

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
COMMUNITY SERVICES COMMITTEE
Council Chambers, 305 West Third Street
April 23, 2019
Regular Meeting – 6:00 to 7:15 PM

A. ROLL CALL / POSTING OF AGENDA

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

At this time, the legislative body will consider public comments for a maximum of fifteen minutes. A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. Speaker cards will not be accepted after the beginning of the general public comment period. Based on the number of speaker cards submitted, the presiding officer may impose time limits per speaker. Typically, speakers are limited to two minutes, but shorter time may be established as deemed necessary. A person not able to address the legislative body at this time because the fifteen minutes expires may do so just prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager for administrative action or scheduled on a subsequent agenda for discussion.

C. CONSENT AGENDA

City Clerk Department

1. SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services Committee approve the minutes of the March 26, 2019 Regular Meeting as presented.

Contact: Michelle Ascencion

Phone: (805) 385-7805

D. REPORTS

Public Works Department

1. SUBJECT: Housing-Related Parks Program Grant Agreement. (15/15/15)

RECOMMENDATION: That the Community Services Committee receive an update on grant-funded projects from the California Department of Housing and Community Development (HCD) and Housing-Related Parks Program (HRP).

Contact: Rosemarie Gaglione

Phone: (805) 385-8055

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

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MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES COMMITTEE
Regular Meeting
March 26, 2019

A. ROLL CALL / POSTING OF AGENDA

At 6:02 p.m., Chair Ramirez called to order the regular meeting of the Oxnard City Council Community Services Committee in the City Hall Council Chambers, 305 W. Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Members Gabriela Basua, Oscar Madrigal, and Chair Carmen Ramirez were present.

Staff members present were Ashley Golden, Assistant City Manager; Jason Zaragoza, Deputy City Attorney; Brian Yanez, Assistant Public Works Director; Eric Hummel, Interim Project Manager; Terrel Harrison, Interim Cultural and Community Services; and Michelle Ascencion, City Clerk.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (None received.)

C. CONSENT AGENDA

City Clerk Department

1. SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services Committee approve the minutes of the January 22, 2019 Regular Meeting as presented.

It was moved by Member Basua, seconded by Member Madrigal, to approve the minutes as presented. VOTE: Basua, Madrigal, and Ramirez voted in favor; the motion carried 3-0.

D. REPORTS

Public Works Department

1. SUBJECT: Update on the Parks and Recreation Master Plan.

RECOMMENDATION: That the Community Services Committee receive an update on the Parks and Recreation Master Plan and recommend this update to City Council.

The Interim Project Manager gave a report. Public comments were received from Pat Brown. Discussion ensued among the Council and staff.

It was moved by Member Madrigal, seconded by Member Basua, to approve the recommended action as presented. VOTE: Basua, Madrigal, and Ramirez voted in favor; the motion carried 3-0.

E. ITEMS FOR FUTURE AGENDAS (No requests were made.)

The Assistant City Manager announced an anticipated upcoming item on the HCD Grant. Member Basua requested an item on efforts to automate field reservations. Chair Ramirez announced the upcoming Earth Day event.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Ramirez adjourned the meeting at 6:36 p.m.

MICHELLE ASCENCION, CMC
City Clerk

CARMEN RAMIREZ
Chair



**PUBLIC WORKS AND
TRANSPORTATION
COMMITTEE**

AGENDA REPORT

TYPE OF ITEM: Report

AGENDA ITEM NO.: 1

DATE: April 23, 2019

TO: Community Services Committee

FROM: Rosemarie Gaglione, Public Works Director
rosemarie.gaglione@oxnard.org, (805) 385-8055

SUBJECT: Housing-Related Parks Program Grant Agreement. (15/15/15)

RECOMMENDATION

That the Community Services Committee receive an update on grant-funded projects from the California Department of Housing and Community Development (HCD) and Housing-Related Parks Program (HRP).

