



## **REGULAR MEETING AGENDA KINGSBURG COMMUNITY SERVICE COMMISSION**

**WEDNESDAY, JANUARY 28, 2026, at 5:30pm**

**Meeting held in the Council Chamber  
1401 Draper Street, Kingsburg, CA 93631 (559) 897-5328**  
[www.cityofkingsburg-ca.gov](http://www.cityofkingsburg-ca.gov)

The Council Chamber is accessible to the physically disabled. Requests for additional accommodations for the disabled should be made 48 hours prior to the meeting by contacting the Community Development Administrative Assistant at 559-897-5328.

Any document that is a public record and provided to a majority of the Commissioner regarding an open session item on the agenda will be made available for public inspection at City Hall, in the Community Development office, during normal business hours. In addition, such documents may be posted on the City's website.

Unless otherwise required by law to be accepted by the City at or prior to a Commission meeting or hearing, no documents shall be accepted for Commission review unless they are first submitted to the Community Development Administrative Assistant by the close of business one day prior to said Commission meeting/hearing at which the Commissioner will consider the item to which the documents relate.

The meeting will be held in person. Public comments may be made in person or submitted in writing. Members of the public who wish to provide written comments are encouraged to submit their comments to the Community Development Administrative Assistant at [kbartel@cityofkingsburg-ca.gov](mailto:kbartel@cityofkingsburg-ca.gov) by the close of business one day prior to the start of the meeting to ensure that the comments will be available to the Commissioners. Please indicate the agenda item number to which the comment pertains. Written comments that do not specify a particular agenda item will be marked for the general public comment portion of the meeting. A copy of any written comment will be provided to the Commissioners at the meeting. Please note that written comments received will not be read aloud during the meeting but will be included with the meeting minutes.

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Sarah Chambless, Chairperson

Jenn Guerra, Vice Chairperson  
Diana Weston Johnson, Commissioner  
Cathleen Lawler, Commissioner

Jenielle Warkentine, Commissioner  
Kelly Matsuoka, Commissioner  
Katie Campbell-Fryatt, Commissioner

## **CALL TO ORDER**

**APPROVE AGENDA** - To better accommodate members of the public or inconvenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code Section 54954.2 (b).

## **PRESENTATIONS AND INFORMATIONAL REPORTS**

*None.*

**PUBLIC COMMENT** - Provides an opportunity for members of the public to address the Commissioners on items of interest to the public within the Commissioner's jurisdiction and which are not already on the agenda this evening. It is the policy of the Commission not to answer questions impromptu. Speakers should limit their comments to not more than THREE (3) minutes. For items which are on the agenda this evening, members of the public will be provided an opportunity to address the Board as each item is brought up for discussion.

## **REGULAR CALENDAR**

1. Approve the Minutes from the 10/22/2025 meeting as presented by Community Development Administrative Assistant Karyl Bartel  
*Sponsor: Community Development Administrative Assistant*  
Recommendation: Approve
2. Kingsburg Parks Master Plan Update  
*Sponsor: Community Services Director Adam Castaneda*  
Recommendation: Informational
3. Dog Park Project Grant Finalization & General Update  
*Sponsor: Community Services Director Adam Castaneda*  
Recommendation: Informational
4. Kings Estates Phase V – Inclusive Playground Update  
*Sponsor: Community Services Director Adam Castaneda*  
Recommendation: Informational
5. Upcoming Proposition 68 Phase 5 Grant Cycle Announcement  
*Sponsor: Community Services Director Adam Castaneda*  
Recommendation: Informational

## **FUTURE AGENDA ITEMS**

## **ADJOURN REGULAR COMMUNITY SERVICE MEETING**

I hereby certify, under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 20<sup>th</sup> day of September 2024.

---

Karyl Bartel, Community Development Administrative Assistant

**KINGSBURG COMMUNITY SERVICE COMMISSION  
MEETING MINUTES  
October 22, 2025**

**CALL TO ORDER AND ROLL CALL:** At 5:30 pm the Community Service Commission Meeting was called to order by Chairperson Chambless.

**Commissioners Present:** Sarah Chambless, Jenn Guerra, and Katie Campbell-Fryatt

**Commissioner Absent:** Jenielle Warkentine, Diane Weston Johnson, Kelly Matsuoka, and Cathleen Lawler

**APPROVE AGENDA:** A motion was made by Commissioner Guerra, seconded by Commissioner Campbell-Fryatt to approve the agendas as published. The motion was carried by unanimous voice vote.

**REGULAR CALENDAR:**

**1. Approve the Minutes from the 9/24/2025 Meeting**

A motion was made by Commissioner Campbell-Fryatt, seconded by Commissioner Guerra, to approve the minutes as published. The motion was carried by unanimous voice vote of those members present.

**2. Kingsburg Parks Master Plan Update**

Community Service Director, Adam Castaneda gave a brief recap of what happened in the September 24<sup>th</sup> workshop to collect the in-person data regarding the Master Plan. Fresno State got over 600 responses from the surveys, and it will be combined with what they received during the workshop. The next step is for them to draft a Parks Master Plan for the commission to review before we present to Council.

**3. Dog Park Additional Fence Project Update**

Community Service Director, Adam Castaneda gave an update regarding the fencing at the dog park. The west side fencing that is shared with Wabo Construction has been cleared out. With additional funding, they can update this fence. The last portion of the fencing project is the green lattice that will go up on the highway side. Caltrans was able to do a cleanup, and once order comes in, Public Works will put that up.

