

CITY OF OXNARD
PARKS, RECREATION, AND COMMUNITY SERVICES COMMISSION
MINUTES
REGULAR MEETING
City Council Chambers
305 West Wing Third Street
Oxnard, CA 93030
Wednesday, October 25, 2017, 5:30 p.m.

A. ROLL CALL

At 5:33 p.m. the regular meeting of the Oxnard Parks, Recreation, and Community Services Commission convened in the Council Chambers. Chairman Poirier, Vice Chair Nash (5:42pm) and Commissioners Guerra (5:45pm), Ocampo, Teran, and Tejada were present. Recording Secretary Julie Estrada stated that the agenda was posted in the City Clerk's office, in the library, and online. The meeting opened with the Pledge of Allegiance to the flag of the United States. Chairman Poirier presided and called the meeting to order. Staff members present were: Terrel Harrison, Community Services Manager, and Julie Estrada, Recording Secretary.

B. PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS

1. Werner Keller, Puente Plant

D. APPROVAL OF MINUTES

1. SUBJECT: The minutes of the PRCSC meeting from July 26, 2017 are submitted for approval.
ACTION: Approved with corrections. (Guerra/Ocampo)

E. REPORT OF COMMISSION SECRETARY

Welcome of new Commissioner, Ramon Tejada

F. PARKS DIVISION REPORT

1. SUBJECT: Status report on Parks and Recreation Master Plan
ACTION: The PRCSC received a report from Public Works employee, Eric Humel
2. SUBJECT: Review of HCD Housing-Related Parks Program Grant, specifically the parks projects list as submitted in the grant application and discussion of funds awarded. (Ralph Alamillo, Interim Parks Manager)
ACTION: The Parks, Recreation, and Community Services Commission recommended the expenditure of Housing-Related Parks Program Grant Funds for Durley Park, Del Sol Park, Campus Park, and Five Points property acquisition. (Nash/Whitecomb)
ACTION: The Parks, Recreation, and Community Services Commission delegated Chairman Poirier and Commissioner Tejada to meet with the City Manager and Parks staff to discuss the Housing Related Parks Program Grant funds. (Nash/Teran)

I. NEW BUSINESS

1. SUBJECT: Conversion of tennis court at Wilson Park to pickleball court. (Marisue Eastlake, Recreation Coordinator)
ACTION: The Commission received the staff report.

2. SUBJECT: Tactical Urbanism Presentation. (Commissioner Ocampo)
ACTION: The Commission received the presentation.
3. SUBJECT: Cancellation of the Parks, Recreation and Community Services Commission regular meetings for the months of November and December.
ACTION: The Commission to cancel the regularly scheduled meetings for the months of November and December, and replace them with special meetings on November 8th and December 13th (Teran/Ocampo).

H. SUBCOMMITTEE REPORTS/COMMISSION BUSINESS

1. SUBJECT: Reports from Special Commission Meetings on August 9 regarding HCD HRPP-grant park projects, September 27 regarding the Resident Task Force Open House, and October 11 recommending specific Resident Task Forces to be created at the October 25 PRCS Commission meeting.
ACTION: The Commission discuss reports and accept them in lieu of official minutes for:
 1. Dog Parks & Dog Recreation by Commissioner Whitecomb and Renee Ostrove;
 2. Community Gardens by Margot Palacios;
 3. Volunteer Programs by Audrey Keller.
2. SUBJECT: Discussion of Parks, Recreation, and Community Services Resident Task Forces.
ACTION:
 1. The Commission established Parks, Recreation, and Community Services Resident Task Forces for Dog Parks & Dog Policy; Community Gardens; Volunteer Programs (Poirier/Whitecomb)
 2. The Commission established Parks, Recreation, and Community Services Resident Task Forces for Grants and Resources (Poirier/Teran)

J. COMMISSION COMMENTS

Commissioner Teran thanked the community task forces for their time and commitment, shared that he attended a meeting for the Surfrider program where they discussed the smoke-free park volunteer efforts.

Commissioner Guerra shared her thoughts on how the commission is working parallel to the Cultural and Community Services Departments SWOT analysis and how the commission would like to have a Parks Department Liaison present.

Commissioner Tejada shared his excitement as a new commissioner moving forward.

Commissioner Ocampo shared his interest in figuring out how to further utilize volunteers so that the residents can be more involved with their community as well as assisting with grant research to support the city.

Commissioner Whitecomb thanked the taskforce members for their time in preparing the presentations, and encouraged the community to get involved in new programs.

Vice-Chair Nash thanked the taskforces for their work and encouraged residents to utilize the 311 phone app to help report vacant lots that are overgrown or trash-filled so they can be cleaned up and identified as potential community space partners.

Chairman Poirier shared information on the commission sub-committees and taskforces and the requirements as laid out by the Brown Act, and that all the proposed projects they have discussed is intended to be volunteer-based with limited use of City resources.

K. ITEMS OF FUTURE CONSIDERATION

1. Election of 2018 Chair and Vice-Chair (Poirier)
2. Report on the status of Parks Division Staff and presentation of Parks Division-related Information (Whitecomb)

3. Housing-Related Grant Projects Update (Teran)
4. Surfrider Program presentation in early 2018 (Teran)
5. Commission Annual Report to Council and request for joint meeting (Nash)
6. Parks Master Plan Funding update (Ocampo)
7. Recommended Parks Fees and Parks Division Website (Ocampo)

L. ADJOURNMENT

At 8:25 p.m. the Parks, Recreation, and Community Services Commission concurred to adjourn the meeting.

The next regular meeting is scheduled for Wednesday, January 24, 2018, at 5:30p.m. at the council chambers, 305 West Third Street, Oxnard CA 93030.

Roger Poirier, Chair

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