BACKGROUND

The California Department of Housing and Community Development (HCD) and the Housing-Related Parks Program (HRP) is designed to encourage cities and counties to develop affordable housing by rewarding those jurisdictions that are in legal compliance and have provided new and rehabilitated housing that is affordable to lower-income households. The program provides funds for creating new parks and improving existing parks and recreation facilities that benefit the community, and add quality of life. In accordance with HCD and HRP Program Guidelines, grant funds are to be used exclusively for the costs of park and facility creation, development or rehabilitation. This includes new equipment and major maintenance, reconstruction, demolition for purposes of reconstruction of facilities, and retrofitting work that is ordinarily done no more than once every five to fifteen years. This also could include expenditures that continue or enhance the useful life of the given park facility. All funds must be expended in the parks located in a designated Disadvantaged Community and within a Park Deficient Community.

The City was awarded \$1,333,574 and City Council approved an item to execute an agreement with HCD for HRP program projects on November 14, 2017. In addition, the City Council agreed to allocate Measure O funds in the amount of \$671,973 to park improvements in addition to the \$1,333,574 grant award. The parks identified on the grant application were Durley Park, Del Sol Park, Thompson Park, Lathrop Park, Beck Park, Colonia Park, Campus Park, Carty Park and Five Points Property. According to program guidelines, the selected parks cannot be changed from those identified on the grant application. However, the City can choose to move funding

among and within the selected parks. Below is a breakdown of HCD and Measure O funding approved on November 14, 2017:

Proposed HCD Park Projects				
TABLE 1	Cost Estimate - HCD Grant Parks Project(s)			
	NEIGHBORHOOD PARKS	HCD	MEASURE O	Total
1	Durley Park	\$ 537,547		
2	Del Sol Park	\$ 475,000		
3	Thompson Park	\$ 188,027	\$ 56,973	
4	Lathrop Park		\$ 110,000	
5	Beck Park		\$ 110,000	
6	Colonia Park	\$ 60,000		
7	Campus Park	\$ 43,000	\$ 117,000	
8	5 Points Property		\$ 278,000	
9	Carty Park	\$ 30,000		
	TOTAL	\$ 1,333,574	\$ 671,973	\$ 2,005,547

DISCUSSION

The grant funds in the amount of \$1,333,574 are to be used at the parks is Table 1 above. The funds have to be expended by June 30, 2019. Due to time constraints and the potential of losing grant funds per the HCD agreement, staff reprogrammed HCD monies amongst the parks identified in the grant application (Table 1). See the table in the “FINANCIAL IMPACT” section of this staff report for the revised HCD award to each park. The reprogramming of the funding source was discussed with the State’s Grant Representative prior to the reprogramming.

After reprogramming the grant funds within the approved parks, staff determined it was necessary to add additional work to the projects scope in order to expend the grant funding prior to the deadline of June 30, 2019. The additional improvements allowed staff to fully utilize grant funds. Table 2 identifies HCD and Measure O funds, total cost, and project description:

TABLE 2

Parks	HCD	Measure O	Total Cost	Project Description
Durley Park	\$548,547		\$548,547	New playground, restriping of basketball court, install new fibar material at preschool playground
Del Sol Park	\$68,216		\$68,216	Bleacher repairs, new benches, and security lighting

Thompson Park	\$188,027	\$56,973	\$245,000	Install new rubberized walking track around the park
Lathrop Park	\$40,642	\$110,000	\$150,642	Remove fiber and install a rubberized walking surface on the existing path
Beck Park	\$108,300	\$110,000	\$108,300	Security lighting (\$110,000 of Measure O will be used on a new walking surface)
Colonia Park	\$224,609		\$224,609	Enhance security lighting, basketball court lighting and lighting for Eastside Little League ballfield
Campus Park	\$52,202	\$117,000	\$52,202	Install fiber-optic infrastructure for the Police Activities League (PAL) center. (\$117,000 of Measure O will remain in budget
Carty Park	\$103,031		\$103,031	New bleachers, fencing and a new backstop for the girl's slow pitch softball league main ballfield
Five Points Property		\$278,000		\$278,000 of Measure O will remain in budget
Totals	\$1,333,574	\$393,973	\$1,500,547	

Notable changes include:

- Reduced the funds due to the inability of completing the project by the grant deadline of June 30, 2019.
 - The \$475,000 originally programmed for Del Sol Park restroom will be funded via Quimby funds, which was approved as part of the CIP.
- By reducing the HCD funds for Del Sol Park, staff was able to increase the HCD funding and the scope of improvements for Beck Park, Lathrop Park, Colonia Park and Carty Park.
 - Beck Park originally had no HCD funding improvements, but the project was ready for bid. To expend the grant funding by the deadline staff discussed reprogramming HCD funding to this park improvement with the State's Grant Representative. Moving the HCD funds to this project assist with expending the HCD grant funds.

