
Thursday, March 19, 2026, 6:00 PM
COUNCIL CHAMBER
6650 Beach Boulevard
Buena Park, CA 90621

COMMUNITY SERVICES COMMISSION AGENDA

1. GENERAL

- 1.A. CALL TO ORDER
- 1.B. ROLL CALL
- 1.C. PLEDGE OF ALLEGIANCE

2. ORAL COMMUNICATIONS

2.A. Oral Communications

This is the portion of the meeting set aside to invite public comments regarding any matter within the jurisdiction of the Commission. Public comments are limited to no more than three minutes each. If comments relate to a specific agenda item, those comments will be taken following the staff report for that item and prior to the Commission vote. Those wishing to speak are asked to add your information at the digital public kiosk located at the entrance of the Council Chamber.

3. APPROVAL OF MINUTES

- 3.A. Approval of Minutes - January 15, 2026
- 3.B. Approval of Minutes - February 19, 2026

4. DIRECTOR AND CITY STAFF REPORTS

- 4.A. Reports

5. DISCUSSION AND ACTION ITEMS

- 5.A. Approval of up to \$1000 for the Volunteer Recognition Event from the Interior Development Fund (IDF)
- 5.B. Approval of up to \$300 for the Mother's Day Paint and Sip Event from the Interior Development Fund (IDF)

6. COMMISSION COMMENTS, FUTURE AGENDA ITEMS

- 6.A. REPORTS

7. ANNOUNCEMENTS

7.A. Next City Council Meeting: Tuesday, March 24, 2026 at 5:00 p.m.

7.B. Next Regular Commission Meeting: Thursday, April 16, 2026 at 6:00 p.m.

8. ADJOURNMENT

8.A. Adjournment

This agenda contains a brief general description of each item to be considered. Supporting documents are available for review and copying at Community Services Department or at www.buenapark.com. Supplementary materials distributed to the Commission less than 72 hours before the meeting are posted to the City's website at www.buenapark.com and copies are available for public inspection beginning the next regular business day in the Community Services Office. This governing body is prohibited from discussing or taking action on any item which is not included in this agenda; however, may ask clarifying questions, ask staff to follow-up, or provide other direction. The order of business as it appears on this agenda may be modified by the governing body.

In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, contact the Community Services Department at (714) 562-3860 or the California Relay Service at 711. Notification at least 48 hours prior to the meeting will enable the City to make arrangements to assure accessibility.

If you would like to participate in any matter of business on the agenda and would like translation in Chinese, Korean, Spanish, Tagalog, or Vietnamese, please contact the **Community Services Department at (714) 562-3860 48-hours prior to the meeting**. Residents requiring translation during Oral Communications are encouraged to bring interpreters.

시의회 목록에 있는 정식 안건에 대해 의견을 발표하고 싶으신 경우, 중국어, 한국어, 스페인어, 타갈로에 대한 통역사가 필요하시면 시미팅 48시간전 시서기 오피스로 (714-562-3860) 연락하시면 됩니다. 정식안건이 아닌 주민 발언시간에 발표하실 경우, 본인의 통역사를 직접 모시고 오시면 감사하겠습니다.

Si le gustaría participar en audiencia pública o cualquier asunto de negocios programado en la agenda y necesita traducción en chino, coreano, español, tagalo o vietnamita, comuníquese con la Oficina del Secretario de la Ciudad, 48 horas antes de la reunión al (714) 562-3860. Para participar en los comentarios públicos sobre cualquier otro asunto dentro de la jurisdicción del ayuntamiento, se les recomienda que traiga un intérprete.

I, Ariana Chavez, Senior Administrative Assistant, City of Buena Park, do hereby certify, under penalty of perjury under the laws of the State of California that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at Buena Park City Hall, 6650 Beach Blvd., and uploaded to the City of Buena Park website www.buenapark.com.

Ariana Chavez
Senior Administrative Assistant
Community Services Department

Date Posted: March 16, 2026



March 19, 2026
APPROVAL OF MINUTES
Item No. 3A.

**Community Services Commission Agenda
Report**

APPROVAL OF MINUTES - JANUARY 15, 2026

| PREPARED BY | PRESENTED BY |
|--|--|
| Ariana Chavez, Senior Administrative Assistant | Ariana Chavez, Senior Administrative Assistant |
| DEPARTMENT HEAD APPROVAL | |
| Jim Box, Director of Community Services | |

RECOMMENDED ACTION

Approve the minutes from the January 15, 2026 meeting.

