

**CITY OF FONTANA  
PARKS, COMMUNITY AND HUMAN SERVICES COMMISSION  
REGULAR MEETING**

**JUNE 27, 2019**

The City of Fontana Parks, Community and Human Services Commission and Staff met for a workshop at 5:30 p.m. on Thursday, June 27, 2019, in the City Council Chambers, 8353 Sierra Avenue, Fontana, California, prior to the regular meeting. The agenda was reviewed and Community Services Manager Daniel Schneider provided a Fourth of July Event Update; Public Works Manager Dan West provided a Park Master Plan Update; and Community Services Manager Daniel Schneider and Community Services Supervisor Rob Bock provided a Co-Sponsorship Overview.

**ROLL CALL:**

Present: Chairperson Key, Vice Chairperson Ahumada, Commissioner Jones, Commissioner Gordon, Commissioner Johnson, and Commissioner Quintana, were present.

Absent: Secretary Vaquera.

The regular meeting of the City of Fontana Parks, Community and Human Services Commission was held on Thursday, June 27, 2019, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California. The meeting was called to order at 7:01 p.m. by Chairperson Key, followed by an Invocation given by Anna Ulibarri, Water of Life Community Church at City Link Campus and the Pledge of Allegiance led by Commissioner Quintana.

Staff: Community Services Director Garth Nelson; Community Services Manager Michael Wright; Community Services Manager Daniel Schneider; Community Services Supervisor Rob Bock; Community Services Marketing and Communications Specialist Monique Valadez, Production Coordinator Anthony Sarinana; Community Services Supervisors, Nathan Hunt and Sergio Barragan; City Clerk Tonia Lewis and Boards and Commission Secretary Ysela Aguirre.

**SPECIAL PRESENTATION:**

**A. JULY IS PARKS AND RECREATION MONTH – MONIQUE VALADEZ**

Community Services Marketing and Communications Specialist, Monique Valadez, shared information on Parks and Recreation Month.

**B. NEW EMPLOYEE INTRODUCTIONS**

Community Services Supervisor Geneo Ferrar introduced new Community Services

Coordinator, Aquatics Division, Jessica Barragan.

Community Services Coordinator Sergio Barragan introduced new Community Services Coordinator, After School Program - Andrew Solares.

Community Services Director Garth Nelson Introduced new Administrative Clerk I, Administration Division, Janette Solares.

### **PUBLIC COMMUNICATION:**

Deborah Hall shared information on upcoming Concerned Citizens for the Development of North Fontana special events, including Law Enforcement Forum, Miss Black Awareness Fashion Show and Luncheon, and Chillin' N Grillin' BBQ Competition.

### **CONSENT CALENDAR:**

#### **A. APPROVAL OF MINUTES:**

Minutes of the May 23, 2019, Parks, Community and Human Services Commission Meeting.

#### **B. PUBLIC WORKS OPERATIONS-PARKS AND LANDSCAPE DIVISION**

Approve April 2019 activities report.

**ACTION:** Motion was made by Vice Chairperson Ahumada, seconded by Commissioner Gordon, and passed by a vote of 4-0-2 to approve Consent Calendar Items A-B. (AYES: Key, Ahumada, Gordon, Johnson; NOES: None; ABSTAIN: Jones, Quintana)

### **UNFINISHED BUSINESS:**

#### **A. Co-Sponsorships for Fiscal Year 2019-2020 – Rob Bock**

Community Services Supervisor Rob Bock provided a re-allocation and prioritization list not to exceed \$60,000 with the following changes which reduced the budget by \$24,958 for a new Co-Sponsorship total of \$56,634:

1. Remove The Fontana Days Festival event as it written into the Municipal Code – Article 6; reducing the budget by \$15,406;
2. Remove Working Dogs For Warriors Event due to cancellation; reducing the budget \$692;
3. Reduce funding for Veterans Partnering with Communities -Tunnels to Towers Event from \$11,032 to \$4,000; reducing the budget by \$7,032; and
4. Remove funding for Uplifting Youth Summer Concert in Park due to duplication of services; reducing the budget \$1,828.

**ACTION:** Motion was made by Commissioner Johnson, seconded by Vice Chairperson Ahumada, and passed by a vote of 6-0 to provide City Council with a recommendation regarding 30 Co-Sponsorship applications for fiscal year July 1, 2019 through June 30, 2020 totaling an amount of \$56,634. (AYES: Key, Jones, Ahumada, Gordon, Quintana, Johnson; NOES: None; ABSTAIN: None)

## **NEW BUSINESS:**

### **A. Special Events Update – Rob Bock**

Community Services Supervisor Rob Bock provided a report on special events conducted in May 2019:

