



PARKS & RECREATION COMMISSION MINUTES
Tuesday, September 10, 2024 at 5:00 p.m.
City Council Chambers
8200 Westminster Blvd., Westminster, CA 92683

CALL TO ORDER: Meeting was called to order at 5:01 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: Chair Gray 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 – July 16, 2024

Motion was made by Chair Gray, and seconded by Commissioner Hogan, to approve the minutes from the July 16, 2024, 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

Commissioner Hogan reported concerns he received from residents about E-bike usage and a tree house at Bolsa Chica Park. He also shared that he spoke to the Principal at

Stacey Middle School, and they are planning on offering a class that will teach kids the rules of the road that would potentially lead to them getting permits to be able to ride and park their bikes at the school. He also spoke to the Assistant Principal at Johnson Middle school who was intrigued by the idea of offering a similar class. Staff mentioned they will follow up with the Police Department regarding if there have been any updates regarding regulations and also reported that the Community Services and Recreation Department has not received any calls or complaints regarding E-bikes at the parks. Staff will ask the Police Department to check their call logs.

Staff suggested that the commissioners continue to encourage residents to contact the Police Department which would also assist with tracking and data purposes; if residents do not want to call, the commissioners were also encouraged by staff to contact the Police Department right away also.

Discussion ensued regarding E-bike regulations and safety education classes within the Westminster School District and Huntington Beach Union High School District.

Vice Chair Lostaunau reported a significant improvement in the squirrel issue at Margie L. Rice Park. She inquired about potential benefits or drawbacks from external pressure on CalTrans to expedite the work being done at Margie L. Rice Park. Staff reported that they had met with OCTA and the contractor, and it was positive. After the meeting, the contractor mobilized and started working on the irrigation. It has been a little slower than anticipated, but they are making progress on installing the irrigation lines. OCTA has committed to completing the entire project, including the slope embankment and irrigation, before demobilizing. Vice Chair Lostaunau mentioned she will inform the residents that the updates are in progress.

Regarding RV parking, Vice Chair Lostaunau asked for an update on the RV Ordinance enforcement timeline. Staff indicated that the Police Department is finalizing the permit process and will provide further information. She also raised concerns about homeless individuals at the park, specifically inquiring about limitations on bike ownership. Staff agreed to follow up with the Police Department and provide an update to the commission.

Commissioner Hogan reported that someone is still feeding the squirrels at Margie L. Rice Park.

Commissioner Hernandez reported that she visited Newcastle Park and initially she was concerned about parking being an issue, however it was not, and the park was very well attended. She did notice some graffiti on the back of the park sign, but had positive feedback overall. She also mentioned Sigler Park has been very popular over the summer.

3.2 Project Updates

Tuan Pham provided an update on current park projects, including the status of Tony Lam Park Playground and the five upcoming ARPA-funded playground projects. He also shared details on the forthcoming Community Garden and baseball field projects.

Commissioner Hernandez mentioned that Sigler Park does not have a bucket swing. Staff mentioned that can be added.

Vanessa highlighted the upcoming work on the community garden program and soccer fields. She also mentioned the anticipation of several Ribbon Cutting Ceremonies for upcoming completed projects.

Commissioner Hernandez asked if there will be a communication strategy to promote these projects. Staff assured the commission that there will be promotional efforts, especially during Parks Make Life Better Month, to highlight these exciting projects.

4. NEW BUSINESS

4.1 Next Meeting Date and Time

The commission discussed scheduling their next meeting. Staff reminded the commission that the November meeting might be the last for the current commission, as a new one will be seated after the upcoming election. Current commissioners were encouraged to reapply if interested. Regarding the meeting time, Vice Chair Lostaunau suggested moving it back to 4 p.m. While the 5 p.m. start time was intended to accommodate public attendance, she observed that people often attend when they have specific concerns. She expressed that, in such cases, they would likely still attend a 4 p.m. meeting.

Motion was made by Commissioner Hernandez, and seconded by Vice Chair Lostaunau, to hold the next Parks and Recreation Commission at 4 p.m., on Tuesday, November 12, 2024. Motion carried 5-0, with the following vote:

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

5. REPORT FROM STAFF

5.1 Upcoming Events

The Commissioners received the latest Newsletter and Recreation Guide along with a packet of flyers of upcoming events. Vanessa Johnson provided an update on the Splash Pad and provided an update on all the fun activities and events scheduled for the upcoming Fall Festival. She also informed the commission that staff is in the process of submitting the RFP for the next funding cycle of the Family Resource Center. She also

provided an update on the Halloween Spooktacular and upcoming Senior Center activities and events.

Commissioner Hernandez asked if the Senior Center uses the Red Cross for their emergency preparedness classes and informed staff that they offer those classes for free.

Vanessa informed the commission about the upcoming changes to the parking enforcements in the Civic Center.

Commissioner Hernandez praised the look of the current Newsletter and Recreation Guide.

6. ITEMS FROM COMMISSIONERS – None.

7. ADJOURNMENT

Meeting was adjourned at 5:43 p.m. The next regular meeting will be held on Tuesday, November 12, 2024 at 4:00 p.m.

Respectfully submitted,

Tammy Huynh

Tammy Huynh, Senior Administrative Assistant
Community Services & Recreation