

**COMMUNITY SERVICES, PARKS & RECREATION COMMISSION MEETING
CITY OF CHINO COUNCIL CHAMBERS
AUGUST 25, 2025, 6:00 P.M.**

MINUTES

I. CALL TO ORDER

Chairperson Martinez called the meeting to order at 6:00 p.m.

II. PLEDGE TO THE FLAG

Commissioner Takeuchi led the flag salute.

III. ROLL CALL

Commissioners Present: Chairperson Robert Martinez and Commissioners Jamie Aviles, Carl Cooper, Julissa Montenegro-Olivas, and Linda Takeuchi

Commissioners Late: None

Commissioners Absent: Vice Chairperson Neal Jerry and Commissioner Patricia Pereda Arlt

Council Present: None

Teen Advisory Committee
Members Present: None

Staff Present: Silvia Avalos, Ted Bistarkey, Monica Tiznado, Jeff Benson, Andrea Bauer, Kari Franco, Brittany Zarcas, Jose Soto, Martin Guzman, Jessee Maloney, Michael Milhiser, and Marsha Ariyasu

IV. CEREMONIAL

1. Introduction of Newly Appointed Staff Member – Griselda Lara, Senior Management Analyst.

Ms. Lara stated this position was previously held by Danielle Monarrez for the past 19 years. She will be responsible for overseeing the Department's budget, leading budget preparation and analysis, revenue forecasting, and serving as the Department's liaison to Finance and Human Resources Departments. She has worked for the City for 27 years in Community Services, Parks & Recreation, which includes eight years as a Coordinator, five years as a Supervisor, and for the past seven years as Management Analyst for Parks and Facilities Division. She was responsible for the Division's budget, processing contractual agreements, preparing the budget and status reports for federal, state, and county grants. She also monitored expenditures and revenues across multiple funds, including Building Maintenance, Park Fund, Custodial Services, Internal Service Funds, and Capital Improvement Projects.

Ms. Lara stated she has a Bachelor's Degree in Human Services from Cal State Fullerton and has actively been involved in professional associations throughout her career. She is thrilled to start this new journey and continue supporting the

Department, Commissioners, and the community. Her office is located at City Hall South.

Chairperson Martinez asked if the grants focused on the entire City or just the Community Services, Parks & Recreation Department.

Ms. Lara stated she oversaw the administration of any park, per capita, CDBG, and Prop 68 grants.

V. CONSENT CALENDAR

1. Minutes – July 28, 2025, Community Services, Parks & Recreation Commission Regular Meeting (Vice Chairperson Jerry was absent).

Moved by Commissioner Takeuchi, seconded by Commissioner Cooper, and carried on a 5-0-2-0 vote to approve the Consent Calendar as presented.

AYES:	Aviles, Cooper, Martinez, Montenegro-Olivas, and Takeuchi
NOES:	None
ABSENT:	Arlt and Jerry
ABSTAIN:	None

VI. PUBLIC COMMUNICATIONS

Chairperson Martinez opened the Public Communications. As there were no requests to speak, Chairperson Martinez closed the Public Communications.

VII. INFORMATION

1. Youth and Teen Counseling:

Kari Franco, Community Services, Parks & Recreation Supervisor, gave the report. Ms. Franco provided an overview of School-Based Counseling, which provides vital support to students in every school within the Chino Valley Unified School District. For over 30 years, Chino Human Services Counseling has served as a trusted practicum site partnering with colleges and universities to support graduate students pursuing master's degrees in counseling and clinical therapy. As part of their professional training, those students complete required direct counseling hours towards licensure as a Marriage and Family Therapist. What makes this program especially unique is that it is offered by a City. With the guidance of dedicated clinical supervisors, students complete their Board of Behavior Sciences or BBS hours, while providing invaluable counseling services to students in the Chino Valley Unified School District (District). This year, Human Services attended several college practicum fairs successfully recruiting 18 new volunteer trainees from local universities, including Cal State Fullerton, University of La Verne, Azusa Pacific University, and Cal Poly Pomona. These volunteers, along with paid Counselor II employees, make up a team of 31 Counselors who provide services throughout the District.

