

**COMMUNITY SERVICES, PARKS & RECREATION  
COMMISSION MEETING  
CITY OF CHINO COUNCIL CHAMBERS  
DECEMBER 22, 2025, 6:00 P.M.**

**MINUTES**

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**I. CALL TO ORDER**

Chairperson Martinez called the meeting to order at 6:02 p.m.

**II. PLEDGE TO THE FLAG**

Vice Chairperson Jerry led the flag salute.

**III. ROLL CALL**

Commissioners Present:	Chairperson Robert Martinez, Vice Chairperson Neal Jerry, and Commissioners Patricia Pereda Arlt, Julissa Montenegro-Olivas, and Linda Takeuchi
Commissioners Late:	Jamie Aviles, (Arrived at 6:06 p.m.)
Commissioners Absent:	Carl Cooper
Council Present:	None
Teen Advisory Committee Members Present:	None
Staff Present:	Silvia Avalos, Monica Tiznado, Jeff Benson, Lisa Conlon, Kari Franco, Natalie Gonzaga, and Marsha Ariyasu

**IV. CONSENT CALENDAR**

1. Recognition of Robert Martinez for his leadership as Chairperson from July 2021 through December 2025, and Neal Jerry for his leadership as Vice Chairperson from January 2024 through December 2025.

Silvia Avalos, Director of Community Services, Parks & Recreation, thanked them for their time serving as Chairperson and Vice Chairperson and presented them with certificates.

**V. CONSENT CALENDAR**

1. Minutes – November 24, 2025, Community Services, Parks & Recreation Commission Regular Meeting (Commissioner Aviles was absent).

**Moved by Vice Chairperson Jerry, seconded by Commissioner Montenegro-Olivas, and carried on a 5-0-2-0 vote to approve the Consent Calendar as presented.**

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

**NOES: None**

**ABSENT: Aviles and Cooper**

**ABSTAIN: None**

**VI. PUBLIC COMMUNICATIONS**

Chairperson Martinez opened the Public Communications.

Stubby Barr thanked the Commission for their time during this holiday week; it shows their dedication. He stated Chairperson Martinez and Vice Chairperson Jerry did a fabulous job and thanked the Commission for their oversite. Mr. Barr commented this has been the best holiday season. All the events have been bigger and better, and the community is noticing.

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

## VII. ACTION ITEM

### 1. User Fees Evaluation and Recommendations for 2026:

Silvia Avalos, Director of Community Services, Parks & Recreation, gave the report. Ms. Avalos reported on the recommended user fees changes from the User Fees Review Sub-Committee consisting of Chairperson Martinez, Vice Chairperson Jerry, and Commissioner Arlt. Staff met with the Sub-Committee on December 1, to review each of the programs, how they rank them, their subsidized percentages, and recommended changes. The factors considered when making the recommended changes were the cost-of-living increases, increases in supplies and contractual services, and costs of similar programs in surrounding communities. If the Commission accepts the proposed changes, they will be presented to the City Council with the user fees report in June 2026.

Stubby Barr provided a public comment noting that he anticipated more raises in fees and is glad there were not more. The restroom fee at Ayala Park is long overdue, and he is not sure \$45 is sufficient for the large sports events and a restroom attendant could be used for eight hours or longer. This is something to consider, and also consider a full-time restroom attendant at Heritage Park.

Commissioner Arlt responded to Mr. Barr's statement and stated that staff did analytics on the \$45 for Ayala Park and the Sub-Committee agrees it is a good number to start at since this is the first time applying this fee.

**Moved by Commissioner Arlt, seconded by Vice Chairperson Jerry, and carried on a 6-0-1-0 vote to approve the User Fees Review Sub-Committee's recommendations and forward the proposed recommendations to the City Council for consideration in June 2026.**

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

### 2. Fireworks Municipal Code Recommendations for 2026:

Silvia Avalos, Director of Community Services, Parks & Recreation, gave the report. Ms. Avalos reported on November 18, 2025, the Fireworks Review Sub-Committee consisting of Vice Chairperson Jerry and Commissioners Aviles and Takeuchi along with staff members from Community Services, Parks & Recreation and Finance Departments reconvened to continue discussion from the September 11, meeting where the Commission and City staff identified the need to amend certain provisions of the City's fireworks ordinance to clarify and strengthen its terms. The Fireworks Review Sub-Committee is recommending additions and clarifications to the Municipal Code, such as reducing the maximum number of fireworks stands from 25 to 24; continue reducing this number through attrition, surrender, revoked,

or not renewed permits until the total reaches 20; establish 20 permits as the permanent maximum number once that level is reached; and specifies that all net revenues generated must be used exclusively to support programs and services that provide direct and measurable benefits to Chino residents. Ms. Avalos reported if the Commission accepts the recommendations of the Fireworks Review Sub-Committee, the changes will be presented to the City Council for approval and adoption at the January 20, 2026, meeting.

