

**COMMUNITY SERVICES, PARKS & RECREATION
COMMISSION MEETING
CITY OF CHINO COUNCIL CHAMBERS
NOVEMBER 24, 2025, 6:00 P.M.**

MINUTES

I. CALL TO ORDER

Chairperson Martinez called the meeting to order at 6:04 p.m.

II. PLEDGE TO THE FLAG

Commissioner Cooper led the flag salute.

III. ROLL CALL

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

Commissioners Late: None

Commissioners Absent: Jamie Aviles

Council Present: None

Teen Advisory Committee

Members Present: Flor Hernandez

Staff Present: Silvia Avalos, Ted Bistarkey, Monica Tiznado, Andrea Bauer, Bobby Nigg, Michael Adams, Tammy Dawson, Jose Soto, and Marsha Ariyasu

IV. CONSENT CALENDAR

1. Minutes – October 27, 2025, Community Services, Parks & Recreation Commission Regular Meeting (Commissioner Aviles was absent).

Moved by Commissioner Takeuchi, seconded by Commissioner Arlt, and carried on a 6-0-1-0 vote to approve the Consent Calendar as presented.

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

NOES: None

ABSENT: Aviles

ABSTAIN: None

V. PUBLIC COMMUNICATIONS

Chairperson Martinez opened the Public Communications.

Stubby Barr stated the Veterans Day Ceremony was the best one the City has had. The event ran smoothly and a great segment of the community was represented. Police Chief Kevin Mensen was outstanding as MC. He thanked staff and said keep up the good work. He also thanked staff and the CSPR Commission for giving up some time during Christmas week to attend to City business. The CSPR Commission is the heart of the community. Their dedication shows when the Commission is not dark in December.

Mr. Barr stated when the City redid some issues at the Senior Center, it was piecemealed because the City did not have the budget to do all of the work at one time. One of the tasks was to augment the lighting and install receptacles so ladies in the craft room could use to do their quilting and crafting. Right now, they push all the tables together into the middle and have to plug their machines in behind them, which is technically illegal. Staff was going to put a floor plug in, but they did not do it because they did not want to tear up the floor. The suggestion was made that they do drops from the ceiling, which still has not been done. In addition, the lighting is extremely poor, and it is hard to see. Mr. Barr stated we need to get some cord drops before somebody trips over one of the cords and gets hurt.

Mr. Barr stated he would appreciate the Commission's support on completing this task and asked that his request goes on record.

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

VI. TEEN ADVISORY COMMITTEE REPORT

Flor Hernandez, TAC Chairperson, gave the report. Ms. Hernandez reported TAC members helped at Bark Around Ayala Park, Veterans Day Ceremony, and street sign sale fundraiser for the Chino Youth Museum. TAC members are currently working on creating a winter wonderland at the Museum. Their room theme is Polar Express.

Ms. Hernandez reported at their last meeting, TAC members discussed what days they were able to meet for planning and decorating at the Youth Museum, and other events they will participate in, such as the Mission Inn Festival of Lights, packing food baskets, and the Chino Youth Christmas Parade.

The next Teen Advisory Committee meeting will be held on Thursday, December 4, in the Council Chambers, at 6:00 p.m.

Vice Chairperson Jerry stated this group is very vocal about what they want, and what is best for TAC and the community.

Chairperson Martinez asked if it was a busy day at the Street Sign Sale.

Ms. Hernandez stated yes, there were a lot of people the moment they opened. If someone did not find a sign they wanted, they found a nice alternative.

Chairperson Martinez stated the money goes to a good cause.

VII. INFORMATION

1. Homeless Outreach Program:

Jose Soto, Homeless Outreach Coordinator, gave the report. Mr. Soto reported that on October 7, the Homeless Outreach and Quality-of-Life Teams attended the City Council meeting to accept a proclamation for World Homeless Day. It was a show of the team's dedication to serving the homeless community. Mr. Soto reported staff has been working closely with the county on the HMIS system, which connects the homeless population to housing options, such as rapid rehousing and permanent housing. The non-profit organizations they have been working with is Set Up and United Way 211. Staff attends bi-weekly meetings to review clients' cases and see where housing options are available within the county. Staff has also been working closely with other Homeless Outreach Coordinators from the

cities of Upland, Montclair, and Ontario. Resources are limited and they combine them to help the homeless communities connect to temporary shelter, get them document ready, and entry into the HMIS system to connect them with medical and mental health care, substance abuse treatment programs, employment, and legal aid services.

