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AGENDA  
Cultural Arts Commission  
Regular Meeting  
Council Chambers, 305 W. Third Street  
March 4, 2026  
4:30pm

**To join remotely, click on the link below:**

<https://us06web.zoom.us/j/82238160454?pwd=wshxH0l1DDRvNddT9-athOugc9Wxhg.P5tgyJfVqivsJv4v>

**Or telephone (toll-free):** 833 548 0282 US Toll Free 877 853 5257 US Toll Free 888 475 4499 US Toll Free  
833 548 0276 US Toll Free  
Meeting ID: 822 3816 0454  
Passcode: 434186

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call in steps listed above. Once the Chair calls for public speakers, press \*9 to raise your hand, or if online, click the raise hand icon in the Zoom interface to inform the Chair you would like to speak during the public speaking section for that particular item on the agenda.

**YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:**

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE OR VIA ZOOM
2. EMAIL COMMENTS OR REQUESTS TO SPEAK BEFORE THE MEETING
  - a. Submit a request to speak no later than 1:00pm on the day of the meeting by contacting the Commission Secretary Sandra Diaz at [sandra.diaz@oxnard.org](mailto:sandra.diaz@oxnard.org). Please indicate the agenda item number in the subject line.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
  - a. To provide a public comment during the meeting dial (888) 475-4499 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting. When the Chair announces the particular item on the agenda you want to speak on, press \*9 to raise your hand. Once called on, press \*6 to unmute your phone.
  - b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public shall have three minutes to register or otherwise be recognized for the purpose of providing public comment.

A. ROLL CALL/PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of February 4, 2026.  
RECOMMENDATION: Approve.

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact Julie Estrada 805-385-7995. Notification at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

C. PUBLIC COMMENTS

At a regular meeting, a person may address the Cultural Arts Commission only on matters within the subject matter jurisdiction of the Commission. The presiding officer shall limit public comments to three minutes. The Commission cannot enter into detailed discussion or take action on any item presented during public comments not on the agenda. Such items may only be referred to the Commission Secretary for administrative action or scheduled on a subsequent agenda for discussion. Unless otherwise approved by the Commission, persons wishing to speak on items not on the agenda should do so during public comments.

D. REPORTS

1. SUBJECT: Public Art Fund  
RECOMMENDATION: That the commission receive an informational update on the Public Art Fund and permissible uses.

Please click the following link to view the required Measure M pre-recorded presentation video:  
<https://youtu.be/fyJr44QfrvM>

E. COMMISSION BUSINESS

1. SUBJECT: Update on the Installation of Asphalt Art in Downtown Oxnard in support of the 4th Street Mobility Project  
RECOMMENDATION: That the Commission receive an update on the recommendation from September 3, 2025 and revise the recommendation to City Council.

Please click the following link to view the required Measure M pre-recorded presentation video:  
<https://youtu.be/IPSOG98I2Lw>

F. AD-HOC COMMITTEE REPORTS

Name of Ad-Hoc Committee: List commissioner(s) on committee

1. SUBJECT: Promotion of Inclusive Art Classes & Programs (Soto)  
RECOMMENDATION: That the Commission receive an update from the Ad-Hoc Committee on Inclusive Art Classes and programs celebrating all cultures with an emphasis on the disability culture.
2. SUBJECT: Annual Public Art Inventory Review (Concordia)  
RECOMMENDATION: That the Commission receive an update from the Ad-Hoc Committee on the annual Public Art Inventory Review.
3. SUBJECT: Promotion of the Artist & Mural Registries (Diaz/Alvarez)  
RECOMMENDATION: That the Commission receive an update from the Ad-Hoc Committee on the promotion of the Artist & Mural Registries.
4. SUBJECT: Monthly Presenters (Lopez/Concordia)  
RECOMMENDATION: That the Commission receive an update from the Ad-Hoc Committee on inviting local artists and arts organizations to present at the monthly commission meetings.

