

**CITY OF FONTANA
PARKS, COMMUNITY AND HUMAN SERVICES COMMISSION
REGULAR MEETING
OCTOBER 22, 2020**

WORKSHOP

The City of Fontana Parks, Community and Human Services Commission and Staff met remotely for a workshop at 6:30 p.m. on Thursday, October 22, 2020, prior to the regular meeting to review the agenda.

ROLL CALL:

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

Absent: Commissioner Jones

The regular meeting of the City of Fontana Parks, Community and Human Services Commission was held on Thursday, October 22, 2020, 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 Ahumada, followed by an Invocation given by Commissioner Gordon, and the Pledge of Allegiance led by Commissioner Quintana.

Staff: Community Services Manager Michael Wright; Community Services Manager Daniel Schneider; Community Services Manager Kristy Samples; Public Works Manager Dan West; Community Services Supervisor Rob Bock, and Senior Administrative Aide Harriet Myers.

SPECIAL PRESENTATION:

Commissioner Johnson presented on the Charles Koehler Veteran's Day Contest and spoke on Council Member Jesse Sandoval and two anonymous donors sponsoring the prizes. A check was accepted on their behalf. Community Services Manager Daniel Schneider invited youth in the community to participate in the Charles Koehler Veteran's Day Contest and shared the requirements to be able to participate.

PUBLIC COMMUNICATION:

Terry requested an update on the park to be built on Santa Ana and Juniper.

Sonny Renteria spoke on the safety of the residents in the park that is in the middle of all of the warehouses.

CONSENT CALENDAR:

A. APPROVAL OF MINUTES:

Minutes of the September 24, 2020, Parks, Community and Human Services Commission Meetings.

B. PUBLIC WORKS OPERATIONS-PARKS AND LANDSCAPE DIVISION

Approve July, August, & September 2020 activities report.

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

*Note: Commission Matthew Gordon was not in attendance at the September 24, 2020, Parks, Community and Human Services Commission Meeting

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A. CO-SPONSORSHIP APPLICATIONS CYCLE (2) 2020/21 - DANIEL SCHNEIDER

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

ACTION: Motion was made by Commissioner Vaquera, seconded by Commissioner Gordon, and passed by a vote of 6-0-0 to provide City Council with a recommendation regarding four Co-Sponsorship applications for fiscal year July 1, 2020, through June 30, 2021, totaling an amount of \$17,326. (AYES: Ahumada, Gordon; Johnson, Vaquera, Quintana, Key; NOES: None; ABSTAIN: None.)

B. COMMUNITY SERVICES DEPARTMENT ESSENTIAL SERVICES UPDATE - ORAL REPORT – COMMUNITY SERVICES DEPARTMENT MANAGERS WRIGHT, SCHNEIDER, SAMPLES

Community Services Manager Michael Wright spoke on the virtual services being offered by the Community Services Department.

Manager Wright spoke on the Healthy Fontana Virtual Let's Move on the Trail event held October 5-10, 2020, and thanked sponsors and community partners that provided information and resources.

Manager Wright encouraged the community to participate in the November 21, 2020, Virtual Let's Move on the Trail and to keep logging their steps and submit pictures to health.fontana.org.

Manager Wright spoke on the facilities used for cooling centers, election poll worker's training, onsite voting, and Covid testing.

Staff remains in contact with Senior Community and have distributed 60,000 meals, transported over 730 members and had phone contact with over 7,800 seniors.

Above the Limits hosted two virtual events with 32 points of contact.

Virtual Classes included dance, martial arts, exercise, computer coding, financial wellness and Anime drawing and had 55 participants.

Community Services Manager Kristy Samples spoke on the Fontana Arts Programs being offered by the Community Services Department.

Eight Arts classes were provided with 66 points of contact. Activities included Kids' Paint Night, Let's Move on the Trail art activity, Make and Create, Family Paint Night, Little Tykes Paint Night and Imagination Studios.

New Programs coming soon include Adult Paint Night and additional Kids Paint Night.

The Fontana Expanded Learning Program in collaboration with Fontana Unified School District and Boys and Girls Club offered a virtual After School Program that offered homework support, health and wellness education, STEAM activities, Leading Education Art Program (LEAP) and physical activities. Support was also provided to school staff, participants and family one-on-one services. Staff assisted with Grab and Go meal distribution which distributed meals to over 52,000. Over 17,000 participated in virtual programs, over 440 attended the Learning Center and over 3,000 one-on-one phone calls were made.

Community Services Manager Daniel Schneider spoke on the athletic fields and parks.

Manager Schneider spoke on the 45 athletic fields being used with 120 permits issued which generated \$17,000 in revenue this past month.

The Park Monitors provide a great service to residents by monitoring the permitted user groups and disinfecting playgrounds and educating users on state safety protocols.

Lap Swim at Fontana Parks Aquatics Center is very popular with 126 weekly morning participants; and 236 weekly evening participants.

Manager Schneider spoke on the Drive In Movie Night held on October 9, 2020, which had 50 cars and 150 participants; the next Drive In Movie Night is being held on October 30, 2020, at Fontana Park.

