

**COMMUNITY SERVICES, PARKS & RECREATION COMMISSION MEETING
CITY OF CHINO COUNCIL CHAMBERS
JANUARY 26, 2026, 6:00 P.M.**

MINUTES

I. CALL TO ORDER

Chairperson Jerry called the meeting to order at 6:06 p.m.

II. PLEDGE TO THE FLAG

Commissioner Martinez led the flag salute.

III. ROLL CALL

Commissioners Present: Chairperson Neal Jerry, Vice Chairperson Patricia Pereda Arlt, and Commissioners Jamie Aviles, Carl Cooper, Robert Martinez, Julissa Montenegro-Olivas, and Linda Takeuchi

Commissioners Late: None

Commissioners Absent: None

Council Present: Karen Comstock

Teen Advisory Committee

Members Present: Karisia Rojas

Staff Present: Silvia Avalos, Ted Bistarkey, Mayra Pratt, Monica Tiznado, Jeff Benson, Andrea Bauer, Kari Franco, Sal Parra, Traci Rossetti-Smith, jaNell Adams, and Marsha Ariyasu

IV. CEREMONIAL

1. Introduction of New Department Staff Member:

jaNell Adams, Community Services, Parks & Recreation Manager, stated she will oversee a wide range of programs and facilities, including the Preserve Community Center, After School Programs, Volunteer Corps, Tiny Tots, Camps, PALS, Outreach, Neighborhood Activity Center, Ayala Park Operations Center, Youth and Adults Sports, Teen Center, and Chino Youth Museum. Ms. Adams stated she brings 20 years of experience in recreation, having started her career with the YMCA and City of Lakewood. For the past 15 years, she worked for the City of La Palma as a Supervisor, gaining extensive experience in program management, staff leadership, and community engagement. Ms. Adams has a bachelor's degree in Recreation and Leisure Studies from Cal State Long Beach.

V. CONSENT CALENDAR

1. Minutes – December 22, 2025, Community Services, Parks & Recreation Commission Regular Meeting (Commissioner Cooper was absent).

Moved by Vice Chairperson Arlt, seconded by Commissioner Martinez, and carried on a 7-0-0-0 vote to approve the Consent Calendar with a correction to the minutes that Commissioner Arlt was late and not Commissioner Aviles.

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

VI. PUBLIC COMMUNICATIONS

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

VII. TEEN ADVISORY COMMITTEE REPORT

Karisia Rojas, TAC Vice Chairpperson, gave the report. Ms. Rojas reported the Teen Advisory Committee (TAC) assisted with several community events and proudly had its own float in the Chino Youth Christmas Parade. TAC members also helped transform their section of the Chino Youth Museum using a Polar Express theme with each member adding their own personal touch. TAC members volunteered at Chilly Chino Snow Day and Christmas Tree Lighting. TAC held a potluck Christmas party, where members exchanged secret Santa gifts and celebrated together.

Ms. Rojas reported TAC recently completed its third service project, which focused on the beautification of the Teen Center. The project involved planting flowers and covering the area with mulch in collaboration with Public Works. TAC is also exploring ways to connect with seniors at the Senior Center to continue strengthening community connections.

Ms. Rojas reported at their last meeting, TAC members discussed their availability to meet for their upcoming service project and volunteering at the Lunar New Year Celebration, Youth Sports, Pee Wee Sports, Enrichment Classes, and DairyAire 5K & Fairytale Fun Run.

The next Teen Advisory Committee meeting will be held on Thursday, February 5, at 6:00 p.m., in the Council Chambers.

Stubby Barr commented that Ms. Rojas's report was the best and most enthusiastic report they have had in years.

VIII. PUBLIC HEARING

1. 2026-2027 Community Development Block Grant (CDBG) Public Service Application Presentations:

Chairperson Jerry opened the Public Hearing.

