CHAIR JERRY FRUTOS
VICE CHAIR COURTNEY HOLGUIN
COMMISSIONER BRIAN CARVER
COMMISSIONER COLETTE CHENCINSKI
COMMISSIONER DEAN WALLACE

Thursday, July 16, 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 - June 18, 2026

4. DIRECTOR AND CITY STAFF REPORTS

4.A. Reports

5. DISCUSSION AND ACTION ITEMS

5.A. Senior Center - Conference Room C

5.B. Approval of Up To $2,700 for the Refelting and Leveling of the Three Pool Tables from The Interior Development Fund (IDF)

5.C. Approval of Up To $1,000 for the Super Senior Saturday 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, August 11, 2026 at 5:00 p.m.

7.B. Next Regular Commission Meeting: Thursday, September 17, 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.

시의제 목록에 있는 정식 안건에 대해 의견을 발표하고 싶으신 경우, 중국어, 한국어, 스패니쉬, 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: July 13, 2026

July 16, 2026
APPROVAL OF MINUTES
Item No. 3A.

Community Services Commission Agenda Report

APPROVAL OF MINUTES - JUNE 18, 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 June 18, 2026 meeting.

Attachments

2026 06 18 CS.pdf

CITY OF BUENA PARK
COMMUNITY SERVICES COMMISSION
June 18, 2026

1. **GENERAL**
   a. **CALL TO ORDER:** Chair Frutos 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
   Mark Sauceda, Community Services Supervisor
   Maddie Villapando, Community Services Supervisor
   Michelle Van Sickle, Community Services Coordinator
   Saul Contreras, Senior Office Assistant
   Andrea Granados, Office Aide

   c. **PLEDGE OF ALLEGIANCE:** Led by Saul Contreras, Senior Office Assistant.

2. **ORAL COMMUNICATIONS:** None.

3. **APPROVAL OF MINUTES: May 21, 2026**
   ***M/S/P** – Commissioner Holguin motioned to approve the minutes for the May 21, 2026 meeting. Commissioner Wallace seconded the motion. All in favor, motion passed.

4. **DIRECTOR AND CITY STAFF REPORTS:**

   a. Jim Box, Director of Community Services, updated the Commission on the upcoming summer schedule for the Community Services Commission where it traditionally goes dark in August. Ariana Chavez, Senior Administrative Assistant, introduced to the Commission the new Community Services Office Aide, Andrea Granados. Maddie Villapando, Community Services Supervisor, informed the Commission on classes at the Senior Center and the transportation program. Connie Hurtado, Community Services Supervisor, updated the Commission on looking into providing free CPR classes and collaborating with Public Works on park maintenance. Connie Hurtado, Community Services Supervisor, informed the Commission on staff meeting with the contractor who oversees field maintenance to discuss a schedule for the season.

5. **DISCUSSION AND ACTION ITEMS:**

   a. Summer Recreation Program Preview
   Jim Box, Director of Community Services, informed the Commission on the upcoming summer programs and introduced Michelle Van Sickle, Community Services

Coordinator. Michelle Van Sickle, Community Services Coordinator, informed the Commission on the aquatics program, summer camp, youth programs at the Community Gymnasium, and P-Nut Baseball and camp out. Michelle Van Sickle, Community Services Coordinator, informed the Commission on the Movies Under the Stars and on the V.O.L.T. program. Mark Sauceda, Community Services Supervisor, updated the Commission on the Summer Park program and Read with Me with Mrs. Milch. Maddie Villapando, Community Services Supervisor, updated the Commission the Intergenerational Summer Camp, Father's Day car show and pool tournament, Senior Splash Day, ice cream social event, Senior summer matinee movie, Super Senior Saturday, estate planning workshops, and Medicare presentation. Mark Sauceda, Community Services Supervisor, informed the Commission on the 250th Anniversary Celebration, Summer Concert series, Symphony on the Go, Juneteenth Celebration of Freedom, and on Little Tots Big Summer program. Chair Frutos asked staff if there are emergency and safety protocols in place for summer programs.

6. COMMISSION COMMENTS, FUTURE AGENDA ITEMS:
Commissioner Chencinski commented on the outreach strategy for the VOLT program and partnering with schools to promote the program. Commissioner Carver commented on the Memorial Day event, Frozen the play, and the events that are hosted at the Senior Center. Commissioner Wallace asked staff on the updates for Brenner and Beat Park designs. Jim Box, Director of Community Services, updated the Commission on the meeting with Public Works which included reviewing Commission comments. Vice Chair Holguin commented on the summer program presentation and confirmation on no meeting in August. Chair Frutos commented on the Brenner and Beat Park design meeting and thanked staff and Commissioners for their work.

7. **ANNOUNCEMENTS**:

a. Next City Council Meeting: Tuesday, June 23, 2026 at 5:00 p.m.
b. Next Regular Commission Meeting: Thursday, July 16, 2026 at 6:00 p.m.