Mr. Soto reported on December 15, they will be connecting with three non-profits to offer beds to the homeless community along with City partners. With the Quality-of-Life Team, they have been working with other cities to foster trust between unhoused residents and Police Officers to create a diversion program. Instead of citations and arrests for minor infractions, they try to connect them to programs that will be better suited for a better future for them and their families.

Mr. Soto reported the Homeless Outreach Team received new vehicles. The Team can come across unpredictable situations involving crisis, people under the influence, and people who are fearful. The vehicles are equipped with caged units and there is a Police Officer who will do a pat down search to make sure everyone's safety is met, and they are able to transport a client to a facility or any connected housing programs.

Mr. Soto shared Dustin's story. Homeless Outreach staff was able to connect him to American Recovery Center, a rehab program in Pomona. He is now in the process of getting his own apartment with two roommates, and he just completed his Class A driver's license two weeks ago. Dustin is now seeking employment as a truck driver.

Mr. Soto stated a quote that resonated with him in college and shows why he does what he does, "Recovery is an ongoing process for both the recovering individual and his/her family. In recovery, there is hope and hope is a wonderful thing."

Commissioner Arlt stated she was at the Faith-Based Collaborative meeting where Mr. Soto also gave an update on the program and recognized that he gives so much of his time and talent. She took note that this program needs support with gifts cards, and she will do what she can to support the program, and hopefully, her fellow Commissioners and the community can get behind something like that as well.

Commissioner Cooper stated there are plenty of people who want help, but what happens when they do not.

Mr. Soto stated the Homeless Outreach Team tries every day. Sometimes people decline. His main focus is to never give up. Eventually, with time and persistence, they will get a yes.

2. Senior Center Programming:

Tammy Dawson, Community Services, Parks & Recreation Coordinator, gave the report. Ms. Dawson reported free transportation is offered Monday through Friday to seniors to come to the Center to participate in the activities, have lunch, and receive essential services. Participants can make appointments for doctor's appointments, go to the bank, have their taxes done, and grocery shopping. Once a month, participants can go to Walmart to do their shopping and participate in the breakfast club on the first Wednesday of every month.

Ms. Dawson reported the Senior Center has a bilingual full-time Case Manager to assist the seniors with completing applications for services, such as utility and rental assistance, food resources, transportation, and other support services as needed. Ms. Dawson reported they held a Senior Health Fair on November 6, with 36 vendors and over 100 attendees. The fair was a huge success.

Ms. Dawson reported at the Senior Center, they play and have a good time. Seniors come every day to play in the billiards room, play Bingo twice a week, join the breakfast club, attend dances, use the gym, play shuffleboard, attend Door Décor and More, and participate in fitness classes, such as Yoga, Tai Chi, Zumba, Cardio Blast, Aerobics, and Line Dancing. Many of the classes are free or offered at a very low cost.

Ms. Dawson reported one of the biggest events is Legends, the Senior Challenge. It is an Olympic-style event with 10 events during the month. Participants sign up to compete and receive a T-shirt.

Ms. Dawson reported trips are offered each month, which have included the Reagan and Nixon Libraries, Flower Fields, and a foodie walking tour in Pasadena. Seniors were able to taste different foods and hear the history of Pasadena as they walked around.

Ms. Dawson reported Feeding America comes to the Senior Center once a month to distribute boxes of dry goods and fresh produce. Ms. Dawson reported a warm, nutritious lunch is offered at the Senior Center, Monday through Friday. The suggested donation is \$3 if you are 60 years of age or older.

Vice Chairperson Jerry stated he cannot imagine our surrounding cities having this in-depth of a senior program.

Ms. Dawson stated staff does fee studies and compare cities within a certain radius on what they offer and charge. Chino does offer more than most cities, opened more days with longer hours, and provides a broader spectrum to our seniors.

VIII. ACTION ITEM

- 1. Chairperson and Vice Chairperson Elections. Select Chairperson and Vice Chairperson for 2026-2027.

Chairperson Martinez nominated Neal Jerry for Chairperson.

Vice Chairperson Jerry nominated Patricia Pereda Arlt for Vice Chairperson.

After the vote, it was determined that Neal Jerry would be Chairperson and Patricia Pereda Arlt would be Vice Chairperson for 2026-2027. The two-year terms will begin in January 2026 and end in December 2027.

Moved by Chairperson Martinez, seconded by Commissioner Takeuchi, and carried on a 6-0-1-0 vote to approve Neal Jerry as Chairperson and Patricia Pereda Arlt as Vice Chairperson for 2026-2027.