5. SUBJECT: Development of a Public Art Fund Bulletin (Lopez)  
RECOMMENDATION: That the Commission receive an update from the Ad-Hoc Committee on the development of a quarterly Public Art Fund Bulletin.
6. SUBJECT: Development of Networking Event for Local Artists (Diaz/Lopez/Alvarez)  
RECOMMENDATION: That the Commission receive an update from the Ad-Hoc Committee on the development of a networking event for local artists.
7. SUBJECT: Future Public Art Installations (Torres/Cano/Concordia)  
RECOMMENDATION: That the Commission receive an update from the Ad-Hoc Committee on the research and development of specifications for a lighted sculpture installation in downtown Oxnard.

G. 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.

H. COMMISSIONER COMMENTS

Commissioners may individually report on items of interest or concern outside of Ad Hoc Committee reports. The Commission cannot enter into detailed discussion or take action on any item presented during these reports. The Commissioner's report shall not exceed three minutes.

I. ITEMS FOR FUTURE CONSIDERATION

Commissioners may request that items be placed on future agendas for extended discussion.

J. ADJOURNMENT

MINUTES  
Cultural Arts Commission  
February 4, 2026  
**DRAFT**

A. ROLL CALL

At 4:38pm, the regular meeting of the Cultural Arts Commission convened in the City Council Chambers. Chair Teodoro Lopez, Commissioner Paloma Concordia, Commissioner Velia Soto, Commissioner Sandra Diaz, were present. Absent from the meeting, Commissioner Jose Cano Vice Chair Elissa Torres. The meeting opened with the Pledge of Allegiance to the flag of the United States. Staff members present were Julie Estrada, Management Analyst, and Sandra Diaz, Administrative Assistant.

B. PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS

No public comments.

D. REPORTS

1. SUBJECT: City of Oxnard Cultural Arts Division 5+1 Year Activity Report.  
RECOMMENDATION: That the Commission receive and file the report on the activities and progress of the Cultural Arts Division from 2019-2025.

Please click the following link to view the required Measure M pre-recorded presentation video:  
<https://youtu.be/z4xJDacRFbU>

E. COMMISSION BUSINESS

1. SUBJECT: 2026 Cultural Arts Commission Retreat Planning  
RECOMMENDATION: That the Commission discuss the opportunity to have a commission retreat and share potential topics, schedule, and the commissioners available dates.  
DISCUSSION: Training and topics for the retreat, locations and dates.
2. SUBJECT: Establishment of the 2026 Ad Hoc Committees for the Cultural Arts Commission items.  
RECOMMENDATION: That the commission review the 2026-2027 goals and establish ad-hoc committees with sunset dates to establish and carry out action plans for success.  
DISCUSSION: Commission discussed 2026/2027 Annual goals and ad hocs for goals.

1. 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: Update from Staff on rehab of Colonia mural, staff will bring detail on public art fund and formal report.  
RECOMMENDATION: That the Cultural Arts Commission receive and file the report.

E. REPORT OF THE COMMISSION SECRETARY

Working on 2026 Calendar. New binders provided to Commissioners, new projects for Commissioners.

G. COMMISSIONER COMMENTS

1. V.SOTO-Art show autism society March 12-15 and the museum of Ventura county at opening night at 4pm, activities and different artist events for the family.
2. S.DIAZ- No comments
3. T.LOPEZ-Projects to come, appreciates, happy to have a new commissioner.
4. P.CONCORDIA-No comments, happy black history month.
5. J. ALVAREZ-New Commissioner introduction.

ITEMS FOR FUTURE CONSIDERATION

1. V.SOTO-None.
2. S.DIAZ-Updates on the Carnegie.
3. T.LOPEZ-Ad hoc research and promotion add into an ad hoc goal.
4. P.CONCORDIA-Ad hoc meeting for art installation updates, help protect our children with human trafficking.
5. J. ALVAREZ -Craftimism, issue affects a population. Summer art markets (mobile)

G. ADJOURNMENT

Meeting adjourned at 5:52 pm.

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Julie Estrada, Commission Liaison

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Teodoro Lopez, Chair



**TO:** Cultural Arts Commission

**FROM:** Julie Estrada, Cultural Arts Manager, [julie.estrada@oxnard.org](mailto:julie.estrada@oxnard.org), 805-385-7995

**DATE:** March 4, 2026

**SUBJECT: Public Art Fund**

### **RECOMMENDATION**

That the Commission receive an informational update on the Public Art Fund and permissible uses.

