

**CITY OF FONTANA
PARKS AND COMMUNITY SERVICES COMMISSION
REGULAR MEETING
AUGUST 24, 2017**

The City of Fontana Parks and Community Services Commission and Staff met for a workshop at 6:00 p.m. on Thursday, August 24, 2017, in the City Council Chambers, 8353 Sierra Avenue, Fontana, California, prior to the regular meeting to review the agenda, discuss Commission Meetings for November and December 2017, and the Volunteer Recognition Event.

ROLL CALL:

Present: Vice Chairperson Rowland, Commissioner Ahumada; Commissioner Jones; Commissioner Quintana; Commissioner; Commissioner Sangha; and Commissioner Vaquera were present.

Absent: Commissioner Key

The regular meeting of the City of Fontana Parks and Community Services Commission was held on Thursday, August 24, 2017, in the Grover W. Taylor Council Chambers 8353 Sierra Avenue, Fontana, California. The meeting was called to order at 7:08 p.m. by Chairperson Rowland, followed by an Invocation given by Pastor Marlon Jackson, Loveland Church, and the Pledge of Allegiance led by Commissioner Quintana.

Staff Present: Community Services Director Garth Nelson; Parks and Landscape Manager Dan West, Community Services Manager Kristy Samples; Community Services Manager Michael Wright; and City Clerk Tonia Lewis

SPECIAL PRESENTATIONS:

A. Employee of the Month

The Parks and Community Services Commission recognized Tara Savage as the Employee of the Month.

PUBLIC COMMUNICATION:

None.

CONSENT CALENDAR:

A. APPROVAL OF MEETING MINUTES

Approve Minutes of the July 27, 2017, Parks and Community Services Commission Meeting.

B. PUBLIC WORKS OPERATIONS - PARKS AND LANDSCAPE DIVISION

Approve July 2017 activities report.

C. FONTANA COMMUNITY SENIOR CENTER ADVISORY BOARD ANNUAL UPDATE - TIFFANY STARKS

Accept and file staff report.

ACTION: Motion was made by Commissioner Vaquera, seconded by Commissioner Quintana, and passed by a vote of 5-0-1 to receive and file Consent Calendar Item A-C. (AYES: Ahumada, Jones, Quintana, Sangha; Vaquera; NOES: None; ABSTAIN: Rowland)

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A. SPECIAL EVENTS UPDATE - ROB BOCK:

Community Services Supervisor Rob Bock provided a report on special events conducted in July:

- July 4, 2017, Independence Day Celebration, Fontana High School; the Latin Band Sapo and Brenton Wood entertained the crowd of over 5,200. There were interactive games, game booths, giveaways, roving entertainment, and a fireworks show.
- July 6, 2017, Summer Concert, Veteran's Park; the Blue Breeze Band provided music to over 1,600 participants.
- July 13, 2017, Summer Concert, Veteran's Park; the band Woodie and the Longboards, Heartache Tonight provided the music to over 1700 residents.
- July 7, 2017, Fontana Car Show, City Hall; there were over 50 vehicles and 150 residents participating.
- July 20, 2017, Summer Concert, Veteran's Park; the band Fresh performed for 1,800 community members.
- July 27, 2017, Summer Concert, Veteran's Park; a contemporary praise concert by Water of Life Summit, Be the Message Church, Journey Community Church, and Calvary Chapel Summit was enjoyed by over 600 residents.
- July 29, 2017, Fontana Arts Festival, Fontana Park; a celebration of visual and performing arts with 48 local artist and community booths. Approximately 5,500 community members and art enthusiasts participated.

