

# **Parks, Recreation and Community Services Commission Meeting Agenda Announcement**

## **In-Person Public Comment is now Available**

On September 16, 2021, Governor Newsom signed into law Assembly Bill 361, which allows Brown Act bodies to attend meetings telephonically. Please be advised that some, or all, Whittier Parks, Recreation and Community Services Commissioners may attend this meeting telephonically.

Speakers must limit their comments to three minutes. Please note, by order of the presiding officer, public comments minutes may be reduced if at their discretion a surplus of public speakers is present at the meeting.

To submit Public Comments/Questions:

- Email: [gonzalezr@cityofwhittier.org](mailto:gonzalezr@cityofwhittier.org)
- Voicemail: (562) 567-9400
- Live Audio via Zoom: Only those members of the public who have 'raised their hand' on Zoom will be in the queue for speaking.
- In person at City Hall 13230 Penn St., Whittier, CA 90602, City Council Chamber

To view live meetings remotely:

- Video and audio: <https://us06web.zoom.us/j/86955588397>
- Audio only: Dial 1 (720) 707-2699 (Meeting ID: 869 5558 8397)

Please submit email comments by 5:00 p.m. on the date of the meeting to ensure Parks, Recreation and Community Services Commissioners receive and have time to review them. All emails received by 5:00 p.m. are forwarded to the Commission. Emails received after 5:00 p.m. but before the conclusion of public comments will be entered into the record.

## **Americans with Disabilities Act**

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services Department at least 24 hours in advance of the meeting at (562) 567-9400.

**AGENDA  
CITY OF WHITTIER  
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION  
COUNCIL CHAMBERS, 13230 PENN STREET  
OCTOBER 18, 2023, 6:00 PM**

**1. CALL TO ORDER**

**2. ROLL CALL**

Elizabeth Apodaca, Commissioner  
Tiffany Givens, Commissioner  
Joseph Westrup, Commissioner  
Robert Sera, Vice Chair  
Don Mrla, Chair

**3. PLEDGE OF ALLEGIANCE**

**4. OATH OF OFFICE**

**5. PUBLIC COMMENTS**

The public is invited to address the Parks, Recreation, and Community Services Commission regarding any item of business, or any matter within the body's subject matter jurisdiction. Consistent with Executive Order No. N-29-20 public comments can be made via:

- Email: [gonzalezr@cityofwhittier.org](mailto:gonzalezr@cityofwhittier.org)
- Voicemail: (562) 567-9400

Please submit email and voicemail public comments by 5:00 p.m. on the date of the meeting to ensure Commissioners receive and have time to review them. All emails and voicemails received by 5:00 p.m. are forwarded to the Commission. Emails and voicemails received after 5:00 p.m. but before the conclusion of public comments will be entered into the record.

Pursuant to State law, the Commission cannot take action or express a consensus of approval or disapproval on any communications which do not appear on the printed agenda.

**6. STAFF REPORTS**

**6.A. Approval of Minutes**

Recommendation: Approve the Minutes of the Regular Meeting of September 20, 2023.

**6.B. Sub-Committees**

Recommendation: Assign Sub-Committee members to the Concert selection committee, Youth Sports Affiliates, and the Whittier Beautification program.

**6.C. Special Event Permit Application - Whittier Walk for Wellness**

Recommendation: Review and recommend approval of The Local Wellness Foundation Special Event Permit Application to host a Whittier Walk for Wellness starting at Central Park on Saturday, December 2, 2023.

**7. SECRETARY COMMENTS**

**8. COMMISSIONER COMMENTS AND CONFERENCE REPORTS**

**9. ADJOURNMENT**

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services (PRCS) Department at least 24 hours in advance of the meeting at (562) 567-9400.

The agenda packet is available three days before the meeting in the PRCS Department at City Hall (13230 Penn Street), Whittier Central Library (7344 Washington Avenue) and East Whittier Branch Library (10537 Santa Gertrudes Avenue). Additionally, the agenda packet can be viewed on the City's website. Materials distributed to the Parks, Recreation and Community Services Commission within 72 hours of the Commission meeting are available for public inspection in the PRCS Department's Office.

