

CITY OF OXNARD
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION
MINUTES
REGULAR MEETING
City Council Chambers
300 West Wing Third Street, Oxnard, CA 93030
Wednesday, August 28, 2019, 5:30 p.m.

A. ROLL CALL

At 5:34 p.m. the meeting of the Oxnard Parks, Recreation, and Community Services Commission convened in the Council Chambers. Commissioners Hernandez, Kalbacher, Lucero, Reyes and Teran were present. Chairman Poirier and Vice Chair Whitecomb were absent. Commissioner Teran Chaired the meeting. The meeting opened with the Pledge of Allegiance to the flag of the United States. Chairman Teran presided and called the meeting to order. Staff members present were: Terrel Harrison, Cultural Community Services Director, Brian Yanez, Assistant Public Works Director, Erik Garwick, Parks Manager, Eric Humel, Parks Department, Janice M. Zaragoza, PRCSC Liaison.

B. PLEDGE OF ALLEGIANCE

Angel Parra, Recreation Leader III

D. PUBLIC COMMENTS

1. Jack Villa - Hobson Park East Neighborhood Council Chair
 - a. Community Center Park East/Lion's Park; loitering in park and request for removal of benches and barbeques
2. Diana Velzy - Orchard Park Neighborhood Council chair
 - a. Asked for follow up of Orchard Park restroom roof repair; extended time without movement
 - b. Insufficient number of trash containers for park

E. APPROVAL OF MINUTES

SUBJECT: Minutes of the PRCSC meetings from the May 22, 2019 regular meeting, June 19, 2019 special meeting, and July 24, 2019 regular meeting were submitted for approval.

RECOMMENDATION: PRCSC approved minutes from May 22, 2019 regular meeting (Teran/Kalbacher), June 19, 2019 special meeting (Kalbacher/Hernandez), and July 24, 2019 regular meeting (Kalbacher/Reyes).

F. CEREMONIAL CALENDAR

G. PRESENTATION TO THE COMMISSION

1. SUBJECT: Brown Act Training for CAGs - Jason Zaragoza, Deputy City Attorney
ACTION: The Commission received training on the Brown Act.

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.

I. PARKS DIVISION REPORT

1. SUBJECT: CALFire Trees Grant - Planting Plan and Schedule - Eric Humel, Interim Project Manager
ACTION: The Commission received the presentation and provided feedback.
2. SUBJECT: Park Restrooms and the Park User Experience - Roger Poirier, Chair
ACTION: Due to the absence of Chairman Poirier, the Commission moved to receive the presentation and provide feedback to the next calendar meeting.
3. SUBJECT: Update on Capital Improvement Projects Related to Parks - Erik Garwick, Parks Manager
ACTION: The Commission received the presentation and provided feedback.

J. NEW BUSINESS

1. SUBJECT: Formation of PRCSC Commission Ad Hoc Committees - Roger Poirier, Chair
ACTION: That the Commission consider formation of PRCSC Ad Hoc Committees, provide guidance for Committee operations, and choose assignments for each Committee for the following committees:
1.) Parks Gardens and Trees; 2.) Recreation and Community Services; 3.) Volunteers and Residents; 4.) Resources; 5.) Partnerships; There can be 2-3 Commissioners per committee. Commissioners can serve on more than one committee. Commission will revisit this item at the next regular meeting.

K. COMMISSION COMMENTS

1. Commissioner Reyes: Applaud husband and wife team for cleaning sidewalks.
2. Commissioner Lucero: Possible volunteers to create a Dog Patrol.
3. Commissioner Teran: Shoutout to Mr. Marvin Boos for cleaning up Wooley Road, and his neighborhood park in Fremont North.

L. ITEMS OF FUTURE CONSIDERATION

1. Commissioner Hernandez: Have Jack Villa return and speak on behalf of the homeless at Lion's Park. Have Diana Velzy return and speak behalf of Orchard Park and the issues pertaining to the roof, not having enough trashcans, cost of prefab restrooms and signs at the park. Update/report from Parks staff on CIP and Master Plan on funding sources.
2. Commissioner Reyes: Non-Profit organization partnerships with Parks and Recreation. A map and list identifying and showing the differences between community parks and neighborhood parks.
3. Commissioner Teran: Update from Parks staff on dead and dying trees. Stats on how many have been removed and where they have been removed, how many remain, and possible removal schedule.

M. ADJOURNMENT

At 7:26 p.m. the Parks, Recreation, and Community Services Commission concurred to adjourn the meeting.

The next regular meeting is scheduled for **Wednesday, September 25, 2019**, at 5:30 p.m. at the Council Chambers, 305 W. 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.