Physical Activity

Through a grant from Kaiser Permanente, families are educated on eating and being active together. Physical activities were offered two nights per month. The Families Play Together Event provided an opportunity for families to get active together using Xavix-an interactive computer gaming system; with prizes for the fastest family. Healthy Fontana partnered with Mayor's Youth Advisory Council and provided the smoothie bike, a scavenger hunt, and a rethink your drink activity.

Smart Growth

Smart Growth is an inter-departmental work group that includes Engineering, Police, Information Technology, GIS, Community Development, and Community Services Departments. The groups meet to talk about different projects and programs throughout the city. Recently, the group surveyed the community on their use of the Pacific Electric Trail. The information was shared at the Communities by Design Summit.

Partnerships

The Healthy Fontana Program lives and breathes on partnerships. The newest partnership is with the American Diabetes Association and continued partnerships with Molina Healthcare, the Community Services Sports Department, LA Fitness, San Bernardino County Department of Health, Home Depot, Kaiser Permanente, California Health Cities and Communities, Randall Lewis Health Policy Fellowship.

B. Mayor's Youth Advisory Council Update – Mariana Mitchell

Community Services Supervisor Mariana Mitchell introduced Community Services Coordinator Jason Hendrix to have the Mayor's Youth Advisory Council (MYAC) members provide a MYAC update.

The MYAC members present introduced themselves and which school they were from.

MYAC Secretary April You reported that the MYAC enjoyed a tremendous 2011 with several noteworthy events that were planned and implemented by the Youth Council. Events included the Teen Summit on Anti-Bullying, Thanksgiving Food Basket Drive, Breakfast with Santa, a presentation at the 2011 Violence and Gang Task Force Conference held at the Ontario Convention Center.

MYAC Co-Chair Olivia O'Campo reported that the 2012 Mayor's Youth Advisory Council features a variety of members, from returning young adults to new eager youth, despite the different schools and backgrounds they represent, there are all determined to make a direct impact in their community. MYAC is comprised of 21 students from several middle and high schools spanning across the different school districts with the City limits. Each member has gone through a rigorous application process which included submitting a formal application, interviewing with staff and current board members, and mandatory attendance at the 2012 MYAC planning conference held at the Jack Bulik Teen Center on July 14, 2012.

MYAC Chari Justice Montgomery reported that during the planning conference, members participated in strategic setting goals for the year and creating focus committees to ensure goals will be met. Highlights of the committees include a Transportation Committee aimed at researching and recommending means to purchase or secure transportation for teens in underserved areas of the community; and Intergenerational Committee expected to identify opportunities to partner with Fontana Community Senior Center; and the Summit Planning Committee who will be diligently planning the second annual Anti-Bullying Summit and a Teen Center Career Fair and Occupational Education Summit. Each committee has a lead which will work directly with city staff to make sure benchmarks are met.

MYAC Secretary April You further reported that trainings and partnerships will be an additional component of the 2012-2013 MYAC. Staff and the MYAC Board of Directors have identified an exciting ropes course team building challenge, which will take place on Saturday, January 19, 2013. The training will be facilitated by Fulcrum Team Building Services and will include training on proper meeting protocol, successful fundraising, public speaking, and municipal budgeting. The MYAC is excited about continuing already existing partnerships with several organizations aimed at providing valuable services to the teens and pre-teens in the Fontana communities. Partnerships include Children's Resources, Community Alliance for Fontana Students (CAFFS), Reach Out, the Fontana Community Coalition and We Tip. The collaborative Partnership Committee of the MYAC has identified several additional partnership opportunities which include Friday Night Live, local high school ASB programs, surrounding public agency youth councils, and the many service clubs in Fontana.

Chairperson Goñi commended the members of the Mayor's Youth Advisory Council.

Commissioner Quiroga commended his former student, Lisette, for her work and dedication to the MYAC.

Chairperson Goñi called out Justine Montgomery and Zenai Jackson.

Chairperson Espinoza commended staff for their work with the students.