Los servicios relacionados con la discapacidad están disponibles para permitir que las personas con discapacidad participen en esta reunión, de conformidad con la Ley Federal de Estadounidenses con Discapacidades de 1990. También hay intérpretes en español disponibles. Para obtener información o para solicitar servicios, comuníquese con el Departamento de Recreación y Parques al Servicio a la Comunidad al menos de 24 horas antes de la reunión al (562) 567-9400.

El paquete de la agenda está disponible tres días antes de la reunión con El Departamento de Recreación y Parques al Servicio a la Comunidad en el Ayuntamiento (13230 Penn Street), Biblioteca Central de Whittier (7344 Washington Avenue) y Biblioteca sucursal del este de Whittier (10537 Santa Gertrudes Avenue). Además, el paquete de la agenda se puede ver en el sitio web de la Ciudad. Los materiales distribuidos al Comisión de parques, recreación y servicios comunitarios dentro de las 72 horas de la reunión del Concejo Municipal están disponibles para inspección pública en la con El Departamento de Recreación y Parques al Servicio a la Comunidad.

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Regular and Adjourned Regular meeting agendas may be amended up to 72 hours in advance of the meeting. Dated this 13<sup>th</sup> day of October 2023.

/s/ Roxanne Gonzalez

Roxanne Gonzalez, Administrative Secretary



# Agenda Report

Parks, Recreation and Community Services Commission

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**Date:** October 18, 2023

**To:** Parks, Recreation and Community Services Commission

**From:** Virginia Santana, Director of Parks, Recreation and Community Services  
Erin Hamilton, Community Services Manager

**Subject:** Approval of Minutes

## **RECOMMENDATION**

Approve the Minutes of the Regular Meeting of September 20, 2023.

## **BACKGROUND**

None.

## **DISCUSSION**

Staff prepared draft minutes and hereby submits the minutes for Commission's approval.

## **FISCAL IMPACT**

None.

## **STRATEGIC PLANNING GOAL**

Goal 4: Transparent & Open Government

## **ATTACHMENTS**

A. Minutes of the Regular Meeting of September 20, 2023

**MINUTES  
CITY OF WHITTIER  
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION  
REGULAR MEETING  
CITY COUNCIL CHAMBER, 13230 PENN STREET  
SEPTEMBER 20, 2023 – 6:00 P.M.**

**1. CALL TO ORDER:**

Chair Mrla called the regular meeting of the Parks, Recreation & Community Services Commission to order at 6:00 p.m. in the Council Chamber of Whittier City Hall, 13230 Penn Street, Whittier, California.

**2. ROLL CALL**

**PRESENT:** Elizabeth Apodaca, Commissioner  
Tiffany Givens, Commissioner  
Kevin Kennedy, Commissioner  
Robert Sera, Vice-Chair  
Don Mrla, Chair

**ABSENT:** Joseph Westrup, Commissioner

**STAFF PRESENT:**

Erin Hamilton, Community Services Manager  
Margo Diamond, Management Analyst I  
Roxanne Gonzalez, Administrative Secretary

**3. PLEDGE OF ALLEGIANCE**

Commissioner Givens led the Pledge of Allegiance.

**4. PUBLIC COMMENTS**

No public comments were received.

**5. STAFF REPORTS**

**5.A. Approval of Minutes**

It was moved by Vice-Chair Sera, seconded by Commissioner Apodaca and carried 4-0 to approve the minutes of the Regular Meeting of August 16, 2023 (Commissioner Westrup absent; Commissioner Givens abstained).

**5.B. Sub-Committees**

Sub-committee descriptions were provided. Previously, the Commission had two sub-committees: Parks Master Plan and the Senior Center Renovation project. These sub-committees are no longer needed because the Senior

Center renovation is ending and KTUA has the necessary input to draft the Parks Master Plan. Sub-Committee interest follows:

- Chair Mrla: Whittier Beautification
- Vice-Chair Sera: Youth Sports or Whittier Beautification
- Commissioner Givens: Concerts
- Commissioner Apodaca: Youth Sports

The Commission unanimously agreed to move sub-committee assignments to the next regular meeting to allow newly appointed Commissioners to volunteer for a sub-committee.

### **5.C. Senior Advisory Committee Bylaws**

Manager Hamilton provided background on the Senior Advisory Committee. The Committee made bylaw changes allowing easier member appointment, as it was a laborious event to obtain committee members in the past. Previously, Committee service required voting in by the senior congregation. The updated bylaws allow the Committee to appoint a Chair and Vice-Chair and permit the Committee and staff to accept applications, conduct interviews and appoint members more efficiently. The Commission was asked to review and recommend changes to the updated bylaws.