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 3. Strengthen neighborhood development, and connect City, community and culture.

Objective 3a. Create a renewed focus on establishing a positive outlook and orientation of our City, neighborhoods and overall community.

FINANCIAL IMPACT

All grant funds awarded in the amount of \$1,333,574 are anticipated to be fully depleted by June 30, 2019, which will meet the requirements of the grant agreement. The existing appropriation of HCD Grants will be shift among projects as follow:

Park	HCD Appropriation on November 11, 2017	Proposed Revised HCD Award	Changes
Durley Park Project 185702	\$537,547	\$548,547	\$11,000
Del Sol Park Project 185703	\$475,000	\$68,216	\$(406,784)
Thompson Park Project 185704	\$188,027	\$188,027	-
Lathrop Park Project 185706	-	\$40,642	\$40,642
Beck Park Project 185707	-	\$108,300	\$108,300
Colonia Park Project 18IN05	\$60,000	\$224,609	\$164,609
Campus Park Project 185705	\$43,000	\$52,202	\$9,202
Carty Park 18IN07	\$30,000	\$103,031	\$73,031
Total HCD Grant	\$1,333,574	\$1,333,574	-

The Measure O funds for Beck Park (\$110,000), Campus Park (\$117,000), Lathrop Park (\$110,000) and Five Points Property (\$278,000) will remain as budgeted.

Prepared by Erik Garwick, Parks Manager

APPROVALS

DEPARTMEN T	NAME	PLEASE ADD: COMMENTS or APPROVED and DATE
PW	Erik Garwick	Approved 4/9/19
PW	Brian Yanez	Approved 4-11-19
PW	Rosemarie Gaglione	Approved 4/12/19
Finance	Beth Vo	Ok 4/9/19
Legal	Jason Zaragoza	Approved. Approved 4/12/19.
City Manager	Ashley Golden	Approved 4/16/19

Housing-Related Parks Program Grant Agreement

(CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT)

Park Projects

Public Works Department
Erik Garwick, Parks Manager
Jim Nelson, Project Manager

That the Community Services Committee receive an update on grant-funded projects from the California Department of Housing and Community Development (HCD) and Housing-Related Parks Program (HRP).

- The California Department of Housing and Community Development (HCD) and the Housing-Related Parks Program (HRP) is designed to encourage cities and counties to develop affordable housing by rewarding jurisdictions that have provided new and rehabilitated housing that is affordable to lower-income households.
- Grant funds are to be used exclusively for the costs of park and facility creation, development or rehabilitation.
- According to program guidelines, the selected parks cannot be changed from those identified on the grant application. However, the City can choose to reprogram funding among and within the selected parks.

November 14, 2017 – City Council approved to execute an agreement with HCD for HRP program projects. In addition, the City Council agreed to allocate Measure O funds:

- HCD Grant \$1,333,574
- Measure O \$ 671,973
- Total \$2,005,547

Approved Funding for Park Improvements

Proposed HCD Park Projects				
TABLE 1	Cost Estimate - HCD Grant Parks Project(s)			
	NEIGHBORHOOD PARKS	HCD	MEASURE O	Total
1	Durley Park	\$ 537,547		
2	Del Sol Park	\$ 475,000		
3	Thompson Park	\$ 188,027	\$ 56,973	
4	Lathrop Park		\$ 110,000	
5	Beck Park		\$ 110,000	
6	Colonia Park	\$ 60,000		
7	Campus Park	\$ 43,000	\$ 117,000	
8	5 Points Property		\$ 278,000	
9	Carty Park	\$ 30,000		
	TOTAL	\$ 1,333,574	\$ 671,973	\$ 2,005,547

- According to program guidelines, the selected parks cannot be changed from those identified on the grant application. However, the City can choose to move funding among and within the selected parks.
- Due to time constraints and potential of losing grant funds per HCD agreement, staff reprogrammed funds between park projects.