C. Co-Sponsorship for FY 2012-2013 – Rob Bock

Community Services Supervisor Rob Bock presented a co-sponsorship application for \$2,000 submitted by the Ephesians New Testament Church for a Martin Luther King Jr.

event. The event will be an evening with Kirk Whalum who is an American smooth jazz saxophonist and songwriter.

All organizations in consideration for co-sponsorship must meet all co-sponsorship criteria which include proof of non-profit status, be based in the incorporated boundaries of the city of Fontana, the event must benefit and be open to Fontana residents and adhere to co-sponsorship tier rating.

Tier One: Organization provides minimum of eighty percent (80%) of program resources and funding; Tier Two: Organization provides minimum of seventy percent (70%) of program resources and funding; Tier Three Organization provides minimum of fifty percent (50%) of program resources and funding.

Director Nelson requested a formal motion and vote on this item to be forwarded to City Council for approval.

Motion was made by Commissioner Rowland, seconded by Commissioner Espinoza, and passed unanimously by a vote of 7-0.

D. Special Events Update – Rob Bock

Community Services Supervisor Rob Bock provided a special events update for events held in September:

- September 11, 2012, John B. Roberts Fire Station 71 Dedication and Remembrance Ceremony. Paid tribute to the victims of 9/11 and recognized Mayor Pro Tem John Roberts for his 32 years of service to the San Bernardino County Fire Department and the City of Fontana.
- September 22, 2012, Volunteer Appreciation – An Afternoon in Tuscany, at Fontana Park, celebrated the contributions of volunteers.
- September 29, 2012, National Public Lands Day at Mary Vagle Nature Center. Almost 200 volunteers contributed to work projects at the Mary Vagle Nature Center.
- September 29, 2012, Fontana Car Show at Civic Center Campus.

Community Services Supervisor Rob Bock also provided a special event update for upcoming events:

- November 11, 2012, Veterans Day Celebration and Veterans Resource Center Grand Opening at 16779 Spring Street. Located next to the American Legion Post 772.

For more information, visit www.fontana.org or 909.349.6900

Commissioner Espinoza commended staff on the islands at the Mary Vagle Nature Center.

E. Athletic Field Allocations Review

Community Services Supervisor Rafael Gonzalez introduced Community Services Coordinator Hector Vazquez to provide an Athletic Field Allocation Overview.

There are 44 athletic fields allocated for soccer, football, baseball, and softball. Fontana is home to more than 20 resident sports organizations. User groups include residents, youth organizations, city offered programs and adult leagues.

There were 87,975 field hours reserved for organizations in 2012; with 150 permits in circulation per month, 75% of which are allocated to resident youth non-profit organizations.

Since January 012, the Veteran's Park West fields are a popular tournament site every Sunday to host girl softball games. Teams from throughout Southern California travel to compete with Inland Empire teams. The field rentals have generated revenue to local restaurants and host hotels.

The Public Works Department maintains the athletic fields throughout the city. Community Services and Public Works staff meet to tour facilities, assess field conditions, recommend renovations, create master schedule and notify user groups of facility down-time.

The purpose of this report is to provide an overview of the Athletic Fields Allocation process which begins with the bi-annual Field Allocation meeting where interested groups discuss policies, procedures, residency requirements, field application, permits, rentals, list of required documents and other pre-requisites.

The internal review process begins when all documents are received by the Community Services office. Coordinator Vazquez shared a timeline of the process.

One month prior to the allocation period, League/Organization Presidents meet with department staff to review the allocated field space and time, present official permits and set up a payment plan, if applicable. An organization is charged for use of facilities if it does not meet RYNP eligibility based on 501c3 status of residency requirements.

Once permits are issued, the Athletic Fields Division coordinates the field usage which averages 7,000 reservation hours per month. Athletic Field staff is assigned to monitor parks, verify permits, assess facilities and respond to service calls during non-traditional office hours.

The next Athletic Field Allocation meeting is scheduled for November 14, 2012, at 6:00 p.m. at the Jessie Turner Health and Fitness Center at Fontana Park. Due to the high demand and limited field space, the meeting is mandatory for any current user group or organization interested in joining the current wait list to be considered for future field allocation.