Chair Mrla asked if the nominating process is the primary substantive change. Manager Hamilton affirmed, in addition to changes to the advertising process and Chair and Vice-Chair terms. Chair and Vice-Chair language was updated, permitting term changes every two years to allow for leadership turnover.

Commissioner Apodaca recommended changing "elected" to "appointed" under Article V. Vice-Chair Sera recommended changing "election" to "appointed" throughout the bylaws. Commissioner Kennedy felt that "appointment" in lieu of "election" may pose a conflict of interest and deter seniors interested in joining the Committee.

Commissioner Givens asked if the current process created an obstacle to meeting quorum. Manager Hamilton responded affirmatively. The Committee decided that appointment changes were necessary to appoint committee members efficiently. Commissioner Kennedy asked how members would be appointed if elections were void. Manager Hamilton explained that seniors may apply and be interviewed by the Committee. Staff and Committee members would then vote on committee member appointment.

Commissioner Givens stated that Article VII includes other references to "elections", such as "installations", after the election process is complete. Installed or appointed persons would be "appointed" instead of "elected". She shared Commissioner Kennedy's concerns and found the reference to not having multiple family members on the Committee likely to avoid nepotism. She noted that the supervisor (who is not a Committee member and acts as an

absent third party) would have a Committee appointment vote. All applications are vetted by the Senior Services Supervisor.

Commissioner Givens asked if seniors not on the current Committee could bring forward concerns regarding the bylaws. Manager Hamilton stated that seniors are welcome to voice their concerns to the Senior Advisory Committee, Senior Services Supervisor and staff, and the PRCS.

It was moved by Chair Mrla, seconded by Commissioner Givens and carried 4-1 to approve the Senior Advisory Committee bylaws with the recommended edits (Commissioner Westrup absent).

#### **5.D. Parks Master Plan Community Meeting Update**

Manager Hamilton provided updates on the Parks Master Plan and the work KTUA has put forth to gather input from the community. Community members provided feedback by voting on new ideas and park amenities via interactive exhibits. Over 800 survey responses were received, surpassing the goal of 500. KTUA will host a last pop-up October 21, at the Parnell Park Movies in the Park event featuring, "The Nightmare Before Christmas".

KTUA will present its results, answer questions and give the community an opportunity to provide input regarding the Parks Master Plan. KTUA will provide a draft of the Plan the first week of November. Staff will present the Plan to the Commission at the regular meeting scheduled for November 15. The Plan will go before Council on Tuesday, December 12.

Vice-Chair Sera asked if KTUA would only be presenting the results or if they would provide the community with an opportunity to provide input. Manager Hamilton stated that KTUA would provide results and accept input from the community. Commissioner Givens asked if there was an email or website for submitting the surveys or if it was just being collected in person at the community meetings. Manager Hamilton stated both and added that the surveys are now closed. Commissioner Givens asked if the opportunity to provide feedback would be blasted to the community. Manager Hamilton said yes, Management Analyst Diamond will blast the information.

It was moved by Commissioner Kennedy, seconded by Vice-Chair Sera and carried 5-0 to receive and file the Parks Master Plan updates (Commissioner Westrup absent).

### **7. SECRETARY'S COMMENTS**

Manager Hamilton provided the following updates:

Measure A funds were originally planned to be used to replace the playground equipment at Penn Park. However, there were grading issues which needed to be corrected to meet ADA requirements. The playground should be completely installed by October and reopen to the public in early November.

Senior Center is close to being done. Carpeting, ceiling tiles, sliding doors, and cabinetry were installed, and concrete was poured, in addition to cleaning and sealing the bricks. The contractors must hand the keys over on October 24. There will be a ribbon cutting in mid to late November. Senior Center staff is organizing a Monte Carlo casino night to welcome seniors back. Parnell Park Improvement Project plans are about finished and will be going out to bids for construction. We hope to break ground early next year.

Pumpkin Patch Splash will be hosted at Palm Park on October 7. There are about 80 attendees enrolled. Chalktastic will be held November 18, in front of City Hall. We will host an Ace Skate event where a group of individuals with disabilities will come out and use our skate park on November 4. Cookies with Santa will be held in December.