### **BACKGROUND**

The Public Art Fee is part of the Development Impact Fees for the the City of Oxnard. Development Impact Fees are one-time charges levied by local governments on new development. They are charged to developers to help municipalities recover growth-related infrastructure and public service costs. The Public Art Fee is to ensure that new development contributes to the cultural vitality, visual character, and identity of the community. The fee supports implementation of the City's public art policies by requiring eligible development projects to contribute toward the acquisition, fabrication, installation, and long-term stewardship of public art.

Funds collected through this program are deposited into the Oxnard Public Art Fund, a restricted account dedicated exclusively to public art purposes consistent with City ordinance and policy.

#### *Collection of the Public Art Development Fee*

The Public Art Development Fee is assessed on qualifying private development projects as established in the City's Municipal Code and adopted fee schedule. The current fee is \$0.39 per square foot of new roofed space. Developers may satisfy their public art obligation in one of the following ways, as permitted by ordinance:

1. On-Site Installation – Commissioning and installing a publicly accessible artwork on or adjacent to the development site, subject to review and approval by the Planning Division.
2. In-Lieu Fee Payment – Paying the required Public Art Development Fee into the Oxnard Public Art Fund for City-directed public art projects.

All in-lieu payments are deposited into the Public Art Fund, funds are maintained in a dedicated account and may accrue interest, which remains dedicated to public art purposes.

### *Permissible Uses of the Public Art Fund*

In November of 2021 the City Attorney's office presented to the commission a change in legislation that would take effect in 2022. This legislation changed what was understood as a permissible use of the funds. The general understanding was that as the Public Art Fee is intended for the installation of art in a new development, any amounts received through the "In-lieu Fee Payment" must be used for the same purposes. Therefore the funds may be used for permanent physical art such as murals, mosaics, and sculptures within Oxnard City-limits. Monies deposited into the Oxnard Public Art Fund may be used for the following eligible public art-related purposes:

1. Acquisition and Commissioning of Public Art
  - Artist selection processes, including calls for artists and panel review expenses
  - Artist design fees, fabrication, and installation costs
  - Purchase of completed original artworks suitable for public display
2. Site Preparation and Installation
  - Engineering, structural supports, lighting, landscaping, and other infrastructure directly related to the artwork
  - Permitting and inspection costs
  - Transportation and installation services
3. Conservation and Maintenance
  - Routine and specialized maintenance of City-owned public artworks
  - Conservation assessments and restoration work
  - Deaccessioning and relocation expenses, where appropriate
4. Administration and Program Implementation
  - Professional services related to public art planning and project management
  - Community engagement and outreach related to public art projects
  - Documentation, signage, and interpretive materials

All expenditures from the Public Art Fund must be directly related to permanent physical public art and consistent with adopted City policies, ordinances, and Commission recommendations.

### *Oversight and Accountability*

The Cultural Arts Commission provides advisory review and recommendations regarding the use of Public Art Fund resources. Final approvals of funds and designs are made by City Council and in accordance with the City's procurement and budget authorization procedures. The City Council may decide to appropriate funds for a specific project or project series and authorize the Commission to make the final decision on the artist and design in accordance with city policies.



Fund balances, revenues, and expenditures are tracked through the City's financial system and reported as part of the City's annual budget and financial reporting process.

The current balance in the Public Art Fund is \$1,570,028.10

### *Conclusion*

The Oxnard Public Art Fund is a critical tool for ensuring that growth and development within Oxnard contribute to a vibrant, culturally rich public realm. By leveraging development-generated resources, the City is able to expand access to public art, enhance civic spaces, support artists, and preserve community identity for current and future residents.

### **Attachments:**

- A. Presentation

# Public Art Fund

Cultural Arts Commission

By: Julie Estrada, Cultural Arts Manager

March 4, 2026

# Recommendation

That the Commission receive and file an informational update on the Public Art Fund and permissible uses.



# Background

- The Public Art Fee is part of the Development Impact Fees (DIF) for the the City of Oxnard.
- DIF is charged to developers to help recover growth-related infrastructure and public service costs.
- The Public Art Fee is to ensure that new development contributes to the cultural vitality, visual character, and identity of the community.
- Requires eligible development projects to contribute toward the acquisition, fabrication, installation, and long-term stewardship of public art.
- Funds are deposited into the Oxnard Public Art Fund dedicated exclusively to public art purposes consistent with City ordinance and policy.