Manager Wright spoke on the Halloween Virtual Fun Fest events being held including the art contest held last week; pumpkin carving contest entries due by October 25; Halloween Home

Decorating or Halloween Costume Contests due by November 2, 2020.

Other programming includes a free make up tutorial, Monster Dance Party on October 28; Dive In Movie on October 30, 2020; Boo & Bite Drive-through Trunk or Treat on October 31, 2020.

Manager Samples provided contact information for residents to stay connected with the Community Services Department, including the City website at recreation.fontana.org, with links to activities, social media, YouTube, newsletters, or call 909.349.6900

Discussion was held on the only aquatic center being open right now is Fontana Park.

Discussion was held on the data available regarding the demographics of those attending the aquatics program at Fontana Park.

Discussion was held on the activity in the arts programs and participation increasing.

Discussion was held on utilizing the Rose Garden and Art Depot for smaller group programming; currently, there is no in person programming due to Covid restrictions.

Discussion was held on playgrounds being fully open with state and county mandated restrictions.

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

C. LITTLE LIBRARY - COMMUNITY REQUEST - ORAL REPORT - MICHAEL WRIGHT

Community Services Manager Michael Wright provided a report on Little Free Libraries - book exchange boxes - in City Parks.

Discussion was held on feedback from other cities on issues they may have had with Little Libraries.

Commissioner Johnson spoke on feedback he has received regarding Little Free Libraries and is in favor of having them in the parks.

Discussion was held on piloting the Little Free Libraries at Community Centers.

Discussion was held on having City youth submit art designs for the Little Library boxes.

Discussion was held on it not being the time for Little Free Libraries due to the pandemic and creating a possible transmitter.

Discussion was held on the estimated costs of having a book box on City property.

Discussion was held on having volunteers make the book boxes.

Commissioner Johnson shared that Gary Campbell has offered to donate one.

Discussion was held on concerns with taking books and not leaving any; vulgar books; and the boxes being used for criminal activities.

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

D. PUBLIC WORKS PARKS PROJECTS UPDATE DAN WEST - ORAL REPORT

Public Works Manager Dan West shared pictures of the projects that have had park lighting upgrades.

Manager West shared that the Southridge Park slide is being repaired; and Oak Grove Park is nearly ready to open.

Discussion was held on the repair needed on the Southridge Park slide.

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, Quintana, Key; NOES: None; ABSTAIN: None.)

E. NOVEMBER AND DECEMBER COMMISSION CALENDARS - ORAL REPORT – MICHAEL WRIGHT

Community Services Manager Michael Wright spoke on possible changes to the November and December Parks, Community and Human Services Commission meeting schedule.

ACTION: Motion was made by Commissioner Johnson, seconded by Commissioner Key, and passed by a vote of 6-0-0 to cancel the November 26, 2020, Regular Meeting; and the December 24, 2020, Regular Meeting and holding one meeting on December 10, 2020. (AYES: Ahumada, Gordon, Johnson, Vaquera, Quintana, Key; NOES: None; ABSTAIN: None.)

COMMUNICATIONS:

A. COMMISSION COMMENTS

Commissioner Gordon thanked the members of the public for joining the discussion tonight and encouraged the public to bring their ideas forward.

Commissioner Gordon thanked Council Member Sandoval for his donation to the Veteran's Day Project.

Commissioner Gordon commended staff on the work done on the park lighting upgrades.

Commissioner Gordon is happy that Oak Grove Park will be open soon.

Commissioner Johnson thanked Council Member Sandoval for his donation to the Veteran's Day Project and spoke on the importance of the Koehler Writing Contest.

Commissioner Johnson thanked Sonny and Terry for coming to the meeting, voicing their opinions, and sharing their concerns.

Commissioner Johnson thanked everyone for their work on the Little Libraries.

Commissioner Johnson requested information on the South Fontana Park be shared at the next meeting.

Commissioner Johnson spoke on the playgrounds being open and the community following the guidelines.

Commissioner Johnson thanked his fellow Commissioners for being here tonight.

Commissioner Johnson thanked the Community Services Department for providing services virtually.

Commissioner Johnson wished his son, Oliver, a happy birthday.

Commissioner Johnson wished everyone a happy Thanksgiving.

Commissioner Key wished everyone a happy Thanksgiving.

Commissioner Key thanked Council Member Sandoval for his annual contribution to the Veteran's Day Project.

Commissioner Key spoke on the importance of voting.

Commissioner Key spoke on the importance of wearing face masks.

Commissioner Key wished everyone a happy Halloween.

Commissioner Key wished Oliver a happy birthday.

Commissioner Quintana thanked everyone for their reports tonight.

Commissioner Quintana thanks Manager West for his report on the park lighting.

Commissioner Quintana spoke on the parks being open and the community following the guidelines.

Commissioner Quintana wished everyone a happy Thanksgiving.

Commissioner Vaquera thanked staff, especially Senior Center Staff for keeping the line of communication open with seniors.

Commissioner Vaquera is looking forward to getting the Little Libraries started.

Commissioner Vaquera spoke on the park lighting report.

