

MINUTES  
Parks, Recreation & Community Services Commission  
October 22, 2025

A. ROLL CALL/PLEDGE OF ALLEGIANCE

At 5:36 p.m., the regular meeting of the Parks, Recreation & Community Services Commission convened. Commissioners Angela Whitecomb, Miguel Fernandez, Joe Garcia, Oscar Hernandez, and Abel Velasquez were present. Staff members present were Steve Howlett, Assistant Public Works Director, Jessy Tapia, Cultural and Community Services Manager, and Adriana Britt, Cultural and Community Services Administrative Services Analyst.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the Regular Meetings of June 25 and August 27, 2025

RECOMMENDATION: Approve.

DISCUSSION: [None.]

ACTION: Minutes of the June 25, 2025, meeting were approved. (5-0). Minutes of the August 27, 2025, meeting were approved. (4-0). 1 abstained.

C. PUBLIC COMMENTS

Roger Poirier - Doya Special Meeting regarding Meta District

D. COMMISSION BUSINESS:

1. SUBJECT: Future Sports Park

RECOMMENDATION: That the Parks, Recreation, & Community Services Commission discuss the future of Sports Park

DISCUSSION: The Commission discussed the possible use of the future sports park.

ACTION: [None.]

2. SUBJECT: Colonia Park Restroom

RECOMMENDATION: That the Commission discuss the restroom at Colonia Park.

DISCUSSION: Commissioner Abel Velasquez addressed housekeeping issues with the restroom. Staff notified Commissioner Velasquez that it will be addressed.

ACTION: [None.]

3. SUBJECT: Parks Division Budget

RECOMMENDATION: That the commission review and discuss the current Parks Division Expense Budget.

DISCUSSION: The commission received and discussed the Parks Division Expense Budget with Mr. Howlett.

ACTION: [None.]

4. SUBJECT: Recreation or Parks Tour

RECOMMENDATION: That the Commission discuss an agenda and date for a special meeting to tour facilities.

DISCUSSION: The commission and staff discussed visiting Campus Park, Durley Park, Colonia Park, Wilson Park, Community West Park, and Southwinds Park on January 10.  
ACTION: [None.]

E. AD HOC COMMITTEE REPORT

1. SUBJECT: Ad Hoc Committee for Donation Program  
RECOMMENDATION: That the Commission receive an update from the Ad Hoc Committee about recommended edits for the Park Bench and Tree Donation Program.  
DISCUSSION: The Commission discussed edits for the Donation Program.  
ACTION: The Commission approved extending the Committee for one month. (5-0)

F. 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.

1. SUBJECT: Parks Division Updates  
RECOMMENDATION: That the Commission receive an update on current park projects in the City of Oxnard, including projected completion dates.  
DISCUSSION: Steve Howlett, Assistant Public Works Director, provided an update on the completed Carty Park playground, the start of the Olo Koy Park playground renovation, and the Colonia Boxing Gym renovation.  
ACTION: [None.]
2. SUBJECT: Recreation and Community Services Division Updates  
RECOMMENDATION: That the Commission receive an update on upcoming Recreation and Community Services events and programs.  
DISCUSSION: Jessy Tapia, Cultural and Community Services Manager, provided information regarding Youth Sports Fall Registration, September 20 Meet Up Clean Up at Oxnard PAL, and the 2025 International PAL Boxing Tournament.  
ACTION: [None.]

G. COMMISSIONER COMMENTS

1. Commissioner Garcia spoke on Meet Up Clean Up, PAL Boxing Tournament, and Futsal at Colonia Gym
2. Commissioner Fernandez met with the City of Oxnard Project Manager regarding Campus Park.
3. Commissioner Whitecomb commented on her experience at parks throughout other states and current projects. Invited the community to Haunt in the Park.
4. Commissioner Velasquez attended the PVRPD El Pantion event, the Oxnard College 50th Anniversary Mural Ceremony, Coming Out Day Flag Raising, and Colonia Park Skate Park Community Event.
5. Commissioner Hernandez highlighted all of the hard work of fellow commissioners and staff.

H. ITEMS FOR FUTURE CONSIDERATION

1. Sports Park
2. User Fees Study & Rental Fees for 2024/2025 FY
3. Rio Vista moving to General Fund
4. Landscape standards
5. Park Policy/Allocation Policy Discussion
6. Futsal on the parking structure 4th floor

I. ADJOURNMENT

The meeting adjourned at 8:12 pm



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Adriana Britt, Acting Secretary

Digitally signed by Angela Whitecomb  
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Angela Whitecomb, Commission Chair