MINUTES
CITY OF OXNARD
PARKS AND RECREATION COMMISSION MEETING
City Council Chambers
305 W. Third Street
Regular Meeting
January 24, 2007 5:00 pm

A. ROLL CALL/POSTING OF AGENDA

Meeting was called to order at 5:33 pm by Chairman Postel. Commissioners Barber, Bowman, Cobb, Garcia, Lemos and Pinkard were present. Staff members present were: Sofia Balderrama, Acting Recreation Superintendent; Lori Rice, Parks Manager; Richard Arias, Recreation Supervisor; Gregory Barnes, Recreation Coordinator; and Martha Nateras, Recording Secretary. Gil Ramirez, Recreation Superintendent, was excused.

B. APPROVAL OF MINUTES

1. SUBJECT:	Approval of minutes-November 29, 2006
RECOMMENDATION:	Approve minutes as presented.
ACTION:	Minutes approved by unanimous vote. (Motion-A. Garcia, Second-P. Lemos)

C. PUBLIC COMMENTS

At this time, a person may address the 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 a detailed discussion or take action on any item presented during public comments that is not on the agenda. Such item 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 about items on the agenda should do so during public comments.

During Public Comments, residents asked to speak **after** staff reports on items on the agenda. The Assistant City Attorney Alan Holmberg informed the Commission the public could make comments at the time items came up on the agenda, as approve by the Commission.

In regards to the format of the agenda, Mr. Holmberg said the Commission could keep what it had or change it. Chairman Postel directed staff to put this item on the next Parks and Recreation Commission agenda for further discussion.

Speakers under Public Comments section included: Ms. Abby Guerra, Ms. Nancy Pederson, Ms. Barbara Dubkin, Ms. Dorothy Gibson, Mr. Burt Perello, Mr. Lawrence Stein, Ms. Trisha Munro, Mr. Phil Molina, and Ms. Patti Ortiz.

D. <u>CEREMONIAL CALENDAR</u>

1. <u>SUBJECT:</u> Presentation to Mr. Jose Carreno, a local youth, for volunteering over 106 hours to the Recreation and Community Services Department from November 6, 2006 through December 6, 2006.

2. <u>SUBJECT:</u> Presentation to Mr. Dan Collier, Owner of Rusty's Pizza Parlor, for his contribution to the Youth Sportsmanship Program. Staff presented Mr. Dan Collier with a plaque.

E. <u>NEW BUSINESS</u>

1. <u>SUBJECT:</u> Introduction of Ms. Lori Rice, Parks Manager.

   Ms. Rice has been with the City of Oxnard Public Works /Parks and Facilities Department for over 23 years. She will be attending the Parks and Recreation Commission meetings to provide staff support.

   <u>RECOMMENDED ACTION:</u> No action taken.

2. <u>SUBJECT:</u> Update on Citywide Parks Master Plan-Phase Zero. Ken Ortega, Public Works Director.

Mr. Ortega made a power point presentation. Mr. Ortega emphasized that his report was a first draft of a Citywide Parks Master Plan. The goal is to develop a comprehensive Parks Master Plan. It is a parks asset management plan that assesses the condition of existing parks and open space.
Three key assumptions include that: (1) park definitions are consistent with the current 2020 General Plan designations; (2) parks and open space inventory is a 1st draft and must still be "field-verified" before the Parks Master Plan work could commence; (3) and Parks Master Plan development will be coordinated with the current General Plan Update. Mr. Ortega proceeded to define and identify the various parks and open space inventory such as mini parks, neighborhood parks, community parks, special purpose parks and community playfields. Mr. Ortega also presented a list of future opportunities that included College Park, Cypress Park, Southwest Community Park (Expansion), SeaBridge Parks and Riverpark Parks. In summary, Mr. Ortega said the City has a total of 48 parks that translated into 400 acres. The City can also count on future additions of a total of 23 parks that incorporates about 175 acres. Mr. Ortega concluded with saying that the estimated existing and future facilities asset value is approximately $90 to $140 million, that the estimated annual capital reinvestment value is approximately $4.5 to $7.0 million/year. Lastly, Mr. Ortega informed the

Commission on the various benefits to having a Parks Master Plan including: Consistent vision and planning; alignment with other City Asset Management and Master Plan; existing and future funding opportunities with prioritized and phased implementation; and to incorporate College Park Master Plan recommendations.

Mr. Ortega reported that he was scheduled to present his report to City Council on February 13, 2007.