Community Services Supervisor Rob Bock provided a review of upcoming events as follows:

- September 1, 2017, 5:00 p.m. to 9:00 p.m., Fontana Car Show, City Hall
- September 9, 2017, 10:00 a.m. to 2:00 p.m. 9/11 Day of Service, Fontana Senior Community Center
- September 16, 2017, 11:00 a.m. to 3:00 p.m. Chillin' N Grillin', Fontana Park

ACTION: Motion was made by Commissioner Vaquera, seconded by Commissioner Sangha, and passed by a vote of 6-0 to receive and file New Business Item A. (AYES: Rowland, Quintana, Vaquera, Ahumada, Jones, Sangha; NOES: None)

B. TINY TOTS OVERVIEW - KAREN GERBER

Community Services Supervisor Karen Gerber provided a Tiny Tots Overview.

The Tiny Tot program is designed to create an environment of trust where preschoolers can grow emotionally, intellectually, socially and physically.

The Community Services Department has four locations (Jessie Turner Health & Fitness Community Center, Heritage Neighborhood Center, Cypress Neighborhood Center, and Don Day Neighborhood Center) that operate the Tiny Tot program for preschooler children three through five years of age.

During the 2015 and 2016 calendar years, there were 7,735 Tiny Tots Program participants. The program is offered two days a week for three hours each day.

The Tiny Tot program utilizes the Community Services Department Priority Registration System that allows any returning Fontana resident the opportunity to re-enroll into the program to promote program continuity and ongoing opportunity to remain in the activity.

Support and positive feedback received from parents and participants shows the Tiny Tots Program makes an impact on the lives of Fontana youth.

The City of Fontana's Community Services Department is proud to offer this valuable program to the youth of Fontana.

Discussion was held regarding enrollment and waiting lists.

ACTION: Motion was made by Commissioner Ahumada, seconded by Commissioner Jones, and passed by a vote of 6-0 to receive and file New Business Item B. (AYES: Rowland, Quintana, Vaquera, Ahumada, Jones, Sangha; NOES: None)

C. FONTANA COMMUNITY SENIOR CENTER ANNUAL REPORT FOR FISCAL YEAR 2016-2017 - TIFFANY STARKS

Community Services Supervisor Tiffany Stark introduced Community Services Coordinator Martin Gutierrez to provide an update on membership at the Fontana Community Senior Center.

There was an increased membership of over 7% from 2015-2016. The center offers over 35 clubs, has 42 active volunteers and offers a fitness room. There were 141 different organizations that worked with the center to offer resources for the seniors.

Community Services Coordinator Nick Johnson provided an update on the nutrition program and rental information at the Fontana Community Senior Center.

Community Services Supervisor Tiffany Stark provided an update on classes offered, special events held, and the transportation program.

Chairperson Rowland commended the delicious meals served.

Commissioner Vaquera looks forward to the day he will be an official senior.

Commissioner Jones expressed interest in the Salsa Dance.

ACTION: Motion was made by Commissioner Vaquera, seconded by Commissioner Quintana, and passed by a vote of 6-0 to receive and file New Business Item C. (AYES: Rowland, Quintana, Vaquera, Ahumada, Jones, Sangha; NOES: None)

D. FONTANA AFTER SCHOOL PROGRAM END OF YEAR REPORT- JENNY BROWN

Community Services Supervisor Jenny Brown provided a Fontana After School Program End of Year Report.

The Community Services Department in partnership with the Fontana Unified School District, Colton Joint Unified School District, and Etiwanda School District provides the Fontana Afterschool Program. The program is an all-inclusive after school program that highlights educational literacy, physical fitness, cultural and recreational enrichment, as well as health and wellness.

The After School Program was offered at 32 elementary schools and 5 middle schools, serving a total of 3,567 students.

The After School Program components consist of Science Technology, Engineering, and Math based activities; Project Based Learning; Visual and Performing Arts; Health and Wellness programming; Youth Development and homework assistance.

Students participate in special events to compliment the program components such as Healthy Fontana: Let's Move Outside; Learning Education Arts Program; Mayor's Youth Advisory Council; City Winter Parade; and end of the year field trip.

The focus for the 2017-18 school year, is the changing from an after school program to an expanded learning program.

