



A G E N D A

CHINO HILLS COMMUNITY FOUNDATION
REGULAR MEETING
MONDAY, SEPTEMBER 15, 2025
4:00 P.M. PUBLIC MEETING/PUBLIC HEARINGS

CHINO HILLS COMMUNITY CENTER
14250 PEYTON DR., CHINO HILLS, CALIFORNIA

This agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action shall be taken on any item not appearing on the agenda unless the Chino Hills Community Foundation Board makes a determination that an emergency exists or that a need to take immediate action on the item came to the attention of the Board subsequent to the posting of the agenda. The Board Secretary has on file copies of written documentation relating to each item of business on this Agenda available for public inspection in the City of Chino Hills Community Services Department, and on the Board's website at www.chinohillsfoundation.org/chcf-board. Materials related to an item on this Agenda submitted to the Chino Hills Community Foundation Board after distribution of the agenda packet are available for public inspection in the Chino Hills Community Services Department at 14000 City Center Drive, Chino Hills, CA during normal business hours.

Speaker Cards - Those persons wishing to address the Chino Hills Community Foundation Board on any matter, whether or not it appears on the agenda, are requested to complete and submit to the Board Secretary a "Request to Speak" form available at the entrance to the Chino Hills Community Room. In accordance with the Public Records Act, any information you provide on this form is available to the public. **You are not required to provide personal information in order to speak, except to the extent necessary for the Foundation Secretary to call upon you.** Comments will be limited to three minutes per speaker. Similarly, email addresses of attendees are captured by the zoom software and are subject to the Public Records Act.

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Chino Hills Community Foundation Board, please contact the Community Services Department at (909) 364-2710 within 48 hours of the meeting.

PLEASE SILENCE ALL ELECTRONIC DEVICES WHILE BOARD IS IN SESSION. Thank you.

FOUNDATION BOARD MEMBERS

PETER J. ROGERS, CHAIR
CYNTHIA MORAN, VICE CHAIR
MARY FAULHABER, SECRETARY
PETER PIRRITANO, TREASURER

DARRIN LEE
DELINA LEWIS
GRACE CAPPS
SAMANTHA JAMES-PEREZ

DARRYLL GOODMAN
DENISE CATTERN
KATHLEEN SMITH
SPENCER BOGNER

DAVID KRAMER
GLEN ANDERSON
RICK SHIBA
SYLVIA NASH

4:00 P.M. – CALL TO ORDER/ROLL CALL**PLEDGE OF ALLEGIANCE TO THE FLAG**

1. **PUBLIC COMMENTS:** At this time members of the public may address the Board Members regarding any items within the subject matter jurisdiction of the Board, whether or not the item appears on the agenda, except testimony on Public Hearing items must be provided during those hearings. Please complete and submit to the Foundation Secretary a "Request to Speak" card. Comments will be limited to three minutes per speaker.

FOUNDATION DEPARTMENT BUSINESS

CONSENT CALENDAR (5 ITEMS) – *All matters listed on the Consent Calendar are considered routine by the Foundation Board and may be enacted by one motion in the form listed below. There will be no separate discussion of these items unless, before the Foundation Board votes on the motion to adopt, Members of the Foundation Board or staff request the matter to be removed from the Consent Calendar for separate action. Removed consent items will be discussed immediately after the adoption of the balance of the Consent Calendar.*

2. Approve May 12, 2025, Foundation Meeting Minutes Correction.
3. Approve July 21, 2025, Foundation Meeting Minutes.
4. Receive and file Quarterly Investment Report as of June 30, 2025.
5. Receive and file Preliminary Financial Report as of August 31, 2025.
6. Approve Special Request Rollover for Bill Hughes Arena Donation.

DISCUSSION CALENDAR – *This portion of the Foundation Agenda is for all matters where staff and public participation is anticipated. Please complete and submit a speaker card to the Foundation Secretary. Comments will be limited to three minutes per speaker.*

7. Discuss Skate Park Idea Page
8. Discuss moving the regular meeting date of January 19, 2026, due to conflict with the Martin Luther King holiday to January 12, 2026, and review calendar.

COMMITTEE REPORTS

Chair Rogers

- Executive Committee
- Board Development Committee
- Wine Walk Subcommittee

Treasurer Peter Pirritano

- Finance & Investment Committee
- Fund Development Committee

Board Member Denise Cattern

- Public Affairs Committee

Board Member Glen Anderson

- chARTS

Board Member Grace Capps

- Strategic Committee

Secretary Mary Faulhaber

- Volunteer Committee

BOARD COMMENTS

ADJOURNMENT

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

**MAY 12, 2025
REGULAR MEETING**

CHINO HILLS, CALIFORNIA

Board Chair Rogers called the Chino Hills Community Foundation Meeting to order at 4:02 p.m.

PRESENT: BOARD MEMBERS: PETER ROGERS
CYNTHIA MORAN
SPENCER BOGNER
GRACE CAPPS
SAMANTHA JAMES-PEREZ
DARRIN LEE
SYLVIA NASH
PETER PIRRITANO
RICK SHIBA
DENISE CATTERN
MARY FAULHABER
DAVID KRAMER

ABSENT: BOARD MEMBERS: DARRYLL GOODMAN
KATHLEEN SMITH
DELINIA LEWIS
GLEN ANDERSON

ALSO PRESENT: JONATHAN MARSHALL, COMMUNITY SERVICES DIRECTOR
MELISSA ARMIT, COMMUNITY SERVICES MANAGER
SARAH SNYDER, MANAGEMENT ANALYST II
JANELLE RAMOS, COMMUNITY SERVICES COORDINATOR
BRIANNA HIGGINS, FOUNDATION SECRETARY

PLEDGE OF ALLEGIANCE TO THE FLAG

Led by Board Chair Rogers.

PUBLIC COMMENTS

None.

FOUNDATION DEPARTMENT BUSINESS

CONSENT CALENDAR

Board Chair Rogers announced the consent calendar and asked the Board if there were any items to pull.

Board Member Cattern stated a correction is needed on page 5 of the March minutes, clarifying that Linda DelPilar was named Volunteer of the Year, instead of Linda Briney.

A motion was made by Board Member Nash and seconded by Board Member Lee, to approve the remaining Consent Calendar items, as amended:

MINUTES

The Board members approved the March 17, 2025, Chino Hills Community Foundation Meeting Minutes, as amended.

QUARTERLY INVESTMENT REPORT

The Board members received and filed the Quarterly Investment Report as of March 31, 2025, as presented.

PRELIMINARY FINANCIAL REPORT

The Board members received and filed the Quarterly Investment Report as of March 31, 2025, as presented.

RECOMMEND APPROVAL OF RE-APPOINTMENT OF BOARD MEMBERS DENISE CATTERN, SAMANTHA JAMES-PEREZ, PETER PIRRITANO, SYLVIA NASH, AND KATHLEEN SMITH FOR A TERM ENDING MAY 21, 2029

The Board members approved the recommendation of re-appointment of Board Members Denise Cattern, Samantha James-Perez, Peter Pirritano, Sylvia Nash, and Kathleen Smith for a term ending May 31, 2029, to the Chino Hills City Council.

APPROVE FY ~~23-24~~ ~~25-26~~ PROPOSED ANNUAL BUDGET

The Board members approved the FY ~~24-25~~ ~~25-26~~ proposed annual budget, as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, BOGNER, CAPPS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SHIBA, MORAN, CATTERN, FAULHABER, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, SMITH, LEWIS, ANDERSON.