Attachments

[2026 01 15 CS.pdf](#)

CITY OF BUENA PARK
COMMUNITY SERVICES COMMISSION
January 15, 2026

1. GENERAL

a. **CALL TO ORDER:** Chair Chencinski called the Community Services Commission Meeting to order at 6:00 p.m., in the Council Chamber, 6650 Beach Boulevard, Buena Park, California.

b. **ROLL CALL:**

Present: Carver, Chencinski, Frutos, Holguin, Wallace

Absent:

Also Present: Jim Box, Director of Community Services

Ariana Chavez, Senior Administrative Assistant

Connie Hurtado, Community Services Supervisor

Maddie Villapando, Community Services Supervisor

Tanikka Davis, Community Services Coordinator

Michelle Van Sickle, Community Services Coordinator

Alex Alarcon, Community Services Coordinator

c. **PLEDGE OF ALLEGIANCE:** Led by Tanikka Davis, Community Services Coordinator.

2. ORAL COMMUNICATIONS: None.

3. APPROVAL OF MINUTES: November 20, 2025

***M/S/P – Commissioner Wallace motioned to approve the minutes for the November 20, 2025 meeting. Commissioner Holguin seconded the motion. All in favor, motion passed.

4. DIRECTOR AND CITY STAFF REPORTS:

a. Jim Box, Director of Community Services, introduced to the Commission Maddie Villapando the new Community Services Supervisor. Maddie Villapando, Community Services Supervisor, informed the Commission on her past experience and her new role for the City of Buena Park. Jim Box, Director of Community Services, updated the Commission on the upcoming park design workshop at Carl Brenner Park, the Elementary Art Show awards reception, and on Council Member Franco being the new council member liaison for the Community Services Commission. Ariana Chavez, Senior Administrative Assistant, updated the Commission on the roster sheet for their commissioner binder and provided the 2026 Community Services master calendar. Tanikka Davis, Community Services Coordinator, informed the Commission on senior transportation services, educational presentation and workshops for Medicare and fair housing, AARP tax services, upcoming senior dance themed Cupid's Ball, and on classes assisting older adults recognizing phishing scams that target social security checks. Connie Hurtado, Community Services Supervisor, informed the Commission on Candy Caneland in December. Michelle Van Sickle, Community Services Coordinator, updated the Commission on the Santa Letters and Santa Visits program in December and on the upcoming special event Spring

Eggstravaganza. Michelle Van Sickle, Community Services Coordinator, informed the Commission on the City Track and Field meet. Alex Alarcon, Community Services Coordinator, informed the Commission on park field preparations, the Military Banner program, and the youth basketball league.

5. DISCUSSION AND ACTION ITEMS:

- a. Selection of New Chair and Vice Chair
Ariana Chavez, Senior Administrative Assistant, informed the Commission on the rotation of Chair and Vice Chair that annually occurs at the start of each calendar year. Ariana Chavez, Senior Administrative Assistant, informed the Commission that Vice Chair Frutos will be the new Chair and Commissioner Holguin will be the new Vice Chair for the Community Services Commission.
- b. Parks and Facilities Update
Jim Box, Director of Community Services, updated the Commission on upcoming park and facility projects which included Friendship Park, Beat Park, Brenner Park, Pinchot Park, Boisseranc Park, Peak Park which includes the pump track and the aquatics building, a perimeter gate at the senior center, a new fencing installation at the Community Gardens, a mural at Heroes Park and Friendship Park, and informed the Commission on City Councils approval of the Arts and Culture Master Plan.
- c. 2025 Community Services Year in Review Presentation
Jim Box, Director of Community Services, presented the Community Services 2025 Year in Review video presentation to the Commission.

6. COMMISSION COMMENTS, FUTURE AGENDA ITEMS:

Commissioner Chencinski commented on taking part in distributing lunch meals to the homeless population with the Homeless Outreach Staff, attended Thanksgiving and holiday luncheons, park improvement community meetings, Buena Park Art Brown Metrolink ceremonial event, Chief Nunes retirement ceremony, and plans to assist staff with the AARP tax services. Commissioner Carver commented on attending the Christmas Tree Lighting, Holiday Commission Dinner, Coyote Park design meeting, Candy Caneland, and Buena Park Community Chorus sing a-long. Commissioner Carver commented on looking into an appreciation lunch or dinner for V.O.L.T. members and on remodeling the Ehlers welcome sign. Commissioner Carver commented if there is an existing program that promoted parks to their local community or on the possibility on creating a community park day. Commissioner Wallace commented on the accomplishments in year 2025, attended the senior luncheon and the Art Brown dedication unveiling at the Buena Park Metrolink. Vice Chair Holguin commented on the V.O.L.T. program, Christmas Tree Lighting, Holiday Commission Dinner, Candy Caneland, Chief Nunes retirement ceremony, and asked staff on the vendors that will be present for Spring Eggstravaganza. Chair Frutos welcomed Maddie Villapando, Community Services Supervisor, to the Buena Park team and commented on Chief Nunes career and retirement. Chair Frutos commented on Vice Mayor Hoque's support along with the Commission's dedication to service in the community. Chair Frutos commented on the All-City Track and Field event and attended the holiday luncheon event at the senior center. Commissioner Carver commented on parking for City hosted special events.