**4. Kings Estates V – Inclusive Playground Update**

Community Service Director, Adam Castaneda provided the map and design of the inclusive play structure for Kings Estates V. The subcommittee had a meeting with Gametime and MRC to go over the design of the park space because it is an inclusive playground and not necessarily an inclusive park. It will look about \$287,000 is the initial quote of this play structure will be. The city is balancing the idea of budgeting.

**5. Upcoming Community Service Department Special Event: Trunk or Treat**

Community Service Director, Adam Castaneda informed the commissioners that this year, because of staffing, Parks and Rec will help host the Truck or Treat event. If the commissioners want to help,

volunteers are welcome. Parks and Rec is adding a movie night at the park, including some snack vendors.

**FUTURE AGENDA ITEMS:** None.

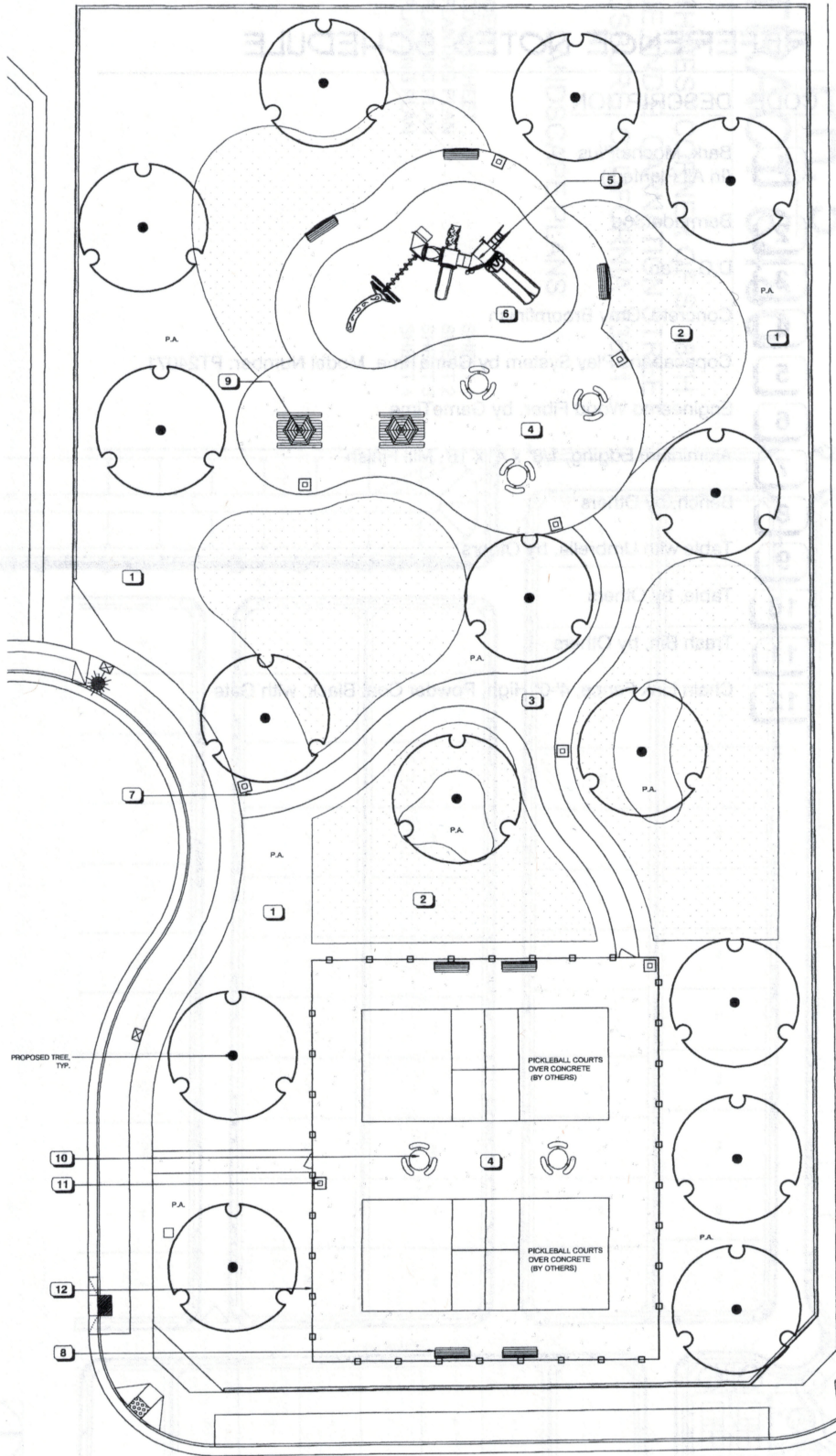
**ADJOURN WORKSHOP MEETING:**

Commissioner Campbell-Fryatt adjourned the Community Service Commission Meeting at 5:44 pm.

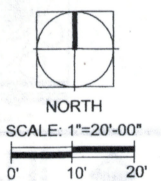
**Submitted by:**

---

**Karyl Bartel, Community Development Administrative Assistant**



P.A. = PLANTER AREA



LANDSCAPE CONNECTION, INC. LIC.# 935734 8888 N. THOMPSON AVE., CLOVIS, CA 93619 P: (559) 323-8139 F: (559) 314-6066		PROJECT NO. 25-144
PROJECT TITLE: KINGS ESTATES PH. 5	REVISED DATE:	SCALE: AS SHOWN
SHEET TITLE: CONCEPT PLAN		DATE: 03-19-25
		DRAWN BY: HOJ
		1 OF 2