Commissioner Rowland thanked Hector Vazquez for all he does.

Chairperson Goñi commended staff for their quick response to a concern at Southridge Park.

Commissioner Tigner asked how the artificial turf field is holding up. Mr. Vazquez commented that Public Works is assessing the conditions and making recommendations.

F. User Fees Review – Brent Strong

Administrative Analyst Brent Strong presented a report on the user fee changes. The user fee process is managed by the Management Services Department. Once a year, all

departments go through a review process of its user fees. These fees allow the department to collect revenue. The Community Services Department has 237 fees that allow collecting for participation a good majority of the 2.8 million dollars of the revenue budget this year. Of the 237 fees, 50 of them were reviewed. Of the 50 reviewed, 15 of them will be increased; 18 will have no change and 1 will be reduced. There are 13 new fees being proposed and 3 fees eliminated.

The Community Services Department is the department with the most user fees. Approval of these changes to the user fees will allow additional \$152,000 revenue to be collected on annual basis.

Motion was made by Commissioner Tigner, seconded by Commissioner Quiroga, to accept the changes to the user fees, and passed unanimously by a vote of 7-0.

Commissioner Vaquera asked if the City of Fontana fees can compare with other agencies. Mr. Strong replied that in most cases, Fontana's are less or in line with other agencies.

If the user fee schedule is adopted by the City Council in December, new fees will be posted online.

G. Commission Calendar for November/December – Garth W. Nelson

Director Nelson recommended moving the November 15, 2012, Park and Community Services Commission meeting to November 29, 2012.

Motion was made by Commissioner Vaquera, seconded by Commissioner Rowland to move the November 15, 2012, Parks and Community Services Commission meeting to November 29, 2012, and to cancel the December Parks and Community Services Commission meeting, and passed unanimously by a vote of 7-0.

ACTION: Motion was made by Commissioner Rowland, seconded by Commissioner Espinoza, and passed unanimously by a vote of 7-0; to receive and order filed reports on Items "A-G" given under New Business.

PUBLIC WORKS COMMENTS:

Public Works Manager Dan West announced that the upgrade of the heaters at the Fontana Parks Aquatic Center was delayed because of the contractors scheduling conflicts, but the project is back on schedule and should be up and running by next weekend.

Manager Hernandez added that all programming was up and running on October 15.

COMMUNITY SERVICES COMMENTS:

Community Services Director Garth W. Nelson commended Mr. Jessie Sandoval for being committed to the Veteran's Day Essay contest.

Community Services Director Garth W. Nelson commended the Commissioners for attending the Mayor's Jazz Jam; it was an amazing event and thanked the Boys and Girls Club for hosting the event.

Community Services Director Garth W. Nelson complimented the Public Works team for transforming the Senior Center into a wonderful place to spend the evening.

Community Services Director Garth W. Nelson thanked Jennifer Hunt and her team for leading the effort in transforming the senior center,

Community Services Director Garth W. Nelson commended staff on their great reports.

Community Services Director Garth W. Nelson stated that the user fees item will be taken to the City Council meeting of December 11, 2012.

Community Services Manager Frances Hernandez thanked all of the students on the MYAC and congratulated staff for doing a wonderful job.

Community Services Manager Frances Hernandez invited youth to MYAC at Jack Bulik on Friday, November 16, 2012, from 5:00 to 9:00 p.m. This is a canned food drive to help raise funds for thanksgiving baskets for needy families in the community.

Community Services Manager Frances Hernandez thanks to athletic field staff for presentation or athletic field allocations. Staff tries to work every each of our fields to accommodate everyone. If want to use a field, come to meeting.

Community Services Manager Frances Hernandez invited students to get involved with MYAC. The next meeting is on November 3, 2012, from 10:00 to 11:30 a.m.

Community Services Manager Frances Hernandez invited everyone to the events on October 31, 2012, at Cypress Community Center, from 4:00 to 7:00 p.m.; Jessie Turner Health and Fitness Center from 4:00 to 7:00 p.m.; and at Don Day Community Center from 4:00 to 7:00 p.m. There will be activities such as trick or trunk, carnivals, costume contest and activities.

