



## **Board Meeting Minutes**

**Wednesday**

**July 22, 2020**

**519 South C St., Oxnard CA**

**Zoom Video Conference**

### **1. Call to Order**

- a. Chairman Ozzie Lopez called meeting to order at 5:30 p.m.
- b. Directors present: Kim Recharte, Angelique Estrada, and Lorenzo Castillo. Quorum met. Directors absent: Alfredo Plascencia, Tiffany Lopez, and Oscar Madrigal.
- c. City: Jeffrey Lambert, Community Development Director joined meeting at 5:55 p.m., Rosie Ornelas, Economic Development Manager joined meeting at 5:55 p.m. Staff: Abel Magana and Amber Garcia.

### **2. Public Comments**

Jessica Kimble- As the Arts director for the Juneteenth committee we organized an Art Walk at Lions Park and the park was a mess, human waste, trash, and dirty clothes. We had to do the cleanup; the city should clean up the parks. We plan on doing surveys of all the parks and organizing park cleanups with the community. Starting this project in August with 20 volunteers already interested.

### **3. Approval of Minutes of Regular Meeting on June 24, 2020**

#### **Approval of Minutes of Special Meeting on July 8, 2020**

Motion to approve both Minutes in one motion made by Recharte and seconded by Estrada. Motion passed. Motion to approve the Minutes of June 24, 2020 and July 8, 2020 made by Recharte and seconded by Estrada. Motion passed.

### **4. Treasurer's Report for the period ending June 30, 2020**

Motion to receive and file the report made by O. Recharte, seconded by Estrada. Motion passed.

### **5. ODMD 2020 Operating Budget**

Motion to approve the 2020 Operating Budget as presented made by Kim Recharte, Seconded by Estrada. Motion Passed.

### **6. Website Redesign & Hosting**

Motion to authorize staff to contract with Strand Management, LLC, to redesign and provide ongoing hosting services for DowntownOxnard.org made by Estrada and seconded by Recharte. Motion passed.

### **7. City Report**

Ornelas- Working on a process to allow business to operate outdoors has taken most of staff time. Continuing to work with restaurants that have outdoor dining, currently at 35 restaurants with some operational and others waiting for approval.

Lambert- Evaluating almost 50 applications for cannabis retail and goal is to have the selections by mid-September. Those selected eight will be able to apply for a special use permit and a hearing before the Planning Commission. The first taskforce took place this afternoon as a kick off meeting to start conversing. Marco LiMandri is preparing the RFP's for the three types of services: cleaning services, marketing & promotion, and administration services. Once the RFP's are completed they will circulate to the taskforce with the goal to have their approval at the August meeting. The City Manager has yet to appoint his city appointee for the ODMD board, will announce soon.

### **8. Committee & Staff Reports:**

- a. **Clean & Safe-** Committee is ready to hire the additional member for the Clean Team. PSC Hector Diaz has returned to the Downtown as team leader.

- b. Diaz- Planning to communicate better with PD, ODMD Board, and City. PSC bike patrols will return, bikes are currently out for repair. Asking for help from board to find who to contact to cut the power of the acorn lights outlets to avoid the homeless camping by poles to power devices. Officer Brown has provided a written downtown report for the month, filed with board packet.
- c. **Identity & Placemaking-** Two designers have submitted their downtown banner concepts, committee planning to meet soon for final decision to get them up already by early September. Volunteer clean up projected organized by board member Castillo is scheduled for July 25<sup>th</sup> at 7am at Plaza Park. August's Placemaking meeting will be moved up to July 28<sup>th</sup> since director will be out of town for that week.
- d. **Organization/ Executive Director-** The Clean Team has been heavily focusing on weeding out around the district, improving the look of downtown. Did a survey/inventory of the trashcans in terms of missing lids and plastic liners, resulting in 8 missing lids and 10 missing plastic liners. Will prepare and present a formal proposal to the board to replace the missing parts and refurbish the trashcans, estimating no more than \$5,000. Since this is not in our budget, I propose using the carryover money from the Clean and Safe program. I will be out of the office starting July 29 through August 6 on vacation; Amber will be working full-time at the office in my absence. Suggest having a joint meeting July 28 at 9 a.m. for the Placemaking Committee and Executive Committee. A new utility box was completed this month with some good and bad feedback through social media; we still have five boxes left for any artists interested. Recharte suggested having a page on our website dedicated to this art program to have the artist's story of their concept and background on them. Been working on weekly distributing a bulletin to the business and property owners, and a newsletter for consumers. Recharte added to have the bulletins printed out for PSC to distribute while doing patrols. We are currently at around \$200,000 and still waiting for the City's assessment check of about \$146,000. Applied for a \$5,000 County Grant and should hear back from them by early August.

#### 9. Board Comments

**Castillo-** Thank you everyone, we are making progress to make things better, we will have to see what happens with the City's taskforce and what their plans are for the future. I'm trying to help as much as I can, I've been part of this community since 72 and want to improve the downtown. We need to show action and show proof, and that's why I got involved with the cleaning part. We all have to do our part and hopefully improve the downtown.

**Estrada-** I would like to invite everyone to the District Identity meeting on Tuesday July 28 at 9 a.m. so we may decide on the banners and get that moving and done. I volunteered to be on the City's Taskforce and attend the first kickoff meeting today. Marco has suggested our board needs to have committees and any member on the Board who is not involved in a committee should not be on this Board because we are a working board. In order to get projects accomplished the Board needs to do the footwork to direct Abel to make it happen. I hope that we can make a mark on these 5 months we have available. Suggests having the trashcan proposal for the next meeting to vote on.

**O. Lopez-** Thank you all for putting me in the position I'm at, I've worked at for this organization for 15 years and I considered it a much harder job but it seems pretty fun. Spoke with Abel about getting polo shirts for the Board and I have a friend who does them inexpensive, hopefully I can get some input from you all. Thank you all for coming and let's go out with a bang.

#### 10. Adjournment

Motion to adjourn meeting at 6:54PM made by Recharte, Seconded by Estrada, Motion Passed.