Traci Rossetti-Smith, Senior Management Analyst, Development Services, gave the report. Ms. Rossetti-Smith reported the City of Chino is expecting to receive approximately \$540,000 from HUD for the Community Development Block Grant funds for the 2026-2027 program year to provide services to the community. Each year, the City Council assigns the Community Services, Parks & Recreation Commission with facilitating the public service funding allocations through a comprehensive review process. This year, the application process began on November 3, with a public notice of funding availability. Public service applications were accepted through January 8. Eight applications were received with a total funding request of \$157,198. Official notice of funding allocations from the Department of Housing and Urban Development (HUD) are typically received

in late March or early April. Public service programs are limited to 15% of the total allocated funds for the year. This evening, each applicant will present their project and demonstrate how it meets HUD's objectives and the needs of the community by providing unduplicated services.

Ms. Rossetti-Smith reported following tonight's presentations, a selected Sub-Committee will meet to finalize the review process and make funding recommendations to be presented to the full Commission on Monday, February 23. Final recommendations will go before the City Council in May. Staff is recommending the Commission hear the applicant presentations, receive any public comments, and select a Sub-Committee to review the applications and make funding recommendations for the 2026-2027 program year.

Chairperson Jerry stated this is a public hearing and no funding decisions or recommendations will be made at this time.

Representatives from the following agencies made presentations requesting grant funding:

- Chino Neighborhood House – Kevin Cisneroz, Board President, gave the presentation on the Food Pantry Program.
- Family Service Association – Tom Donahue, Program Administrator, gave the presentation on the Senior Nutrition Program.
- Foothill Family Shelter, Inc. – Bonnie Cole, Executive Director, and Stephanie Mauss, Associate Director, gave the presentation on Transitional Housing/Temporary Shelter.
- House of Ruth – Sabrina Almaraz, Community Services Director, gave the presentation on Services for Battered Women and Their Children.
- City of Chino, Human Services – Kari Franco, Community Services, Parks & Recreation Supervisor, gave the presentation on Family Counseling.
- Inland Valley Hope Partners – Kami Grosvenor, President/CEO, gave the presentation on the Food and Shelter Program.
- Inland Fair Housing and Mediation Board – Carmen Garcia, CEO, gave the presentation on Landlord Tenant Mediation Services.
- City of Chino, Public Works Department – Sal Parra, Public Works Supervisor, gave the presentation on Graffiti Removal.

Chairperson Jerry closed the Public Hearing and requested three volunteers to establish the CDBG Review Sub-Committee.

Vice Chairperson Arlt and Commissioners Martinez and Montenegro-Olivas volunteered.

Moved by Commissioner Takeuchi, seconded by Commissioner Cooper, carried on a 7-0-0 vote to establish the CDBG Review Sub-Committee consisting of Vice Chairperson Arlt, and Commissioners Martinez and Montenegro-Olivas.

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

ABSTAIN: None

IX. ACTION ITEM

1. Review and Establish Commissioners' Park Assignments:

Vice Chairperson Arlt and Commissioner Montenegro-Olivas swapped Chino Rancho and Sebring Parks. No other changes were requested.

Commissioner Montenegro-Olivas requested conducting a park tour in the future.

Council Member Karen Comstock stated because of Measure V funding, Heritage and Shady Grove Parks will be receiving upgrades, some redesigns, and will be under construction after the scope of work is prepared.

Moved by Commissioner Cooper, seconded by Commissioner Martinez, and carried on a 7-0-0-0 vote to approve Vice Chairperson Arlt and Commissioner Montenegro-Olivas switching Chino Rancho and Sebring Parks.

AYES: Arlt, Aviles, Cooper, Jerry, Martinez, Montenegro-Olivas, and Takeuchi

NOES: None

ABSENT: None

ABSTAIN: None

X. ACTIVITY REPORTS – DECEMBER 2025

1. Administration Activity Reports – No comments.

2. Programs Activity Reports – No comments.

3. Parks & Facilities Planning and Development Activity Reports:

Commissioner Takeuchi asked if staff would be requesting public input on the design services and playground equipment at Shady Grove, Heritage, and Walnut Parks. It is important that play equipment helps child development. Commissioner Takeuchi asked when the meeting for the fireworks booth operators would be held.

