



PARKS & RECREATION COMMISSION MINUTES
Tuesday, January 9, 2024 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: Chair Jason Gray, Vice Chair Jessica Lostaunau, Commissioner Kenneth Abell, Commissioner Christine Hernandez, and Commissioner Tim Hogan

Present: Chair Jason Gray, Vice Chair Jessica Lostaunau, Commissioner Kenneth Abell, Commissioner Christine Hernandez, and Commissioner Tim Hogan

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 Hernandez led all those present in the salute to the flag.

INVOCATION: Commissioner Hogan led all those present in the Invocation.

1. ORAL COMMUNICATIONS – None.

2. APPROVAL OF MINUTES

2.1 Meeting Minutes – November 14, 2023

Motion was made by Chair Gray, and seconded by Vice Chair Lostaunau, to approve the minutes from the November 14, 2023 Parks and Recreation Commission Meeting. Motion carried 5-0, with the following vote:

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

3. UNFINISHED BUSINESS

3.1 Park Check List Reports and Assignments

Vice Chair Lostaunau reported there was a lot of dog waste at Cascade Park and inquired about installing dog waste bag dispensers near the trashcans. Tuan Pham responded that the City had installed dog waste bag dispensers in the past, however park patrons would empty out the dispensers, often times, within a day each time they were refilled.

Commissioner Hogan reported that he witnessed dogs running around unleashed at Russell C. Paris Park and College Park, and the citizens had cleaned up after their dogs. Vanessa Johnson clarified that all dogs must be leashed at the city parks and that these parks mentioned are not designated dog parks.

Vice Chair Lostaunau asked if signage indicating that the municipal code states all dogs must be leashed in public areas and pet owners must be responsible for cleaning up after their dogs, would be helpful. Tuan Pham mentioned that staff can look into that.

3.2 Project Updates

Tuan Pham gave a presentation on upcoming projects such as the playground renovations, pickleball courts, and the community garden project. Commissioner Hogan inquired about access to utilize the community garden; Vanessa Johnson mentioned that staff is still developing the programming piece of the community garden. Commissioner Hernandez inquired about the timeline of the Sigler Park Playground project; staff responded that there was a delay due to the contractor having to fix some deficiencies. Commissioner Hernandez inquired about the estimated groundbreaking for Newcastle Park and Tony Lam Park Playgrounds; Tuan Pham responded that the Newcastle Park groundbreaking should be around summertime and the Tony Lam Park groundbreaking should be around the end of the year. Commissioner Hernandez asked if staff has contacted DeMille Elementary School to inform them of the estimated groundbreaking, since they usually plan end-of-the-year school events at the park; staff commented that they will let the Principal know once that date is set.

4. NEW BUSINESS

4.1 Community Services & Recreation Annual Report for Fiscal Year 2022-23

Vanessa Johnson provided each commissioner a copy of the Community Services & Recreation Annual Report for Fiscal Year 2022-23 and gave a presentation on the Report.

Vice Chair Lostaunau commented that she receives the weekly emails (E-blasts) from the Community Services & Recreation Department and asked how seniors can be signed up to receive those emails. Vanessa Johnson responded that patrons just need to create an account, but they would need to agree to opt-in to receiving the emails; she also commented that staff could assist seniors with creating their accounts if needed. Commissioner Hernandez asked if information about opting-in to receive the E-blasts is included in the printed Quarterly Newsletter; Vanessa Johnson responded that it currently is not, but that is a great idea and staff can look into adding that.

5. REPORT FROM STAFF

5.1 Upcoming Events

Vanessa Johnson informed the commissioners about the upcoming Tet Parade on February 10, 2024, and upcoming Senior Center luncheons. She also informed the commissioners that staff will be sure to invite them to upcoming Ribbon Cutting events.

6. ITEMS FROM COMMISSIONERS

Commissioner Hogan mentioned that during his park assessments, he spoke to residents, and most of them informed him that they have noticed less issues with homelessness at some of the parks. He also inquired about the possibility of having curbs painted green at Margie L. Rice Park, similar to the green curbs at College Park, to deter patrons from parking there overnight. Vanessa Johnson mentioned that staff can add this topic to the next agenda, to discuss making a recommendation to the Traffic Commission to paint green curbs at Margie L. Rice Park, similar to those at College Park.

Commissioners discussed selecting additional park assignments. Staff informed the commission they can email staff and let them know which parks they would like to be assigned to. Commissioner Abell inquired about a park location map; staff informed him that a map will be sent to him for review.

7. ADJOURNMENT

Meeting was adjourned at 5:52 p.m. The next regular meeting will be held on Tuesday, March 12, 2024 at 5:00 p.m.

Respectfully submitted,

Tammy Huynh, Senior Administrative Assistant
Community Services & Recreation