ABSTAIN: BOARD MEMBERS: NONE.

DISCUSSION CALENDAR

OPEN NOMINATIONS FOR EXECUTIVE BOARD POSITIONS

Nominations were opened for the Executive Board positions.

A motion was made by Board Member Lee, and seconded by Board Member Nash, to re-nominate all executive Board positions.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, BOGNER, CAPPS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SHIBA, MORAN, CATTERN, FAULHABER, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, SMITH, LEWIS, ANDERSON.

RECEIVE AND FILE THE REPORT ON THE CITY OF CHINO HILLS PROPOSED PINEHURST PARK COMMUNITY CENTER AND SPLASH PAD

Community Services Director Marshall provided an overview of the proposed Pinehurst Park Community Center and Splash Pad project. He explained that the project is still in the early planning stages, but shared a video presentation illustrating the envisioned design of the building and splash pad. He also shared anticipated programming plans, usage opportunities, and additional amenities.

Community Services Manager Armit explained that the new facility will support the continued growth of recreation programming, as the existing community center is nearing its capacity for both usage and events. She noted that the proposed building will offer significantly more space enabling a wider range of activities, from recreation programs to private events. As an example, she shared that the City's Day Camp program relies on the Mystic Canyon and Grand Avenue Park buildings, which can only accommodate 50 campers at each location. The new facility would allow the program to expand, hosting more campers and offering additional camp sessions. She stated that the purpose of this discussion is to provide the Board with a clearer understanding of the project and address any questions as they consider a potential donation.

Chair Rogers stated that, given the continued rise in the cost of goods, now is a good time to consider a donation, particularly in light of the City's need for a second community center. He recommended that, following a discussion by the Strategic Planning Committee, the item be brought back to the Board for consideration. At that point, the Board could determine whether to proceed with a donation and begin discussions on the potential amount.

Vice Chair Moran stated that the Foundation has sufficient funds available for donations and that the Strategic Planning Committee plays a key role in evaluating donation requests. However, she emphasized the importance of the Board engaging in broader discussions about all upcoming projects and developing a multi-year plan. She noted that recurring events like the Wine Walk will continue to generate additional revenue, which should be factored into planning. Chair Rogers agreed, noting that while larger projects are typically planned well in advance, smaller projects may arise and can be executed more quickly and may warrant timely donations. He added that the Strategic Planning Committee typically conducts the initial review of proposed projects before they are brought to the full Board for discussion and approval.

Director Marshall stated that the project is still in the early stages of planning and that additional detailed information will be presented in the coming months. He suggested that the Board consider establishing a preliminary donation amount, with the understanding that it can be re-evaluated and adjusted as more definitive information becomes available.

Board Member Capps suggested that once the Strategic Planning Committee reviews the idea page for this project, they can evaluate all upcoming initiatives, taking into account historical donation patterns, and begin setting aside funds for not only the proposed community center but also other future projects.

Board Member Lee inquired about additional funding sources the City is exploring for this project. Community Services Manager Armit responded that the City is working with a grant writer, with part of the focus being on the solar panel component of the project. She also noted that staff are exploring the possibility of designating the community center as an emergency shelter, which could qualify the facility for a generator. Additionally, staff have been reaching out to local assembly members for potential support. However, she added that the City's demographics do not qualify for many available funding programs. Director Marshall added that another potential funding source is the Community Facilities District (CFD) Funding. Chair Rogers also added that San Bernardino County Supervisor Curt Hagman has conducted additional outreach efforts.

A discussion followed regarding the project, during which Chair Rogers noted that the Board will receive and file the information presented at this meeting, with further discussions to be held at future meetings.

REVIEW CALENDAR

Chair Rogers reviewed the calendar and mentioned that the concert series in June has been cancelled, with only two concerts for the year instead of three.

COMMITTEE REPORTS

Board Chair Rogers

- **WINE WALK COMMITTEE** – Chair Rogers reported that the committee met last week to discuss plans for the upcoming Wine Walk event in October. He noted that additional tickets will be made available this year to boost participation, with sales expected to begin at the end of July. He also shared that outreach efforts for sponsorships and wine donations are already underway. Board Member Lee added that last year's Wine Walk received a lot of positive feedback regarding the food and encouraged anyone interested in becoming a food vendor to reach out to the Board as soon as possible.

Treasurer Peter Pirritano

- **FUND DEVELOPMENT COMMITTEE** – Board Member Pirritano pointed out to the Board that the overall fund balance is shown on page 12 of the agenda.

Board Member Denise Cattern

- PUBLIC AFFAIRS COMMITTEE – Board Member Cattern announced that RA Sushi will be providing food at the upcoming Concert Series featuring Andy Vargas. She also shared that an article highlighting the Community Foundation has been submitted to Champion Newspapers for inclusion in the special Celebrate Chino Valley edition.

Board Member Glen Anderson

- chARTS COMMITTEE –
 - Art Gallery – Board Member James-Perez provided an update on behalf of Board Member Anderson. She stated that the recent Open Mic Night at the Art Gallery was a success with a lot of participation. She noted that interest in the gallery continues to grow, with members of the public even inquiring about hosting private events. However, she clarified that this is not feasible due to the gallery's limited operating hours. She also shared that more artists are expressing interest in displaying their work at the gallery. Additionally, she reported that the new art show featuring artist Fawn Witten opened on May 8th at the Community Center. Board Member Capps asked whether additional publicity could be done to raise awareness of the Art Gallery, noting that some community members are still unaware of its existence. Board Member James-Perez responded that the gallery does have an active Instagram page, which has been receiving a good amount of engagement. She added that while they are continuing to promote the gallery through social media, they are mindful of its limited operating hours and want to ensure visitor turnout remains manageable. Board Member Cattern further noted that the gallery also has a dedicated website, chinohillsartgallery.com, which serves as an additional resource for the public.

Board Secretary Faulhaber

- VOLUNTEER COMMITTEE – Board Member Faulhaber stated she is coordinating potential volunteers for the Wine Walk and plans to send out invitations in late June to past volunteers to gauge their interest in participating again this year.

BOARD COMMENTS

Kramer: Board Member Kramer thanked everyone who attended the Los Serranos Country Club 100th Anniversary Reception.

Cattern: Board Member Cattern announced that the Chino Hills Historical Society ~~will be hosting a 100th Anniversary Dinner and Reception at Los Serranos Country Club on June 9th at 7:00 p.m.~~ will have their next meeting at Los Serranos Country Club on June 9th at

7:00 p.m. and will have a presentation celebrating the Country Club's 100th anniversary and its history.

Bogner: Board Member Bogner expressed his support for donating to the Pinehurst Park Community Center and Splash Pad project, emphasizing that it is one of the most significant upcoming projects and questioning what other projects would be more deserving of their support.

Moran: Board Vice Chair Moran shared that she received a request from a community member interested in partnering with the Foundation to support a Chino Hills youth symphony. She inquired about how the Foundation might consider this proposal. Board Member Capps responded that she will look into the request and follow up accordingly.

James-Perez: Board Member James-Perez thanked the Board for recommending her and other members for reappointment to an additional four-year-term. She also shared that the Chino Valley Community Chorus will be performing at the ~~Farmer's Market Chino Hills Art Gallery~~ on Wednesday, May 14th.

ADJOURNMENT

Board Chair Rogers adjourned the meeting at 5:27 p.m.

