



Recreation & Parks Commission Meeting Agenda

April 09, 2018, 6:30 p.m.
Community Meeting Room, City Hall

Michael Dougherty
Chair

Russell Narahara
Vice-Chair

Linda Bartelt
Commissioner

Kenny Binnings
Commissioner

Todd Emrick
Commissioner

Mary Granger
Commissioner

Bruce Hunt
Commissioner

Sharon Jackson
Commissioner

Ira Newman
Commissioner

Procedures for Addressing the Recreation & Parks Commission

Any person who wishes to speak regarding an item on the agenda or on a subject within the City's jurisdiction during the "Oral Communications" portion of the agenda should fill out a "Speaker Request Form" and give it to the recording secretary BEFORE that portion of the agenda is called.

The Recreation & Parks Commission encourage free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of an entire group. To encourage all views, Recreation & Parks Commission discourage clapping, booing or shouts of approval or disagreement from the audience.

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND OTHER ELECTRONIC EQUIPMENT WHILE COMMISSION IS IN SESSION.

Special Accommodations

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (714) 993-8184. Notification 48 hours prior to the meeting will generally enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

Copies of all agenda materials are available for public review in the Office of the City Clerk. Persons who have questions concerning any agenda item may call the Community Services Department, (714) 993-8184, to make inquiry concerning the nature of the item described on the agenda.

In compliance with Senate Bill 343, any writings or documents provided to a majority of the City Council regarding any item on this agenda that are not exempt from disclosure under the Public Records Act will be made available for public inspection at the City Clerk's Office at City Hall, 401 East Chapman Avenue, Placentia, during normal business hours.

City of Placentia
401 E Chapman Avenue
City of Placentia, CA 92870

Community Services Department
Phone: (714) 993-8232
Fax: (714) 961-0283
Website: www.placentia.org

Recreation & Parks Commission

April 09, 2018

REGULAR MEETING

6:30 p.m.

MEETING CALLED TO ORDER

ROLL CALL: Chair / Commissioner Dougherty
Vice Chair / Commissioner Narahara
Commissioner Bartelt
Commissioner Binnings
Commissioner Emrick
Commissioner Granger
Commissioner Hunt
Commissioner Jackson
Commissioner Newman

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS

At this time the public is invited to address the Recreation and Parks Commission concerning any agenda item, which is not a public hearing item, or other items under the jurisdiction of the Recreation and Parks Commission.

COMMISSIONER COMMENTS AND REPORTS

The purpose of these reports is to provide information on projects and programs that are discussed at sub-committee meetings. No decisions are to be made on these issues. If a Commission member would like formal action on any of the discussed items, it will be placed on a future Commission Agenda.

RECREATION AND PARKS COMMISSION AGENDA

1. **Approval of Minutes** – March 12, 2018.
2. **Monthly Report** – Staff to provide updates of programs and services offered by the Community Services Department.
 - PYLUSD Joint Use Agreement- Update
 - Sports Advisory Committee-Update

3. **Kraemer Memorial Park Garden Fence Update** – Staff to report on new developments regarding the Garden Fence installed at Kraemer Memorial Park by Boys & Girls Club.
 4. **Soccer on Torii Hunter** - Staff to provide updates.
 5. **Parks and Facility Project Updates** – Staff to provide updates on status of current and future capital improvement projects.
 - Urban Forest presentation by Public Works Department representative
 6. **Fee Schedule for facilities**- Staff to provide updates.
 7. **Park Inspection Reports** –Commissioners to review inspection reports with staff.
 8. **Staff Comments** - Staff to provide updates.
 9. **Agenda Building and Meeting Schedule** – Staff and Commission to review agenda items and schedule upcoming meetings and meeting locations.
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ADJOURNMENT

The Recreation and Parks Commission Adjourn to a Regular Meeting on Monday, May 09, 2018 at 6:30 p.m. in the Community Meeting Room at City Hall located at 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Aileen Munoz, Community Services Coordinator for the City of Placentia, hereby certify that the Agenda for the April 09, 2018 Regular Meeting of the Recreation and Parks Commission was posted on April 05, 2018.

Aileen Munoz
Community Services Coordinator

MINUTES
PLACENTIA RECREATION AND
PARKS COMMISSION REGULAR MEETING
March 12, 2018

Meeting called to order at 6:30 p.m.