## **8. COMMISSIONERS' COMMENTS**

Commissioner Givens thanked staff for their work and reports tonight.

Commissioner Apodaca attended the well-attended and entertaining senior luau. The seniors seemed to have a lot of fun and the food was very good.

Commissioner Kennedy sent condolences to the young women who lost her life in Penn Park last month. He feels we should make a gesture individually to show the family support for the loss of their daughter, Ms. Vasquez.

Vice-Chair Sera complimented the organization, effort, and coordination that the department has put forth in handling the different ongoing park projects.

Chair Mrla complimented the department's creativity during the pandemic and keeping projects and programming moving forward. Every time he goes to Whittier Parks or Greenway Trail everything is clean, restrooms are open, and staff is working on getting things ready, which shows how proactive the City is.

## **9. ADJOURNMENT**

The meeting was adjourned at 6:55 p.m., in memory of Ms. Vasquez.

Approved and adopted by the Parks, Recreation and Community Service Commission on \_\_\_\_\_.

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Virginia Santana, Secretary





# Agenda Report

Parks, Recreation and Community Services Commission

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**Date:** October 18, 2023

**To:** Parks, Recreation and Community Services Commission

**From:** Virginia Santana, Director of Parks, Recreation and Community Services  
Erin Hamilton, Community Services Manager

**Subject:** Sub-Committees

## **RECOMMENDATION**

Assign Sub-Committee members to the Concert selection committee, Youth Sports Affiliates, and the Whittier Beautification program.

## **BACKGROUND**

Traditionally the Commission has selected sub-committee assignments at the start of the Fiscal Year, for the Summer Concerts in the Park, and the liaisons to the Youth Sports Affiliates committee. In 2022, a subcommittee was formed to assist with the new Whittier Beautification program requiring the Commissioners to assist with the selection process.

## **DISCUSSION**

Commission members will discuss and nominate new members to sit on the sub-committees for the upcoming fiscal year.

## **FISCAL IMPACT**

No Fiscal Impact

## **STRATEGIC PLANNING GOAL**

Goal 4: Transparent & Open Government

## **ATTACHMENTS**

A. Sub-Committee Assignments FY 2022-2023

**CITY OF WHITTIER**  
**PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION**  
**SUBCOMMITTEES**

<b><u>Concerts in the Park</u></b>	
Commissioner Apodaca	8-17-2023
Commissioner Westrup	8-17-2023
<b>Alternate Commissioner:</b>	

<b><u>Youth Sports Affiliates</u></b>	
Commissioner Sera	8-17-2023
Commissioner Westrup	8-17-2023
<b>Alternate Commissioner:</b>	

<b><u>Whittier Beautification Program</u></b>	
Commissioner Sera	8-17-2023
Commissioner Apodaca	8-17-2023
<b>Alternate Commissioner:</b>	



# Agenda Report

Parks, Recreation and Community Services Commission

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**Date:** October 18, 2023

**To:** Parks, Recreation and Community Services Commission

**From:** Virginia Santana, Director of Parks, Recreation and Community Services  
Erin Hamilton, Community Services Manager

**Subject:** Special Event Permit Application - Whittier Walk for Wellness

## **RECOMMENDATION**

Review and recommend approval of The Local Wellness Foundation Special Event Permit Application to host a Whittier Walk for Wellness starting at Central Park on Saturday, December 2, 2023.

## **BACKGROUND**

The Local Wellness Foundation is a non-profit agency located in Whittier. Their focus as a non-profit organization focused on building our wellness programs to help improve mental health and emotional well-being.

## **DISCUSSION**

The Parks, Recreation, and Community Services Department have received a Special Event permit application from The Local Wellness Foundation for the Whittier Walk for Wellness. This event proposal entails a five-mile walk, starting at Central Park, where participants will pause at each one-mile marker to engage with speakers sharing insights on mental health.

The event is designed to be open to the public, with park access requested from 7:00 a.m. to 11:00 a.m. to accommodate setup and cleanup. Anticipated attendance is expected to reach around 100 individuals throughout the day. The Local Wellness Foundation is collaborating with local businesses and non-profit organizations to create an event that fosters positivity, education, and mutual benefit. Approximately 13 vendors are expected to participate, offering mental health resources and featuring local Whittier businesses.

