

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 on the City of Oxnard website. Commission agendas are available on the City of Oxnard website 7 days prior to regular meetings, at [www.oxnard.org/city-meetings](http://www.oxnard.org/city-meetings)



AGENDA  
Parks, Recreation & Community Services Commission  
Regular Meeting  
Council Chambers, 305 W Third Street  
September 27, 2023  
5:30 p.m.

**Please click the link below to join the webinar:**  
**<https://us06web.zoom.us/j/85712301004?pwd=GlGtZ5CbahO6G2mr7FQO89QdLw3BHq.1>**

**Or Telephone:**  
**Dial(for higher quality, dial a number based on your current location):**  
**US: 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853 5257 (Toll Free)**  
**888 475 4499 (Toll Free)**  
**Webinar ID: 857 1230 1004**  
**Passcode: 693511**

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call in steps listed above. Once the Chair calls for public speakers, press \*9 to raise your hand, or if online, click the raise hand icon in the Zoom interface to inform the Chair you would like to speak during the public speaking section for that particular item on the agenda.

**YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:**

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE OR VIA ZOOM
2. EMAIL COMMENTS OR REQUESTS TO SPEAK BEFORE THE MEETING
  - a. Submit a request to speak no later than 2:00 p.m. on the day of the meeting by contacting the Commission Secretary Adriana Britt at [adriana.britt@oxnard.org](mailto:adriana.britt@oxnard.org). Please indicate the agenda item number in the subject line.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
  - a. To provide a public comment during the meeting dial: US: 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting. When the Chair announces the particular item on the agenda you want to speak on, press \*9 to raise your hand. Once called on, press \*6 to unmute your phone.
  - b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public shall have three

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| <p>In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact Adriana Britt at 805-385-7995. Notification at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.</p> |
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minutes to register or otherwise be recognized for the purpose of providing public comment.

A. ROLL CALL/PLEDGE OF ALLEGIANCE

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the Regular Meeting of June 28, 2023 and Special Meeting of September 17, 2023.

RECOMMENDATION: Approve.

C. PUBLIC COMMENTS

At a regular meeting, a person may address the Parks, Recreation & Community Services 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 detailed discussion or take action on any item presented during public comments not on the agenda. Such items 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 on items not on the agenda should do so during public comments.

D. CEREMONIAL CALENDAR

1. SUBJECT: Volunteer Coach Timeo Beas

RECOMMEND: That the commission recognizes Mr. Timeo Beas for his time and dedication to youth in the community.

E. REPORTS

1. SUBJECT: Youth Sports Programs

RECOMMENDATION: That the Commission receive a report on Youth Sports Programs.

- Parks, Recreation & Community Services Commission - 9/27/2023 - Agenda Item Commission Update  
<https://youtu.be/N2-TxIlEVm0>

F. COMMISSION BUSINESS

1. SUBJECT: Ambassador Program

RECOMMENDATION: That the Commission review the current draft of the Ambassador Program and provide feedback with recommendations.

- Parks, Recreation & Community Services Commission - 9/27/2023 - Agenda Item Ambassador Program  
<https://youtu.be/rimCFibBGRQ>

2. SUBJECT: Parks Tour Discussion

RECOMMENDATION: That the Commission discuss the Parks Tour that was held on September 17, 2023 and provide feedback and ideas to staff for future consideration.

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G. AD-HOC COMMITTEE REPORTS

1. SUBJECT: Five Points Property Ad-hoc Committee.  
RECOMMENDATION: That the Committee updates the Commission. The Committee will sunset on October 25, 2023.
2. SUBJECT: Community Park East Restroom Ad-hoc Committee.  
RECOMMENDATION: That the Committee updates the Commission. The Committee will sunset on October 25, 2023.
3. SUBJECT: Park Restrooms Ad-hoc Committee  
RECOMMENDATION: That the Commission receive a final report from the Ad-Hoc Committee on park restrooms as they pertain to sports leagues during practices and games. Sunset date: September 27, 2023.

H. REPORT OF THE COMMISSION SECRETARY

1. SUBJECT: Parks Updates  
RECOMMENDATION: That the Commission receive an update on current park projects in the City of Oxnard including projected completion dates.
2. SUBJECT: Recreation Updates  
RECOMMENDATION: That the Commission receive an update on upcoming Recreation events.

I. COMMISSIONER COMMENTS

Commissioners may individually report on items of interest or concern outside of Ad Hoc Committee reports. The Commission cannot enter into detailed discussion or take action on any item presented during these reports. The Commissioner's report shall not exceed three minutes.