# Collection of the Public Art Development Fee

The Public Art Development Fee is assessed on qualifying private development projects as established in the City's Municipal Code and adopted fee schedule. The current fee is \$0.39 per square foot of new roofed space. Developers may satisfy their public art obligation in one of the following ways, as permitted by ordinance:

1. On-Site Installation – Commissioning and installing a publicly accessible artwork on or adjacent to the development site, subject to review and approval by the Planning Division.
2. In-Lieu Fee Payment – Paying the required Public Art Development Fee into the Oxnard Public Art Fund for City-directed public art projects.

# Permissible Uses of the Public Art Fund

- In November of 2021 the City Attorney's office presented to the commission a change in legislation that would take effect in 2022.
- The funds may be used for permanent physical art such as murals, mosaics, and sculptures within Oxnard City-limits.
- Permissible costs are those related to:
  - Acquisition and Commissioning of Public Art
  - Site Preparation and Installation
  - Conservation and Maintenance
  - Administration and Program Implementation
- All expenditures from the Public Art Fund must be directly related to permanent physical public art and consistent with adopted City policies, ordinances, and Commission recommendations.

# Oversight and Accountability

- The Cultural Arts Commission provides advisory review and recommendations regarding the use of Public Art Fund resources. Final approvals of funds and designs are made by City Council and in accordance with the City's procurement and budget authorization procedures. The City Council may decide to appropriate funds for a specific project or project series and authorize the Commission to make the final decision on the artist and design in accordance with city policies.
- Fund balances, revenues, and expenditures are tracked through the City's financial system and reported as part of the City's annual budget and financial reporting process.
- The current balance in the Public Art Fund is \$1,570.028.10

# Conclusion

- The Oxnard Public Art Fund is a critical tool for ensuring that growth and development within Oxnard contribute to a vibrant, culturally rich public realm. By leveraging development-generated resources, the City is able to expand access to public art, enhance civic spaces, support artists, and preserve community identity for current and future residents.



**QUESTIONS?**



**TO:** Cultural Arts Commission

**FROM:** Julie Estrada, Cultural Arts Manager, julie.estrada@oxnard.org, 805-385-7995

**DATE:** March 4, 2026

**SUBJECT:** **Update on the Installation of Asphalt Art in Downtown Oxnard in support of the 4th Street Mobility Project**

## **RECOMMENDATION**

That the Commission receive an update on the recommendation from September 3, 2025 and revise the recommendation to City Council.

## **BACKGROUND**

At its September 3, 2025 meeting, the Cultural Arts Commission made a recommendation to Appropriate \$150,000 from the Public Art Fund (“PAF”) to the Downtown Arts Hub Murals Program (Project M1802) for the installation of asphalt art in the Central Business District in support of the Downtown Vision Plan and the 4th Street Mobility Project, with a stipulation that the design be done by or in collaboration with a local artist. Staff has since conducted a review of the recommended action in coordination with the City’s Purchasing Division to ensure compliance with established procurement policies.

Upon review, staff determined that the recommendation, as adopted, conflicts with the City’s Purchasing Guidelines and competitive procurement requirements.

## **DISCUSSION**

The City’s Purchasing Guidelines require that contracts for professional services, including artist services, follow established competitive processes and vendor eligibility standards. The September 3 recommendation included provisions that may:

- Limit eligibility in a manner inconsistent with open & fairness competition requirements; and/or
- Impose criteria that conflict with municipal purchasing thresholds or contracting authority.

While the Commission’s intent is to enhance opportunities for local artists to contribute to the Oxnard landscape is understood and supported in principle, the mechanism recommended cannot be implemented as written without placing the City out of compliance with its Purchasing Guidelines.

Failure to adhere to established procurement procedures may expose the City to legal risk, bid protest, audit findings, or delays in project delivery.