Lisa Conlon, Revenue Manager, reported on the fireworks wholesaler business license requirement, a building permit requirement, and parking requirement designation of one accessible parking space with the required eight parking spaces, and changing the surcharge from 10% to a fixed rate of 4.25%. No additional charges will be assessed, or any refunds will be issued. This surcharge may not be charged to fireworks purchasers as a tax.

Jovita Donovan, Chino Cowboy Huddle, asked if the groups are going to be cut off suddenly to reach the maximum number of 20 permits. Ms. Donovan asked if the fixed rate of 4.25% is so there will be no reimbursement towards the end of the year, and less paperwork.

Ms. Conlon stated the reduction is only as groups either drop out of their own accord or they are not able to renew for cause. As time goes by, getting the number of booths down to a more manageable number would reflect better returns for all of the booth operators. In regard to the surcharge, staff went back five years to look at the average, and it basically came out to the same percentage every year. The groups are paying 10% and then being reimbursed 5.75%. The recommendation is to let the groups keep that money upfront, simplify the process, and make the surcharge 4.25%.

Stubby Barr stated these are steps in the right direction. The reduction will definitely help with the dilution of sale profits. Mr. Barr thanked the Commission for adding in the accessibility requirement. We also need to be compliant that the end of that accessible route needs to have an accessible service window on the booth. In regard to the reduction in the surcharge, it is the fee that should have been charged in the first place. Mr. Barr stated he would like to see the accessible window added in for the January City Council meeting, but if you are going to make them pull a building permit, they are going to have it anyway.

Daniela Ochoa, Chino High School Boosters, asked how the surcharge should be presented to their customers if they cannot state the additional fee as a state or city tax.

Ms. Avalos stated the surcharge is not a tax. It is a fee charged to reimburse the City for the extra cost incurred by allowing the sale of fireworks.

Jaime Nevarez, TNT Fireworks, stated in the past the booth operators would collect the state tax at 8.75% and 10% was also paid by the customer. The total out-the-door price is retail plus 18.75%. Booth operators submit a financial report on August 31, showing what was collected in sales tax and what was collected in surcharge. It is his understanding that the \$1,000 Times No Campaign is part of the \$1,000 fines used to pay for the enforcement programs, along with the 10% surcharge for enforcement and clean up fees. Is the 4.25% now coming from the booth operators' profits or are they still able collect that surcharge from the purchasers to go towards safety, education, and clean up.

Commissioner Aviles asked what happens to the money from the 5.5% refund. Commissioner Aviles clarified the refund would go back to the booth operators like a windfall when it should go back to the purchasers.

Mr. Nevarez stated the refund would go back to the non-profits and that there is no way to return the money to the purchasers. He stated that whatever the booth operators sell, they would have to subtract 4.25% from the profit they generate. Mr. Nevarez stated the Fire Department increased their inspection fees to \$1,000 to recoup the money they are spending on overtime to pay for their man hours. Fines are administrative and pay for police enforcement, safety, and education, and the surcharge is an additional amount covering those costs. When sales first started, the surcharge was absorbed by the majority of the 10% because not that many fines were being issued at that time.

Ms. Avalos stated that the Police administrated fine is a separate fee for discharge of illegal fireworks.

Stubby Barr stated it is called a surcharge, the legal definition of a fee. A fee is something you charge to cover the actual increased costs to the City. A fee to cover the City's hard costs should probably be called a fee rather than a surcharge. A fee is easy to support as long as you have documentation of the cost, and it does not involve any miscommunication. People typically understand what a fee is. This solves the problem where you call something a surcharge that you then refund, but it never actually gets back to the person who paid the surcharge. A fee would be incurred by the booth operators and would be much simpler to calculate.

Ms. Conlon stated staff had a discussion with the City Attorney, and he is comfortable with the legality of calling it a surcharge and with the calculations and justifications for charging it.

**Moved by Commissioner Montenegro-Olivas, seconded by Commissioner Aviles, and carried on a 6-0-1-0 vote to accept the recommendations of the Fireworks Review Sub-Committee and forward those changes to the City Council for approval and adoption.**

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

**NOES:** None

**ABSENT:** Cooper

**ABSTAIN:** None

## **VIII. ACTIVITY REPORTS – NOVEMBER 2025**

1. Administration Activity Report – No comments.

2. Programs Activity Report:

Commissioner Takeuchi asked for clarification of the service contacts being down, but participation up in 2025 from 2024 for the After School program.

Ms. Avalos stated there is a decline in the number of students participating now. They have a limited number of classrooms space and it has affected the participants numbers.

3. Parks & Facilities Planning and Development Activity Report:

Commissioner Takeuchi stated at the Carolyn Owens Demonstration Garden we are using decomposed granite walkways and the material is not accessible.

Jeff Benson, Parks and Facilities Manager, stated staff has addressed the issue with the design consultant and the walkways will be paved with concrete.