TABLE 2

Park	HCD Appropriation on November 11, 2017	Proposed Revised HCD Award	Changes
Durley Park	\$537,547	\$548,547	\$11,000
Del Sol Park	\$475,000	\$68,216	\$(406,784)
Thompson Park	\$188,027	\$188,027	-
Lathrop Park	-	\$40,642	\$40,642
Beck Park	-	\$108,300	\$108,300
Colonia Park	\$60,000	\$224,609	\$164,609
Campus Park	\$43,000	\$52,202	\$9,202
Carty Park	\$30,000	\$103,031	\$73,031
Total HCD Grant	\$1,333,574	\$1,333,574	-

Park Project Funds and Description - TABLE 3

Park	HCD	Measure O	Total Cost	Project Description
Durley Park	\$548,547		\$548,547	New playground, restriping of basketball court, install new fiber material at preschool playground
Del Sol Park	\$68,216		\$68,216	Bleacher repairs, new benches, and security lighting
Thompson Park	\$188,027	\$56,973	\$245,000	Install new rubberized walking track around the park
Lathrop Park	\$40,642	\$110,000	\$150,642	Remove fibar and install a rubberized walking surface on the existing path
Beck Park	\$108,300	\$110,000	\$108,300	Security lighting (\$110,000 of Measure O will be spent on new walking surface)
Colonia Park	\$224,609		\$224,609	Enhance security lighting, basketball court lighting and lighting for Eastside Little League ballfield
Campus Park	\$52,202	\$117,000	\$52,202	Install fiber-optic infrastructure for the Police Activities League (PAL) center. (\$117,000 of Measure O will be reprogrammed)
Carty Park	\$103,031		\$103,031	New bleachers, fencing and a new backstop for the girl's slow pitch softball league main ballfield
Five Points Property		\$278,000		\$278,000 of Measure O will be reprogrammed.
Totals	\$1,333,574	\$393,973	\$1,500,547	

Goal : to deplete the entire grant funding, for specific projects project, of \$1,333,574 prior to the deadline of June 30, 2019.

Important changes include:

- Reduced the HCD funds from Del Sol Park due to the inability of completing the project by the grant deadline.
 - The restroom project (\$475,000) will be funded with Quimby funds (approved in the CIP)
- Increased the HCD funds for Beck Park, Lathrop Park, Colonia Park and Carty Park. Del Sol Park funding was reduced
 - Beck Park originally had no HCD funding, however, this project was ready for bid.

Durley Park



DURLEY PARK



NOT TO SCALE



HCD Funds - \$548,547

- New Playground
- Restriping Basketball Court
- Adding Playground Fibar at the Durley Preschool Facility.

Durley Park (New Playground)



Del Sol Park



DEL SOL PARK

N
NOT TO SCALE



HCD Funds - \$ 68,216

- New LED Lighting
- New Park Benches
- Fixing Existing Sports Bleachers

Note: A new restroom now funded with Quimby funds and recently approved by City Council as part of the Capital Improvement Plan

Thompson Park



THOMPSON PARK



HCD Funds - \$188,027
Measure O Funds - \$ 56,973

- New walking track

Thompson Park



Lathrop Park



LATHROP PARK



HCD Funds - \$40,642
Measure O Funds - \$110,000

- Remove fibar and install a rubberized walking surface on the existing path

Beck Park



HCD Funds - \$108,300
Measure O Funds - \$110,000

- HCD funds will be used to Install security lighting
- Measure O funds will be used to install a walking surface

