

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

AGENDA
Community Relations Commission
Regular Meeting
Council Chambers, 305 W. Third Street
November 18, 2024
6:00 p.m.



To join remotely, click on the link below:

<https://us06web.zoom.us/j/88020854613?pwd=vM2jWFb5h2IElpeEfPqAcSP94OZDyE.1>

Or telephone (toll-free): 888 475 4499 (Toll Free)

Meeting ID: 880 2085 4613

Passcode: 553483

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 3:00 p.m. on the day of the meeting by contacting the Commission Secretary Martha Guillen at martha.guillen@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 888-475-4499 (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 minutes to register or otherwise be recognized for the purpose of providing public comment.

A. ROLL CALL/PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of September 16, 2024.
RECOMMENDATION: Approve.

C. PUBLIC COMMENTS

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact Martha Guillen at 805-385-7434. Notification at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

At a regular meeting, a person may address the Community Relations 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. COMMISSION BUSINESS

1. SUBJECT: Recognition of the 2024 Multicultural Festival Sponsors and International Booth Participants.

RECOMMENDATION: That the CRC Commissioners approve the recognition awards.

2. SUBJECT: Adoption of the 2025 Community Relations Commission Calendar

RECOMMENDATION: That the Community Relations Commission adopt the 2025 calendar of meeting dates, times, and locations.

3. SUBJECT: Cancellation of December Regular Meeting.

RECOMMENDATION: That the Community Relations Commission discuss and approve canceling the December CRC Meeting.

E. 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.

F. 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.

G. ITEMS FOR FUTURE CONSIDERATION

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

H. ADJOURNMENT



TO: Community Relations Commission

FROM: Martha Guillen, Executive Assistant, martha.guillen@oxnard.org

DATE: November 18, 2024

SUBJECT: Adoption of 2025 Community Relations Commission calendar

RECOMMENDATION

That the Community Relations Commission adopt the 2025 calendar of meeting dates, times, and locations.

DISCUSSION

Per Article V, Section A of the CAG Bylaws, “the commission shall conduct regular meetings once each month. The exact dates, time and location of the meetings shall be determined by a vote of the Commission at the annual meeting in January.”

In alignment with this section, members of this CAG are asked to review the attached proposed 2025 meeting calendar and approve the annual meeting calendar.

The annual calendar establishes a meeting once per month. In the event that there is no business to consider at a monthly meeting, or there are other special circumstances resulting in the need to cancel or postpone a meeting, the staff liaison has the authority to cancel a meeting with concurrence from the chair person.

Meetings for the Community Relations Commission typically take place monthly on the third Monday of each month in City Council Chambers (305 W. Third Street). In 2025, there is a conflict in the months of January and February due to holidays. There is an alternate date suggested for those months on the attached calendar for consideration, pending availability of space. Upon adoption, staff will confirm the availability of location for the alternate dates.

Attachments:

- A. Proposed 2025 meeting calendar for the Community Relations Commission.



Proposed 2025 meeting calendar for the Community Relations Commission

<u>Date</u>	<u>Time</u>	<u>Location</u>
January 27, 2025*	6:00 p.m.	Council Chambers
February 24, 2025*	6:00 p.m.	Council Chambers
March 17, 2025	6:00 p.m.	Council Chambers
April 21, 2025	6:00 p.m.	Council Chambers
May 19, 2025	6:00 p.m.	Council Chambers
June 16, 2025	6:00 p.m.	Council Chambers
July 21, 2025	6:00 p.m.	Council Chambers
August 18, 2025	6:00 p.m.	Council Chambers
September 15, 2025	6:00 p.m.	Council Chambers
October 20, 2025	6:00 p.m.	Council Chambers
November 17, 2025	6:00 p.m.	Council Chambers
December 15, 2025	6:00 p.m.	Council Chambers

*The regular meeting dates for January and February fall on a holiday when the City offices are closed. Alternate dates have been proposed pending availability of space. The location will be confirmed upon approval of the alternate dates.