Restroom facilities will be made available using the existing park amenities, and a suggested donation fee of \$25.00 will be requested from participants. The event will not involve amplified sound, and streets will remain open.

## **FISCAL IMPACT**

There is no fiscal impact associated with this report. The applicant will pay for all City associated costs.

**Agenda Item No. 6.C.**

**STRATEGIC PLANNING GOAL**

Goal 4: Transparent & Open Government

**ATTACHMENTS**

- A. The Local Wellness Foundation, Special Event Permit Application



# BRANDY RAMETTA

[www.thelocalwellnessfoundation.org](http://www.thelocalwellnessfoundation.org)

+ 562-321-7691

brandy@handsyoga.com

7081 Worsham Ave. Whittier, CA 90602

Dear City of Whittier,

The Whittier Walk for Wellness will be celebrating our third year of bringing awareness to diversity in mental health and wellness. This event is one of several of our community groups umbrellaed by The Local Wellness Foundation. The Local Wellness Foundation is a Whittier-based nonprofit organization focused on building out wellness programs to help improve mental health and emotional well-being. We not only focus on workshops and classes but we curate social wellness events that bring our community members closer. We believe in fostering healing and hope by bringing our community members holistic tools such as yoga, breathwork, empowerment and healing circles and MORE. To learn more please click [HERE](#) and see our community groups listed under “Wellness Events and Groups”.

The Whittier Walk for Wellness invites our community members to walk a safe 5k. Our route moves throughout Uptown Whittier using sidewalks only. We will stop to hear an impactful mental health speakers at every one mile mark. And we will complete the walk at Central Park with a few mental health vendors and Octavio Martinez closing our event with a special thanks. Our event is supported by Lululemon, The Whole Child, Phlight, Modern Shaman, State Farm Insurance, Silk Spa, Uptown Vibe and several other Whittier businesses and organizations who give raffle prizes, donations and other means of support to make this event impactful.

Please help us continue to grow and make an impact.

**Best Regards**

*Brandy Rametta*

**Brandy Rametta**

**Heart & Soul Yoga**  
**The Local Wellness Foundation**  
7081 Worsham Dr  
Whittier, CA 90602.



# City of Whittier

Parks, Recreation and Community Services Department  
13230 Penn Street, Whittier, CA 90602  
Phone (562) 567-9400  
FAX (562) 567-2870

## **SPECIAL EVENT PERMIT APPLICATION**

Per Whittier Municipal Code Chapter 12.44.020 and Chapter 5.16 a permit is required for any non-profit, society or organization located within the City of Whittier to hold or conduct any picnic, celebration, parade, service or exercise in any public park that will promote the city and/or its residents.

### **Instructions:**

Submit the Special Event Permit Application with a cover letter describing the event in full detail (who, what, where, when, why?) including whether any City services will be requested (e.g. barricades, “no parking” signs, police services, etc.). If a desired activity is not included on the application, and if the application is approved, it will not be permitted to take place in the park.

**Application, cover letter, and check list items on page 2 of the application, must be submitted at least 60 days before the event to:**

Virginia Santana, Director of Parks, Recreation and Community Services  
13230 Penn Street  
Whittier, CA 90602.

**This application for a Special Event permit may require City Council approval.**

After submittal of the Special Event Permit Application, City personnel will contact applicant to inform as to the next step in the approval process.

It is possible that fees for City services, use of facilities, personnel assistance or cleaning/damage deposits will be required. Fees and deposits are determined once application is reviewed by all affected City departments. A permit will not be issued until all fees and deposits have been paid and all requirements have been met. Fees will not be refunded for events that are “rained out” or “no shows”.

Cancellation of permit by applicant must be made in writing and received by the Parks Division no less than seven (7) days before the event. A 20% cancellation fee will be withheld.