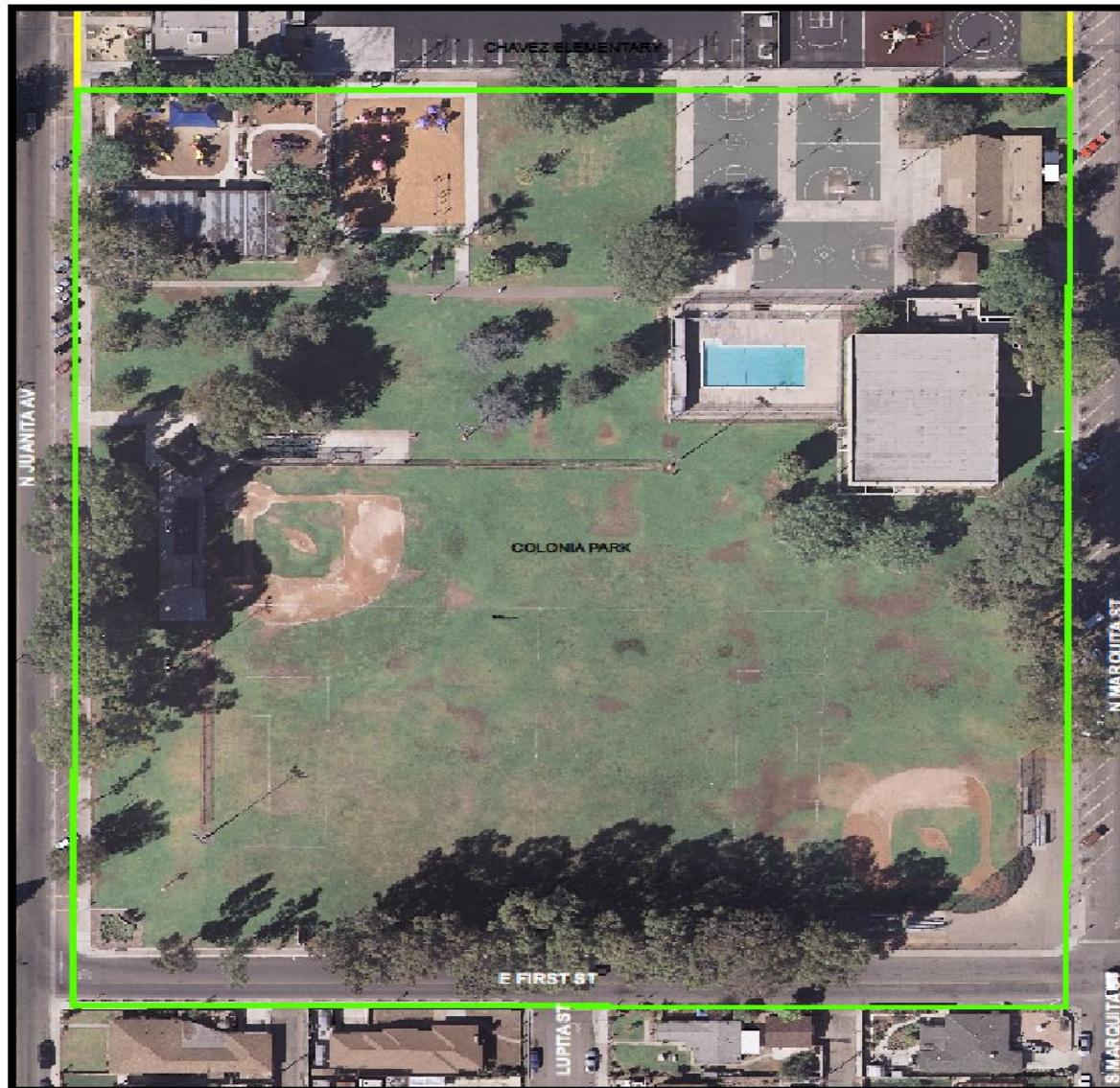


Date: Apr 5, 2010

BECK PARK



Colonia Park



COLONIA PARK



HCD Funding - \$224,609

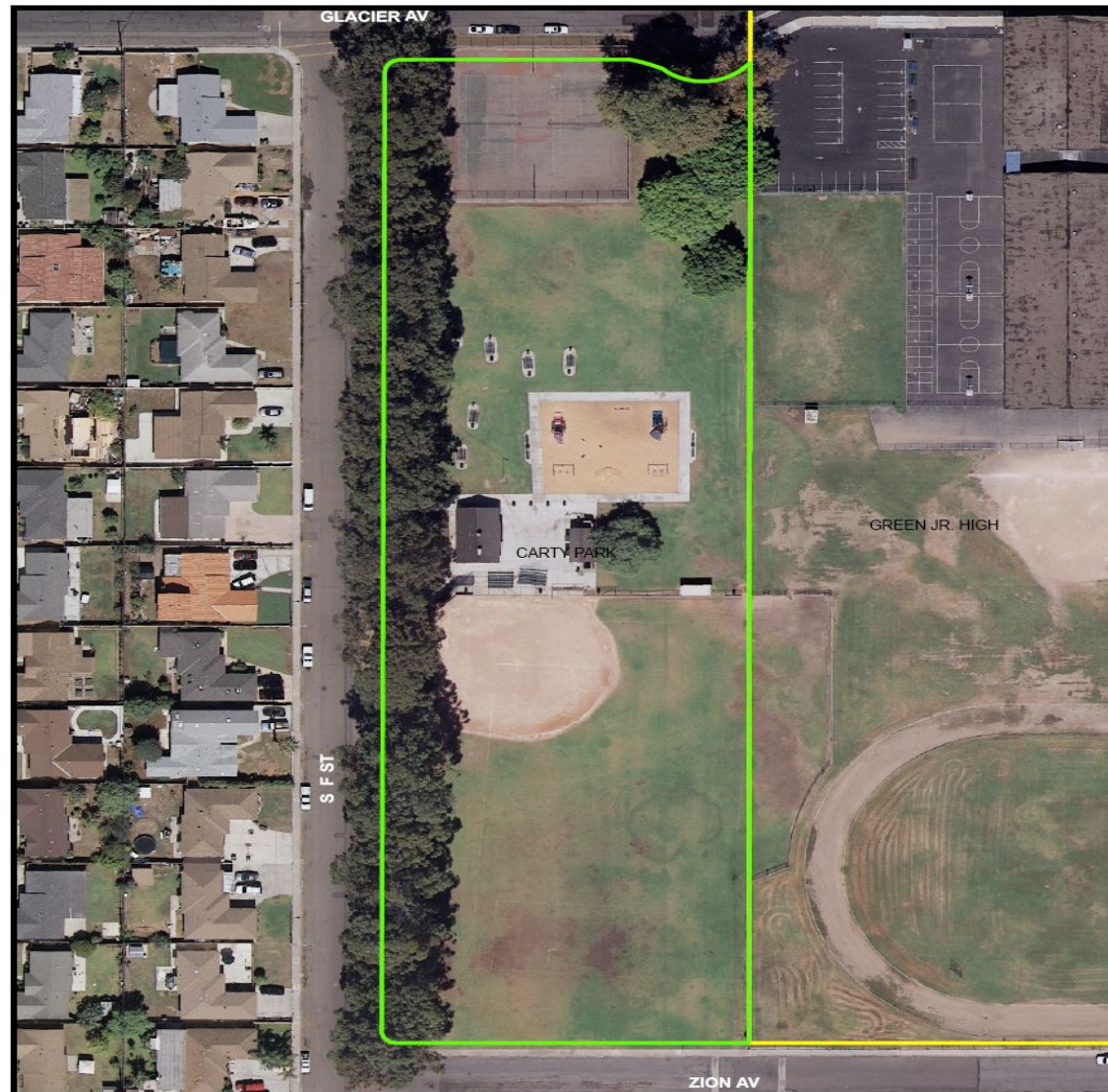
- Security Lighting
- Basketball Court Lighting
- Lighting for Eastside Little League ballfield



HCD Funding - \$52,202

- Installing fiber optic to the Police Activities League (PAL) center

Carty Park



CARTY PARK



HCD Funding - \$103,031

- New bleachers, fencing and new backstop for the girls slow pitch softball league.

- Beck Park funds of \$110,000 will be used for new walking surface around the park
- Campus Park Measure O funds of \$117,000 will remain in budget
- Five Points Property Measure O funds of \$278,000 will remain in the budget

Questions?