Community Services Manager Frances Hernandez wished everyone a great Halloween.

Community Services Manager Jennifer Hunt shared a video that will be aired on KFON just before all City Council and Commission meetings.

Community Services Manager Jennifer Hunt thanked Public Works Manager Dan West for his staff's work at the Mary Vagle Nature Center and the islands built.

Community Services Manager Jennifer Hunt announced the December 8, 2012, Christmas Parade. Contact City Clerk Tonia Lewis for applications by calling 909.350.7655 or Tlewis@fontana.org.

Community Services Manager Jennifer Hunt encouraged residents to visit Center Stage to see Mary Wilson on Saturday, October 27, 2012; and Dancing Machine Review, A Tribute to Michael Jackson on November 9-10, 2012. For tickets, call 909.429.7469.

COMMISSION COMMENTS:

Commissioner Coleman thanked staff for being here how much work is done during the day and appreciates their presentations.

Commissioner Coleman thanked her friends for being here.

Commissioner Coleman invited everyone to come to the senior center for dress up day "Nightmare on Ceres Avenue".

Commissioner Espinoza wished everyone a happy Halloween and encouraged everyone to visit the Haunted House at the Jack Bulik Teen Center.

Commissioner Espinoza wished everyone a happy Thanksgiving.

Commissioner Espinoza congratulated the Summit High School Girls Cross Country team for qualifying for CIF playoffs.

Commissioner Espinoza wished everyone a good night.

Commissioner Rowland enjoyed the Mayor's Jazz Jam and had a lot of fun.

Commissioner Rowland announced that the Relay for Life will have a "trunk" at the Jessie Turner Health and Fitness Center.

Commissioner Rowland announced that the Relay for Life Kick Off Rally will be held on Tuesday, October 30, 2012, at the Jessie Turner Health and Fitness Center.

Commissioner Tigner wished everyone happy holidays and a safe Halloween.

Commissioner Quiroga invited the community to stay involved even though the summer season is over; there are still lots of fun activities going on.

Commissioner Quiroga complimented Jessie Sandoval for his work on the Veteran's Day Essay. It is great for young people to value and respect what Veterans do for our country.

Commissioner Quiroga visited the Art Depot and encouraged everyone to visit it on Spring Street. It is a great place to learn about art.

Commissioner Quiroga wished everyone a safe Halloween.

Vice Chairperson Vaquera wished everyone happy holidays and a safe Halloween.

Vice Chairperson Vaquera invited everyone to come out to the Halloween events in the city.

Vice Chairperson Vaquera commended the Summit Skyhawks.

Vice Chairperson Vaquera attended the Mayor Jazz Jam and it was a great event; he had a lot of fun! It was great work from Community Services and different departments.

Vice Chairperson Vaquera encouraged everyone to exercise their right to vote.

Chairperson Goñi congratulated the Mayor's Youth Advisory Council for being here and for everything they do.

Chairperson Goñi visited the Art Depot and it is a beautiful place and highly recommended everyone to enjoy what is there.

Commissioner Goñi visited Center Stage with her family to see The Producers. It was a great experience and it was a superbly high class entertainment so close to home and affordable. .

Commissioner Goñi encouraged everyone to participate in the Halloween activities in a safe environment.

Commissioner Goñi invited everyone to Seville Park on November 21, 2012, from 9:00 a.m. to 2:00 p.m. for free meals as part of the Eat and Be Well Program. For more information, call 909.803.1059.

Commissioner Goñi wished her sons Paul and Joshua a happy 20th birthday.

ADJOURNMENT:

By consensus, the meeting was adjourned at 8:23 p.m. to the Regular Parks and Community Services Commission Meeting to be held on Thursday, November 29, 2012, at 8:23 p.m. in the Grover W. Taylor Council Chambers at 8353 Sierra Avenue, Fontana, CA 92335. Please call the Community Services Office at (909) 349-6904, if you are unable to attend the meeting.



Ysela Aguirre
Boards and Commissions Secretary

Vice Chairperson Vaquera