7. ANNOUNCEMENTS:

- a. Next City Council Meeting: Tuesday, January 27, 2026 at 5:00 p.m.
- b. Next Regular Commission Meeting: Thursday, February 19, 2026 at 6:00 p.m.

8. ADJOURNMENT: There being no further business, Chair Frutos declared the meeting adjourned at 7:07 p.m.

ATTEST:

Ariana Chavez, Senior Administrative Assistant

Jerry Frutos, Chair



**Community Services Commission Agenda
Report**

APPROVAL OF MINUTES - FEBRUARY 19, 2026

| PREPARED BY | PRESENTED BY |
|--|--|
| Ariana Chavez, Senior Administrative Assistant | Ariana Chavez, Senior Administrative Assistant |
| DEPARTMENT HEAD APPROVAL | |
| Jim Box, Director of Community Services | |

RECOMMENDED ACTION

Approve the minutes from the Joint Special meeting on February, 19, 2026.

Attachments

[2026 02 19 CS & CE.pdf](#)

**CITY OF BUENA PARK
JOINT SPECIAL MEETING
COMMUNITY SERVICES COMMISSION AND
CULTURAL ENGAGEMENT COMMISSION
February 19, 2026**

1. GENERAL

- a. **CALL TO ORDER:** Chair Frutos called the Joint Special Community Services Commission and Cultural Engagement Commission Meeting to order at 6:00 p.m., in the Buena Park Community Center, 6688 Beach Boulevard, Buena Park, California.
- b. **ROLL CALL:**

Present: Carver, Chencinski, De La Luz, Frutos, Holguin, Martinez, Nevarez, Walker, Wallace, Yun

Absent:

Also Present: Jim Box, Director of Community Services
Ariana Chavez, Senior Administrative Assistant
Connie Hurtado, Community Services Supervisor
Maddie Villapando, Community Services Supervisor
Mark Saucedo, Community Services Supervisor
Deepthi Arabolu, Assistant City Engineer
Hysun Lee, Assistant Engineer
- c. **PLEDGE OF ALLEGIANCE:** Led by Commissioner Carver.

2. **ORAL COMMUNICATIONS:** There were no public speakers for this portion of oral communication. Chair Frutos recognized and introduced Mayor Connor Traut, Vice Mayor Lamiya Hoque, Council Member Susan Sonne, Council Member Carlos Franco, and City Manager Aaron France.

3. DISCUSSION AND ACTION ITEMS:

- a. Discussion on Park Design for District 2 Pocket Park and Friendship Park
Jim Box, Director of Community Services, introduced to the Commission Zachary Mueting, Principal Architect, and Erik Curran, Associate Architect, from RJM Design consultant. Jim Box, Director of Community Services, informed the Commission on the two parks, Friendship Park and District 2 Pocket Park, that will be discussed by RJM Design. Zachary Mueting presented to the Commissions the preliminary designs and rendering for Friendship Park. Chair Frutos informed Commissioners that at this time they can inquire on the design plans or provide input for the consultant regarding Friendship Park. Commissioner Walker commented about the location of the workout station. Vice Chair Martinez commented on the walking path and sidewalk along the park and on the community art tiles. Zachary Mueting updated the Commission on the crosswalk art design. Commissioner Wallace commented on the amount and placement of the trees and on the existing picnic shelter pavilion. Vice Chair Holguin commented on the welcome lettering design and implementation on the pathway.

Commissioner Carver commented on the community survey, playground equipment, and lighting at the park. Commissioner Chencinski commented on security cameras. Chair Frutos commented on the walkway, traffic safety, and traffic congestion during school hours. Vice Chair Martinez commented on community input taken into consideration for the park design. Chair Yun commented on best practice designs to prevent birds from nesting on the pavilion. Commissioner Wallace commented on adding a small library in the park. At this time, Chair Frutos opened the public hearing and inquired if anyone present would like to speak. Paul Van Berkon, Buena Park resident, asked and commented on the cost of the project. Allan Carmont commented on the funding for the park project. Nayeli Figueroa commented on the color scheme and theme for the park design.

