CHINO COMMUNITY CENTER
OVERSIGHT COMMITTEE

Tuesday, June 16, 2026
2:00 p.m. - 3:00 p.m.

In Attendance:

City of Chino
Silvia Avalos, Director of Community Services
Marc Lucio, Councilmember
Linda Reich, City Manager

Guests
Patrick Cabildo, Executive Director of Business Services, Chaffey College
Margaret Fernandez, Chino Campus Dean, Chaffey College
Michael McClellan, Associate Superintendent for Instruction & Institutional Effectiveness, Chaffey College
Lianna Savage, Event Coordinator

Chaffey College
Lee McDougal, Governing Board Member
Gloria Negrete-McLeod, Governing Board Member

Recorder
Stephanie Moya, Executive Assistant, Chaffey College

Meeting Locations:

Chaffey College Chino Campus
Main Instructional Building
Room 102
5897 College Park Avenue
Chino, CA 91710

Chaffey College
Rancho Cucamonga Campus
Technology Services Building
Room 101
5885 Haven Avenue
Rancho Cucamonga, CA 91737

Virtual Location
7031 Via Savino Place
Rancho Cucamonga, CA 91739

Summary Notes

I. **Welcome and Introductions** – Committee Chair Lee McDougal called the meeting to order at 2:05 p.m.

II. **Public Comments** – None

III. **Update from Event Coordinator** – Lianne Savage shared the documents "Chaffey College Chino Community Center Event Schedule" for the months of June 2026 – September 2028 and "Revenue Projection Form" for the months of April 2026 – September 2026.

IV. **Proposal to Transition Student Worker to Short-Term Worker** – Lianna Savage presented a proposal to transition a Hospitality Program student assistant into a short-term worker "Event Assistant" position. This change would provide continuity while allowing the student to gain additional work experience following graduation. A motion was made by Gloria Negrete-McLeod, seconded by Marc Lucio, and unanimously approved to change the position to a short-term worker.

V. **Capital Replacement Plan** – Lianna Savage presented the capital equipment update, outlining planned maintenance and replacement projects, including replace and update equipment as needed, carpet cleaning, power washing, projector repairs, and lobby floor maintenance. A correction was made to the replacement schedule, clarifying that the final replacement year is FY 2026–2027 rather than 2025-2026 as noted on the handout. The estimated cost of $12,082 will be incorporated into the upcoming budget.

VI. **Financial Statement Update** – Patrick Cabildo shared the Balance Sheet and Income Statement through March 31, 2026. Operating net income is $52,517, total capital is $396,860.

VII. **Tentative Budget** – Patrick Cabildo presented the FY 2026–2027 tentative budget for review. Revenue projections include a modest increase in rental income reflecting previously approved rate adjustments, while expenditures remain largely consistent with the current fiscal year. It was noted that the $12,082 capital replacement costs discussed earlier will be incorporated into the adopted budget. Committee Chair McDougal inquired about why projected utility costs did not increase. Patrick explained that utility expenses are currently tracking below the allocated budget based on year-to-date actuals, so no increase was included at this time. It was noted that the budget can be adjusted prior to final adoption if year-end actual expenditures warrant changes. A motion was made by Gloria Negrete-McLeod, seconded by Marc Lucio, and unanimously approved to adopt the tentative budget as presented.

Silvia Avalos raised a question regarding budgeted classroom rental costs, noting that the Community Center has access to only one classroom instead of two for community education. Patrick agreed to clarify the current classroom allocation and make any necessary budget adjustments if needed.

VIII. **2026-2027 Meeting Schedule** – Stephanie Moya presented the meeting schedule for the upcoming fiscal year. Meetings will be held at 2 p.m. on September 15, December 15, March 16 and June 15. On a motion by Gloria Negrete-McLeod, seconded by Marc Lucio, the meeting schedule was unanimously approved as presented.

IX. **Event Coordinator Contract** – Lianna Savage was asked to step out of the room for this discussion. Margaret Fernandez and Patrick Cabildo introduced information for consideration in proposing terms for a renewal contract. The event coordinator was commended for their performance, noting successful operations, increased business, and effective facility management. The committee approved offering a three-year contract with annual salary adjustments tied to the state-approved COLA, subject to annual committee review and approval. A motion was made to offer a renewal contract based on terms noted above by Gloria Negrete-McLeod, seconded by Marc Lucio, and unanimously approved.

X. **Event Assistant Contract** – Margaret Fernandez and Patrick Cabildo introduced information for consideration in proposing terms for a renewal contract. The Committee agreed to maintain consistency with the Event Coordinator contract, thus approving a three-year contract with annual salary adjustments tied to the state-approved COLA and subject to annual committee review and approval. A motion was made to offer a renewal contract based on terms noted above by Gloria Negrete-McLeod, seconded by Marc Lucio, and unanimously approved.

XI. **Comments, Requests, Future Agenda Items** – None

XII. **Adjourn** – The meeting was adjourned at 2:46 p.m. The next meeting is scheduled to be held on Tuesday, September 15, 2026, at 2 p.m.