## **IX. INFORMATION**

### **1. Carolyn Owens Community Center Tot Lot Design Update:**

Jeff Benson, Parks and Facilities Manager, gave the report. Mr. Benson reported they are nearing the completion of the design phase and will be submitting the plans for review. Mr. Benson encouraged questions and feedback on items the Commission would be interested in incorporating into the design.

Vice Chairperson Jerry asked if there will be swings.

Mr. Benson stated the playground site is very tight, and there is not enough room.

Commissioner Takeuchi stated if there are no swings, can there be gliders so the children can get that motion in play. Commissioner Takeuchi stated small children need swinging/moving motion in their play. It is important for their balance development, and she hopes they can incorporate it.

Mr. Benson stated staff is looking at other components that will have movement. When you are designing a playground, you have the footprint of the actual component, but that size sometimes quadruples depending on what clearances are needed.

Commissioner Arlt asked if there were plans to connect the playground to the Central Park area because there are swings there. Will the swings be changed or taken out.

Mr. Benson stated it will be more of a replacement. The slide was recently replaced, so it will stay there. It is better to have redundancy with the neighborhood adjacent to it. They would not just eliminate it.

Chairperson Martinez asked if there would be benches and if there is a certain number.

Mr. Benson stated it depends on the space. It is another one of those items that you need clearance for. It is something staff can look into. It is a delicate balance, and they are trying to make it as entertaining for the kids as possible.

## **X. DIRECTOR'S REPORT**

Silvia Avalos, Director of Community Services, Parks & Recreation, noted upcoming events on the calendar, which included the Winter Pop-Up Events; Chilly Chino Snow Day; City closure from December 24 through January 1, several facilities that will remain open are the Senior Center with modified hours and Neighborhood Activity Center.

Ms. Avalos reported on the upcoming January activities: Senior Club meeting; Hike the Valley; and the new two-day Lunar New Year Celebration; several committee meetings will resume, such as the Senior Club, Teen Advisory Committee, Chino Cultural Foundation, and Chino Valley Historical Society. Ms. Avalos reported the City will observe Martin Luther King Jr. Day on January 19, and also noted the calendar's different format due to the new program template staff is using.

Ms. Avalos wished everyone an amazing holiday season with their families and thanked the Commissioners for everything they do.

## **XI. COMMISSIONERS' REPORTS**

Commissioner Arlt reported on meetings and events attended since the last meeting, which included the Users Fees Review Sub-Committee meeting, YMCA Reindeer Romp, Chino Youth Christmas Parade and Fair, Nightmare Before Christmas Winter Pop-Up, and noted the flood watch for the upcoming rainstorm, which will affect our parks and facilities. Commissioner Arlt wished everyone peace and joy.

Commissioner Aviles reported on meetings and events attended and parks visited since the last meeting, which included the Tree Lighting Ceremony-Santa's Workshop, Fireworks Review Sub-Committee, and Meridian, Founders, and Garden Parks.

Commissioner Cooper – Absent.

Commissioner Montenegro-Olivas reported on meetings and events attended since the last meeting, which included Tree Lighting Ceremony-Santa's Workshop, Chino Youth Christmas Parade and Fair, and noted parks are looking good. Commissioner Montenegro-Olivas wished everyone a happy holiday season, and stated she is looking forward to a new year of working with the Commissioners.

Commissioner Takeuchi reported on meetings and events attended since the last meeting, which included both Council meetings, Tree Lighting Ceremony-Santa's Workshop, Fireworks Review Sub-Committee meeting, and noted parks are looking very good. Commissioner Takeuchi encouraged everyone to enjoy the lights at City Hall, and stated she is looking forward to the holidays and the Lunar New Year Celebration.

Vice Chairperson Jerry reported on meetings and events attended since the last meeting, which included the User Fees Review Sub-Committee, both Council meetings, emcee for the Soroptimist Holiday Auction, YMCA Reindeer Romp, announced at the Chino Youth Christmas Parade, Fireworks Review Sub-Committee meeting, and stated parks look really good. He congratulated Courtney Garcia, Chino American Little League, for receiving the Sports Legend Youth Volunteer Award and being Grand Marshal in the Chino Youth Christmas Parade. Vice Chairperson Jerry requested the Commissioners' park assignments be added to the agenda for discussion at the next meeting. He thanked Chairperson Martinez for a job well done as Chairperson.

Chairperson Martinez reported on meetings and events attended since the last meeting, which included the User Fees Review Sub-Committee meeting, Council meeting, YMCA Reindeer Romp, Chino Youth Christmas Parade and Fair, and Monte Vista and Community Building Parks. Chairperson Martinez thanked staff for all they do. He also asked staff to add the Commissioners' park assignments to the agenda at the request of Vice Chairperson Jerry.

## **XII. MISCELLANEOUS**

1. Calendar. January 2026: 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 26<sup>TH</sup> DAY OF JANUARY 2026.

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Marsha Ariyasu  
Management Assistant  
(Minutes – December 2025)