Ms. Franco reported as of 2021 according to the Centers for Disease Control, one in five children ages 3-17 has been diagnosed with a mental, emotional, or behavior disorder. Recognizing the importance of mental health, the City of Chino considers counseling an essential service. In partnership with the District and the City of Chino Hills, they provide free counseling to students at all 35 schools within the District.

Ms. Franco reported the Youth Counseling program serves students in kindergarten through 6th grade at every elementary school. The Teen Counseling program supports junior high, high school, and alternative education for all students in the District. Together, these programs ensure that every student in the Chino Valley has access to critical counseling support at no cost to them.

Ms. Franco reported during the last school year the Youth Counseling program served 353 unduplicated students, providing 3,654 units of service supported by 1,407.75 volunteer hours. The Teen Counseling program supported 360 students, delivering 3,671 units of service with the help of 1,802 volunteer hours. Most short-term counseling was provided through in-person sessions, however, Telehealth is also offered. Typical participation is 8-12 weeks for 30-minute sessions. Chino Lead Counselors work in close partnership with school administrators and school counselors, who refer students to Chino Human Services Counseling. Common problems tend to include anxiety, stress, conflict resolution, communication skills, anger management, grief, social isolation, and low mood. For students in need of higher levels of care, Counselors can provide referrals to additional District programs, as well as community-based services. This collaborative model has proven highly effective, and it represents a unique and invaluable resource for the Chino community.

Ms. Franco reported Chino Human Services also includes the HOPE Family Resource Center, a partnership between the City of Chino and the District. Through this collaboration, Case Managers provide families with vital support, such as assistance with social service applications, food referrals, and community resources. When additional needs arise, students may be referred to Counseling through HOPE and CARE. If a student or family is identified as needing Counseling services, the Case Manager submits a referral directly to the lead at the school sites. Through this program, Counselors are able to visit the schools and see HOPE and CARE students who are given priority access to begin counseling immediately. In the past year, Counselors served 62 students and families through HOPE and CARE, providing a total of 574 units of service. At the conclusion of counseling, they ask families and students to share their experience. Parents of younger children complete a feedback survey, while teens reflect through their own self surveys. By reaching students early, they give them tools to face challenges, resilience, confidence, and hope. Strengths they can carry far beyond the classroom.

Ms. Franco reported overall, the Counseling program continues to grow, guided by a commitment to provide compassionate, high-quality support to the Chino community. Now, more than ever, Counseling is an essential service, and it takes everyone working together to ensure children and families have the care and resources they need to thrive.

Ms. Franco reported looking ahead, Human Services remains dedicated to their partnerships, and will continue to provide in-person counseling along with telehealth options when needed so that every student and family in the District has access to these services.

Commissioner Takeuchi speaking as a retired elementary school teacher, as well as a parent and grandparent, stated she is grateful the City offers this program. It is even more difficult now for many school districts to do what we do, so thank you.

Chairperson Martinez stated the volunteer hours are amazing and asked if we are working with colleges constantly to bring in Counselors.

Ms. Franco stated every six months staff is recruiting new trainees. We bring in 5-12 new trainees. It depends on the flow of the schools and how busy they are. They try to start off with a Lead Counselor at every school site and then a trainee. Sometimes two or three trainees, depending on how busy the school. The teen schools tend to be the busiest, so they usually have two or three Counselors there to start.

Chairperson Martinez stated the program is so important, and he appreciates the report.

2. Special Events:

Martin Guzman, Community Services, Parks & Recreation Coordinator, gave the report. Mr. Guzman reported the Memorial Day Remembrance event was held on Monday, May 26, at the Chino Community Building. This event was hosted by the Chino American Legion and the City of Chino, and paid tribute to the courageous men and women who gave their lives in service to our country. This year, 150 attendees gathered to pay their respects and reflect on those people who answered the call of duty and made the ultimate sacrifice.