Current enrollment is at 2,974 participants.

Commissioner Jones requested data on the impact to students. Community Services Manager Kristy Samples will be bringing that information back.

Commissioner Vaquera spoke on the progress of the program.

ACTION: Motion was made by Commissioner Jones, seconded by Commissioner Ahumada, and passed by a vote of 6-0 to receive and file New Business Item D. (AYES: Rowland, Quintana, Vaquera, Ahumada, Jones, Sangha; NOES: None)

E. MILLER PARK AMPHITHEATER UPDATE - ORAL REPORT - DAN WEST

Public Works Manager Dan West and Park Development Coordinator Luis Villalobos provided a Miller Park Amphitheater Update.

The timeline of the project was shared with a project completion expected in March 2018.

The project features include concrete stage with storage, permanent restrooms, water feature, concrete walkways, a dance floor area, grass viewing areas, and designated vendor space.

Project images and renderings were shared.

Discussion was held on the capacity of the theater.

Discussion was held on the possible location of a Christmas tree.

Discussion was held on the number of stalls in the restrooms for women.

Discussion was held on the viewing mounds.

ACTION: Motion was made by Commissioner Quintana, seconded by Commissioner Vaquera, and passed by a vote of 6-0 to receive and file New Business Item E. (AYES: Rowland, Quintana, Vaquera, Ahumada, Jones, Sangha; NOES: None)

COMMUNICATIONS:

A. COMMISSION COMMENTS

Commissioner Jones congratulated Tara Savage on being selected employee of the month.

Commissioner Jones encouraged the community to support the event on September 9, 2017.

Commissioner Quintana congratulated Tara Savage on being selected employee of the month.

Commissioner Quintana thanked the Fontana and Rancho Cucamonga Police Department for arresting those responsible for the snack bar break in.

Commissioner Quintana thanked Public Works for getting the parks back and making them more secure.

Commissioner Sangha thanked staff for their updates; there is a lot going on in the city and all the information was insightful.

Commissioner Sangha is trying to get back in shape and is thankful for the pedometer.

Commissioner Vaquera congratulated Tara Savage on a well-deserved recognition.

Commissioner Vaquera enjoyed the Arts Festival; it was great and the festival gets better each year. Commissioner Vaquera also wanted to commend staff on the way the tables were set up.

Commissioner Vaquera welcomed students and staff back to school; he reminded the public to be careful as the students will be crossing the streets.

Commissioner Vaquera is looking forward to seeing everyone at the Volunteer Appreciation event on September 23, 2017; and the event for the veteran's place.

Commissioner Ahumada thanked staff for the reports and updates they provide and appreciates the time they put into getting the information.

Commissioner Ahumada is looking forward to the upcoming events.

Commissioner Jones offer condolences to Former Mayor Gary Boyles as his wife passed early this month, both were very involved with community Mayor Gary Boyles was also the president of Elks Little League and Mrs. Boyles was always present.

Commissioner Roland is looking forward to the September 23, 2017, Volunteer Recognition event.

Commissioner Roland congratulated Tara Savage on being selected employee of the month.

Commissioner Roland announced that she will be celebrating 31 years at Fontana School District on September 4, 2017.

B. COMMUNITY SERVICES DEPARTMENT COMMENTS

Community Services Director Garth Nelson commended staff on the great reports.

Director Nelson visited the Knopf Center at Cypress Park and the team has come a long way.

Director Nelson shared that Tiny Tots is the first engagement in the Community Services engagement.

Director Nelson thanked the Parks and Community Services Commissioners for being present at the Community Services events throughout the summer.

Community Services Manager Michael Wright congratulated Tara Savage on being selected employee of the month.

Manager Wright thanked his team for the great job all summer long they are now getting ready for fall and holiday events.

Manager Wright thanked staff for their presentations tonight.

Manager Wright spoke on the cooling facilities available during the upcoming heat wave.

