CITY OF OXNARD
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION
MINUTES
REGULAR MEETING
City Council Chambers
300 West Wing Third Street, Oxnard, CA 93030
Wednesday, July 24, 2019, 5:30 p.m.

A. ROLL CALL

At 5:32 p.m. the meeting of the Oxnard Parks, Recreation, and Community Services Commission convened in the Council Chambers. Chairman Poirier, Vice Chair Whitecomb and Commissioners Kalbacher, Reyes and Teran were present. 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, Cultural Community Services Director, Erik Garwick, Parks Manager, Eric Humel, Parks Department, Susan Marquez, Recreation Department, and Adriana Britt, Recording Secretary.

B. PLEDGE OF ALLEGIANCE

Chair Poirier

C. COMMISSION BUSINESS

1. SUBJECT: Election of 2019 Chair and Vice Chair
   ACTION: Commissioner Whitecomb/Terran/unanimous

D. PUBLIC COMMENTS

At a special meeting, a person may address the Parks, Recreation, and Community Services Commission only on matters on the agenda. A person may speak a maximum of three (3) minutes. The Chairperson, with the concurrence of the Commission, may permit public comments to exceed the above state limitations. Public comments will be considered at the time of consideration go the individual agenda items.

1. Alex Burum (Optimist Club President) – For Book Depository
2. Jeff Burum – For Book Depository – in possession of a completed book depository and will take on responsibility of maintaining it
3. Sofia Vega – For Book Depository
4. Gaudencio Diaz T. – For Book Depository
5. Carolina Gallardo Magana – For Book Depository
6. Lucy Cartagena – Gave handouts with possible dates for book depository implementation, wants "donation home" for books that have already been donated

E. APPROVAL OF MINUTES

SUBJECT: Minutes of the PRCSC meetings from the May 22, 2019 regular meeting and June 19, 2019 special meeting are submitted for approval.
RECOMMENDATION: PRCSC will review minutes from May 22, 2019 regular meeting, June 19, 2019 special meeting and July 24, 2019 regular meeting at August meeting.

Commissioners may individually report on items of interest or concern outside of sub-committee reports. The PRCSC cannot enter not a detailed discussion or take on any item presented during reports.

F. CEREMONIAL CALENDAR

G. PRESENTATION TO THE COMMISSION

H. REPORT OF 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 item presented during this report. Such items may only be referred to the Secretary for administrative action or scheduled on a subsequent agenda for discussion.

SUBJECT: Community Cinema (Movies in the Park)
ACTION: Susan Marquez, Recreation and Community Services Coordinator presented on Community Cinema. Commissioner Terran mentioned that he has attended some of the events, he enjoys it and hopes more of the community begins attending.

SUBJECT: Oxnard PAL Kids Fest
ACTION: Susan Marquez, Recreation and Community Services Coordinator presented on Oxnard PAL Kids Fest. Commissioner Terran asked how the event is funded. Susan Marquez informed him that the Oxnard PAL non-profit receives donations and grants to hold such events. Terrel Harrison informed Commissioner Terran that Oxnard PAL has put in approximately 1.5 million into community events and that PAL is currently taking on its first, huge campaign to help cover costs for new roof at La Colonia Boxing Gym

I. PARKS DIVISION REPORT

SUBJECT: Parks projects update – status of HRPP projects and CDBG projects – Parks Staff
ACTION: Eric Garwick, Parks Manager presented on status of HRPP and CDBG Projects. Money was spent on time. Commissioner Terran would like to know why money was moved around and would also like more lighting at Del Sol Park and more water at Campus Park.

SUBJECT: Parks & Recreation Master Plan Update
ACTION: Eric Humel, Interim Project Manager updated commission on Parks & Recreation Master Plan

SUBJECT: Campus Park grant application status
ACTION: Eric Humel, Interim Project Manager updated commission on Campus Park grant application status.

SUBJECT: Parks & Trees Irrigation Plan within 2019/2020 Budget
ACTION: Erik Garwick, Parks Manager asked commission for permission to give presentation at a later date.

J. NEW BUSINESS

1. SUBJECT: Park Community Book Shelf – Angela Whitecomb, Commissioner
   ACTION: Commissioner Whitecomb gave presentation on community bookshelves for parks. Kalbacher/ Reyes unanimous approves Community Book Shelves. Commissioner Terran would like to know if there

is a space in classrooms at Campus Park to store books. He would like staff to meet with volunteers to discuss space. Commissioner Kalbaucher/Reyes – unanimous vote to approve Community Book Shelf.

(Recess 6:23 p.m. Resumed 6:34 p.m.)

K. COMMISSION COMMENTS

Commissioner Kalbacher: Patterson median is looking messy. Parks looked horrible after 4th of July, what about park clean up after holidays.

Commissioner Terran: Thanked Eric Humel for Campus Park – would like to know what is happening with school district purchase plans.

L. ITEMS OF FUTURE CONSIDERATION

1. Update on proposed procedures for homeless in the park.
2. Proposal of planting wildflowers in medians.
3. Update on volunteers working with the city to clean up in place of staff (possibly public works?)
4. Park restrooms to next agenda from Erik Garwick.

M. ADJOURNMENT

At 8:03 p.m. the Parks, Recreation, and Community Services Commission concurred to adjourn the meeting.

The next regular meeting is scheduled for **Wednesday, August 28, 2019**, at 5:30 p.m. at the Council Chambers, 305 W. Third Street, Oxnard, CA 93030

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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.