

**CITY OF RIALTO
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION MINUTES
TUESDAY, NOVEMBER 17, 2025
IN PERSON SPECIAL MEETING
214 N. PALM AVE., RIALTO CA, 92376**

a. **CALL TO ORDER:** The meeting was called to order at _6:30 pm by Chair Britt.

b. **ROLL CALL:**

ROLL CALL/COMMISSIONERS	PRESENT	ABSENT	PRESENT TO DATE
Jose Aparicio	X		
Joe Britt	X		
Albert Calderon	X		
Oscar Hinojosa Jr.	X		
Janice Morrison		X	
Nataly Sandoval	X		
Mauricio Serrano	X		
Cynthia Alvarado	X		
Ebony Perkins	X		

c. **PLEDGE OF ALLEGIANCE:** Led by all Commissioners

d. **APPROVAL OF MINUTES:**

ACTION: Approve October 1, 2025, meeting minutes.

MOTION: Commissioner Hinojosa **Seconded by:** Vice Chair Calderon

MOTION PASSES YES: 6 **NO:** 0 **ABSTAIN:**

Noting the absence of Commissioner Morrison

e. **PUBLIC COMMENT**

None

f. **STAFF UPDATES**

Staff shared the October rentals (50) and the November rentals (10). The MADD walk was held in early October and went well. Halloween Hi-Jinks had great attendance, dance contests, our community had a good time. The sports division is coming to a close. Championships will be on Saturday November 22nd for basketball and Friday November 21st. Contract classes are going well. Social Recreation is going well. They did a harvest fair at Willow Village apartments. Child development enrollment is at capacity. They also held a harvest festival with a trunk or treat and a maze for the students and families to enjoy. Fitness and Aquatics held their annual Floating Pumpkin patch. They ran out of pumpkins in the middle of the event. We had 6 pallets of pumpkins for the event. The senior center host their Halloween event. Had great attendance. Our Vice Chair was one of the costume contest

judges. There was a haunted house maze. Our seniors had a fantastic time. Our parks maintenance team will be doing some repairs to the Flores Park playground.

g. DISCUSSION AND/OR ACTION ITEMS

ITEM: 25-0690 Special Events Policy Discussion - Review & Input

Executive Summary of Key Changes

Category	Change Description	Impact/Purpose
Name Change	Special Events Committee → Special Events Planning Team (SEPT)	Reflects broader departmental coordination
New Definitions	Added 9 new definitions including Rialto-Based Organization, Rialto Resident, Non-Resident Organization, Damage Deposit, Application Fee, Facility Use Fee, and Open Space	Clarifies terminology and establishes residency criteria
Fee Structure Enhanced	Added explicit language about Application Fees, Facility Use Fees, and Damage Deposits	Addresses Council concerns about fee accountability
Resident vs. Non-Resident	New definitions distinguish Rialto-based organizations and residents from non-residents	Implements Council directive for differential treatment
Cleanup Accountability	Added explicit requirement: 'The Organizer is responsible for ensuring the event venue is returned to its original condition, or better'	Strengthens accountability mechanisms
Priority Criteria Clarified	Enhanced Section XII with clearer 8-point priority system	Provides transparent decision-making framework
Athletic Field Policy	Section XI references separately adopted Athletic Field Allocation Policy	Maintains existing specialized procedures

ACTION: Approve the updated Special Events Policy and move the draft forward to legal for review.

MOTION: Commissioner Serrano **Seconded by:** Vice Chair Calderon

MOTION PASSES YES: 6 **NO:** 0 **ABSTAIN:**

Noting the absence of Commissioner Morrison

ITEM: 25-0776 Inclusive Playground Update and presentation

ITEM: 25-0777 Department provided project updates on the Birdsall Park Project and The Fergusson Park resurfacing project.

h. COMMISSIONER REPORTS

Commissioner Serrano- great to participate in the events policy subcommittee. Where we were and where we are not is much better to hold people accountable. I'm amazed that our current policy is missing things. The playground project is amazing.

Commissioner Hinojosa- Thank you for all the work you have been putting in. its nice to see how the parks are taken care of and how the parks are used. During the summer my son and I go to the park and there is no shade for exercise equipment and also the bikes. Can't use these items during the summer cause it's really hot. During the trick or treating at river ranch was packed. Good to see the community connect and do these things. Tight knit community.

Commissioner Sandoval- TY for the work on the policy. Can we look into more tree coverage and misters at the parks because it gets really hot. The PE trail is hot too because of no shade coverage for walking and riding bikes.

Commissioner Aparicio- Beautiful rainy Monday. TY for the comprehensive policy updated and the support on the fees. It looks like we have the Birdsall park upgrade on their way. Asked for update on the league's status. Looks forward to Christmas parade

Vice Chair Calderon- Happy to be here every time he comes he learns so much. Didn't realize how much we do. They volunteered at the NSG food drive. Its an experience to see how many people need help. Helped be a judge at the senior center for Halloween. Has been in contact with Susan to help the leagues with their non-profit status

Chair Britt- Christmas is coming up. About 10 years ago he wanted to establish a backpack give away. The higher ups shot it down. Can we do that and wants to volunteer. Thank you for being here commissioners. We have a great group and your contributions will be appreciated. Staff, you guys are doing a great job. We will try not to give you too much to do.

i. ADJOURNMENT

With no other business to attend, Chair Britt adjourned the meeting at 8:09 pm with the next regular meeting to be held at 6:30pm, on Tuesday, December 2, 2025, at Council Chambers located at 150 S. Palm Ave, Rialto, CA 92376.

Respectfully Submitted,

Cynthia Alvarado-Crawford, Director
Department of Parks, Recreation and Community Services