Manager Wright spoke on the Fontana Walks program to get the community involved in living a healthier lifestyle. The next Fontana Walks event is on September 23, 2017, at 7:00 a.m. at Jessie Turner Health and Fitness Center.

Community Services Manager Kristy Samples invited aspiring youth actors to audition for Suessical Jr.

Manager Samples invited the community to the Art Depot Gallery to visit the Stuart Fingerhut Showcase.

Manager Samples congratulated Tara Savage on being selected employee of the month. Manager Samples thanked the Fontana Expanded Learning Team for a great start to the school year.

ADJOURNMENT:

By consensus, the meeting was adjourned at 8:30 p.m. to the next Regular Parks and Community Services Commission Meeting on Thursday, September 28, 2017, with a Workshop at 6:00 p.m. in the City Hall Executive Conference Room and the Regular Meeting at 7:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.

DocuSigned by:



6215EB89E9C04DA...

Ysela Aguirre
Commission Secretary

DocuSigned by:



725DDCA9616341F...

Janie Rowland
Chairperson

Certificate Of Completion

Envelope Id: 10770A6EBA454EC9BEF8B502B198AB59

Status: Completed

Subject: Please DocuSign: 8.24.17. Parks CS2 Minutes.pdf

Source Envelope:

Document Pages: 8

Signatures: 2

Envelope Originator:

Supplemental Document Pages: 0

Initials: 0

City Clerk

Certificate Pages: 5

Payments: 0

8353 Sierra Avenue

AutoNav: Enabled

Payments: 0

Fontana, CA 92335

EnvelopeD Stamping: Enabled

Payments: 0

clerks@fontana.org

Time Zone: (UTC-08:00) Pacific Time (US &

Payments: 0

IP Address: 10.102.101.11

Record Tracking

Status: Original

Holder: City Clerk

Location: DocuSign

10/2/2017 12:23:30 PM

clerks@fontana.org

Signer Events

Signature

Timestamp

Ysela Aguirre

DocuSigned by:

6215EB89E9C04DA...

Sent: 10/2/2017 12:23:34 PM

yselac13@aol.com

Viewed: 10/2/2017 7:54:53 PM

Security Level: Email, Account Authentication
(None)

Signed: 10/3/2017 8:30:01 AM

Using IP Address: 205.154.229.152

Electronic Record and Signature Disclosure:

Accepted: 10/2/2017 7:54:53 PM

ID: 265c0cbd-c46f-429f-97f1-d4a31f6cf67c

Janie Rowland

DocuSigned by:

725DDCA9616341F...

Sent: 10/3/2017 8:30:03 AM

burgjs@gmail.com

Viewed: 10/3/2017 8:35:30 AM

Security Level: Email, Account Authentication
(None)

Signed: 10/3/2017 8:36:12 AM

Using IP Address: 66.87.130.144

Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 10/3/2017 8:35:30 AM

ID: 4230f621-7c4c-41a4-b240-c1adc8e67d51

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Evelyne Ssenkololo

COPIED

Sent: 10/3/2017 8:36:13 AM

essenkol@fontana.org

Viewed: 10/3/2017 8:44:01 AM

Security Level: Email, Account Authentication

(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
Kathy Kasinger kkasinger@fontana.org Security Level: Email, Account Authentication (None)	COPIED	Sent: 10/3/2017 8:36:14 AM
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/3/2017 8:36:14 AM
Certified Delivered	Security Checked	10/3/2017 8:36:14 AM
Signing Complete	Security Checked	10/3/2017 8:36:14 AM
Completed	Security Checked	10/3/2017 8:36:14 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Fontana (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Fontana:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: ctejeda@fontana.org

To advise City of Fontana of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at ctejeda@fontana.org and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from City of Fontana

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to ctejeda@fontana.org and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Fontana

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to ctejeda@fontana.org and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERs):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">•Allow per session cookies•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Fontana as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Fontana during the course of my relationship with you.