# City of Whittier

Parks, Recreation and Community Services Department  
13230 Penn Street, Whittier, CA 90602  
Phone (562) 567-9400  
FAX (562) 567-2870

TODAY'S DATE: \_\_\_\_\_

TYPE OF ACTIVITY: \_\_\_\_\_

EVENT DATE: \_\_\_\_\_

EVENT TIME (include set up and take down) \_\_\_\_\_ TO \_\_\_\_\_

LOCATION REQUESTED: \_\_\_\_\_  
(Attach map/proposed layout)

EXPECTED ATTENDANCE: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE \_\_\_\_\_

CONTACT NAME DAY OF EVENT: \_\_\_\_\_ PHONE \_\_\_\_\_

ORGANIZATION NAME: \_\_\_\_\_  
(Per the WMC event must be conducted by a non-profit organization which has its principal office or place of business within the City of Whittier)

ADDRESS: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

LIST NAME, ADDRESS AND PHONE NUMBER OF ANY OTHER NON-PROFIT ORGANIZATION, SPONSOR OR ASSOCIATION ASSISTING IN THE COORDINATION OF THIS EVENT: (List on separate paper if necessary)

\_\_\_\_\_  
\_\_\_\_\_

IS THIS A NEW EVENT? \_\_\_ NO \_\_\_ YES

HOW WILL THE EVENT BE ADVERTISED? LIST PUBLICATIONS, RADIO STATIONS, WEBSITES THAT WILL ADVERTISE THE EVENT:

\_\_\_\_\_  
\_\_\_\_\_

WILL A FEE OR DONATION BE REQUESTED: \_\_\_ NO \_\_\_ YES AMOUNT \_\_\_\_\_

Organizations/Participants agree to defend, indemnify and hold harmless the City, its officers, agents, employees, and volunteers for any loss, damage, claim, injury, cost or expense, including attorney's fees from any and all willful or negligent acts that may arise out of the organization's/participant's use of the city's facilities. (initial)\_\_\_\_\_

**PROPOSED ACTIVITIES:**

Be very specific as to the desired activities, set up, equipment, etc. Attach a detailed diagram/layout of event area showing booths (if applicable), restroom facilities (include accessible), parking (include accessible), location of trash containers, etc. Attach additional pages if necessary. Please note that certain events may require signatures and addresses from neighbors/businesses that may be impacted by the event.

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WILL STREET CLOSURES BE REQUIRED? \_\_\_\_NO \_\_\_\_ YES  
Please attach a detailed diagram/layout showing street closures, exits, parking (include accessible).

WILL THERE BE AMPLIFIED SOUND? \_\_\_\_NO \_\_\_\_YES

**CHECK LIST Your application will not be considered complete without the following items.**

- COVER LETTER DESCRIBING EVENT
- SPECIAL EVENT PERMIT APPLICATION
- DIAGRAM OF EVENT LAYOUT
- COPY OF CITY OF WHITTIER BUSINESS LICENSE - MUST BE WHITTIER BASED NON-PROFIT ORGANIZATION (MUST BE SUBMITTED AT LEAST 2 WEEKS BEFORE EVENT DATE)
- CERTIFICATE OF INSURANCE & ENDORSEMENT SHEET (MUST BE SUBMITTED AT LEAST 2 WEEKS BEFORE EVENT DATE)
- HEALTH DEPARTMENT APPROVAL (IF APPLICABLE – SEE RULES & REGS.)
- FIRE DEPARTMENT APPROVAL (IF APPLICABLE – SEE RULES & REGS.)

