

**CITY OF FONTANA
PARKS, COMMUNITY AND HUMAN SERVICES COMMISSION
REGULAR MEETING
MAY 28, 2020**

ROLL CALL:

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

Absent: None

The regular meeting of the City of Fontana Parks, Community and Human Services Commission was held on Thursday, May 28, 2020, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California. The meeting was called to order at 7:09 p.m. by Chairperson Ahumada, followed by an Invocation given by Commissioner Johnson, and the Pledge of Allegiance led by Commissioner Jones.

Staff: Community Services Director Garth Nelson; Community Services Manager Michael Wright; Community Services Manager Daniel Schneider; Community Services Manager Kristy Samples; Public Works Manager Dan West; and Senior Administrative Aide Harriet Myers.

SPECIAL PRESENTATION:

None.

PUBLIC COMMUNICATION:

None.

CONSENT CALENDAR:

A. APPROVAL OF MINUTES:

Minutes of the April 23, 2020, Parks, Community and Human Services Commission Meetings.

B. PUBLIC WORKS OPERATIONS-PARKS AND LANDSCAPE DIVISION

Approve April 2020 activities report.

ACTION: Motion was made by Commissioner Vaquera, seconded by Commissioner Quintana, and passed by a vote of 7-0-0 to approve Consent Calendar. (AYES: Ahumada, Gordon, Johnson, Vaquera, Jones, Quintana, Key; NOES: None; ABSTAIN: None.)

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A. CIP REVIEW FY 2020/21 - LYNN ROGERS - ORAL REPORT

Resource Budget Officer Lynn Rogers provided a report on the CIP Review.

Commissioner Johnson spoke on the timeliness of the Commissioner's receiving the report.

Discussion was held on the focus of the report.

Discussion was held on the approval of funds for Shadow Park.

Discussion was held on the restrooms at Shadow Park being replaced.

Discussion was held on the projects already in the pipeline.

ACTION: Motion was made by Commissioner Key, seconded by Commissioner Vaquera, and passed by a vote of 7-0-0 to approve the Fiscal Year 2020/2021 Seven-Year Capital Improvement Program (CIP) Preliminary Budget and Determination of Consistency with the General Plan's "Conservation, Open Space, and Parks and Trails". (AYES: Ahumada, Gordon, Johnson, Vaquera, Jones, Quintana, Key; NOES: None; ABSTAIN: None.)

B. CO-SPONSORSHIPS FY 2020/21 - DANIEL SCHNEIDER - ORAL REPORT

Community Services Supervisor Rob Bock provided a report on Co-Sponsorships FY2020/21.

Discussion was held on reconsideration of amount of funding to be provided.

Discussion was held on deductions in sponsorship or non-sponsorship of events with low attendance.

ACTION: Motion was made by Commissioner Jones, seconded by Commissioner Quintana, and passed by a vote of 6-1-0 to provide City Council with a recommendation regarding twenty-one Co-Sponsorship applications for fiscal year July 1, 2020 through June 30, 2021 removing funding for Begin From Within and reducing \$4,000 funding to Water of Life. (AYES: Ahumada, Johnson, Vaquera, Jones, Quintana, Key; NOES: Gordon; ABSTAIN: None.)

C. PUBLIC WORKS PARKS PROJECTS UPDATES DAN WEST - ORAL REPORT

Public Works Manager Dan West provided a Public Works Parks Projects Update.

Manager West reported that the Veteran's Monument Wall was opened in time for Memorial Day.

Manager West reported that Central City Park is 65% complete with the landscaping work and artificial turf being worked on next and the Community Garden taking shape.

Manager West reported that the Park Lighting Project is in full swing with Veteran's Park being completed and next will be Bill Martin Park.

Manager West reported that South Fontana Sports Park is in the Plan Check process with funding being sought to fully fund the project and put it out to bid.

Discussion was held on the lighting being retrofit, not the addition of lighting.

Discussion was held on the lighting at Martin Tudor being scheduled and lighting at all parks being completed within a year.

Discussion was held on the motivation for the Park Lighting Project being to save approximately \$200 to \$250 thousand in costs.

ACTION: Motion was made by Commissioner Gordon, seconded by Commissioner Key, and passed by a vote of 7-0-0 to accept and file the staff report. (AYES: Ahumada, Gordon, Johnson, Vaquera, Jones, Quintana, Key; NOES: None; ABSTAIN: None.)

D. COMMUNITY SERVICES DEPARTMENT SERVICES UPDATE - ORAL REPORT

This item was not heard.

COMMUNICATIONS:

A. COMMISSION COMMENTS

There were no Commission comments.

A. COMMUNITY SERVICES DEPARTMENT COMMENTS/PUBLIC WORKS DEPARTMENT COMMENTS

There were no Community Services Department or Public Works Department comments.

ADJOURNMENT:

By consensus, the meeting adjourned at 8:22 p.m. to the next Regular Parks, Community and Human Services Commission Meeting on Thursday, June 25, 2020. A Workshop will be held at 6:00 PM and will be available remotely with the Regular Meeting at 7:00 PM, available remotely.

DocuSigned by:

Ysela Aguirre

6215EB89E9C04DA...

Ysela Aguirre
Boards and Commissions Secretary

THE FOREGOING MINUTES WERE APPROVED BY THE PARKS AND COMMUNITY SERVICES COMMISSION ON THE 25th DAY OF JUNE 2020.

DocuSigned by:

Anahi Ahumada

63FEC935D4904A6

Chairperson Ahumada

Certificate Of Completion

Envelope Id: 185BA98AB647422B8E7E52107B4C95CB	Status: Completed
Subject: Please DocuSign: May28_2020_Final for 062520 for Signature.docx	
Source Envelope:	
Document Pages: 4	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
6/29/2020 12:50:18 PM	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: 76.206.62.154

Timestamp

Sent: 6/29/2020 12:50:23 PM
Viewed: 6/29/2020 1:08:43 PM
Signed: 6/29/2020 1:09:09 PM

Electronic Record and Signature Disclosure:
Accepted: 6/29/2020 1:08:43 PM
ID: df3b1cc2-ee7d-4974-ab08-915c34ea65a4

Anahi Ahumada
anahumada@fontana.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:
Anahi Ahumada
63FEC935D4904A6...

Signature Adoption: Pre-selected Style
Using IP Address: 23.243.123.44

Sent: 6/29/2020 1:09:11 PM
Viewed: 7/3/2020 3:58:15 PM
Signed: 7/3/2020 3:59:12 PM

Electronic Record and Signature Disclosure:
Accepted: 7/3/2020 3:58:15 PM
ID: 958d56e9-ac44-4f81-bf29-ed4eb30b1b18

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)	COPIED	Sent: 7/3/2020 3:59:13 PM

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)	<div>COPIED</div>	Sent: 7/3/2020 3:59:14 PM Viewed: 7/6/2020 7:37:42 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

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

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

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/3/2020 3:59:14 PM
Certified Delivered	Security Checked	7/3/2020 3:59:14 PM
Signing Complete	Security Checked	7/3/2020 3:59:14 PM
Completed	Security Checked	7/3/2020 3:59:14 PM

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

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 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 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 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">•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.