Zachary Muetting from RJM Design presented to the Commissions the preliminary designs and rendering for District 2 Pocket Park. At this time, Chair Frutos opened the public hearing and inquired if anyone present would like to speak. Adolfo Bishop commented on the possible implementation of chess tables along with safety and park hours. Robin Russell commented on the bioswale design, plant needs, and maintenance of the different vegetation scheduled to be planted. Al Lee commented on chess tables being implemented in the park design. Alena commented on the student clubs at the local high school and their involvement utilizing the space and taking part in park clean ups. Khemren commented on the name of the park and the implementation of a statue creating a space for students to visit and congregate. Dominic Bendinelli commented on the concrete, gravel and other alternatives that can be utilized for the park. Vice Chair Holguin commented on a fountain being added to the park design plan and on the pocket library. Commissioner De La Luz commented on the shade element and lighting for the park design. Commissioner Walker commented on the fragrance of the plants. Commissioner Martinez commented on the community survey elements being implemented in the park design. Commissioner Wallace commented on future fencing to protect the vegetation. Commissioner Carver commented on traffic safety and educational elements.

4. ADJOURNMENT: There being no further business, Chair Frutos declared the meeting adjourned at 7:28 p.m.

ATTEST:

Ariana Chavez, Senior Administrative Assistant

Jerry Frutos, Chair



Community Services Commission Agenda Report

A. Approval of up to \$1000 for the Volunteer Recognition Event from the Interior Development Fund (IDF)

| Meeting | Agenda Group |
|---|---|
| Thursday, March 19, 2026, 6:00 PM | DISCUSSION AND ACTION ITEMS Item: 5A. |
| Prepared By | Department Head Approval |
| Maddie Villapando , Community Services Supervisor | Jim Box, Director of Community Services |
| Presented By | |
| Maddie Villapando , Community Services Supervisor | |

RECOMMENDED ACTION

Approval of up to \$1000 for the Volunteer Recognition Event from the Interior Development Fund.

PREVIOUS CITY COUNCIL ACTION

The Senior Citizens Commission established a City fund entitled the Interior Development Fund (IDF) for monies received from fundraising events, gift shop revenues, and donations at the Senior Center. Requests for expenditures from this fund are to be submitted to the Commission for a majority vote approval.

Senior services falls under there umbrella of the Community Services Commission. Staff is seeking the Community Services Commission approval for the expenditures, which can be used for event support or facility enhancements benefiting Senior center participants.

DISCUSSION

This year's Volunteer Recognition is a pirate themed "Volunteer Appreciation Luncheon" where we'll be setting sail to express our deepest gratitude for all our hardworking volunteers. Our goal is for every volunteer to feel truly appreciated and recognized for their unwavering dedication to the well-being of our center and the community we serve. This event is scheduled for Wednesday, April 22, 2026 at 12:00PM. Attendees can look forward to a delicious lunch of chicken fettuccine alfredo, salad, bread, and dessert. We are anticipating 70 in attendance and encourage all to dress in their best pirate attire.

Staff is seeking approval from the Community Services Commission for \$1,000 from the IDF (11-2248) to purchase lunch, and decorations needed for the event. The current balance in the Interior Development Fund is \$27,062.51.

BUDGET IMPACT

None. The Commission Enterprise Funds are separate from the City's General Fund.



Community Services Commission Agenda Report

B. Approval of up to \$300 for the Mother's Day Paint and Sip Event from the Interior Development Fund (IDF)

| Meeting | Agenda Group |
|---|---|
| Thursday, March 19, 2026, 6:00 PM | DISCUSSION AND ACTION ITEMS Item: 5B. |
| Prepared By | Department Head Approval |
| Maddie Villapando , Community Services Supervisor | Jim Box, Director of Community Services |
| Presented By | |
| Maddie Villapando , Community Services Supervisor | |

RECOMMENDED ACTION

Approval of up to \$300 for the Mother's Day Paint and Sip from the Interior Development Fund.

PREVIOUS CITY COUNCIL ACTION

The Senior Citizens Commission established a City fund entitled the Interior Development Fund (IDF) for monies received from fundraising events, gift shop revenues, and donations at the Senior Center. Requests for expenditures from this fund are to be submitted to the Commission for a majority vote approval.

Senior services falls under the umbrella of the Community Services Commission. Staff is seeking the Community Services Commission approval for the expenditures, which can be used for event support or facility enhancements benefiting the Senior Center participants.

DISCUSSION

The annual Mother's Day Paint and Sip event is scheduled for Wednesday, May 6th at 12:00pm. The program, open to women ages 50+ will consist of participants enjoying a relaxing afternoon of creativity. This event provides the perfect opportunity to unwind, connect with others and bring home a beautiful painted wine glass. The participants will take part in a guided painting session led by our talented staff. All materials are provided and light snacks and refreshments will be available for all to enjoy.

Staff is seeking approval from the Community Services Commission for \$300 from the IDF (11-2248) to purchase program supplies such as canvases, paint brushes and paint needed for the event. The current balance in the Interior Development Fund is \$27,062.51

BUDGET IMPACT

None. The Commission Enterprise Funds are separate from the City's General Fund.