

MINUTES
Parks, Recreation & Community Services Commission
October 23, 2024

A. ROLL CALL/PLEDGE OF ALLEGIANCE

At 5:30 p.m., the regular meeting of the Parks, Recreation & Community Services Commission convened. Commissioners Angela Whitecomb, Miguel Fernandez, Joe Garcia, and Armando Casillas were present. Commissioner Oscar Hernandez arrived at 5:39pm. Staff members present were Steve Howlett, Assistant Public Works Director, Jessy Tapia, Cultural and Community Services Manager, and Mariah Sanchez, Cultural and Community Services Analyst.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the Regular Meeting of September 25, 2024.

RECOMMENDATION: Approve.

DISCUSSION: None.

ACTION: Vice Chair Miguel Fernandez motioned to approve the minutes with a revision to his comment in section F to say "Vice Chair Fernandez commented on attending the rededication of the Japanese Cemetery and the following luncheon." Commissioner Hernandez seconded the motion.

C. PUBLIC COMMENTS

Gloria Massey China commented in regards to the Wilson Fence item that was discussed at the previous meeting. She stated that she wasn't in favor of a fence being placed at that park and how it can cause issues with trash, lack of maintenance, and difficulty for seniors to get to the Senior Center with different types of wheelchairs and canes. She also stated that the perception with the fence being added would make the center seem closed.

Brandon Lopez introduced himself to the Commission as the new Parks Manager with the City of Oxnard.

D. COMMISSION BUSINESS:

1. SUBJECT: Presentation on Sports Field Allocation Policy and Field Rental Fees

RECOMMENDATION: That the Commission receives a report from the Recreation Division about the existing sports field allocation policy and field rental fee.

DISCUSSION: Cultural and Community Services Manager, Jessy Tapia, reviewed the fields that the City has available for game reservations. Information was also provided in regards to fees being established in 2017 and what the pricing is. Commissioner comments were in regards to subletting field reservations, concerts at parks, park availability for teams, adult softball leagues with the City, and lighting at the parks for teams.

ACTION: [None.]

2. SUBJECT: 2024 Christmas Parade Participation

RECOMMENDATION: That the Commission discusses their participation in the 2024 Christmas Parade.

DISCUSSION: The Commission agreed on wanting to get back to staff in regards to their participation in the parade, since there is an understanding that the organizers are trying to cut down on the amount of participants that are accepted for this year.

ACTION: [None.]

E. REPORT OF THE COMMISSION SECRETARY

The Commission Secretary shall report on items of interest to the Commission occurring since the last meeting. The Commission cannot enter into detailed discussion or take action on any items presented during this report. Such items may only be referred to the Secretary for administrative action or scheduled on a subsequent agenda for discussion.

1. SUBJECT: Parks Division Updates

RECOMMENDATION: That the Commission receive an update on current park projects in the City of Oxnard including projected completion dates.

DISCUSSION: Steve Howlett, Assistant Public Works Director, provided updates in regards to the field naming has been moved to the January City Council meeting, staff striking the pickleball court at Wilson Park, opening the restrooms at Beck Park from 3-7pm, currently no updates for the Park Ambassador and Park Ranger programs, College Park repairs to the copper wires, landscaping standards still being worked on, playgrounds at Dunkirk and Marina West, and the bid being open for the Pleasant Valley park.

ACTION: [None.]

2. SUBJECT: Recreation and Community Services Division Updates

RECOMMENDATION: That the Commission receive an update on upcoming Recreation and Community Services events and programs.

DISCUSSION: Jessy Tapia, Cultural and Community Services Manager, provided updates regarding upcoming events such as the Inaugural International Boxing Championships being hosted at Oxnard PAL, Halloween Float, OSP Trunk or Treat, Haunted Library, Dia de los Muertos, Oxnard PAL Turkey Distribution, and the Tamale Festival.

ACTION: [None.]

F. COMMISSIONER COMMENTS

1. Commissioner Garcia informed the Commission that he attended the Boxing Tournament hosted at Oxnard PAL. He thanked staff for all of their hard work and gave many compliments on how well the tournament ran. He also mentioned that he has been helping with indoor soccer at the Colonia Gym and how well it continues to gain new kids. He also thanked Steve Howlett for a timely response on his outreach to him.
2. Commissioner Casillas commented on being glad that the bathrooms were open at Beck Park.
3. Commissioner Hernandez also stated that he was happy to hear that the bathrooms were open at Beck Park. He also informed the Commission that the Rio School District is

currently expanding their sports and emphasized the 400 kids that will be participating in the 500 yard event that starts as young as kindergarteners.

4. Chair Whitecomb thanked Steve Howlett for getting the bathrooms at Beck Park open. She stated that she has been talking to other leagues. She also stated that she went to Fall Fest and stated that she enjoyed it and the activities that were available.

G. ITEMS FOR FUTURE CONSIDERATION

1. Sports Field Fees
2. Update on Lighting at Parks
3. Fee Study
4. Update on Grants That the City Has Applied For
5. Revisit Park Ranger Program
6. Campus Park Update on the Four Grants That Were Received and a Timeline
7. Revisit Meta District Parks
8. Update on PAL Sprinklers and Landscaping
9. Plaza Park Pagoda Repairs

H. ADJOURNMENT

The meeting adjourned at 7:02 pm

Mariah Sanchez


Mariah Sanchez, Secretary

Angela Whitecomb


Angela Whitecomb, Chairman