

**CITY OF FONTANA  
PARKS, COMMUNITY AND HUMAN SERVICES COMMISSION  
REGULAR MEETING  
JUNE 25, 2020**

The City of Fontana Parks, Community and Human Services Commission and Staff met for a workshop at 6:00 p.m. on Thursday, June 25, 2020, remotely, prior to the regular meeting to review the agenda, receive a Co-Sponsorship update, and a Community Services Department Budget Update.

**ROLL CALL:**

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

Absent: Commissioner Quintana

The regular meeting of the City of Fontana Parks, Community and Human Services Commission was held on Thursday, June 25, 2020, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California. The meeting was called to order at 7:03 p.m. by Chairperson Ahumada, followed by an Invocation given by Commissioner Vaquera, and the Pledge of Allegiance led by Commissioner Key.

Staff: Community Services Director Garth Nelson; Community Services Manager Michael Wright; Community Services Manager Daniel Schneider; Community Services Manager Kristy Samples; Sr. Administrative Aide Harriet Myers; Public Works Manager Dan West; City Clerk Tonia Lewis and Boards and Commission Secretary Ysela Aguirre.

**SPECIAL PRESENTATION:**

None.

**PUBLIC COMMUNICATION:**

None.

**CONSENT CALENDAR:**

**A. APPROVAL OF MINUTES:**

Minutes of the May 28, 2020, Parks, Community and Human Services Commission Meetings.

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

Approve May 2020 activities report.

**ACTION:** Motion was made by Commissioner Johnson, seconded by Commissioner Key, and passed by a vote of 6-0-0 to approve Consent Calendar items A and B. (AYES: Ahumada, Gordon, Johnson, Vaquera, Jones, Key; NOES: None; ABSTAIN: None.)

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**A. COMMUNITY SERVICES DEPARTMENT ESSENTIAL SERVICES UPDATE - ORAL REPORT**

Community Services Manager Michael Wright provided an update on Essential Services provided through the Community Services Department on the Virtual Recreation Center, Virtual Camp, Virtual Fontana Walks, and Senior Support.

Community Services Manager Kristy Samples provided an update on Youth Programs Support, and the Fontana Unified School District Grab N Go Meal Distribution.

Community Services Manager Daniel Schneider provided an update on the Park Monitor Program, Virtual Summer Concerts, and the 4<sup>th</sup> of July Virtual Celebration.

Manager Samples spoke on keeping residents connected and informed.

Discussion was held on Virtual Camp participation.

Discussion was held on senior citizens being unable to attend programming at the Fontana Senior Center and staff being able to reach out to them and continue to provide interactions with them.

Discussion was held on the dates of the food service youth meals being provided.

Director Nelson spoke on personally reaching out to our senior citizens.

Discussion was held on hosting virtual events for senior citizens.

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

**B. PUBLIC WORKS PARKS PROJECTS UPDATE - ORAL REPORT - DAN WEST**

Public Works Manager Dan West provided an update on Central City Park, Shadow Park, South Fontana Sports Park,

Manager West thanked the Park Monitors for all of their work.

Discussion was held on how Park Monitors are handling issues at parks.

Discussion was held on the plans for the reopening of Ralph M. Lewis park.

Discussion was held on youth in the community jumping fences to get on the fields; everyone is encouraged to report those situations.

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

### **COMMUNICATIONS:**

#### **A. COMMISSION COMMENTS**

Vice Chairperson Gordon thanked staff for being so important during these difficult times.

Vice Chairperson Gordon requested prayers for first responders.

Vice Chairperson Gordon encouraged the public to get involved to make the community great.

Secretary Johnson thanked staff and everyone working in the community.

Secretary Johnson encouraged everyone to visit Fontana.org for information on what is being provided.

Secretary Johnson shared a quote he heard “The greatness of a community is most accurately measured by the compassionate actions of its members.”

Secretary Johnson thanked everyone that makes the community great.

Commissioner Jones spoke on the volatile situation in the nation and in Fontana.

Secretary Johnson commended the citizens of Fontana for exercising their first amendment right on planning and organizing peaceful protests; and encouraged everyone to continue to express their first amendment rights.

Secretary Johnson spoke on having conversations with the police and the Mayor to develop an advisory board to meet with the Police Chief on a monthly basis.

Secretary Johnson spoke on San Bernardino County identifying racism as a public health crisis.

Secretary Johnson spoke on being able to support Black Lives Matter and the Police

Department at the same time.

Secretary Johnson spoke on systematic racism.

Commissioner Key congratulated Commissioner Jones for the excellent job in opening up the conversation and is looking forward to positive results.

Commissioner Key encouraged everyone to participate in the 2020 Census.

Commissioner Key encouraged everyone to keep wearing masks to save themselves and others and stay home as much as possible.

Commissioner Key encouraged everyone to vote in November.

Commissioner Vaquera thanked staff for what they are doing during this pandemic.

Commissioner Vaquera spoke on it being okay to express your opinion, to make a commitment to contribute and participate in change.

Commissioner Vaquera encouraged everyone to be open minded and work together to work out their differences.

Commissioner Vaquera reminded everyone to keep using their masks - especially young people.

Commissioner Vaquera greeted his family watching in Mexico.

Chairperson Ahumada thanked the Police Department for their continuous efforts to keep the community safe.