Respectfully submitted by:

Brianna Higgins, Senior Administrative Assistant
Community Services Department, City of Chino Hills

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

JULY 21, 2025
REGULAR MEETING

CHINO HILLS, CALIFORNIA

Board Chair Rogers called the Chino Hills Community Foundation Meeting to order at 4:02 p.m.

PRESENT: BOARD MEMBERS: PETER ROGERS
CYNTHIA MORAN
SPENCER BOGNER
GRACE CAPPS
SAMANTHA JAMES-PEREZ
DARRIN LEE
SYLVIA NASH
PETER PIRRITANO
RICK SHIBA
DENISE CATTERN
KATHLEEN SMITH (arrived at 4:06 p.m.)
DELINIA LEWIS
DARRYLL GOODMAN
GLEN ANDERSON

ABSENT: BOARD MEMBERS: CYNTHIA MORAN
MARY FAULHABER
DAVID KRAMER

ALSO PRESENT: JONATHAN MARSHALL, COMMUNITY SERVICES DIRECTOR
MELISSA ARMIT, COMMUNITY SERVICES MANAGER
SARAH SNYDER, MANAGEMENT ANALYST II
JANELLE RAMOS, COMMUNITY SERVICES COORDINATOR
BRIANNA HIGGINS, FOUNDATION SECRETARY

PLEDGE OF ALLEGIANCE TO THE FLAG

Led by Board Chair Rogers.

PUBLIC COMMENTS

None.

FOUNDATION DEPARTMENT BUSINESS

CONSENT CALENDAR

Board Chair Rogers announced the consent calendar and asked the Board if there were any items to pull.

Board Member James-Perez stated a correction is needed on the minutes, clarifying that under her comments on page 9, the Chino Valley Community Chorus performed at the Art Gallery at the Shoppes, rather than the Farmer's Market, on Wednesday, May 14th.

Board Member Cattern also had a correction clarifying that on page 8 under her board comments, the Chino Hills Historical Society hosted their meeting at the Los Serranos Country Club on June 9th and celebrated the Country Club's 100th anniversary.

A motion was made by Board Member Lewis and seconded by Board Member Nash, to approve the remaining Consent Calendar items, as amended:

MINUTES

The Board members approved the May 12, 2025, Chino Hills Community Foundation Meeting Minutes, as amended.

PRELIMINARY FINANCIAL REPORT

The Board members received and filed the Quarterly Investment Report as of June 30, 2025, as presented.

RECEIVE PROGRAM UPDATES

The Board received and filed program updates for Day Camp scholarships and Utility Box Art.

APPROVE SPECIAL REQUEST ROLLOVER FOR UTILITY BOX ART PROGRAM

The Board members approved a special request rollover for the Utility Box Art Program, as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, BOGNER, CAPPS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SHIBA, CATTERN, SMITH, LEWIS, GOODMAN, ANDERSON.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, KRAMER.

DISCUSSION CALENDAR

APPOINT BOARD MEMBERS TO COMMITTEES FOR FY 2025-26

Board Chair Rogers announced the Foundation Board Committees. The Board discussed the current members of each committee and those members interested in new appointments.

A motion was made by Board Member Nash and seconded by Board Member Capps to appoint Board Members to the following committees:

Executive: ROGERS (chair) / MORAN / PIRRITANO / FAULHABER

Board Development: ROGERS (chair) / MORAN / LEE / ANDERSON / SMITH / BOGNER

Finance and Investment: PIRRITANO (chair) / GOODMAN / CAPPs / SMITH / SHIBA / BOGNER

Fund Development: PIRRITANO (chair) / GOODMAN / LEWIS / ROGERS / SHIBA / BOGNER

Public Affairs: CATTERN (chair) / MORAN / LEE / LEWIS / JAMES – PEREZ

Strategic Planning: CAPPs (chair) / KRAMER / ANDERSON / ROGERS / JAMES – PEREZ

Volunteer: FAULHABER (chair) / MORAN / CATTERN / SMITH / JAMES – PEREZ / NASH

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, BOGNER, CAPPs, JAMES-PEREZ, LEE, NASH, PIRRITANO, SHIBA, CATTERN, SMITH, LEWIS, GOODMAN, ANDERSON.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, KRAMER.

APPROVE A DONATION TO THE CITY OF CHINO HILLS IN THE AMOUNT OF \$500,000 FOR THE PINEHURST PARK COMMUNITY BUILDING AND SPLASH PAD PROJECT AND APPROVE A BUDGET AMENDMENT IN THE AMOUNT OF \$500,000 FOR A DONATION TO THE CITY OF CHINO HILLS FOR THE PINEHURST PARK COMMUNITY BUILDING AND SPLASH PAD PROJECT.

Board Chair Rogers introduced the proposal, and Board Member Capps noted that the Board would need to approve a donation amount, suggesting the possibility of revisiting the matter in the future. Chair Rogers added that the estimated cost of the new building is approximately \$20 million, with \$10 million expected to come from San Bernardino County Supervisor Curt Hagman. He stated that the Strategic Committee met and recommended a \$500,000 donation for Board approval and emphasized that donation from the Foundation would make a meaningful contribution.

Director Marshall pointed out that by the project's completion, the Foundation will have held at least two Wine Walk events, generating additional funds for the Board to consider. He stated although many details are still being finalized, potential uses for the donation include furnishings such as tables and chairs, as well as artwork. He added that the project has already received approval from both the Parks and Recreation Commission

and the City Council. Director Marshall concluded that the new facility would be a valuable addition, enhancing recreation programming for the south side of the City.

Board Member Lewis asked whether the Foundation is the sole source of funding for the building. Director Marshall responded that the City is actively pursuing grants. He noted that the City works with grant writers and continues to seek additional funding sources. Community Services Manager Armit added that the City is also pursuing grant funding related to designating the facility as an emergency operations center, which could qualify the facility for a generator. She also mentioned that San Bernardino County Supervisor Curt Hagman is contributing \$10 million towards the project. Chair Rogers added that Supervisor Hagman is continuing efforts to secure additional funding to support the project.

Community Services Manager Armit stated that, with the Board's approval, a budget amendment in the amount of \$500,000 would be authorized and subsequently presented to the City Council for acceptance. Upon approval, the funds would then be officially transferred to the City.

A motion was made by Board Member Bogner and seconded by Board Member James-Perez to approve a donation to the City of Chino Hills in the amount of \$500,000 for the Pinehurst Park Community Building and Splash Pad Project; and (2) approve a budget amendment in the amount of \$500,000 for a donation to the City of Chino Hills for the Pinehurst Park Community Building and Splash Pad Project.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, BOGNER, CAPPS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SHIBA, MORAN, CATTERN, GOODMAN, SMITH, LEWIS, ANDERSON.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, KRAMER.

REVIEW CALENDAR

Chair Rogers reviewed the calendar and asked if there were any changes needed. He noted that the Board can soon begin setting dates for the 2026 Concert Series and make adjustments to accommodate any meetings that conflict with holidays.

COMMITTEE REPORTS

Board Chair Rogers

- **WINE WALK COMMITTEE** – Chair Rogers reported that members of the committee met to discuss the upcoming Wine Walk in October. He stated they will soon explore options for wine donations, noting that some beer vendors have already committed to participating. The event layout will remain largely the same,

with ticket sales starting on July 30th at 7:30 a.m. Approximately 1,500 tickets will be sold, which is an increase from last year due to a growing number of sponsors. Additionally, he stated there will be a designated Uber and Lyft pick-up area for attendees.

Treasurer Peter Pirritano

- FUND DEVELOPMENT COMMITTEE – Board Member Pirritano stated the overall fund balance is shown in the staff report on page 12 of the agenda.