Signature of Applicant\_\_\_\_\_Date\_\_\_\_\_

-----office use only-----

Date Application Received:\_\_\_\_\_ Staff Signature\_\_\_\_\_

Amount Due\_\_\_\_\_ Receipt # \_\_\_\_\_ Permit # \_\_\_\_\_

Fee: \_\_\_\_\_ Deposit: \_\_\_\_\_ Payment Type: \_\_\_\_\_ Date: \_\_\_\_\_



**Whittier Walk for Wellness  
Central Park  
Starting and Ending Point  
12/2/23**

**■ = Booths**

**Booths**

**➤ Mental Health Resources**

**➤ Possible Small  
Business Vendors**



Hosted by The Local Wellness Foundation



# Whittier Walk for Wellness Route

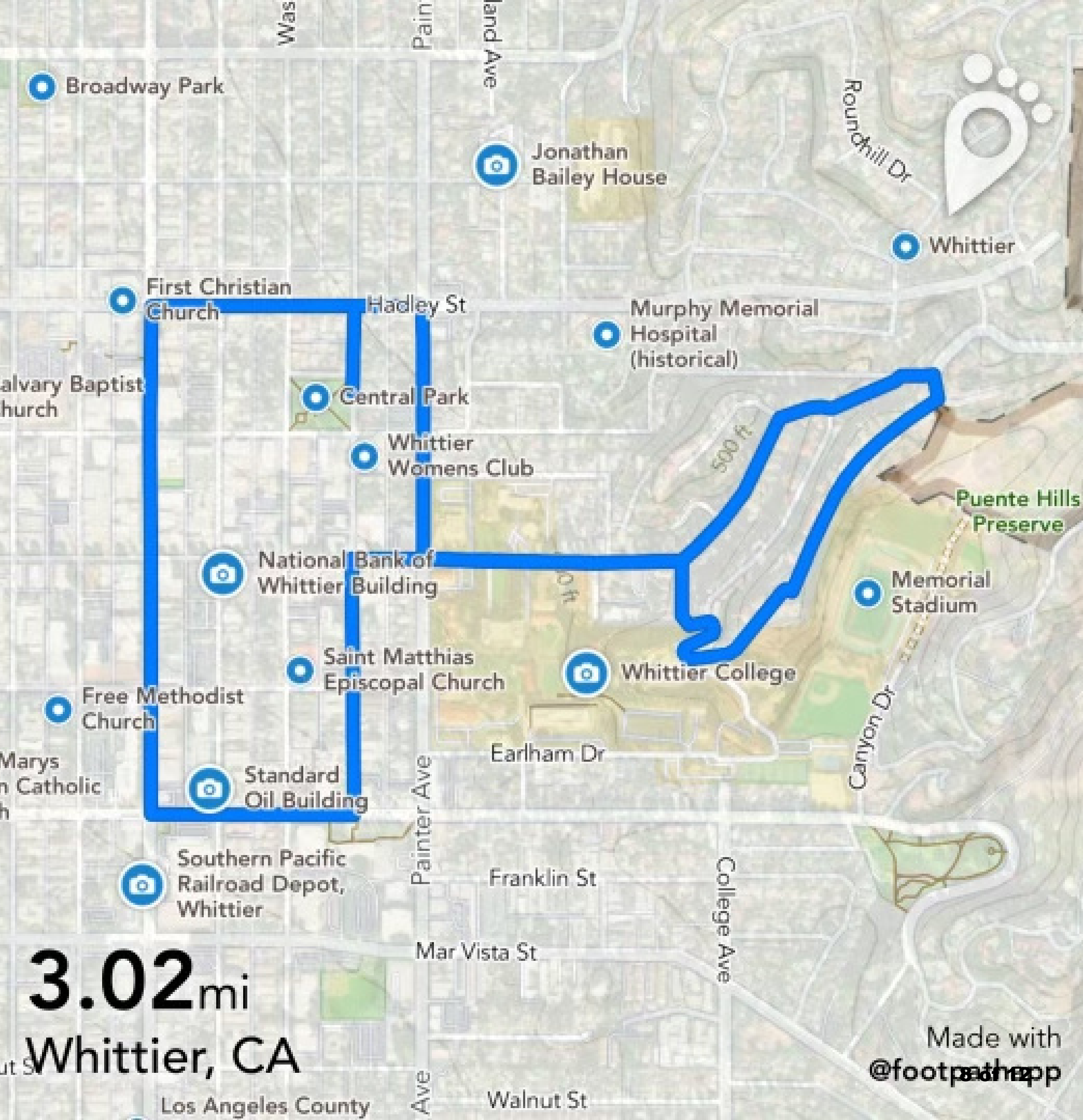
This easy 5k walk will start at 7:30am at Central Park.

We will stop at every 1 mile mark to hear a motivational mental health speaker.

This walk takes sidewalks only. No street close-off's are necessary. Our volunteers will help navigate front, middle and back to keep everyone safe.

Ending at Central Park with closing thanks from our main speaker and Whittier's City Councilman, Octavio Martinez. Mental health vendors and resources available at booths.

[Click to see the route close up](#)



**3.02mi**  
**Whittier, CA**

Made with  
**@footpath** app

## BUSINESS LICENSE

The issuing of a Business License is for revenue purposes only. It does not relieve the taxpayer from the responsibility of complying with the requirements of any other department of the City of Whittier or any other ordinance, law or regulation of the City of Whittier, State of California or any other governmental agency.