- **May 3, 2019, Fontana Car Show - City Hall;** There were over 50 cars and over 250 community members who enjoyed the classic vehicles, the band Huge, a jumper and Mobile Recreation.
- **May 4, Fontana Days Parade - Sierra from Arrow to Merrill;** The Fontana Exchange Club and the City of Fontana hosted the 106<sup>th</sup> Fontana Days Parade with this year's Grand Marshall, Dennis Powell, Dodgers Alumni, Dodgers Foundation. Over 5,000 residents came out and celebrated Fontana with 54 entries in the parade; including all of the Fontana high schools' Marching Bands, Sequoia Middle School Band, local community organizations, Fontana non-profits, city programs, state, county, and city dignitaries. The parade proceeded south on Sierra from Arrow to Merrill.
- **May 18-19, 2019, Relay for Life - Summit High School;** The American Cancer Society, Fontana Unified School District, and the City of Fontana hosted the 19<sup>th</sup> Annual Relay for Life Fundraiser that raised \$91,000 this year. There were 41 teams and over 700 people who contributed to the success of this event.
- **May 24 Pool Side Concert - Fontana Aquatics Center;** This event had 125 community members enjoyed Neon Nation as they played 80's tunes, the games and food.

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

- July 4, 2019, 4<sup>th</sup> of July Celebration, Fontana High School
- July 5, 2019, Fontana Car Show, City Hall
- July 11, 2019, Summer Concerts, Miller Amphitheatre
- July 18, 2019, Summer Concert, Miller Amphitheatre
- July 13, 2019, Love Fontana, Jack Bulik Park
- July 25, 2019, Summer Concert, Miller Amphitheatre
- July 27, 2019, Fontana Arts Festival, Fontana Park

Discussion was held on the purchase of 4<sup>th</sup> of July tickets.

**ACTION:** Motion was made by Commissioner Gordon, seconded by Commissioner Johnson, and passed by a vote of 6-0 to accept and file the staff report. (AYES: Key, Jones, Ahumada, Gordon, Quintana, Johnson; NOES: None; ABSTAIN: None)

## **B. KFON PROGRAMMING UPDATE - ANTHONY SARINANA**

Community Services Production Coordinator Anthony Sarinana provided a report on KFON Programming.

KFON programming consists of coverage of City Council, Planning Commission and Parks and Community Services Commission, city events, community events, maintain community bulletin board, and p[rovide audio support in the community.

Accomplishments include completing 28 episodes of Open for Business and Local Matters programs; produced 12 new Eat Healthy, Fontana! cooking shows; completed 12 editions of Focus on Fontana; offered a College Internship Program; and produced 160 programs.

The KFON-TV Production Van provides a mobile studio on wheels that provides high-definition programming, allows for a multi-camera coverage of events; an additional production truck was added.

KFON is also on social media, allowing promotion of programs and city events and allows for viewers to provide feedback.

KFON can be seen on Spectrum Channel 3, Frontier Communications Channel 38; AT&T U-Verse Channel 99, KFON.org or YouTube.

Mr. Sarinana shared a video on the process for a production.

**ACTION:** Motion was made by Vice Chairperson Ahumada, seconded by Commissioner Gordon, and passed by a vote of 6-0 to accept and file the staff report. (AYES: Key, Jones, Ahumada, Gordon, Quintana, Johnson; NOES: None; ABSTAIN: None)

## **COMMUNICATIONS:**

### **A. COMMISSION COMMENTS**

Chairperson Key welcomed new employees to the City of Fontana.

Vice Chairperson Ahumada commended City staff for the DreamField event; with special thanks to Public Works.

Vice Chairperson Ahumada attended the Mayor's Youth Advisory Council.

Vice Chairperson Ahumada congratulated Monique Valadez and welcomed new staff.

Vice Chairperson Ahumada wished everyone a safe 4<sup>th</sup> of July.

Commissioner Jones congratulated Monique Valadez on being selected employee of the month

Commissioner Jones commended staff for the DreamField and is proud to be part of this city for what they are doing for special needs residents.

Commissioner Jones congratulated new staff on their promotions.

Commissioner Jones invited everyone to the 4<sup>th</sup> of July Spectacular; he goes every year and loves it.

Commissioner Quintana spoke on the amazing job done on the DreamField and beautiful ribbon cutting.

Commissioner Quintana congratulated new staff and the employee of the month.

Commissioner Gordon congratulated the new employees.

Commissioner Gordon spoke on the fantastic job by everyone involved on the DreamField.

Commissioner Gordon thanked Deborah Hall Linsey for speaking tonight and it is nice to see people come out and speak.

Commissioner Gordon is looking forward to the 4<sup>th</sup> of July event.

Commissioner Gordon quoted Martin Luther King Jr., "The ultimate measure of a man is not where he stands in moments of comfort and convenience, but where he stands at times of challenge and controversy."

Commissioner Johnson attended Mayor's Youth Advisory Council and encouraged others to participate.

Commissioner Johnson spoke on the Dream Field looking amazing.

Commissioner Johnson encouraged everyone to use what we have in the community.

## **A. COMMUNITY SERVICES DEPARTMENT COMMENTS**

Community Services Director Garth Nelson shared that thanks to the City Council and Parks, Community and Human Resources Commission, the Community Services

Department highlights of the year were shared at the dais.

Director Nelson is excited about new staff joining a great team.

Director Nelson thanked Anthony for the amazing TV production company and his team for the great job they do.

Director Nelson can't wait for 4<sup>th</sup> of July.