Board Member Denise Cattern

- PUBLIC AFFAIRS COMMITTEE – Board Member Cattern reported that she is gathering screenshots of various publicity articles promoting the Foundation to share with the Board. She also mentioned the upcoming concert series featuring Andy Vargas, along with various upcoming events scheduled at the Art Gallery. Lastly, she stated she spoke with the library about posting flyers there and while the flyers need to go through an approval process, the library is willing to accept them.

Board Member Glen Anderson

- chARTS COMMITTEE –
 - Concerts Series – Board Member Anderson noted that promotional flyers for the upcoming Andy Vargas concert in September have been distributed throughout various locations in the City. He also mentioned that Andy Vargas is expected to promote the event on his personal social media platforms, which is likely to boost ticket sales.
 - Art Gallery - Board Member Anderson shared that a new sidewalk art area has been added in front of the Art Gallery during the Farmers Market. The space includes tables and local artists, offering children an opportunity to color pictures, a feature that has proven popular and contributed to increased attendance at the Art Gallery. Board Member James-Perez added that there is also a scavenger hunt inside to draw families into the Gallery. Board Member Anderson expressed appreciation to the Chino Valley Champion for its coverage of the Foundation, particularly the Art Gallery, noting that the publicity has helped attract greater community attention. He also noted that the gallery is considering a future art mural project, potentially supported by volunteers and private funding. Additionally, he expressed interest in the development of an amphitheater in the City to host a variety of events. Board Member James-Perez added that the Art Gallery has established a connection with “Artist in the Alley” from the Pomona art scene and is currently displaying several of their paintings as part of a cross-promotion between the two galleries. Lastly, she announced the Gallery will host an Open Mic Night on Friday, August 15th at 6 p.m. and encouraged anyone interested to attend or participate.

Board Member Capps

- STRATEGIC COMMITTEE - Board Member Capps stated that the Strategic Committee met and discussed the donation for the Pinehurst Park Community Building and Splash Pad Project. She also stated that the Committee discussed a potential donation for the Skate Park and recommended a discussion at a future meeting.

Board Secretary Faulhaber

- VOLUNTEER COMMITTEE – Board Chair Rogers announced that the Volunteer Committee will soon begin sending outreach letters to recruit volunteers for the upcoming Wine Walk.

BOARD COMMENTS

Bogner: Board Member Bogner recommended releasing funds from the Kramer Foundation and designating them specifically for the Pinehurst Park Community Building and Splash Pad Project.

Lee: Board Member Lee mentioned he has visited several music venues to preview potential bands for next year's Concert Series.

ADJOURNMENT

Board Chair Rogers adjourned the meeting at 5:16 p.m.

Respectfully submitted by:

Brianna Higgins, Senior Administrative Assistant
Community Services Department, City of Chino Hills



City of Chino Hills

MEMORANDUM

DATE: JULY 21, 2025

TO: BOARD OF DIRECTORS
CHINO HILLS COMMUNITY FOUNDATION

VIA: JONATHAN MARSHALL
COMMUNITY SERVICES DIRECTOR

FROM: CHRISTA BUHAGIAR, INVESTMENT TRUSTEE *CB*

SUBJECT: QUARTERLY INVESTMENT TRUSTEE REPORT

To comply with the Bylaws of the Chino Hills Community Foundation, attached is the Quarterly Investment Trustee Report for the quarter ended June 30, 2025.

In the event you have any questions, please feel free to contact Nicole Lugotoff, Accounting Supervisor, at (909) 364-2648.

CB:NL:lm

Attachment

cc: Melissa Armit, Community Services Manager

**Chino Hills Community Foundation
Quarterly Investment Trustee Report
For the Quarter Ending June 30, 2025**

Description	Cost Value	Market Value	% Yield Earned
Cash and Cash Equivalents			
Citizens Business Bank - Checking Account	\$ 57,440	\$ 57,440	0.02%
LAIF	942,257	943,386	4.27%
Petty Cash	300	300	N/A
Total Funds Held by Foundation	<u>\$ 999,997</u>	<u>\$ 1,001,126</u>	

Blended Yield of Cash and Investments	4.02%
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Benchmarks:	
LAIF	4.27%
6mo U.S. Treasury	4.29%
2yr U.S. Treasury	3.72%
5yr U.S. Treasury	3.79%

In accordance with the Bylaws of the Chino Hills Community Foundation Article XI, Section 1, the Investment Trustee shall render an accounting of the investment transactions concerning the Foundation to the Board of Directors at least quarterly.


 Christina Buhagiar
 Investment Trustee

Chino Hills Community Foundation
Statement of Revenues, Expenditures and Changes in Fund Balances
June 30, 2025

	Fiscal Year 24/25
Revenues:	
Interest income	\$ 30,361
Other revenues	9,354
Donations	105,112
Ticket sales	115,185
Fair Market value	2,776
Total Revenues	<u>\$ 262,788</u>
Expenditures:	
Memberships and certifications	\$ 450
Computer services	5,600
Contractual services	8,591
Financial services	873
Professional services	710
Liability insurance	6,337
Postage and express delivery	88
Printing and photocopy services	2,869
Special parts and supplies	17,009
Equipment rental	26,169
Permits and fees	157
Special departmental expense	25,295
Total Expenditures	<u>\$ 94,148</u>
Excess of revenues over (under) expenditures	<u><u>\$ 168,640</u></u>
Fund Balances:	
Beginning of fiscal year	\$ 831,357
Excess of revenues over (under) expenditures	168,640
End of fiscal year	<u><u>\$ 999,997</u></u>

STAFF REPORT

TO: BOARD MEMBERS

FROM: JONATHAN MARSHALL
COMMUNITY SERVICES DIRECTOR

DATE: SEPTEMBER 15, 2025

ITEM NO.: 05

SUBJECT: FINANCIAL REPORT

RECOMMENDATION:

Receive and file the Preliminary Financial Report as of August 31, 2025.

BACKGROUND/ANALYSIS:

The Financial Report as of August 31, 2025 is attached for your review. The purpose of the Financial Report is to inform the Board about the financial progress of the Foundation in meeting its service mission. The information includes the budgetary information for the Foundation's annual financial plan as well as the actual resources received and the use of these resources in fulfilling the financial plan.

Unrestricted Funds:

These funds are donations that are available to use for any purpose. These funds may go towards operating expenses or to a particular project. The Unrestricted balance as of August 31, 2025 is \$935,886.

Temporarily Restricted:

These funds are donations which the donor has designated or restricted use to a particular purpose or project.

- A. Chino Hills Community Center Fund – The board designated the funds collected from the Buy-A-Brick program to be used for enhancements to the Community Center. The board, at the March 2016 meeting, approved a donation of \$10,000; at the September 2019 meeting, an additional \$6,700 was approved.
- B. Cultural Arts Committee – The board designated the funds raised from certain “cultural” events be used for the purpose of organizing more events with the same purpose.
- C. The Howard and Nikki Applebaum Foundation – In December 2019, the Applebaum Foundation donated \$3,000 for special needs programs.

Permanently Restricted:

At the May 22, 2023, board meeting, the board voted to dissolve the Endowment Fund. They voted to transfer \$100,764 to the Unrestricted Fund and donated \$25,000 to the City of Chino Hills for the All-Inclusive Crossroads Park project. The permanently restricted balance as of August 31, 2025, is \$49,306.