After some discussion, Commissioner Barber made a motion to have the Parks and Recreation Commission recommend to City Council to:

Consider three parcels as potential future sites for parks including:

A. The privately owned property located on the southeast corner of Gonzales Rd. and Oxnard Blvd (aka the Sports Park) and keep the current land use designation as "RECREATION"

B. Looking at the "potential" designation of the privately owned property located at the corner of Oxnard Blvd. and 5th Street (aka Drive Inn Theatre), as "RECREATION"

C. The City owned property located on the corner of So. "K" St. and 5th St. (Old Oxnard High School) and consider changing the current land use designation to "RECREATION".

Commissioner Pinkard seconded the motion. After a short break Chairman Postel took a vote. The vote was not carried. Chairman Postel asked for the roll call. Before continuing, Commissioner Barber asked to add to his motion that the Commission's recommendation would be included as an "ADDENDUM" to Mr. Ortega's report that would focus on the zoning of the three properties. A vote was taken and passed unanimously.

Contact Person: Ken Ortega
RECOMMENDED ACTION: Commission accepted report and provided direction to staff.

Speakers included: Ms. Barbara Dubkin, Ms. Patti Ortiz, Mr. Lawrence Stein, Mr. Phil Molina and Mr. Luciano Ortiz.

3. SUBJECT: Annual Report of the Visitors Convention Bureau.

Ms. Janet Sederquist made a power point presentation to the Commission regarding the Annual Report of the Visitors Convention Bureau, focusing specifically in the activities in which the Recreation and Community Services Department has partnered with the Visitors Convention Bureau. Ms. Sederquist reported on the positive economic impact of hosting major

sporting events in the city, including the National Police Activities League Boxing Tournaments and the Dallas Cowboys Spring Training Camp. Contact Person: Janet Sederquist, Executive Director Visitors Convention Bureau.
RECOMMENDED ACTION: Commission accepted report.

4. SUBJECT: Update on Harriet H. Samuelsson, Branch of the Boys & Girls Club.
   Contact Person: Tim Blaylock, Chief Professional Officer, Boys & Girls Clubs of Greater Oxnard and Port Hueneme.
   RECOMMENDED ACTION: Item postponed to future meeting.

5. SUBJECT: Naming of the parks within the River Park Specific Plan Area and Cypress Park.

   Naming of the Parks within the River Park Specific Plan Area and Cypress Park. Dean Yamamoto, Parks Supervisor. Mr. Yamamoto presented a copy of the City of Oxnard Resolution establishing procedures for naming City Parks and other public facilities. According to the Resolution the Commission will review the suggested names and make a recommendation to City Council for action for a later date. Mr. Yamamoto made a power point presentation. He informed the Commission that Gateway Park is 95% completed, East Park is more than 50% completed and Vineyard Park has been graded and has some improvements completed. Other parks in the River Park are: Windrow Park, Central Park, Children's Park, Cresent Park, Village Green, Commons Green and Town Square.

   Mr. Yamamoto presented Mr. Tony Talamante, RiverPark Legacy Project Director. Mr. Talamante made a power point presentation on the Park Naming. He represents the River Park Legacy, the Master developer for the RiverPark program, as well as representing the RiverPark Master Association which is composed of the residents that are moving in now. His position is to maintain the parks names per the specific plan. River Park is the largest master plan development in Ventura County. There will be 30 acres of intermediate school and elementary school at which there will be a joint-use agreement with the El Rio School District and the City of Oxnard pertaining to the community playfields, the basketball courts, and baseball/softball fields. The first school was completed in August, 2006. The first resident in River Park and El Rio residents within the El Rio School District community are now attending Rio del Mar School. There is also a joint-use County/City Fire Station. Homes are being built. Vineyard Park and East Park will be completed in the early summer. Gateway Park has been completed. The Village Green Park, Windorow Park, Central Park, and Crescent Park are under design. The developer is in the planning stages on other parks. They will be delivered to the City of Oxnard when they are completed. There will be a bike and jogging trails as part of the specific plan. In closing, Mr. Talamante would like to maintain the specific plan of River Park names. They have worked very hard with the naming of the parks and naming of the streets. The community and River Park residents pay out of the property tax for the maintenance of the parks. They have approximately over one-hundred residents in the River Park at this time and it continues to grow.