Silvia Avalos, Director of Community Services, Parks & Recreation, stated they are updating the shade pavilions, but the play equipment will be brought to the Commission and the community will be invited to provide input. Ms. Avalos stated she will work with Lisa Conlon, Revenue Manager, to schedule a meeting with the booth operators in a couple of months.

XI. DIRECTOR'S REPORT

Ted Bistarkey, Deputy Director of Community Services, Parks & Recreation, gave the report. Mr. Bistarkey reported that at a City Council study session in December, a proposed transfer of Grounds Maintenance was discussed. The final decision has not been made. The goal would be to streamline services between Community Services, Parks & Recreation staff and Public Works Grounds Division if moved under C SPR; and if finalized, this would take place in the upcoming fiscal year 2026-27. Mr. Bistarkey reported that Chino Rancho Park received the 2025 American Public Works Association (APWA) Award-Inland Empire Project of the Year in the Outstanding Community Revitalization Project category. Mr. Bistarkey noted the upcoming first two-day Lunar New Year Celebration will be held on January 31 and February 1.

XII. COMMISSIONERS' REPORTS

Commissioner Aviles reported on meetings and events attended and parks visited since the last meeting, which included a Fireworks Review Sub-Committee meeting, and Meridian, Forest, Discovery, and Nature Retreat Parks. Commissioner Aviles stated she is looking forward to the Lunar New Year Celebration.

Commissioner Cooper reported on parks visited since the last meeting, which included Stueve Family, Shady Grove, Constellation, and Olympic Parks. Commissioner Cooper stated he was invited to be a member of the CPRS Advocacy Section, which is made up of professionals, elected officials, and appointed Board Members and Commissioners. The committee would look into advancing vital needs for park agencies in the way of training, supporting legislation, and funding for park programs and activities.

Commissioner Martinez reported on meetings and events attended, and parks visited since the last meeting, which included the Kiwanis Golf Tournament, a Council meeting, Chino Valley Historical Society Membership meeting, and Heritage, Monte Vista, and Community Building parks. Commissioner Martinez asked to be invited to any meetings regarding Heritage Park because it is one of his assigned parks.

Commissioner Montenegro-Olivas reported that she had the flu, but was able to watch both City Council and Chino Valley Unified School District Board of Education meetings on line. Commissioner Montenegro-Olivas reported the parks look spectacular.

Commissioner Takeuchi reported on meetings and events attended since the last meeting, which included a Fireworks Review Sub-Committee and City Council meetings. Commissioner Takeuchi reported parks are green and the trees are doing well. Commissioner Takeuchi stated she is looking forward to the first Lunar New Year Celebration in Chino.

Vice Chairperson Arlt reported on parks visited since the last meeting, which included Ayala, Liberty, and Chino Rancho Parks. Vice Chairperson Arlt stated congratulations on receiving the APWA award. Vice Chairperson Arlt asked for an update next month on how staff is planning to alleviate traffic congestion at Chino Rancho Park.

Chairperson Jerry reported on meetings and events attended, and parks visited since the last meeting, which included the Teen Advisory Committee, Fireworks Review Sub-Committee meeting, Community Garden Workshop, Council meeting, Carolyn Owens Centennial Square, and Cypress Trails and Community Garden parks.

XIII. MISCELLANEOUS

1. Calendar. February 2026: No comments.
2. Commission Assignments/Parks. Listing of Current Commission Assignments and Parks: No comments.

XIV. ADJOURNMENT

Chairperson Jerry adjourned the meeting at 7:34 p.m.

APPROVED THIS 23RD DAY OF FEBRUARY 2026.

Marsha Ariyasu
Management Assistant

(Minutes – January 2026)