CHINO HILLS COMMUNITY FOUNDATION
Statement of Activities
As of August 31, 2025

	Actuals						Total	Variance
	Adopted Budget	Unrestricted	Community Center Fund Temporarily Restricted	Cultural Arts Committee Temporarily Restricted	Special Needs Temporarily Restricted	Endowment Fund Permanently Restricted		
Operating Revenues:								
Contributions:								
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Events:	205,000	25,500		1,069			26,569	178,431
Interest income	-	3,873.40					3,873.40	(3,873)
Total Operating Revenues	205,000	29,373	-	1,069	-	-	30,442	174,558
Operating Expenses:								
Program Services:								
Adopt A Family	2,400						-	2,400
Utility Box Art Program	10,000						-	10,000
Summer Day Camp Scholarship:	17,160						-	17,160
AED Machines	5,000						-	5,000
Chino Hills Historical Society	2,500						-	2,500
Total Program Expenses	37,060	-	-	-	-	-	-	37,060
Supporting Services:								
Fundraising	66,631	1,299		-			1,299	65,332
Administration	22,620	42					42	22,578
Total Support Services	89,251	1,341	-	-	-	-	1,341	87,910
Total Operating Expenses	126,311	1,341	-	-	-	-	1,341	124,970
Changes in Net Assets	\$ 78,689	\$ 28,032	\$ -	\$ 1,069	\$ -	\$ -	\$ 29,101	\$ 49,588
Net Assets, beginning of the year	831,357	907,854	7,127	53,268	3,000	49,306	1,020,555	
Net Assets, end of the year	\$ 910,046	\$ 935,886	\$ 7,127	\$ 54,337	\$ 3,000	\$ 49,306	\$ 1,049,656	

CHINO HILLS COMMUNITY FOUNDATION
Statement of Functional Activities
As of August 31, 2025

	PROGRAM SERVICES	SUPPORT SERVICES							
		Fundraising						Administration	
		CHCF001	CHCF006	CHCF008	CHCF012	CHCF005		CHCF009	
	Donations	Wine Walk	Volunteer Reception	Concert Series	Art Gallery	Kids Art Exploration	Total	General Management	Total
Revenues:									
Special Events:							-		
Ticket Sales	\$ -	\$ -		\$ -	\$ -	\$ -	-	\$ -	\$ -
Sponsorships		25,500		-	1,000	-	26,500	-	26,500
Commission Sales					69		69	-	69
Concessions							-	-	-
Other Revenues	3,873						-	-	3,873
	<u>3,873</u>	<u>25,500</u>	<u>-</u>	<u>-</u>	<u>1,069</u>	<u>-</u>	<u>26,569</u>	<u>-</u>	<u>30,442</u>
Expenses:									
Catering and Refreshments	-						-		-
Contractual Services	-			-			-		-
Entertainment	-			-			-		-
Financial Services	-	373					373	42	415
Liability Insurance	-						-		-
Licenses & Permits	-			-			-		-
Memberships	-						-		-
Office Supplies	-						-		-
Postage	-						-		-
Printing Services	-	926		-			926		926
Professional Services	-						-		-
Rentals	-			-			-		-
Special Parts and Supplies	-			-	-	-	-		-
Website & Software Services	-						-		-
Taxes	-						-		-
	<u>\$ -</u>	<u>\$ 1,299</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,299</u>	<u>\$ 42</u>	<u>\$ 1,341</u>
Changes in Net Assets	<u>\$ 3,873</u>	<u>\$ 24,201</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,069</u>	<u>\$ -</u>	<u>\$ 25,270</u>	<u>\$ (42)</u>	<u>\$ 29,101</u>

CHINO HILLS COMMUNITY FOUNDATION
Statement of Functional Activities
Cultural Arts Committee
As of August 31, 2025

	CHCF008 Concert Series	CHCF003 CHCF012 Art Gallery	CHCF005 Kids Art Exploration	Total
Revenues:				
Special Events:				-
Ticket Sales				-
Sponsorships		1,000		1,000
Commission Sales		69		69
Concessions				-
Other Revenues:				-
	-	1,069	-	1,069
Expenses:				
Catering and Refreshments				-
Contractual Services				-
Entertainment				-
Financial Services				-
Liability Insurance				-
Licenses & Permits				-
Memberships				-
Office Supplies				-
Postage				-
Printing Services				-
Professional Services				-
Rentals				-
Special Parts and Supplies				-
Website & Software Services				-
Taxes	-		-	-
	\$ -	\$ -	\$ -	\$ -
Changes in Net Assets	\$ -	\$ 1,069	\$ -	\$ 1,069

Idea Name			Idea Log #	
Board Member Sponsor				
Planned Start Period		Planned Finish Period		
Total Project Cost				
Current State				
Desired End State				

Improve Local Facilities

Improve current community facilities

Enhance Education

Provide opportunities for personal development and knowledge

Protect Environment

Mitigate risks to and sustain the beauty of our surroundings

Promote the Arts

Support the growth of and the exposure to the arts in the community

Chino Hills Skate Park Enhancement Project: Bridging the Gap





The Chino Hills Skate Park project was launched to enhance the existing facility with a focus on safety and usability. The City allocated \$250,000 for the project, with funding support from the County of San Bernardino. The current funding is designated for installing a new seating area and completing essential repairs to the current park. To help guide future improvements, the City hired a consultant to assess the park and lead a series of public outreach meetings. During these sessions, residents and park users expressed strong interest in features such as adding modernized design elements and beginner-friendly areas to improve accessibility and increase usage.

While the City is moving forward with the current scope of work, the budget does not cover potential expansions to the skate bowl layout or lighting upgrades. These community-desired enhancements remain outside the scope of the current funding. However, there is still an opportunity to expand the project if additional funding becomes available, allowing the City to fully realize the community's vision for a more inclusive and modernized skate park.

Community Engagement

Expert Consultation

City hired professional consultant, New Line Skateparks to assess current state and future needs.

Workshops Conducted

Two workshops and an online survey was conducted. Gathered valuable input from skaters, parents, and community members.

20-Year Review

Evaluated two decades of wear, tear, and changing skate culture.



Assessment Findings

Structural Issues

Cracks and wear in the skate bowl bowl compromise safety and ride ride quality.