Mr. Talamente thanked the community for working on this project. He also said they have not used any Quimby fees for the construction of Vineyard Park. The park has been funded by the RiverPark Legacy. Mr. Talamente informed the Commission that he would be happy to bring in the Master Plan Association Representatives and voice their opinion as well as the El Rio community for future parks built in. Mr. Yamamoto is going by the Resolution procedures. After evaluating all of the names submitted, the Commission should make a recommendation to the City Council. The Commission recommended that they need boundary clarification and need clarification on what the City is requesting for the residents. Staff was directed to get clarification on the neighborhood council boundaries from the City's Neighborhood Services Program and clarification the legal requirements of the specific plan and development agreement from the City Attorney's office. This item will continue for a later meeting date.

Ms. Lori Rice presented the extension to Cypress Park. It's going to be an addition of 5.5 acres. Currently the existing park is twenty-six acres and it is utilized for soccer fields. The extension will provide restrooms, a playground area, and barbecue areas with picnic tables. The park has not been named. Staff calls it "Cypress Park" because it's located on Cypress Road. Ms. Rice is requesting the Commissions direction for the naming of the park. The Commission recommended Ms. Rice to take it to the neighborhood councils for their opinion and to follow the procedures on the City's Resolution for naming city parks.

Contact Person: Dean Yamamoto, Parks Supervisor
Lori Rice, Parks Manager

<u>RECOMMENDED ACTION:</u> 1. Commission accepted report on the River Park Specific Plan Area from Dean Yamamoto and provided direction to staff.
2. Commission accepted report on Cypress Park from Lori Rice and provided direction to staff.

Speakers included: Ms. Trisha Munro, Ms. Nancy Pedersen, and Mr. Bert Perello.

6. <u>SUBJECT:</u> Update on cell sites at City Parks.

RECOMMENDATION: Update on cells site at City Parks. Ms. Lori Rice informed the Commission on City's process to install cell site at parks. One of the sites that has been already approved is located at Beck Park. The company has agreed with Parks and Recreation to upgrade the facility. Ms. Rice informed the Commission that if different companies want to install cell site the City needs to come up with standardized process. A number of staff's recommendations include. 1. Cell sites are only allowed in City parks that have lighted sports fields; 2. The cell company must utilize existing light pole; 3. The light pole that is used must be located close to a street or parking lot to avoid damage to the park; 4. No more than two cells companies may install equipment at one park. If more than one company's interested, both companies must utilize the same light pole; 5. All cell antennas must be flush mounted to the pole. Any mounted antennas must be positioned as close to the pole as possible. Enclosing the antennas with the pole is encouraged whenever feasible; 6. The City's Public Works maintenance services branch will consider wireless communication facilities that are totally enclosed within the structure (i.e. clock tour, band stand, etc.) on a case by case basis. There are two other sites not in parks but on buildings. One of approved site is the 300 W. Third Street building. Commissioner Cobb suggested to send out a proposal to the interested companies to see if the company will agree to put a light pole on the some existing fields that do no have any lights. Ms. Rice will be working with Mr. Richard Arias on this proposal and update the Commission.

RECOMMENDED ACTION: Commission accepted report and provided direction to staff.

7. SUBJECT: Report of the Recreation Superintendent.
The following items where highlighted in the Recreation Superintendents Report:
   1. Smart Start Kids Classes-Report from Ms. Sandy Wilusz, Preschool Director
   2. Winter/Spring Classes-Report from Ms. Sandy Wilusz, Preschool Director
   3. Bone Builders-Report from Ms. Mariesue Eastlake, Director of the Retired Senior Volunteer Program (RSVP).
   4. City Corps-Report from Mr. Richard Arias
   5. Recap on Q-104.7 Radio Station-Item postponed for future meeting.

RECOMMENDED ACTION: Commission accepted report.

F. COMMISSION BUSINESS

The Commission would like to see the following items on future Parks and Recreation Commission Meeting Agendas:
1. Format of Agenda regarding public comments
2. Visit to Ormond Beach
3. Update on Quimby Fees
4. Naming of Parks within River Park Specific Plan Area.

Commissioner Bowman suggested being more proactive. She would like to have one of the Commissioners reports to City Council on a quarterly basis regarding Commission business.

Commission directed staff to compose a letter, with the Chairman's signature, inviting the Oxnard City Council to schedule a joint meeting.

G. <u>ADJOURNMENT</u>

Meeting adjourned at 10:47 p.m.

Next regular meeting scheduled for February 28, 2007 at 5:30 p.m.

Leana Bowman, Secretary

Note: These "action minutes" and brevity is desirable. Details regarding issues contained herein are available on the tape recording covering these minutes.