

**CITY OF FONTANA
PARKS AND RECREATION COMMISSION
REGULAR MEETING
JUNE 11, 2008**

The City of Fontana Parks and Recreation Commission and Staff met for a workshop at 6:00 p.m. on Wednesday, June 11, 2008, in the City Hall Executive Conference Room, 8353 Sierra Avenue, Fontana, California prior to the regular Parks and Recreation Commission meeting to review the agenda. The workshop was called to order at 6:10 p.m. by Commissioner Baker, with Chairperson Tahan (arrived at 6:20 p.m.), Commissioners, Hall, Thomas, and Wibert present.

The regular meeting of the City of Fontana Parks and Recreation Commission was held on Wednesday, June 11, 2008, in the City Hall Council Chambers, 8353 Sierra Avenue, Fontana, California. The meeting was called to order at 7:07 p.m. by Chairperson Tahan, followed by the Pledge of Allegiance led by Commissioner Wibert, and an Invocation given by Commissioner Thomas.

ROLL CALL:

Present: Chairperson Tahan, Commissioners Baker, Hall, Thomas, and Wibert.

Absent: Commissioner Echandi and Commissioner Tigner

Present: Community Services Director Ken Herron; Public Works Director Chuck Hays, Community Services Managers Kyla Brown, and Frances Hernandez; Parks and Landscape Manager Dan West; Parks and Landscape Supervisor Luis Villalobos; Community Services Supervisors Karen Gerber, and Jennifer Hunt; Community Services Coordinators II Doug Johnson, Leslie Ramirez, and Michael Wright; Recreation Coordinator

SPECIAL PRESENTATIONS:

Mayor's Youth Council

EMPLOYEE INTRODUCTIONS:

Jessica Gandara, Community Services Coordinator II for Athletic Fields
Mallory King, Community Services Coordinator I for Facility Rentals
Ashley Johnson, Community Services Coordinator I for Facility Rentals

EMPLOYEE OF THE MONTH:

LESLIE RAMIREZ

Leslie Ramirez joined the Community Services Department team in 1997 as a facility Assistant with the Don Day Community Center and has worked her way up over the past eleven years to her current position of Community Services Coordinator II in charge of programming at the new Heritage Neighborhood Center.

Leslie is responsible for recruiting new contract instructors, as well as the implementation of programs, special events and activities.

Leslie is a self starter, energetic, and has exceptional customer services skills. Some accomplishments Leslie was responsible for in the last six months are:

- Planned and Implemented the Heritage First Annual Halloween Spooktacular that drew an attendance of 1,200 participants.
- Planned and Implemented the Heritage First Annual Easter Egg Hunt with an attendance of 800 participants.
- Successfully secured thirty four contract instructors to instruct various classes at the Heritage Neighborhood Center.
- Assisted in the development of a facility use policy
- Provided a mother's day tea for the Cypress Tiny Tots with 40 moms in and their children in attendance.
- Was an key staff member in the planning the grand opening of the Heritage Neighborhood Center

Leslie is a valuable team member of our department and the Community Services Department is honored to recognize Leslie as the employee of the month.

DOUGLAS JOHNSON

Mr. Johnson was hired in 2001 as a part time employee. He has proven himself to be an asset to the City time and time again. Mr. Johnson has worked in many capacities such as the following; sports, centers, aquatics, and special events. Today, Doug works in special events as a Community Services Coordinator II, and without his help the quality of the City's events would not be as great or as successful.

A great attribute that Mr. Johnson has is commitment. Mr. Johnson is committed to the community, the City of Fontana, and each and every task he has before him. (And if you have seen the Special Events Calendar this year, you know that he has several task week in and week out. His commitment in providing the best possible programming and services to the Fontana community is to be exemplified and commended.