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

IX. ACTIVITY REPORTS – OCTOBER 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

Silvia Avalos, Director of Community Services, Parks & Recreation, gave the report. Ms. Avalos reported the new Chino Connection Newsletter was published on November 1. Two years ago, the Department launched our new name, which is now Community Services, Parks & Recreation. At the same time, we launched our social media campaign, which is now at 5K followers. One of our goals was to rebrand our newsletter. It has a different look and provides stories of upcoming events. It was a large effort by Department staff, coordinators, supervisors, managers, and social media marketing. Daniel Koster took the lead by working closely with a new vendor.

Ms. Avalos reported the Council Chambers and closed session room lights were changed to LED lights. She thanked Parks and Facilities Division: Jeff, Andrea, and the team.

Ms. Avalos reported that it was a busy week for CSPR staff starting with the Senior Thanksgiving Luncheon taking place on November 20; 275 people participated. Staff is preparing for the Senior Center Christmas Luncheon scheduled for December 4.

On November 22, the Thanksgiving Giveaway was conducted in the Senior Center Parking Lot, with 575 families receiving full meals, turkeys and pie. Lissa Fraga and her family, volunteers, CSPR and Police Department staff distributed the meals.

On November 22, the Chino Youth Museum hosted its last street sign sale.

On November 23, the Boxing Club held its Gobbler Gloves event. All boxers who participated received frozen turkeys.

Ms. Avalos reported on upcoming events on the calendar, which included the YMCA Reindeer Romp and Santa's Workshop on December 6, Chino Youth Christmas Parade and Fair on December 13, and Winter Pop-Ups on December 15, 19, 22, and 26. Ms. Avalos reported that the Planning Commission will be dark in December, but there will be a CSPR Commission meeting on December 22. The Commission will meet to review and discuss a couple of items. She thanked the Commission for their willingness to attend the meeting.

On behalf of the Department, Ms. Avalos wished the Commission a happy Thanksgiving and thanked them for their support.

XI. COMMISSIONERS' REPORTS

Commissioner Arlt reported on meetings and events attended since the last meeting, which included the Veterans Day Ceremony, Faith-Based Collaborative, and did her User Fees homework. Commissioner Arlt visited Ayala, Liberty, and Chino Rancho Parks.

Commissioner Aviles – Absent.

Commissioner Cooper reported on meetings and events attended since the last meeting, which included the Halloween Spooktacular and Youth Sports Presidents' Dinner. Commissioner Cooper visited Shady Grove, Olympic, and Constellation Parks, and stated he cannot wait for the Christmas Parade.

Commissioner Montenegro-Olivas reported parks look good. Commissioner Montenegro-Olivas reported on meetings and events attended since the last meeting, which included the Halloween Spooktacular, Teen Advisory Committee, Veterans Day Ceremony, and Youth Sports Presidents' Dinner.

Commissioner Takeuchi reported on meetings and events attended since the last meeting, which included the Halloween Spooktacular, both City Council meetings, Veterans Day Ceremony, Youth Sports Presidents' Dinner, and Fireworks Review Sub-Committee meeting.

Vice Chairperson Jerry reported on meetings and events attended since the last meeting, which included the Halloween Spooktacular, a City Council meeting, Teen Advisory Committee, Bark Around Ayala Park, Veterans Day Ceremony, Youth Sports Presidents' Dinner, and Fireworks Review Sub-Committee meeting. Vice Chairperson Jerry visited Cypress Trails Park. He thanked the Commission for putting their trust in him for Chairperson and Commissioner Arlt for Vice Chairperson.

Chairperson Martinez reported on meetings and events attended and parks visited since the last meeting, which included the Halloween Spooktacular, Veterans Day Ceremony, Youth Sports Presidents' Dinner, Youth Museum Board meeting, a City Council meeting, AED installation at Heritage Park, and Community Building.

Ted Bistarkey, Deputy Director of Community Services, Parks & Recreation, reported the recent loss of a CSPR staff member, Mark Kaylor, who was a Boxing Trainer for 20+ years. Staff heard of his passing this past week. He was a professional boxer himself and mentored a lot of kids in the program. He retired several years ago. The City Council will close the December 16, meeting in his memory.

XII. MISCELLANEOUS

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

XIII. ADJOURNMENT

Chairperson Martinez adjourned the meeting at 7:09 p.m.

APPROVED THIS 22ND DAY OF DECEMBER 2025.

Marsha Ariyasu
Management Assistant

(Minutes – November 2025)