Mr. Guzman reported Chino Summer Nights is an annual event held on the City Hall lawn for six weeks each summer. Some of the movies highlighted this in this year's lineup were Inside Out 2, Beetlejuice 2, The Emperor's New Groove, Moana 2, and Mufasa. Each night, there was pre-show entertainment from local groups, such as Z-Ultimate Self Defense Studios, Society of American Magicians, Little Rose Party Characters, Magic Kid Robotics Chino Hills, and SoCa Arts Dance Studio. Guests also had the opportunity to enjoy a variety of information booths, retail vendors, and food options. Over 2,200 community members attended throughout the summer season.

Mr. Guzman reported the Fireworks Spectacular was held on Friday, June 27, and Saturday, June 28, bringing two days of family fun to the community. Attendees enjoyed a carnival featuring 14 rides, a special military presentation, live music performances, and a spectacular fireworks show. The event drew over 9,000 attendees, who explored a broad selection of more than 75 vendors throughout the weekend. This beloved event is made possible by all the hard work and collaboration of many City departments, all coming together to create a memorable experience for the community.

Mr. Guzman reported the Halloween Spooktacular will take place on Halloween day, Friday, October 31, from 4:00-9:00 p.m., at Ayala Park on Fields 11-14. Families can look forward to a fun truck-or-treat, carnival rides, hot air balloons, games, inflatable maze and obstacle course, tot lot, free giveaways, costume contest, wide selection of food vendors, and lots of candy. The Halloween Spooktacular is sure to be a fun-filled night for Chino residents.

Mr. Guzman reported the Veterans Day Ceremony will be held on Tuesday, November 11, from 11:00 a.m.-12:00 p.m., at the Chino Community Building. This special event honors the service and sacrifice of our hometown veterans. Local youth organizations, including Girls Scouts, Boy Scouts, and Young Marines will volunteer their time to participate in and support the ceremony. He invited

the community to join in to show their appreciation and to honor all those who have served in the Armed Forces.

Mr. Guzman reported Special Events in Chino do more than bring people together for fun. They strengthen the fabric of our hometown community. These events promote pride, celebrate diversity, and create spaces where people can connect and build relationships. They support our local businesses, encourage volunteerism, and promote a sense of belonging. Special events bring the community together in ways that help make Chino not just a city, but a home.

Chairperson Martinez stated these events are a lot of work, but are good for the community. He does not know how we can keep topping them.

3. Parks and Facilities Project Updates:

Jessee Maloney, Project Coordinator, gave the report on his projects. Mr. Maloney reported on the Walnut Park Playground Improvements. Staff anticipates a bid solicitation in fall 2025, and will begin construction within the current fiscal year. The project's scope of work consists of removing and replacing the existing playground, picnic pavilion, site amenities, and restroom building improvements. The scope has expanded to resurfacing the basketball court, as well as installation materials for a new inclusive playground, rubberized play surface, and new Polygon pavilion picnic shade shelter. Additional work will include parking lot improvements, new concrete hardscape in identified areas, and accessibility improvements. A recent decision was made to include the resurfacing of the basketball court and additional hardscape concrete areas adjacent to the court. Staff is currently working with the designer on expanding the current contract to include the additional scope of work being added.

Mr. Maloney reported the Carolyn Owens Community Center Demonstration Garden project is currently in design phase with construction anticipated to start in May 2026. There will be four different themed gardens for residents and business owners to draw inspiration for their own future landscaping project. The four gardens will showcase different regions and types of planting materials that would be compatible with Chino's climate. The project also includes the surrounding right-of-way improvements for path of travel.

Mr. Maloney reported the Carolyn Owens Community Center Playground and ADA Improvement project is a separate project, but on the same site. Staff anticipates beginning construction in 2026, and it will coincide with the Demonstration Garden project. The project will consist of installing a new tot lot adjacent to the future Demonstration Garden. Additional scope of work will include accessibility improvements on the east side of the facility to improve walkways, detectable warnings, striping, and concrete slopes. The intended design for the future tot lot will be a nature-themed playground that will tie into the Demonstration Garden. New site improvements for both projects will enhance the City's image and invite all Chino residents and visitors to enjoy the nature-themed spaces.

