



**PARKS & RECREATION COMMISSION MINUTES**  
**Wednesday, November 14, 2023 at 5:00 p.m.**  
**City Council Chambers**  
**8200 Westminster Blvd., Westminster, CA 92683**

**CALL TO ORDER:** Meeting was called to order at 5:00 p.m.

**ROLL CALL:** Vice Chair Jason Gray, Commissioner Christine Hernandez, Commissioner Tim Hogan, Commissioner Jessica Lostaunau

**Present:** Vice Chair Jason Gray, Commissioner Christine Hernandez, Commissioner Tim Hogan, Commissioner Jessica Lostaunau

**Absent:** None.

**Staff Present:** Vanessa Johnson, Community Services and Recreation Director; Tuan Pham, Assistant City Engineer; and Tammy Huynh, Senior Administrative Assistant.

**SALUTE TO THE FLAG:** Commissioner Lostaunau led all those present in the salute to the flag.

**INVOCATION:** Commissioner Hernandez led all those present in the Invocation.

**1. ELECTION OF CHAIR AND VICE CHAIR**

**Motion was made by Commissioner Lostaunau,** and seconded by Commissioner Hernandez, to elect Vice Chair Gray as the Chair. Motion carried 4-0, with the following vote:

AYES:           HERNANDEZ, HOGAN, LOSTAUNAU, GRAY  
NOES:           NONE  
ABSTAIN:       NONE  
ABSENT:        NONE

**Motion was made by Commissioner Hogan,** and seconded by Chair Gray to elect Commissioner Lostaunau as Vice Chair. Motion carried 4-0, with the following vote:

AYES:           HERNANDEZ, HOGAN, LOSTAUNAU, GRAY  
NOES:           NONE  
ABSTAIN:       NONE  
ABSENT:        NONE

## 2. ORAL COMMUNICATIONS

1. Robert Harrison, Vietnam War Memorial in Westminster Inc., spoke in support of item 5.1 and mentioned that their organization had been planning on adding a map along with more historical information to the inside of the Vietnam War Memorial Kiosk at Sid Goldstein Freedom Park for a long time now. He mentioned that there are some minor grammatical changes that need to be made to the proposed panels but would like for the commission to approve the request, with minor grammatical changes to be made, and make a recommendation to the City Council to consider the request to replace the two panels in the wall inside the Vietnam War Memorial Kiosk.
2. Terry Rains, Westminster resident, spoke in support of item 5.1, and expressed that she wished it could have been done before Craig Mandeville passed away on October 10<sup>th</sup>. She suggested minor corrections to be considered to the proposed panels and listed out the suggested corrections. Commissioners and staff were provided with a copy of her comments. She expressed her support to approve this item and incorporate some language into the motion to “approve as recommended with minor spelling and grammatical changes, as suggested, to be corrected before the item goes before the City Council for approval”.

## 3. APPROVAL OF MINUTES

### 3.1 Meeting Minutes – April 12, 2023

**Motion was made by Chair Gray**, and seconded by Vice Chair Lostaunau, to approve the minutes from the April 12, 2023 Parks and Recreation Commission Meeting. Motion carried 4-0, with the following vote:

AYES:           HERNANDEZ, HOGAN, LOSTAUNAU, GRAY  
NOES:           NONE  
ABSTAIN:       NONE  
ABSENT:        NONE

## 4. UNFINISHED BUSINESS

### 4.1 Park Check List Reports and Assignments

Vanessa Johnson explained the Park Check List and Assignments process to the commission. Commissioner Hernandez selected Frank Fry Park, Sigler Park, Newcastle Park, and Tony Lam Park as her parks to oversee. Vice Chair Lostaunau selected Sid Goldstein Freedom Park, Cascade Park, and Civic Center as her parks to oversee. Commissioner Hogan and Chair Gray will let staff know their park assignments at a later date.

## 4.2 Playground Project Updates

Tuan Pham gave a presentation on the upcoming playground projects which included timelines for the existing playground projects and information on upcoming new playground projects.

## 5. NEW BUSINESS

### 5.1 Request to replace two (2) panels on the wall inside the Vietnam War Memorial Kiosk (Staff Report)

Vanessa Johnson presented the staff report to the commission regarding the request received to replace two panels on the wall inside of the Vietnam War Memorial Kiosk with new panels that include additional historical details of the Vietnam War. Commissioners were presented with photos of the current panels along with the proposed panels.

Commissioner Hogan inquired about the dimensions of the existing panels as well as the proposed panels. The requester did not have this information, however staff informed the commission they will go out to the park and take measurements of the existing panels, and that the new proposed panels would fit within the existing artwork's dimensions.

Discussion ensued regarding the request. Vanessa Johnson informed the commission that if the commission decides to bring this item to Council for their consideration, it could most likely be presented at a council meeting in January.

**Motion was made by Chair Gray**, and seconded by Vice Chair Lostaunau, to make a recommendation to the City Council to approve the request, with minor grammatical changes to be made to the proposed panels. Motion carried 4-0, with the following vote:

AYES:           HERNANDEZ, HOGAN, LOSTAUNAU, GRAY  
NOES:           NONE  
ABSTAIN:       NONE  
ABSENT:        NONE

### 5.2 Select Meeting Times

**Motion was made by Chair Gray**, and seconded by Commissioner Hernandez, to hold the Parks and Recreation Commission Meetings at 5:00 p.m., on their scheduled meeting dates. Motion carried 4-0, with the following vote:

AYES:           HERNANDEZ, HOGAN, LOSTAUNAU, GRAY  
NOES:           NONE  
ABSTAIN:       NONE  
ABSENT:        NONE

## **6. REPORT FROM STAFF**

### **6.1 California Park & Recreation Society (CPRS) Quarterly Publication**

Vanessa Johnson informed the commission that they will be receiving the California Parks & Recreation Society (CPRS) Quarterly Publications mailed to their home addresses.

### **6.2 Upcoming Events**

Vanessa Johnson provided the commissioners with a copy of the newest Winter Newsletter and Recreation Guide and informed the commissioners of upcoming holiday events.

Commissioner Hernandez expressed that her family really enjoys the Santa-on-the-Go Pop-up events.

## **7. ITEMS FROM COMMISSIONERS**

Vice Chair Lostaunau expressed that she is very happy to be a part of the organization.

Chair Gray asked about the current vacancy on the commission. Vanessa confirmed that there is a vacancy and that it could be filled at the council meeting on December 13<sup>th</sup>.

## **8. ADJOURNMENT**

Meeting was adjourned at 5:40 p.m. The next regular meeting will be held on Tuesday, January 9, 2024 at 5:00 p.m.

Respectfully submitted,

Tammy Huynh, Senior Administrative Assistant  
Community Services & Recreation