

MINUTES
Parks, Recreation & Community Services Commission
April 24, 2024

A. ROLL CALL/PLEDGE OF ALLEGIANCE

At 5:37 p.m., the regular meeting of the Parks, Recreation & Community Services Commission convened. Commissioners Angela Whitecomb, Armando Casillas, Miguel Fernandez, and Oscar Hernandez were present. Commissioner Paul Lemos was absent. Staff members present were Steve Howlett, Assistant Public Works Director, Jessy Tapia, Cultural and Community Services Manager, and Adriana Britt, Cultural and Community Services Specialist.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the Regular Meeting of January 24, 2024.

RECOMMENDATION: Approve.

DISCUSSION: None

ACTION: Minutes were approved as recommended.

C. PUBLIC COMMENTS

D. COMMISSION BUSINESS:

1. SUBJECT: Restructuring of Citizen Advisory Groups

RECOMMENDATION: That the Commission recommends the City Council consider restructuring the Parks, Recreation, & Community Services Commission and the Cultural Arts Commission by combining them into one CAG consisting of 7 members.

DISCUSSION: The commission recommended the item be tabled until more information regarding the Arts Commission and the application process for both Advisory Groups is gathered.

Arts Commission Vice Chair Teo Lopez: In favor of combining the two Advisory Groups Chair

Roger Poirier: Discussed concerns for merging the two Advisory Groups

ACTION: Miguel Fernandez motioned to table the item for a future date. Oscar Hernandez seconded the motion.

2. SUBJECT: Campus Park Project Update

RECOMMENDATION: That the Commission receive an update on Campus Park Project status, schedule, and funding.

DISCUSSION: The commission received an update on the Campus Park Project from Assistant Public Works Director Steve Howlett. The commission would like to hear more on plans to receive more funding.

ACTION: [None.]

3. SUBJECT: Election of PRCSC Vice Chair

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RECOMMENDATION: That the Commission elects a Vice Chair to serve a term expiring on December 31, 2024.

DISCUSSION: Miguel Fernandez volunteered to become Vice Chair.

ACTION: Miguel Fernandez motioned to become Vice Chair for the Parks, Recreation & Community Services Commission. Oscar Hernandez seconded the motion.

4. SUBJECT: Five Points Neighborhood Ad-Hoc Committee Member Assignment

RECOMMENDATION: That the Commission assign a member to serve on the Five Points Neighborhood Ad-Hoc Committee replacing former commissioner C. Hernandez.

DISCUSSION: Chair Chitecomb volunteered to serve as a Five Points Neighborhood Ad-Hoc Committee member.

ACTION: Vice Chair Fernandez motioned for Chair Whitecomb to serve as a Five Points Neighborhood Ad-Hoc Committee member. Commissioner Casillas seconded the motion.

5. SUBJECT: Reassignment of members to the Park Ranger Program and City Park Hours Ad-Hoc Committees

RECOMMENDATION: That the Commission discuss membership on the Park Ranger Program and City Park Hours Ad-Hoc Committees and reassign no more than two members to serve on each Committee to comply with the Brown Act and Commission bylaws.

DISCUSSION: [None.]

ACTION: [None.]

6. SUBJECT: Creation of Annual Report Ad Hoc Committee and Assignment of Members

RECOMMENDATION: That the Commission establish an Annual Report Ad-Hoc Committee and assign the Commission Chair and one additional Commissioner to develop the annual report for presentation to City Council on July 2. Sunset date: June 26, 2024.

DISCUSSION: Chair Whitecomb and Vice Chair Fernandez volunteered to serve as Annual Report Ad Hoc Committee members.

ACTION: Miguel Fernandez motioned for Chair Whitecomb and Vice Chair Fernandez to serve as committee members. Armando Casillas seconded the motion.

E. AD-HOC COMMITTEE REPORTS

1. SUBJECT: Five Points Neighborhood Ad-Hoc Committee

RECOMMENDATION: That the Commission receive an update from the Committee on engaging the community for input on building a new neighborhood park. Sunset on May 22, 2024. Members: Commissioner Miguel Fernandez

DISCUSSION: [None.]

ACTION: [None.]

2. SUBJECT: Park Ranger Program Ad-Hoc Committee

RECOMMENDATION: That the Commission receive an update from the Committee on the feasibility of a park ranger program to enforce City park rules, reservations, and fees. Sunset date: May 22, 2024. Members: Whitecomb and O. Hernandez.

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DISCUSSION: [None.]

ACTION: [None.]

3. SUBJECT: Park Restroom Murals Ad-Hoc Committee

RECOMMENDATION: That the Commission receives an update from the Committee on painting murals on newly installed park restrooms.

Sunset date: May 22, 2024. Members: Fernandez and Whitecomb.

DISCUSSION: Committee members discussed the possibility of merging the Parks, Recreation, and Community Services Commission and the Cultural Arts Commission.

ACTION: [None.]

4. SUBJECT: City Park Hours Ad-Hoc Committee

RECOMMENDATION: That the Commission receives an update from the Committee on the need to adjust park hours for various parks around the City. Sunset date: May 22, 2024. Members: Fernandez and O. Hernandez

DISCUSSION: The commission discussed the prioritization of amenities at specific parks based on needs and activities.

Roger Poirier: Gave recommendation to the commission on which amenities are needed in parks.

ACTION: [None.]

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

1. SUBJECT: Parks Division Updates

RECOMMENDATION: That the Commission receive an update on current park projects in the City of Oxnard including projected completion dates.

DISCUSSION: Steve Howlett updated the commission on the Durley Park Renovation Grant and training for the Brown Act from the City Attorney's Office.

ACTION: [None.]

2. SUBJECT: Recreation and Community Services Division Updates

RECOMMENDATION: That the Commission receive an update on upcoming Recreation events and programs including an overview of 2024 Recreation programs.

DISCUSSION: The commission was updated on the upcoming Grad Night, Special Populations Day at the Park, Meet Up Clean Up, Rock into Sports, and Insect Festival.

ACTION: [None.]

G. COMMISSIONER COMMENTS

1. Miguel Fernandez: Tree trimmers
2. Angela Whiecomb: Art Gala
3. Armando Casillas: Expressed his gratitude in the efforts for Durley Park.

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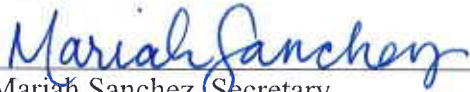
H. ITEMS FOR FUTURE CONSIDERATION

1. Facilities Updates
2. Center Tours
3. List Non-Profits in support of parks
4. Information on new applicant procedure for CAGs

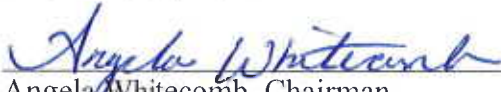
I. ADJOURNMENT

The meeting adjourned at 8:08 pm

Mariah Sanchez


Mariah Sanchez, Secretary

Angela Whitecomb


Angela Whitecomb, Chairman

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