Mr. Maloney reported the Monte Vista Park Teen Center Roof Replacement and Exterior Paint project is anticipated to start in fall 2025, after the conclusion of this year's summer programs. The scope of work will consist of a full roof replacement, exterior paint, and removal of a trailer structure. This will include having the roof resloped for proper drainage, replacement of adjacent fascia boards as needed, new metal flashing, and new roof shingles. The entire replacement project will

bring the Teen Center roof into compliance with Title 24 Energy Efficiency Standards. Additional improvements will be to paint the entire exterior of the facility to enhance the Teen Center's overall appearance in cohesion with the roof replacement project.

Michael Milhiser, Project Coordinator, reported on his project. Mr. Milhiser reported the Ayala Park Batting Cages Equipment Replacement project includes the replacement of all pitching machines, token boxes, and ball conveyor system. New wiring will also be installed as part of the project.

Mr. Milhiser reported the Heritage Park Improvements project is in the initial design phase with construction anticipated to start in FY 2026-27. The scope of work is currently being determined, but it will include playground and picnic pavilion replacements, and required ADA improvements to the hardscape and parking lot.

Mr. Milhiser reported the Shady Grove Park Improvements project is also in design this year, with construction anticipated to begin in FY 2026-27. The project will include a new playground, rubberized surfacing, and ADA improvements to the hardscape, as well as a redesigned parking lot.

Mr. Milhiser reported the Chino Youth Museum Interior Improvement project is also in design phase with construction anticipated to begin in FY 2026-27. The project will include ADA improvements throughout the areas open to the public, as well as upgrading existing exhibits.

Mr. Milhiser reported additional projects for FY 2025-26 that the Parks and Facilities Division is responsible for are general facility assessments; City Yard Administration Building floor replacement project; new Household Hazardous waste shed; Glenn E. Duncan Splash Pad; Civic Center paint and re-stucco project; HVAC replacements for City Hall and City Hall South; Chino sign improvements; and transfer switch installation at the Neighborhood Activity Center, Senior Center, and Community Building.

Chairperson Martinez asked if the restoration project at 5210 D Street was for stabilization of the building because it is old or for a new look.

Mr. Milhiser stated it is a historical restoration project for the purpose of stabilizing the building. It is called brick repointing and is the removal and replacement of mortar joints.

Commissioner Takeuchi asked if we will be using decomposed granite (DG) for some of the pathways at the Demonstration Garden.

Mr. Maloney stated yes DG walkways will be installed within the Demonstration Garden.

Commissioner Takeuchi stated since she uses a walker or rollator, she will not be able to use those because the wheels on her appliances are not safe for that kind of walkway.

Mr. Maloney stated regarding DC walkways, they will work with the City's ADA Coordinator to ensure the walkways are ADA accessible and that the contractor uses that material.

Commissioner Takeuchi asked if there would be a combination of materials used.

Mr. Maloney stated the majority of it will still be DG, but there is a special binding agent used to make sure it does not deteriorate, breakdown, pothole, and to make sure it stabilizes. The material is tough like concrete, but smoother. Staff recently used DG at the Old Schoolhouse Museum for the new courtyard, and it has held up well.

Commissioner Cooper confirmed that if the material is a compacted DG surface, it will wear after rain, but it would take a while. Mr. Cooper stated he saw a park in the Preserve that is almost completed and asked if it will be one of our City parks. It is located on East Preserve Loop near Pine Avenue.

Silvia Avalos, Director of Community Services, Parks & Recreation, stated it is Stueve Family Park. The grand opening has been scheduled for September 20, at 9:00 a.m. It is a City park, but will be maintained by the HOA.

Commissioner Takeuchi asked how much input we have as a city when the developer is designing a park.

Ms. Avalos stated the developer works directly with the Development Services Department, and they share plans with Parks and Facilities Division.

Commissioner Cooper asked if staff gets to approve the material.

Ms. Avalos stated yes.

Commissioner Cooper stated sometimes when we work with developers and others on what they put in and what we would put in for wear and tear is different.

Jeff Benson, Parks and Facilities Manager, stated staff works with Development Services and the developer, and he puts together the conditions of approval and makes recommendations. Mr. Benson stated he has a landscape architecture background and can question certain materials and uses. We have a fluid conversation and work it all out.

Commissioner Takeuchi stated when touring her parks, she notices some materials wear a lot more than others. She is looking at some things that were built 25-30 years ago and some of the things that developers have decided to put in parks.