**BUSINESS NAME:** THE LOCAL WELLNESS FOUNDATION

**BUSINESS OWNER:** BRANDY RAMETTA

**BUSINESS LOCATION:** 7081 WORSHAM DR  
WHITTIER, CA 90602-1962

THE LOCAL WELLNESS FOUNDATION  
7081 WORSHAM DR  
WHITTIER, CA 90602-1962

## CITY OF WHITTIER

13230 Penn Street • Whittier, CA 90602-1772  
Phone: (562) 567-8880

### BUSINESS DESCRIPTION:

HOME BASED BUSINESS OFFICE USE ONLY - NO PATRONS ON SITE

**License Number:** 116920

**Expiration Date:** 9/30/2024



City Manager

**NOT TRANSFERABLE**

**TO BE POSTED IN A CONSPICUOUS PLACE**

Starting January 1, 2021, Assembly Bill 1607 requires the prevention of gender-based discrimination of business establishments. A full notice is available in English or other languages by going to: <https://www.dca.ca.gov/publications/>

## Roxanne Gonzalez

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**From:** Stephany Silva  
**Sent:** Wednesday, September 6, 2023 12:47 PM  
**To:** Roxanne Gonzalez  
**Subject:** RE: Special Event Permit Application - Insurance and Endorsement

Hello Roxanne,

We accept their coi and endorsement.

Best,



**Stephany Silva | Management Assistant**

Human Resources & Risk Management Department | 13230 Penn Street | Whittier, CA 90602  
(562) 567-9813 | [ssilva@cityofwhittier.org](mailto:ssilva@cityofwhittier.org) | [www.cityofwhittier.org](http://www.cityofwhittier.org)

*Go Green! Please consider the environment before printing this email.*

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**From:** Roxanne Gonzalez <[gonzalezr@cityofwhittier.org](mailto:gonzalezr@cityofwhittier.org)>  
**Sent:** Tuesday, September 5, 2023 3:58 PM  
**To:** Stephany Silva <[ssilva@cityofwhittier.org](mailto:ssilva@cityofwhittier.org)>  
**Subject:** Special Event Permit Application - Insurance and Endorsement

Good Afternoon Stephany,

Whittier Walk for Wellness submitted a Special Event Permit Application. Please see the attached insurance and endorsement.

Please let me know if their paperwork is acceptable.

Best,



**Roxanne Gonzalez | Administrative Secretary**

Parks, Recreation and Community Services | 13230 Penn St. | Whittier, CA 90602  
(562)567-9401 | Email: [gonzalezr@cityofwhittier.org](mailto:gonzalezr@cityofwhittier.org) | [www.cityofwhittier.org](http://www.cityofwhittier.org)

*Go Green! Please consider the environment before printing this email.*

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/05/2023

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>Jeewanjee Insurance Agency</b> 1494 Hamilton Ave Suite 103 San Jose CA 95125	<b>CONTACT NAME:</b> Zain Jeewanjee	
	<b>PHONE (A/C, No, Ext):</b> (408) 217-6787	<b>FAX (A/C, No):</b> 408-997-7890
	<b>E-MAIL ADDRESS:</b> support@onedayevent.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> <b>Brandy Rametta</b> 7081 Worsham Ave. Whittier CA 90602	<b>INSURER A:</b> Arch Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER: 1002167464** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="radio"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Host liquor  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="radio"/> POLICY <input type="radio"/> PRO-JECT <input type="radio"/> LOC <input type="radio"/> OTHER:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	SNCGL4164400	12/02/2023	12/03/2023	EACH OCCURRENCE \$ <b>1,000,000</b>
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	<input type="checkbox"/> N / A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		<input type="checkbox"/>	<input type="checkbox"/>				

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

The Certificate Holder shall be an Additional Insured, but only with respect to the operations of the Named Insured, and subject to the provisions and limitations of Form CG 2026 Additional Insured - Designated Person or Organization, but only with respect to WHITTIER WALK FOR WELLNESS from December 02, 2023 through December 03, 2023.

CERTIFICATE HOLDER	CANCELLATION
Central Park 6532 Friends Ave. Whittier CA 90601	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name Of Additional Insured Person(s) Or Organization(s):**

CENTRAL PARK  
6532 friends ave.  
whittier, CA 90601

but only with respect to WHITTIER WALK FOR WELLNESS from December 02, 2023 through December 03, 2023.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- 1. In the performance of your ongoing operations; or
- 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
- 2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.