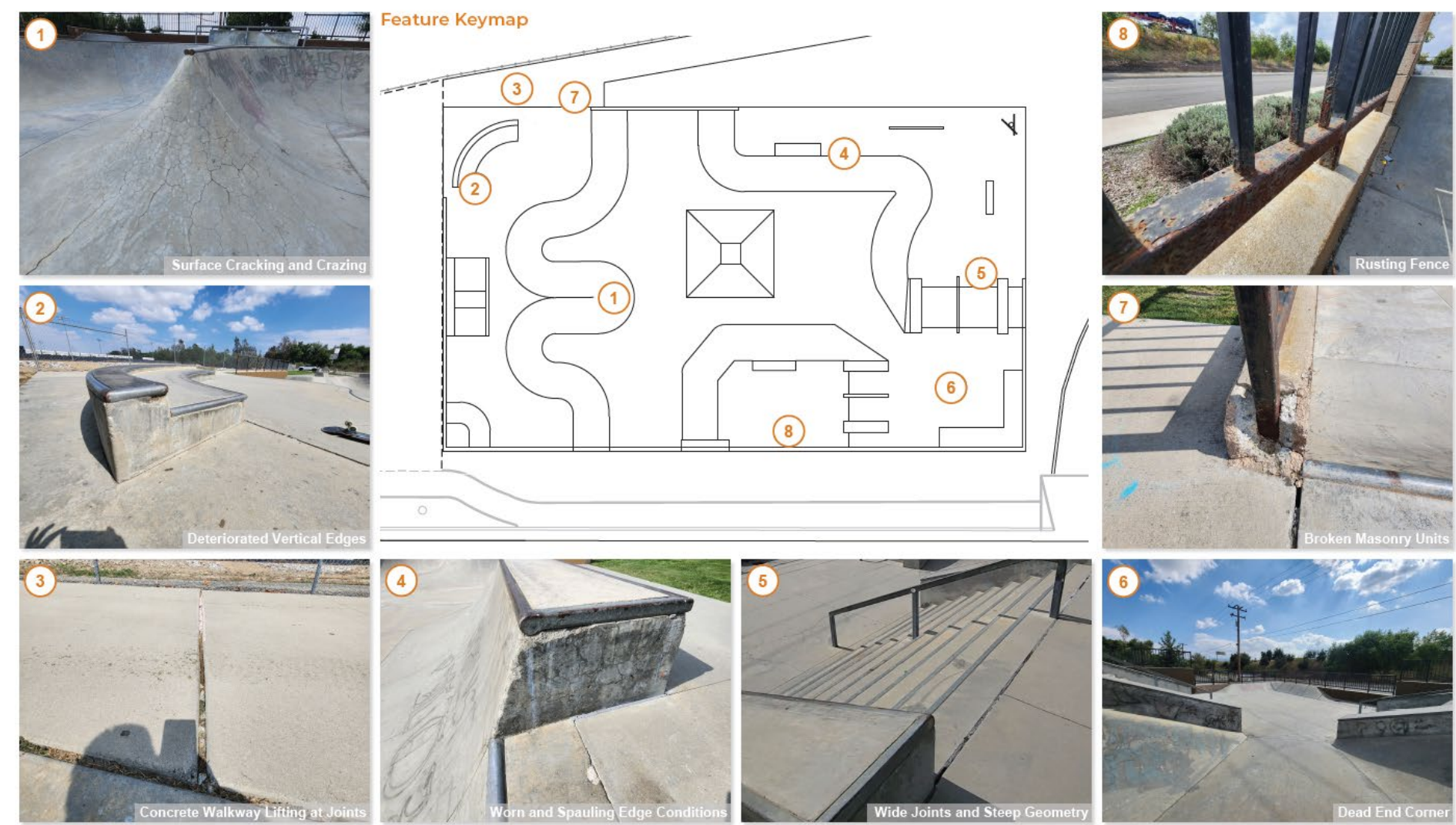
Outdated Design

Current layout doesn't accommodate modern skating styles styles and tricks.

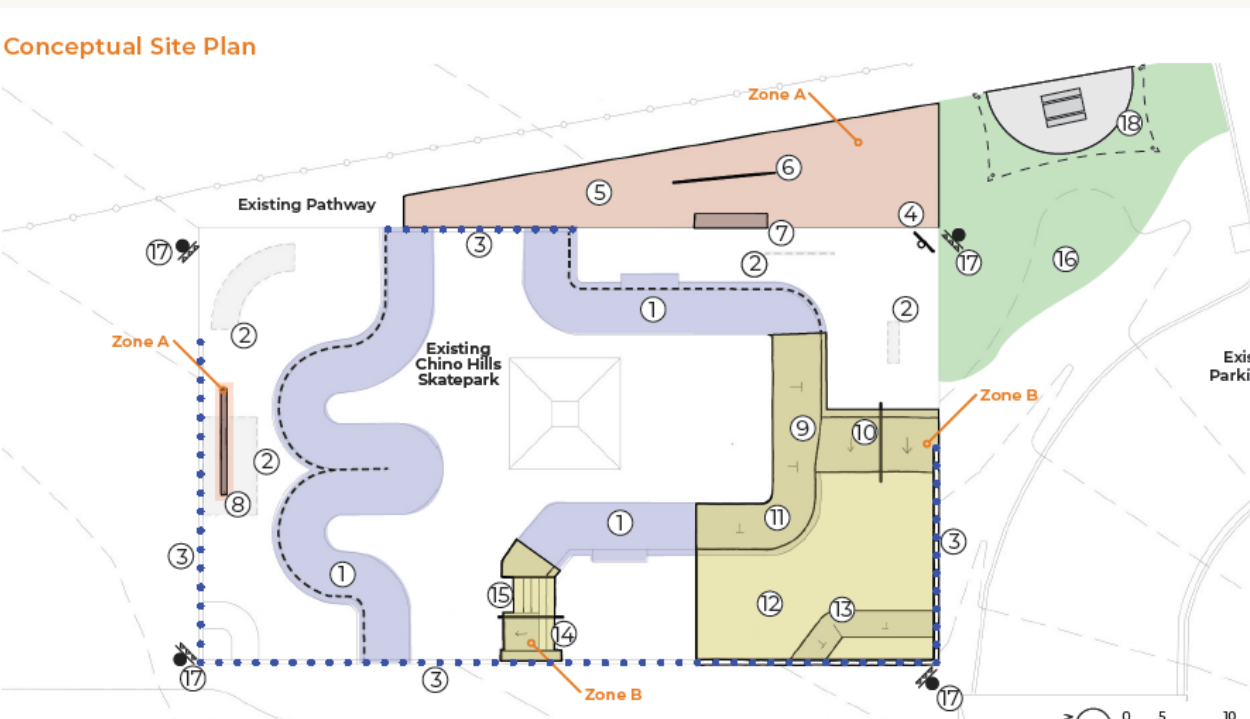
Accessibility Concerns

Improvements needed to ensure ensure inclusivity for all skill levels levels and abilities.

EXISTING CONDITIONS - SKATE PARK EXHIBIT



Proposed Enhancements



1

Repair Existing Bowl

Address structural issues to ensure safety and improve skating experience.

2

Modernize Layout

Redesign elements to accommodate current skating trends and techniques.

3

Add Beginner Area

Create a dedicated space for newcomers to learn and practice safely.

4

Improve Accessibility

Ensure the park is welcoming and usable for all community members.