Commissioner Vaquera encouraged everyone to be safe and reminded the residents of the Halloween virtual events.

Commissioner Vaquera thanked Terry and Sonny for participating in tonight's meeting and encouraged everyone to participate.

Commissioner Vaquera wished everyone a happy Thanksgiving.

Commissioner Vaquera reminded everyone to be safe and wear your masks.

Chairperson Ahumada wished everyone a happy Halloween and a happy Thanksgiving.

A. COMMUNITY SERVICES DEPARTMENT COMMENTS/PUBLIC WORKS DEPARTMENT COMMENTS

Community Services Manager Michael Wright spoke on KFON doing an amazing job on the Let's Move on the Trial event.

Manager Wright thanked the IT department for all their support during the pandemic and making the meetings possible.

Manager Wright wished everyone a happy Halloween and a happy Thanksgiving.

Community Services Manager Daniel Schneider reminded everyone about submitting their work for the Veteran's Day Contest.

Manager Schneider spoke on KFON programming including Veteran's Day events from previous years on Veteran's Day.

Manager Schneider thanked Alan and Harriet for doing the behind the scenes work.

Manager Schneider commended Michael Wright for running tonight's meeting.

Manager Schneider wished his wife a happy 17th anniversary.

Community Services Manager Kristy Samples commended MYAC members for their work on learning about the voting process.

Manager Samples commended the Community Services Marketing team for their phenomenal job on communication regarding all of the programming available.

Manager Samples congratulated the Fontana Expanded Learning program for being recognized by the State of California and the County of San Bernardino for being an effective and efficient distance learning program support model.

Manager Samples wished her husband a very happy anniversary.

Manager Samples wished her son, Walker, a happy birthday.

Public Works Manager Dan West spoke on all of the parks in the city getting a lighting upgrade.

Manager West spoke on the public meeting for updates on the South Fontana Sports Park.

ADJOURNMENT:

By consensus, the meeting adjourned at 8:42 p.m. to the next Regular Parks, Community and Human Services Commission Meeting on Thursday, December 10, 2020. A Workshop will be held at 6:30 p.m. (Due to the evolving situation with the COVID-19 Novel Coronavirus and the health recommendations for social distancing from the Center for Disease Control (CDC)) **THE CITY OF FONTANA PARKS, COMMUNITY AND HUMAN SERVICES COMMISSION MEETING OF DECEMBER 10, 2020 AT 7:00PM SHALL BE AVAILABLE TO THE PUBLIC REMOTELY.**

DocuSigned by:

Ysela Aguirre

6215EB89E9C04DA...

Ysela Aguirre
Boards and Commissions Secretary

THE FOREGOING MINUTES WERE APPROVED BY THE PARKS, COMMUNITY AND HUMAN SERVICES COMMISSION ON THE 10th DAY OF DECEMBER 2020.

DocuSigned by:

Anahi Ahumada

63FEC035D4904A6...

Chairperson Ahumada

Certificate Of Completion

Envelope Id: 984FB0634652490BAF54308C36207B38 Status: Completed

Subject: Please DocuSign: Oct22Parks Final for 121020 for Signatures.pdf

Source Envelope:

Document Pages: 8 Signatures: 2

Certificate Pages: 5 Initials: 0

AutoNav: Enabled

EnvelopeD Stamping: Enabled

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

Envelope Originator:

City Clerk

8353 Sierra Avenue

Fontana, CA 92335

clerks@fontana.org

IP Address: 192.146.186.96

Record Tracking

Status: Original

2/1/2021 9:09:00 AM

Holder: City Clerk

clerks@fontana.org

Location: DocuSign

Signer Events

Signature

Timestamp

Ysela Aguirre

yselac13@aol.com

Security Level: Email, Account Authentication (None)

DocuSigned by:



6215EB89E9C04DA...

Sent: 2/1/2021 9:09:05 AM

Viewed: 2/2/2021 10:39:06 AM

Signed: 2/2/2021 10:42:06 AM

Signature Adoption: Pre-selected Style
Using IP Address: 76.206.62.154

Electronic Record and Signature Disclosure:

Accepted: 2/2/2021 10:39:06 AM

ID: b8b4cfda-c96a-44fd-97ea-cf956f827b0a

Anahi Ahumada

anahumada@fontana.org

Security Level: Email, Account Authentication (None)

DocuSigned by:



63FEC935D4904A6...

Sent: 2/2/2021 10:42:08 AM

Viewed: 2/4/2021 10:35:32 AM

Signed: 2/4/2021 10:36:22 AM

Signature Adoption: Pre-selected Style
Using IP Address: 23.243.123.44
Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 2/4/2021 10:35:32 AM

ID: e9fea189-d6df-4461-9c54-9e8b98c54f39

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: 2/4/2021 10:36:23 AM

Viewed: 2/4/2021 11:03:48 AM

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)	COPIED	Sent: 2/4/2021 10:36:23 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/1/2021 9:09:05 AM
Certified Delivered	Security Checked	2/4/2021 10:35:32 AM
Signing Complete	Security Checked	2/4/2021 10:36:22 AM
Completed	Security Checked	2/4/2021 10:36:23 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.