Commissioner Montenegro-Olivas asked how long the Teen Center project will take. While that is going on, will all the programming be moved to different locations.

Mr. Maloney stated the project will take about a month.

Mr. Benson stated staff is working with programming regarding the drop off and pick up because they do not want a lot of people showing up in the morning when contractors are mobilizing. Staff is still working through those details, but potentially they should be able to operate because the project is going to be exterior work.

Chairperson Martinez asked if Monte Vista Park would still be open for the kids during construction.

Mr. Benson stated they are refining those details and are in communication with programming, and once they have a contractor on board after the bidding process, they will have a better idea of timelines and how accessible the building is going to be.

Chairperson Martinez asked for an update on the driving range at Ayala Park.

Mr. Benson stated the Administration team is currently working on a Request for Proposal for a possible private/public partnership because that area is so large and there is a lot of opportunity. Staff is looking for the best fit.

Commissioner Montenegro-Olivas stated there was a plan to build a dog park near the Chaffey College Chino Community Center and asked if it is still happening.

Mr. Benson stated it was part of the Master Plan for Ayala Park and that is still the intent.

VIII. ACTION ITEM

1. Review and Establish Commissioners' Assignments and Parks:

Due to not having the full Commission present, Chairperson Martinez pulled the item and directed staff to place it on the September agenda.

IX. ACTIVITY REPORTS – JULY 2025

1. Administration Activity Report – No comments.
2. Programs Activity Report – No comments.
3. Parks & Facilities Planning and Development Activity Report – No comments.

X. DIRECTOR'S REPORT

Ted Bistarkey, Deputy Director of Community Services, Parks & Recreation, gave the report. Ms. Bistarkey highlighted an article regarding the Teen Advisory Committee, and stated we are very proud of the impact they have made, especially on social media. Mr. Bistarkey noted upcoming events on the calendar, which included the Teen Advisory Committee meeting on September 4, Saturday Night Fights on September 6, Chino Cares Emergency Preparedness Fair on September 13, Stueve Family Park Grand Opening on September 20, and Inclusion Community Celebration on September 27.

XI. COMMISSIONERS' REPORTS

Commissioner Arlt - Absent.

Commissioner Aviles highlighted the MyChino app. In August, she had to use the app twice. Each time, the issue was resolved in half a day. Commissioner Aviles stated she appreciates how quickly the City of Chino responds and how quickly things get resolved. She keeps telling her neighbors to use the app. Commissioner Aviles also gave a shout out to Andrew and Sebastian in Youth Sports, who do a great job handling so many kids and sometimes very rowdy parents. Commissioner Aviles reported her parks are looking great despite how hot it has been.

Commissioner Cooper reported on events attended and parks visited since the last meeting, which included Seniors at the Square, and Shady Grove, Constellation, and Olympic Parks.

Commissioner Montenegro-Olivas reported on meetings attended and parks visited since the last meeting, which included the CVUSD Board meeting, City Council meeting online, and McLeod Park.

Commissioner Takeuchi reported on events attended and parks visited since the last meeting, which included two Seniors at the Square, Walnut Park, and Aguiar Square. Commissioner Takeuchi reported that at Aguiar Square some of the materials used when it was built about 25-30 years ago are really beginning to show wear, and we need to be careful about the kind of materials we use and should be looking at how they wear down over time.

Commissioner Jerry – Absent.

Chairperson Martinez reported on meetings attended and parks visited since the last meeting, which included a meeting with Chino National Little League and City staff regarding Heritage Park, Chino Cultural Foundation, Planning Commission regarding the General Plan, Citizens Academy, and Heritage, Community Building, and Monte Vista Parks. He stated he donated items to the CARE Closet.

XII. MISCELLANEOUS

1. Calendar. September 2025: No comments.
2. Commission Assignments/Parks. Listing of Current Commission Assignments and Parks: No comments.

XIII. ADJOURNMENT

Chairperson Martinez adjourned the meeting at 6:58 p.m.

APPROVED THIS 22ND DAY OF SEPTEMBER 2025.

Marsha Ariyasu
Management Assistant
(Minutes – August 2025)