8. ADJOURNMENT: There being no further business, Chair Frutos declared the meeting adjourned at 7:03 p.m.

ATTEST:

_____ _____

Ariana Chavez, Senior Administrative Assistant Jerry Frutos, Chair

July 16, 2026
DISCUSSION AND ACTION ITEMS
Item No. 5A.

Community Services Commission Agenda Report

SENIOR CENTER - CONFERENCE ROOM C

PREPARED BY	PRESENTED BY
Maddie Villapando , Community Services Supervisor	Maddie Villapando , Community Services Supervisor
DEPARTMENT HEAD APPROVAL	
Jim Box, Director of Community Services	

DISCUSSION

At the request of Vice Mayor Hoque, staff was asked to evaluate the creation of a community library within Conference Room C at the Buena Park Senior Activity Center. The proposed library would provide seniors with free access to books and reading materials while creating an additional amenity that promotes lifelong learning, literacy, and social engagement. This library would be in addition to the existing library currently located in the main lobby by expanding available reading materials and providing additional dedicated space for patrons.

Conference Room C is currently used for a variety of activities, including haircuts, nail services, Mahjong, Bunco, tax preparation, and board meetings. Should the proposed library move forward, staff intends to continue accommodating these activities by designing the space to serve multiple purposes whenever feasible.

The concept was presented to the Senior Advisory Committee, and it was recommended that a survey be conducted to determine the level of interest and need for a library within the Senior Activity Center. To gather community feedback, staff developed a survey asking participants whether they would use a library at the Senior Center, how frequently they anticipate using it, what types of materials they would like to see available, and providing space for additional comments and suggestions.

The survey results will help staff evaluate community interest and identify opportunities to tailor the proposed library to best meet the needs of Senior Center participants. Staff will share the survey findings with the Commission and use the feedback to help determine the next steps for the proposed project.

If supported, the proposed library would enhance the Senior Activity Center by providing an additional recreational and educational resource while continuing to support the diverse programming currently offered at the facility.

July 16, 2026
DISCUSSION AND ACTION ITEMS
Item No. 5B.

Community Services Commission Agenda Report

APPROVAL OF UP TO $2,700 FOR THE REFELTING AND LEVELING OF THE THREE POOL TABLES FROM THE INTERIOR DEVELOPMENT FUND (IDF)

PREPARED BY	PRESENTED BY
Maddie Villapando , Community Services Supervisor	Maddie Villapando , Community Services Supervisor
DEPARTMENT HEAD APPROVAL	
Jim Box, Director of Community Services	

RECOMMENDED ACTION

Approval of up to $2,700 for the refelting and leveling of the three pool tables at the Senior Center 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 Senior Center participants.

DISCUSSION

The three pool tables at the Buena Park Senior Activity Center have experienced significant wear from regular use. The existing table felt is torn and worn in various areas, affecting the quality of play, while the tables also require leveling to ensure a consistent and safe playing surface.

On average, 35 to 40 participants use the pool room each week, making it one of the Center's regularly utilized recreational amenities. Staff have received multiple complaints from participants regarding the condition of the tables, specifically noting the torn cloth and uneven playing surfaces.

To maintain a quality recreational experience for Senior Center participants, staff is seeking approval from the Community Services Commission for up to $2,700 from the IDF (11-2248) to have all three pool tables professionally refelted and leveled. Completing this maintenance will restore the tables to proper playing condition, extend their useful life, and improve the overall experience for the many seniors who utilize the pool room each week. The current balance of IDF is $27,130.76.

BUDGET IMPACT

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

July 16, 2026
DISCUSSION AND ACTION ITEMS
Item No. 5C.

Community Services Commission Agenda Report

APPROVAL OF UP TO $1,000 FOR THE SUPER SENIOR SATURDAY EVENT FROM THE INTERIOR DEVELOPMENT FUND (IDF)

PREPARED BY	PRESENTED BY
Maddie Villapando , Community Services Supervisor	Justice Mompeller , Community Services Coordinator
DEPARTMENT HEAD APPROVAL	
Jim Box, Director of Community Services	

RECOMMENDED ACTION

Approval of up to $1,000 for the Super Senior Saturday 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 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 Senior Center participants.

DISCUSSION

The annual Super Senior Saturday event is scheduled for Saturday, August 8th at 9:00am. The program will consist of over 50 organizations providing resources to our older adults. These resources include assistant living, financial education, health services insurance programs, hospice, affordable housing, legal aid, transportation and dentistry services to name a few. In addition, we will have various health screenings such as vision and glucose to name a few. The event is considered one of the biggest resource events in Orange County for older adults with a projected 450 senior participants in attendance.

Staff is seeking approval from the Community Services Commission for up to $1,000 from the IDF (11-2248) for program supplies for the Super Senior Saturday Event. With your approval, staff will be able to purchase program decorations, giveaway bags, and snacks & drinks, for the organization representatives. The event is open to all older adults within the Buena Park and surrounding communities. The current balance of IDF is $27,130.76.

BUDGET IMPACT

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