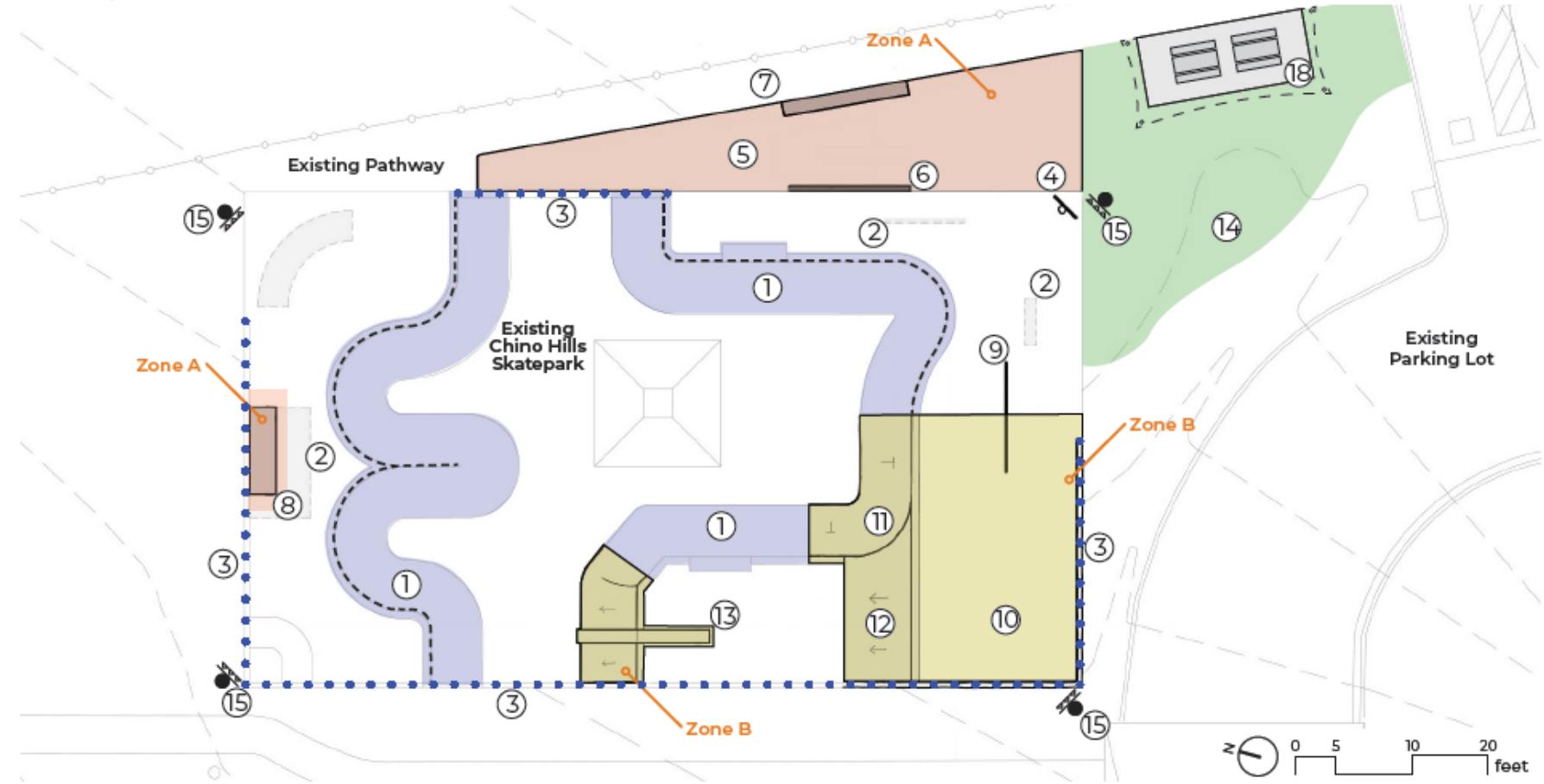
CONCEPT DESIGN

Design Direction 2

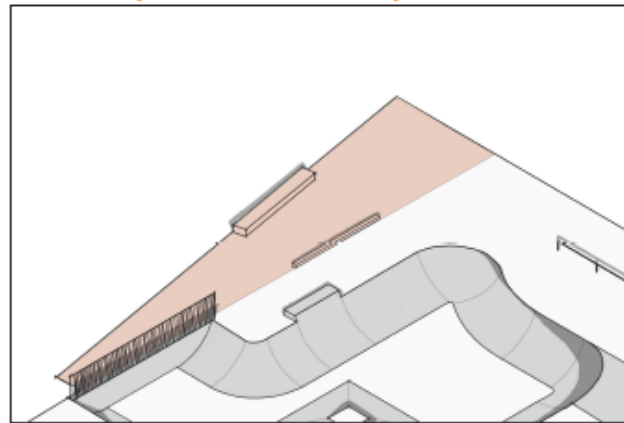
Legend

- | | |
|-----------------------------|---|
| Base Construction | ① Existing Concrete and Metal Repairs |
| | ② Existing Damaged Features to be Removed |
| | ③ Existing Wall and Fence Repairs / Paint |
| | ④ Existing Park Rules Signage to be Updated |
| Skate Park Upgrades: Zone A | ⑤ Additional Flat Ground Area |
| | ⑥ Slappy Curb |
| | ⑦ Ledge |
| | ⑧ Manual Pad |
| Skate Park Upgrades: Zone B | ⑨ Flat Bar |
| | ⑩ Raised Deck |
| | ⑪ Ascending Transition w/ Steel Coping |
| | ⑫ Bank |
| Site Amenities | ⑬ Bump to Ledge & Down Ledge |
| | ⑭ Landscape Remediation |
| | ⑮ Athletic Lighting |
| | ⑯ Picnic Tables/ Seating w/ Shade Structure |
| | ⑰ Drinking Fountain (Not Shown) |

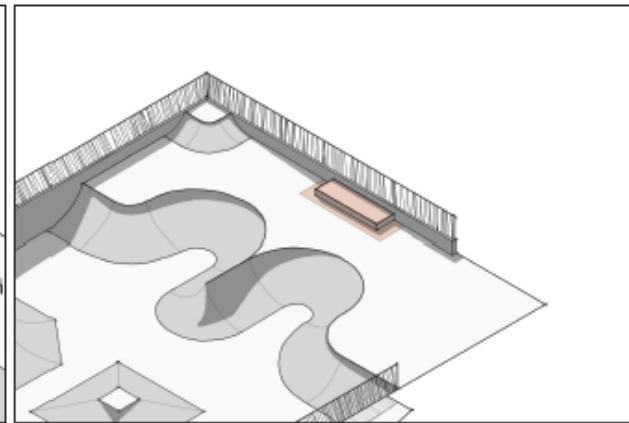
Conceptual Site Plan



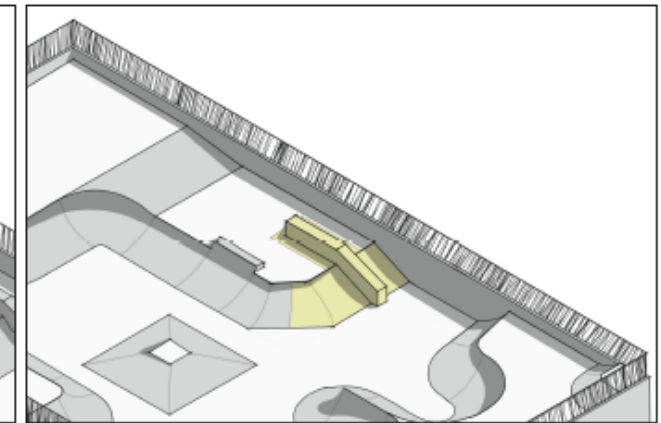
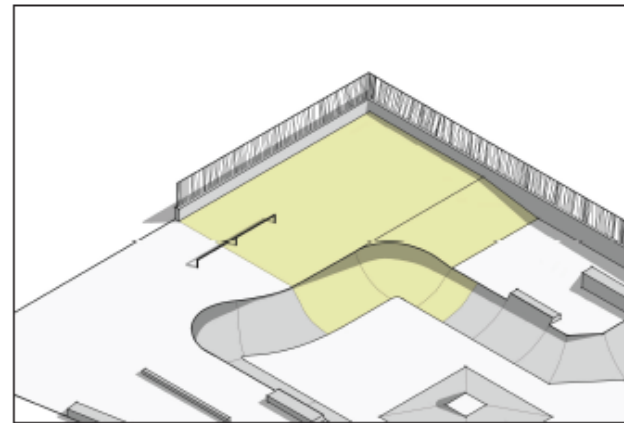
3D Perspective of Skatepark Elements