CASSANDRA OLIVE

Outgoing, Enthusiastic, Dedicated, Leader are just some words that help describe Miss. Cassandra Olivé. Miss. Olivé was hired in 2005 as a Community Services Department part time employee. She has continued to prove herself to be an asset to the City time and time again. Miss. Olivé has worked on many projects and activities such as the following; SMART KIDS After school Program – Middle School Component, College & Career Fair, Variety Nights, Girls Night Out, Halloween Haunts, Summer, Spring and Fall camps, and other city wide special events. Today, Cassandra oversees the Mayor's Youth Council, Fontana Activity Club for Teens and the VoluntTEEN Internship Program at the Jack Bulik Teen Center. This summer she will be taking on a new challenge and will oversee a NEW SMART KIDS after school Program Middle School Site.

A great attribute that Miss. Olivé has is commitment. Miss. Olivé is committed to the community, the City of Fontana, and each and every task she has before her! Her commitment in providing the best possible programming and services to the Fontana community is to be exemplified and commended.

Please help me honor Cassandra Olivé as the employee of the month.

MARIE RIVERA

Ms. Rivera joined the Josephine Knopf Senior Center staff 8 months ago. She has brought positive changes to the center in this short period of time. Some of these changes are how she is able to utilize her administrative skills that she learned while working at the Community Services main office. She has implemented new procedures to facilitate problems with the center, with customers, or referrals to another facility, all while having a welcoming smile on her face. Marie is a passionate employee who is willing to help in several areas of the Community Services Department. Other areas that Ms. Rivera has worked in are Special Events and the Cypress Center. This multi-tasking employee deserves a big round of applause as the employee of the month.

PUBLIC COMMUNICATIONS:

There was no Public Communications.

CONSENT CALENDAR:

- A. Approve minutes from the May 14, 2008, Parks and Recreation Commission Meeting.
- B. Accept Staff Reports
 - a. Community Services Department – April 2008 – Ken Herron, Community Services Director
 - b. Parks and Landscape Division – May 2008 – Dan West, Public Works Manager

Motion made by Commissioner Baker, seconded by Commissioner Thomas, to accept the Consent Calendar as presented. Motion carried unanimously.

UNFINISHED BUSINESS:

PARK DEVELOPMENT UPDATE ORAL REPORT – LUIS VILLALOBOS

Supervisor Villalobos

Motion made by Commissioner Wibert, seconded by Commissioner Echandi to accept the staff report as presented. Motion carried unanimously.

SPECIAL EVENTS UPDATE – MICHAEL WRIGHT

Supervisor Wright reviewed the various Community Events within the City: Vietnam Memorial Moving Wall, Relay for Life, Miss Fontana, Senior Health Fair, and Fiesta de las Americas Picnic.

Motion made by Commissioner Thomas, seconded by Commissioner Wibert to accept the staff report as presented. Motion carried unanimously.

NEW BUSINESS:

SATELLITE PROGRAMMING – KAREN GERBER

Supervisor Gerber reviewed the three Satellite Program Areas, which included: Area 1 – South of Valley Blvd. managed by the Don Day Neighborhood Center, Area 2 – South of Foothill Blvd. managed by the Heritage Neighborhood Center, and Area 3 – North of Foothill Blvd. managed by the Jessie Turner Health and Fitness Center.

Supervisor Gerber reviewed the different programming offered by each Satellite Program area, which range from dance classes, to educational classes, to specialty classes.

Motion made by Commissioner Wibert, seconded by Commissioner Hall to accept the staff report as presented. Motion carried unanimously.

HERITAGE NEIGHBORHOOD CENTER UPDATE ORAL REPORT – KAREN GERBER

Supervisor Gerber reviewed the activities that took place during the Grand Opening of the Heritage Neighborhood Center with an estimated attendance of 1,800 participants who had the opportunity to take tours of the facility and utilize the computer lab among other center amenities. She invited all community members and residents of Fontana to Journey, Explore, and Discover the Heritage Neighborhood Center.

Motion made by Commissioner Baker, seconded by Commissioner Thomas to accept the staff report as presented. Motion carried unanimously.