Director Nelson spoke on the Dodger DreamField being an amazing jewel in the crown of Fontana and commended Public Works, Community Development and the team that made it happen.

Director Nelson spoke on being four weeks into summer and half way through camp and swimming lessons.

Director Nelson spoke on the fourth concert being held tonight and thanked the Commission for their support.

Director Nelson is looking forward to the end of summer with the team.

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

Manager Wright announced Fontana Walks event on July 20, 2019, at Fontana Park at 7:00 a.m.; there are almost 6 billion steps since August 2017.

Manager Wright wished everyone a happy 4<sup>th</sup> of July.

Community Services Manager Daniel Schneider spoke on the 4th of July tickets being available.

Manager Schneider spoke on the Dodgers Foundation and DreamField being the most special project he has been a part of and commended the City Council and City Manager that had a vision; Bianca Morales, Public Works staff, Dan West, Brian Armando, Luis Villasenor, the Planning Department, Steve, Karla and everyone that made this happen.

Public Works Manager Dan West commended everyone that came together for the Dodger DreamField and recognized Armando Martinez and Brian Clements and staff.

Public Works Manager West provided an update on Central Park.  
Public Works Manager West spoke on finishing three playground projects.

Public Works Manager West reminded the Commissioners to take their Park Master Plan Draft to be prepared for a workshop.

Public Works Manager West wished everyone a Happy 4<sup>th</sup> of July and reminded them to stay safe and sane.

**ADJOURNMENT:**

By consensus, the meeting adjourned at 8:09 p.m. to the next Regular Parks, Community and Human Services Commission Meeting on Thursday, July 25, 2019. A Workshop will be held at 6:00 PM in the City Hall Executive Conference Room and the Regular Meeting at 7:00 PM in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.

DocuSigned by:

*Ysela Aguirre*

0215EB89E9C04DA...

Ysela Aguirre

Boards and Commissions Secretary

**THE FOREGOING MINUTES WERE APPROVED BY THE PARKS AND COMMUNITY SERVICES COMMISSION ON THE 25th DAY OF JULY 2019.**

DocuSigned by:

*Key*

A8DC94DF48C844E...

Chairperson Key

## Certificate Of Completion

Envelope Id: 5917B8F3CC99424EAE6773BABBBB8380	Status: Completed
Subject: Please DocuSign: June27_2019DMeeting Final_For Signatures.pdf	
Source Envelope:	
Document Pages: 7	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	City Clerk
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	8353 Sierra Avenue
	Fontana, CA 92335
	clerks@fontana.org
	IP Address: 192.146.186.96

## Record Tracking

Status: Original	Holder: City Clerk	Location: DocuSign
7/29/2019 10:34:28 AM	clerks@fontana.org	

## Signer Events

Ysela Aguire  
yselac13@aol.com

Security Level: Email, Account Authentication  
(None)

## Signature

DocuSigned by:  
*Ysela Aguire*  
6215EB89E9C04DA...

Signature Adoption: Pre-selected Style  
Using IP Address: 174.213.19.111  
Signed using mobile

## Timestamp

Sent: 7/29/2019 10:34:34 AM  
Viewed: 8/1/2019 7:06:09 AM  
Signed: 8/1/2019 7:06:29 AM

## Electronic Record and Signature Disclosure:

Accepted: 8/1/2019 7:06:09 AM  
ID: 7cc37260-fc90-444f-80c8-50cff0aa271b

Germain Key  
germainekey@yahoo.com

Security Level: Email, Account Authentication  
(None)

DocuSigned by:  
*GKey*  
A8DC94DF48C841E...

Signature Adoption: Drawn on Device  
Using IP Address: 174.210.12.106  
Signed using mobile

Sent: 8/1/2019 7:06:30 AM  
Viewed: 8/1/2019 10:25:39 AM  
Signed: 8/1/2019 10:26:38 AM

## Electronic Record and Signature Disclosure:

Accepted: 8/1/2019 10:25:39 AM  
ID: 8bc4b371-a2c7-454f-8591-da47b5052ca6

## 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

Evelyn Ssenkoloto  
essenkol@fontana.org

Security Level: Email, Account Authentication  
(None)

## Electronic Record and Signature Disclosure:

Not Offered via DocuSign

**COPIED**

Sent: 8/1/2019 10:26:39 AM  
Viewed: 8/1/2019 3:54:19 PM



Carbon Copy Events	Status	Timestamp
Kathy Kasinger kkasinger@fontana.org Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 8/1/2019 10:26:40 AM Viewed: 8/1/2019 11:10:58 AM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/1/2019 10:26:40 AM
Certified Delivered	Security Checked	8/1/2019 10:26:40 AM
Signing Complete	Security Checked	8/1/2019 10:26:40 AM
Completed	Security Checked	8/1/2019 10:26:40 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: [cteveda@fontana.org](mailto:cteveda@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 [cteveda@fontana.org](mailto:cteveda@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 [cteveda@fontana.org](mailto:cteveda@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 [cteveda@fontana.org](mailto:cteveda@fontana.org) and in the body of such request you must state your e-mail, full name, US 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"><li>•Allow per session cookies</li><li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li></ul>

\*\* 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.