Zone A



Zone B



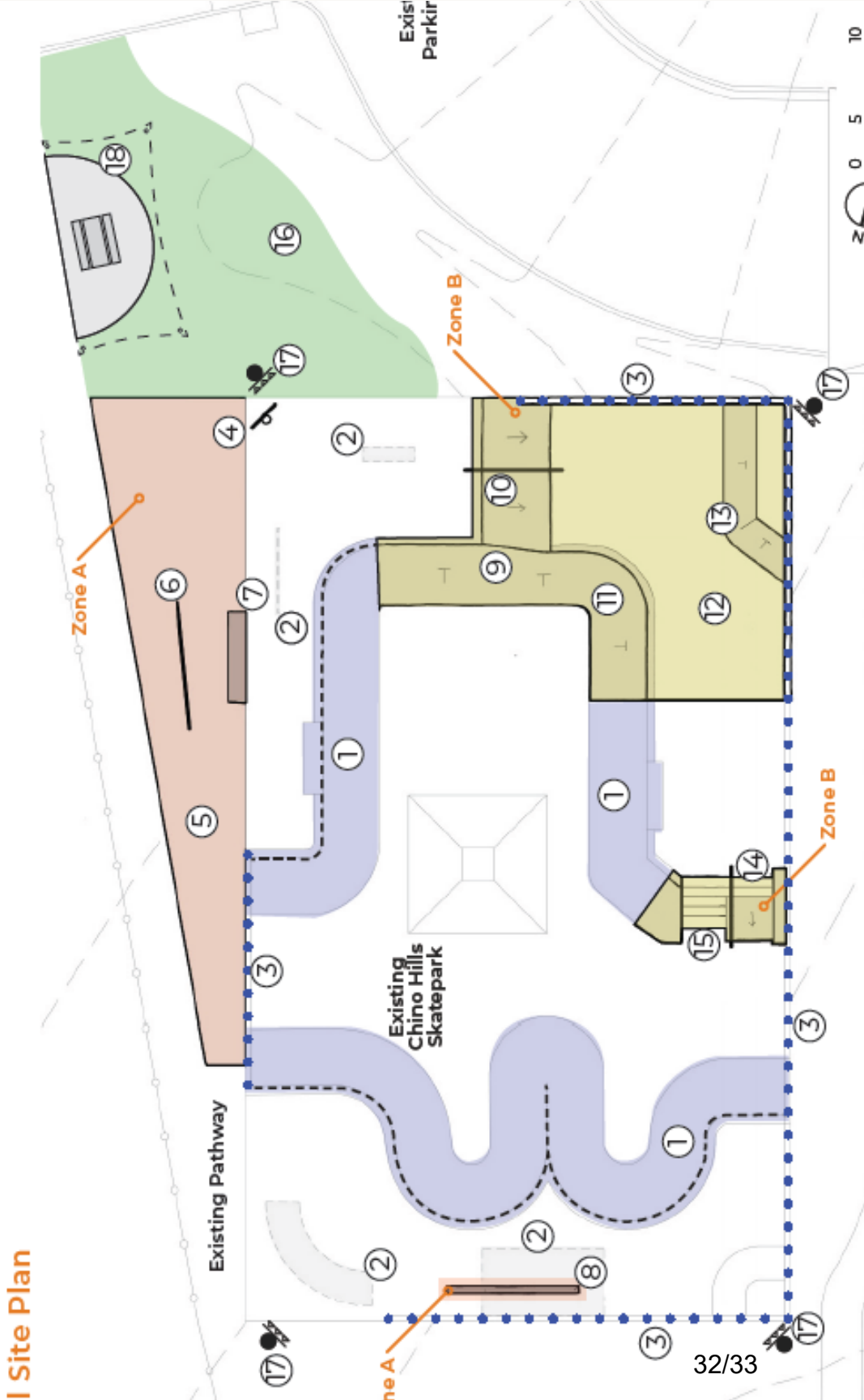
CHINO HILLS SKATEPARK RENOVATION

RENOVATION PROJECT | CHINO HILLS, CA | FEBRUARY 2024



Financial Breakdown

Total Project Cost	\$800,000
SB County Contribution	\$125,000
City Contribution	\$125,000
Additional Funding Needed	\$550,000



CHINO HILLS COMMUNITY FOUNDATION
THREE YEAR EVENT PLANNING SCHEDULE

*** Dates should be scheduled at least 6 months in advance ***

Dec			
	2025	2026	2027
JANUARY	Volunteer Reception - Send Invitations 13 Board Meeting CANCELLED	Volunteer Reception - Send Invitations 19 Board Meeting (conflict with MLK)	Volunteer Reception - Send Invitations 18 Board Meeting (conflict with MLK) TBD Concert Series #1: Tickets on Sale
FEBRUARY	8 Summer Rec Guide DEADLINE 3 Volunteer Recognition 6 Concert Series #1: Tickets on Sale	TBD Summer Rec Guide DEADLINE 2 Volunteer Recognition 5 Concert Series #1: Tickets on Sale	TBD Summer Rec Guide DEADLINE 1 Volunteer Recognition
MARCH	17 Board Meeting 22 Kids Art Exploration 10 Wine Walk Vendor/Sponsors Live	16 Board Meeting TBD Kids Art Exploration TBD Concert Series #2: Tickets on Sale	15 Board Meeting TBD Kids Art Exploration TBD Concert Series #1: TBD TBD Concert Series #2: Tickets on Sale
APRIL	5 Concert Series #1: Derek Bordeaux	25 Concert Series #1: TBD TBD Wine Walk Webpage LIVE	
MAY	1 Wine Walk Planning Begins 8 Art Show #1: Fawn Whitten 19 Board Meeting 27 Wine Walk Webpage LIVE 28 Fall Rec Guide DEADLINE	1 Wine Walk Planning Begins 18 Board Meeting TBD Concert Series #2 - TBD TBD Fall Rec Guide DEADLINE TBD Art Show #1: TBD	1 Wine Walk Planning Begins 17 Board Meeting TBD Concert Series #2 - TBD TBD Wine Walk Webpage LIVE TBD Fall Rec Guide DEADLINE TBD Art Show #1: TBD
JUNE	Concert Series #2: CANCELLED		
JULY	8 Concert Series #3: Tickets on Sale 21 Board Meeting 30 Wine Walk Tickets on Sale	9 Concert Series #3: Tickets on Sale 20 Board Meeting 29 Wine Walk Tickets on Sale	19 Board Meeting 28 Wine Walk Tickets on Sale TBD Concert Series #3: Tickets on Sale
AUGUST	20 Art Show #2: Paul Rozsa 28 Winter Rec Guide DEADLINE	TBD Art Show #2: TBD TBD Winter Rec Guide DEADLINE	TBD Art Show #2: TBD TBD Winter Rec Guide DEADLINE
SEPT.	13 Concert Series #3 - Andy Vargas 15 Board Meeting	12 Concert Series #3: TBD 21 Board Meeting	20 Board Meeting TBD Concert Series #3 - TBD
OCT.	11 Chino Hills Wine Walk	10 Chino Hills Wine Walk	9 Chino Hills Wine Walk
NOVEMBER	Concert Series Planning Begins 17 Board Meeting 21 Spring Rec Guide (Feb -May) DEADLINE	TBD Concert Series Planning Begins 16 Board Meeting TBD Spring Rec Guide (Feb -May) DEADLINE	TBD Concert Series Planning Begins 15 Board Meeting TBD Spring Rec Guide (Feb -May) DEADLINE
DECEMBER	Volunteer Reception - Save the Date Concert Series webpage LIVE	Volunteer Reception - Save the Date Concert Series webpage LIVE	Volunteer Reception - Save the Date Concert Series webpage LIVE