

CITY OF FONTANA
REG PARKS, COMMUNITY AND HUMAN SERVICES COMMISSION
June 25, 2020
GROVER W. TAYLOR COUNCIL CHAMBERS
REVISED
7:00 PM

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 REGULAR PARKS, COMMUNITY AND
HUMAN SERVICES COMMISSION MEETING
SHALL BE AVAILABLE TO THE PUBLIC REMOTELY.**

The general public is encouraged to watch and participate from the safety of their home while practicing social distancing.

The meeting can be viewed:

On Local Cable: KFON Channel 3

Streaming Online: live.fontana.org

**Members of the public can submit comments via e-mail at
parkscormission@fontana.org**

City Staff will be monitoring this e-mail during the meeting and will read the comments into the record at the appropriate time during the meeting. Public Comments of no more than 3 minutes shall be read into the record. In the subject of your e-mail please indicate the item number and if it is a public hearing item whether you are in favor or opposition of the project.

Alternatively, you can leave your pre-recorded comment by calling (909) 600-5502 and leave your comments in a voice mail message before 5:00 p.m.

the day of the meeting to have it played during the meeting

Welcome to the meeting of the City of Fontana REGULAR PARKS, COMMUNITY AND HUMAN SERVICES COMMISSION. To address the Parks, Community and Human Services Commission, please submit a written comment via e-mail to parkscormission@fontana.org. Your comment will be read into the record at the appropriate time during the meeting. Please submit comments prior to the opening of the public comment period for each agenda item. Comments received after the public comment period is closed shall not become part of the public record of the hearing and shall not be made available to the Parks, Community and Human Services Commission. In compliance with Section 202 of the

Americans with Disabilities Act of 1990 42 U.S.C Sec. 12132 and the federal rules and regulations adopted in implementation thereof, the Agenda will be made available in appropriate alternative formats to persons with a disability. Should you need special assistance to participate in this meeting, please contact the City Clerks Department by calling (909) 350-7602. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Traducción en Español disponible a petición. Favor de notificar al Departamento "City Clerk". Para mayor información, favor de marcar el número 350-7602.

WORKSHOP:

WORKSHOP

6:00 PM WORKSHOP (Available Remotely)

- A. Agenda Review
- B. Co-Sponsorship Update
- C. Community Services Department Budget Update

CALL TO ORDER/ROLL CALL:

A. CALL TO ORDER/ROLL CALL

7:00 PM Call the meeting to order.

INVOCATION/PLEDGE OF ALLEGIANCE:

A. INVOCATION

SPECIAL PRESENTATIONS:

A. SPECIAL PRESENTATIONS:

None

PUBLIC COMMUNICATIONS:

This is an opportunity for citizens to speak to the Commission for up to 3 minutes on items **not** on the Agenda, but within the Commission's jurisdiction. The Commission is prohibited by law from discussing or taking immediate action on non-agendized items.

A. PUBLIC COMMUNICATIONS

CONSENT CALENDAR:

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below - there will be no separate discussion on these items prior to the time Commission votes on them, unless a member of the Commission requests a specific item be removed from the Consent Calendar for discussion. **Does any member of the public wish to address the Commission regarding any item on the Consent Calendar before the vote is taken?**

A. APPROVAL OF MINUTES

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

B. PUBLIC WORKS OPERATIONS - PARKS AND LANDSCAPE DIVISION

Approve May 2020 activities report.

Approve Consent Calendar Items as recommended by staff.

UNFINISHED BUSINESS:

A. UNFINISHED BUSINESS

None

NEW BUSINESS:

A. COMMUNITY SERVICES DEPARTMENT ESSENTIAL SERVICES UPDATE - ORAL REPORT

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

COMMISSION COMMENTS:

A. COMMISSIONER COMMENTS

- Anahi Ahumada, Chair
- Matthew Gordon, Vice Chair
- Craig Johnson, Secretary
- Felix Jones, Commissioner
- Germaine Key, Commissioner
- Ricardo Quintana, Commissioner
- Luis Vaquera, Commissioner

COMMUNICATIONS:

A. COMMUNITY SERVICES/PUBLIC WORKS DEPARTMENT COMMENTS

- Garth W. Nelson, Community Services Director
- Michael Wright, Community Services Manager
- Daniel Schneider, Community Services Manager
- Kristy Samples, Community Services Manager
- Dan West, Public Works Manager

ADJOURNMENT:

A. ADJOURNMENT

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.

(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 JULY 23, 2020 AT 7:00PM SHALL BE AVAILABLE TO
THE PUBLIC REMOTELY.

**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 UPDAT E 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.

Ysela Aguirre
Boards and Commissions Secretary

Chairperson Ahumada

FROM: Department of Public Works

SUBJECT: Operation - Parks and Landscape Division

June 25, 2020

RECOMMENDATION:

Accept staff report.

DISCUSSION:

PARKS AND LANDSCAPE DIVISION

The Parks and Landscape Division in-house personnel repoded to 864 work orders in the month of May. These work orders were related to maintenance and repair in the City's park and landscape areas. Additionally, routine landscape maintenance was performed on 23,563,997 sq. ft. of irrigated landscape. These activities were performed through the use of four landscape inspectors and City contracted services.

TASK	NUMBER OF TIMES ITEMS WERE SERVICED
Admin	44
Aesthetic/Svc Rqst Prune 0-12 DBH	11
Citizen Contact	1
Court Maintenance	6
COVID19	132
Electrical	2
Fence Maintenance	8
Field Maintenance	15
Fountain Maintenance	17
Furniture Maintenance	5
Grid 4 Trim	1
Hanging Banner	3
Hardscape Maintenance	
Inspection of Site	220
Irrigation	144
Irrigation Controller Maintenance	
Irrigation Controller Testing	5
Irrigation Maintenance & Repairs	
Landscape Maintenance	404
Lighting Maintenance	32
Limb Removal	11
Misc	1
Monument Maintenance	1
Park Inspection	7
Park Maintenance	24
Path Maintenance	6
Pest Control	5
Planter/Paver Maintenance	2
Playground Maintenance	30
Plumbing	2
Pool Maintenance	23
Raise Tree	22
Refuse Maintenance	8
Remove Tree Well Weeds	1
Repair Tables	1
Restroom Maintenance	5
Root Pruning	2

Security	27
Shopping Cart Removal	
Structure Maintenance	7
Stump Grinding	10
Supplies/Equip	6
Tree & Stump Removal 25+ DBH	4
Tree Inspection	14
Tree Planting	11
Tree Removal	6
Tree Staking and Tying	2
Tree Trimming	25
Vehicle Inspection	0
Weed Control	1
Welding	1
Yard Duties/Cleaning	1

Number of times serviced **1,318**

Parks Division Standby Hours	Number of Hours	Number of Call Outs
Limb Removal	14.0	4
Stump Grinding	13.5	1
Tree Inspection	2.0	1
Plumbing	8.0	2
Irrigation	9.0	3
Park Maintenance	11.0	4
Lighting Maintenance	10.0	3
Park Inspection	30.0	7
Security	4.0	1
COVID19	111.0	21
Total	212.5	47

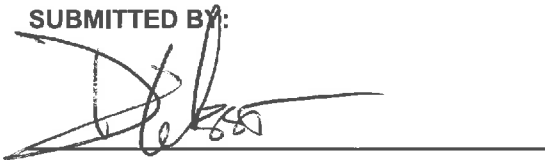
FISCAL IMPACT:

None

MOTION:

Approve staff recommendation.

SUBMITTED BY:



Dan West

Public Works Manager