WORK PLAN ORAL REPORT – KEN HERRON, KYLA BROWN, AND FRANCES HERNANDEZ

Director Herron announced the name of the new Community Services Director, Garth Nelson, who will begin his employment of Monday, July 21, 2008. Managers Kyla Brown and Frances Hernandez reviewed FY 08/09 Work Plan. Manager Brown explained the development process for the Work Plan, reviewed Audio Visual Productions, Fine Arts, Marketing, Performing Arts, Senior Services; Manager Hernandez reviewed the areas of Facilities, Miller Fitness Center, Youth Programs, Aquatic Programs, Pee Wee Sports, Youth & Teen Sports, Adult Sports, Athletic Field Allocation, and Healthy Fontana.

Motion made by Commissioner Thomas, seconded by Commissioner Hall accept the staff report as presented. Motion carried unanimously.

DIRECTORS COMMENTS:

Manager Brown invited everyone to attend the Summer Series Events which are held during the week almost every evening.

Manager Hernandez thanked staff for a job well done for the Heritage Neighborhood Center Grand Opening, and specially Supervisor Gerber for all her hard work and another successful event.

COMMISSION COMMENTS:

Commissioner Hall believes that there is going to be a great turnout for the upcoming City Events because these have been a great effort and input from staff. In addition, she mentioned that she is looking forward to seeing more bicycle trails in the City for the purpose of maintaining healthy and to reduce her gas consumption.

Commissioner Thomas thanked all staff for a great grand opening and invited everyone to attend the 4th of July event. He also encouraged everyone to turn off their air conditioners and attend the Summer Series Events and City Pools. In addition, he thanked Ken Herron, Community Services Director for all his years of commitment to excellence and process and he looks forward to working with the new Community Services Director, Garth Nelson.

Commissioner Baker stated that it was great to meet the Mayor's Youth Council; he welcomed the new Community Services employees and congratulated the employees of the month. He also agreed with the Commissioners Hall and Thomas regarding the grand opening of the Heritage Neighborhood Center. In addition, he thanked staff for another successful event, Fontana Days, and for setting up the Parks and Recreation tour that took place on Friday, June 6, 2008. Commissioner Baker invited everyone to attend the Summer Events, Music Under the Stars, and the Artist Showcase. He also congratulated all the students who graduated class of 2008 and wished everyone a Happy Father's Day.

Commissioner Wibert congratulated all graduates class of 2008, but specially to three graduates, Darwin Rivas, Cesar Quintero, and Ashley Echandi. She thanked staff, Exchange Club, and everyone involved for an excellent Fontana Days event. She mentioned that the highlights of the parade were the Smart Kids participants, along with the Mayor's Youth Council. She also stated that she is looking forward to another excellent 4th of July event and would like to see past war soldiers recognized as in previous years. Commissioner Wibert also thanked Victoria Zendejas, her staff, and Jack Bulik Teen Members for celebrating their Memorial Day weekend putting packages together for the troops over seas. She encouraged everyone to remember Flag Day on June 14th and to pray for the troops that are serving our country and their families.

Commissioner Tahan eco other commissioners on job well done with the Heritage Neighborhood Center Grand Opening and Summer Events; he mentioned that these events only show why Fontana was selected as 100 Best Cities to live in. In addition, he mentioned that Fontana Days was a great event. He invited everyone to attend the 4th of July event and to remember Flag Day on June 14th. He also mentioned that La Fiesta De Las America was a good event and then thanked staff for the Cultural Arts Tour. He encouraged the public to visit the Art Depot, Center Stage, the Arts Association Facilities.

ADJOURNMENT:

By consensus, the meeting was adjourned at 9:01 p.m., to the next regular Parks and Recreation Commission workshop on July 9, 2008 at 6:00 p.m. in the City Hall Executive Conference Room, prior to the next regular Parks and Recreation Commission meeting at 7:00 p.m., in the City Hall Council Chamber, at 8353 Sierra Avenue, Fontana, CA.

Orvene Steenbock
Commission Secretary

Michael Tahan
Chairperson