J. ITEMS FOR FUTURE CONSIDERATION

Commissioners may request that items be placed on future agendas for extended discussion.

K. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact Adriana Britt at 805-385-7995. Notification at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

# MEMO



DATE: 9/27/2023

TO: Parks, Recreation & Community Services Commission

FROM: Jessy Tapia, Community Services Manager

SUBJECT: Recreation & Community Services Division Staff Report: Youth Sports

## RECOMMENDATION

That the Commission receives a presentation on Youth Sports Update.

## DISCUSSION

At a previous Parks, Recreation, and Community Services Commission (PRCSC) meeting, Councilmember Oscar Hernandez raised the question about Youth Sports since the start of the pandemic (March 2020). This staff report addresses Youth Sports offering, community participation and staffing levels.

# MEMO



DATE: September 27, 2023

TO: Parks, Recreation & Community Services Commission

FROM: Steve Howlett, Assistant Director

SUBJECT: Park Ambassador

## RECOMMENDATION

Review and provide recommendations for the DRAFT Ambassador Program

## BACKGROUND

The Ambassador Ad-Hoc Committee was formed by the Parks, Recreation, & Community Services Commission to develop a program that provides opportunities for Volunteers to perform fun and meaningful services in the City Parks that activate programming and activities, while also providing a clean and safe environment for residents to enjoy.

## DISCUSSION

The attached DRAFT Ambassador Program needs additional information and editing to clearly define the program, the expectations of the Volunteers, and the responsibility of the City. After the Commission provides recommended changes and additional information, the DRAFT Ambassador Program will be reviewed by the City Attorney's Office for liability considerations and waivers. At that time, the Ambassador Program will then be sent to the City Manager's Office for consideration by the City Council.

During the Ad-Hoc Committee's brainstorming sessions, a list of activities by volunteers was created that align with the activities of the proposed Ambassador Program. They include:

- Baseball and Softball teams by taking care of the fields and restrooms.
- Lawn Bowling Organization at Wilson Park by maintaining and programming the field and facility.
- Rose Garden Group at Wilson Park by maintain the garden and facility
- Del Sol Community Garden by programming and maintaining the shared areas.

Additional activities that may be considered for the Ambassador Program include:

- Chess
- Dog parks
- Summer time activities
- Bicycle hubs
- Meet-ups
- Block Parties
- Parent and me
- Walk-n-Talk

## **FINANCIAL IMPACT**

There is no financial impact at this time. However, the project may require dedicated funding for program supplies and volunteer recognition. These funds will need to be identified prior to this item being presented to City Council for consideration.

# DRAFT Ambassador Program

Parks, Recreation, & Community Services Commission  
September 27, 2023

Steve Howlett  
Asst. Public Works Director



Review and provide recommendations for the DRAFT Ambassador Program





The Ambassador Ad-Hoc Committee was formed by the Parks, Recreation, & Community Services Commission to develop a program that provides opportunities for Volunteers to perform fun and meaningful services in the City Parks that activate programming and activities, while also providing a clean and safe environment for residents to enjoy.



The attached DRAFT Ambassador Program needs additional information and editing to clearly define the program, the expectations of the Volunteers, and the responsibility of the City.

During the Ad-Hoc Committee's brainstorming sessions, a list of activities by current volunteers was created that align with the activities of the proposed Ambassador Program. They include:

- Baseball and Softball teams by taking care of the fields and restrooms.
- Lawn Bowling Organization at Wilson Park by maintaining and programming the field and facility.
- Rose Garden Group at Wilson Park by maintain the garden and facility
- Del Sol Community Garden by programming and maintaining the shared areas.

Additional activities that may be considered for the Ambassador Program include:

- Chess
- Dog parks
- Summer time activities
- Bicycle hubs
- Meet-ups
- Block Parties
- Parent and me
- Walk-n-Talk





After the Commission provides recommended changes and additional information to the DRAFT Ambassador Program, a final version will be presented to the Commission, at a future meeting, for approval. The Commission approved PROPOSED Ambassador Program will then be reviewed by the City Attorney's Office for liability considerations and waivers before it is sent to the City Manager's Office for consideration by the City Council.



There is no financial impact at this time. However, the project may require dedicated funding for program supplies and volunteer recognition. These funds will need to be identified prior to this item being presented to City Council for consideration.

# Questions?