Chairperson Ahumada reminded everyone to only use safe and sane fireworks being allowed in Fontana.

#### **A. COMMUNITY SERVICES DEPARTMENT COMMENTS/PUBLIC WORKS DEPARTMENT COMMENTS**

Community Services Director Nelson thanked the Commissioners and colleagues for supporting the department during the crisis in Council Chambers during the last Parks, Community and Human Services meeting.

Director Nelson thanked the Commissioners for providing their feedback and insight from the community.

Director Nelson spoke on taking care of ourselves and respecting our family and colleagues from a safety standpoint.

Director Nelson spoke on the challenging times we are facing, and full-time staff is committed to serving the residents of the community.

Director Nelson thanked the KFON team for all of their hard work on keeping the community connected.

Director Nelson appreciates the Commissioners and complimented Commissioner Jones on today's forum as a start for something special in Fontana.

Director Nelson spoke on the CIP and General Plan and spoke on the Community Development Director Zai AbuBakar coming back and reviewing Sections 7, 8 and 16 with the Parks, Community and Human Services Commissioners.

Director Nelson wished everyone a happy 4<sup>th</sup> of July.

Community Services Manager Wright thanked the Commissioners for their ideas and dialogue through these difficult times.

Manager Wright spoke on attending today's community dialogue and commended Commissioner Jones for doing a great job.

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

Community Services Manager Daniel Schneider thanked the virtual camp staff for all of their work.

Manager Schneider thanked Manager Wright for taking the lead with the Managers.

Manager Schneider thanked KFON staff for being incredible.

Manager Schneider wished the Dodger Dream Field a happy first birthday.

Manager Schneider congratulated the Dodger Foundation on receiving the ESPY Foundation Award.

Manager Schneider commended Commissioner Jones on his gift of passion and thanked him for spreading it.

Manager Schneider thanked Commissioner Gordon for working in the field he works in.

Community Services Manager Kristy Samples spoke on being mobile friendly and change ready during this time.

Manager Samples thanked the engaged community and encouraged everyone to continue reaching out.

Manager Samples reminded everyone to stay hydrated during the heat and to follow safe and sane firework guidelines.

Public Works Manager Dan West wished everyone a happy and safe 4<sup>th</sup> of July.

**ADJOURNMENT:**

By consensus, the meeting adjourned at 8:01 p.m. to the next Regular Parks, Community and Human Services Commission Meeting on Thursday, July 23, 2020. 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*

6215FR89F9C04DA

Ysela Aguirre  
Boards and Commissions Secretary

**THE FOREGOING MINUTES WERE APPROVED BY THE PARKS AND COMMUNITY SERVICES COMMISSION ON THE 23rd DAY OF JULY 2020.**

DocuSigned by:

*Matthew Gordon*

B6691CA42E50421

Vice-Chairperson Gordon

## Certificate Of Completion

Envelope Id: 0316928098F440AF822FC5FEE97330D3

Status: Completed

Subject: Please DocuSign: June25\_2020ParksFinal for Signatures 072320.pdf

Source Envelope:

Document Pages: 6 Signatures: 2

Envelope Originator:

Certificate Pages: 5 Initials: 0

City Clerk

AutoNav: Enabled

8353 Sierra Avenue

EnvelopeD Stamping: Enabled

Fontana, CA 92335

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

clerks@fontana.org

IP Address: 192.146.186.96

## Record Tracking

Status: Original

Holder: City Clerk

Location: DocuSign

7/28/2020 9:51:48 AM

clerks@fontana.org

## Signer Events

### Signature

### Timestamp

Ysela Aguirre

yselac13@aol.com

Security Level: Email, Account Authentication (None)



6215EB89E9C04DA...

Sent: 7/28/2020 9:51:54 AM

Viewed: 7/28/2020 11:13:59 AM

Signed: 7/28/2020 11:14:24 AM

Signature Adoption: Pre-selected Style  
Using IP Address: 172.116.254.182

## Electronic Record and Signature Disclosure:

Accepted: 7/28/2020 11:13:59 AM

ID: ff0d38f3-91e5-436b-9c36-94a90ac19a4a

Matthew Gordon

mgordon@fontana.org

Security Level: Email, Account Authentication (None)



B6691CA42E50421...

Sent: 7/28/2020 11:14:26 AM

Viewed: 8/10/2020 3:21:42 PM

Signed: 8/10/2020 3:22:41 PM

Signature Adoption: Pre-selected Style  
Using IP Address: 174.195.195.147  
Signed using mobile

## Electronic Record and Signature Disclosure:

Accepted: 8/10/2020 3:21:42 PM

ID: 93ce040a-0e33-4b2e-8c36-0e3fdd3512ea

## 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 Ssenkoloto

essenkol@fontana.org

Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 8/10/2020 3:22:42 PM

Viewed: 8/10/2020 3:51:45 PM

## Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
Kathy Kasinger kkasinger@fontana.org Records Coordinator Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 8/10/2020 3:22:43 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/10/2020 3:22:43 PM
Certified Delivered	Security Checked	8/10/2020 3:22:43 PM
Signing Complete	Security Checked	8/10/2020 3:22:43 PM
Completed	Security Checked	8/10/2020 3:22:43 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: 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"><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.