Revised 11.17.2023



The City of Oxnard does have a Small Local Business Purchasing Preference Program which outlines options the Purchasing Agent may place in a solicitation. Article I Section 4-52(c) of the Purchasing Manual defines a small local business as a “business that has its headquarters or a branch office within City limits, and the headquarters or branch office was established prior to the city’s request for bids for a particular procurement. The business must possess a current City business license and certificate of occupancy. P.O. Boxes do not qualify as a valid business location.”

This program would allow for a 5% scoring preference to be placed on local artists who reside in Oxnard and properly respond to a City solicitation.

## **OPTIONS**

The Commission may consider the following options:

1. Revise the September 3 recommendation to remove elements that conflict with Purchasing Guidelines.
2. Revise the September 3 recommendation to remove the requirement to be or work with a local artist and include the small local business purchasing preference program.
3. Revise the September 3 recommendation to have an open call for an artist with local preference to design asphalt art in support of the 4th Street Mobility Project and surrounding areas that will be installed by a contractor experienced with preparing traffic spaces.
4. Receive and file this report and provide additional direction to staff.

## **CONCLUSION**

Staff respectfully requests that the Commission revise its September 3 recommendation to ensure alignment with the City’s Purchasing Guidelines and to allow the project to proceed in a legally compliant and administratively efficient manner.

Staff remains committed to advancing the Commission’s goals within the framework of City policies and will work collaboratively with the Commission to identify a revised recommendation that fulfills both objectives.

Staff is working with the City Attorney’s office to continue reviewing the options as presented in this report and will provide a verbal update to the Commission at the meeting. The review was not complete in time for the posting of this agenda.

## **Attachments:**

- A. Presentation

# **Update on the Installation of Asphalt Art in Downtown Oxnard in support of the 4th Street Mobility Project**

Cultural Arts Commission

By: Julie Estrada, Cultural Arts Manager

March 4, 2026

# Recommendation

That the Commission receive an update on the recommendation from September 3, 2025 and revise the recommendation to City Council.



# Background

- At its September 3, 2025 meeting, the Commission made a recommendation to Council.
  - Appropriate \$150,000 from the Public Art Fund (“PAF”) to the Downtown Arts Hub Murals Program (Project M1802) for the installation of asphalt art in the Central Business District in support of the Downtown Vision Plan and the 4th Street Mobility Project, with a stipulation that the design be done by or in collaboration with a local artist.
- Staff has reviewed the recommendation with the City’s Purchasing Division for compliance with procurement policies.
- Upon review, staff determined that the recommendation, as adopted, conflicts with the City’s Purchasing Guidelines and competitive procurement requirements.

# Discussion

The City's Purchasing Guidelines require that contracts for professional services, including artist services, follow established competitive processes and vendor eligibility standards. The September 3 recommendation included provisions that may:

- Limit eligibility in a manner inconsistent with open & fairness competition requirements; and/or
- Impose criteria that conflict with municipal purchasing thresholds or contracting authority.

# Discussion

- While the Commission's intent is to enhance opportunities for local artists to contribute to the Oxnard landscape is understood and supported in principle, the mechanism recommended cannot be implemented as written without placing the City out of compliance with its Purchasing Guidelines.
- Failure to adhere to established procurement procedures may expose the City to legal risk, bid protest, audit findings, or delays in project delivery.
- The City of Oxnard does have a Small Local Business Purchasing Preference Program which outlines options the Purchasing Agent may place in a solicitation.
- This program would allow for a 5% scoring preference to be placed on local artists who reside in Oxnard and properly respond to a City solicitation.

# Options

The Commission may consider the following options:

1. Revise the September 3 recommendation to remove elements that conflict with Purchasing Guidelines.
2. Revise the September 3 recommendation to remove the requirement to be or work with a local artist and include the small local business purchasing preference program.
3. Revise the September 3 recommendation to have an open call for an artist with local preference to design asphalt art in support of the 4th Street Mobility Project and surrounding areas that will be installed by a contractor experienced with preparing traffic spaces.
4. Receive and file this report and provide additional direction to staff.

# Conclusion

- Staff respectfully requests that the Commission revise its September 3 recommendation
- Staff remains committed to advancing the Commission's goals within the framework of City policies and will work collaboratively with the Commission to identify a revised recommendation that fulfills both objectives.



**QUESTIONS?**