ROLL CALL

Present: Dougherty, Narahara, Bartelt, Emrick, Granger, Hunt, Jackson, Newman

Absent: Binnings

Staff Present: Sandra Gonzalez, Director of Community Services
Veronica Ortiz, Community Services Supervisor
Aileen Munoz, Community Services Coordinator
Matthew Brand, Community Services Coordinator
Joanna Contreras, Community Services Office Assistant

Guest: Christine Marick, Boys & Girls Club
Yessenia Bautista, Placentia Public Library

PLEDGE OF ALLEGIANCE – Led by Commissioner Granger.

ORAL COMMUNICATIONS – None to be given.

COMMISSIONER COMMENTS AND REPORTS

1. **APPROVAL OF MINUTES** – February 12, 2018.

Commissioner Granger requested that a correction be made in section three of the February minutes in which it was written that she had inquired about picnic tables that were to be installed near the Aguirre building when in fact it was Commissioner Bartelt who had inquired. **MOTION** by Commissioner Granger to approve the Minutes of February 12, 2018 as amended; **SECOND** by Commissioner Hunt and **CARRIED** by a **6-0-2 VOICE VOTE**.

2. **MONTHLY REPORT** –

Director Gonzalez detailed the new notebooks given to the Commission. The notebooks contain organized information that will be updated for each meeting by the City as necessary. The notebooks each contain updated minutes, the ordinance that established the Commission, a Commissioner handbook, the contact information of Commissioners, and frequently referred to policies. Commissioner Granger recommended that an updated budget be added to the notebook. Commissioner Hunt requested that a policy regarding the addition of

any element to City parks also be added. Commissioner Jackson suggested that the park assignments be added.

Director Gonzalez informed the Commission that PYLUSD has approved the City's use of Tuffree field for Heritage Festival parking. Director Gonzalez also reported on the status of the joint-use agreement with the school district, stating that the agreement to build a multi-purpose concession building at the school site must receive specific direction from the district within the next two months. The City was also in discussion with PYLUSD regarding pool fees, and Director Gonzalez notified the Commission that the fees will not increase.

Staff member Brand gave a brief update on the City's contribution in previous years to PYLUSD fields. He reported that the search has narrowed and that more information will be available at the next meeting.

3. **KRAEMER MEMORIAL PARK GARDEN FENCE UPDATE –**

Director Gonzalez introduced the Boys & Girls Club representative, Christine Marick. Marick notified the Commission that the teen center garden has been cleared of its contents. Marick also reported a quote for the removal of the fence that was estimated at \$2,800. The estimate does not include the removal of the concrete footings for the fence nor its installation in another part of the park. Commissioner Bartelt questioned if the project could be included in the Love Placentia initiative, and Supervisor Ortiz noted that the removal and relocation of the fence is a pending project for Love Placentia that is waiting for the Commission's approval. Chairperson Dougherty requested that a few Commissioners walk the park alongside City representatives and the Boys & Girls Club to find a suitable location for the fence. Commissioner Granger, Jackson, and Bartelt were chosen to assess the park for the reinstallation of the garden and its fence.

4. **SOCCER ON TORII HUNTER –**

Supervisor Ortiz gave an update on the occurrences at Torii Hunter Field, reporting that contract classes sponsored by the City have been held on a weekly basis. The ages of the participants range from 3 years old to 10 years old, and the participants do not wear cleats. Supervisor Ortiz noted that there is no internal policy that designates specified use of the field; however, there is a municipal code that states that facilities cannot be used for anything other than that for which they were designed. Torii Hunter was dedicated as a softball field and its use for soccer must be approved by the Commission. Chairperson Dougherty questioned how much the field is used, and staff person Brand replied that it is used about six hours per week. Commissioner Hunt encouraged the City to review previous meetings' notes to see if any stipulations for the field were established. Chairperson Dougherty requested that City staff continue to investigate the specifications for the field for further discussion at the next meeting.

5. **PARKS AND FACILITY PROJECT UPDATES -**

Director Gonzalez addressed questions that the Commission has had regarding the Urban Forest project. She stated that the Commission's role will be to serve in an advisory capacity for City Council, which wishes to achieve a Tree City U.S.A. designation for the City. The designation has specific parameters, one of which includes the necessity of a Commission to review and to make recommendations for the fulfillment of the project requirements. The Director of Public Works will attend the next meeting to give a presentation to the Commission.

Director Gonzalez reported that the restrooms at the Powell Building will soon undergo renovations. The City received federal funding in the amount of \$108,000 from the Community Development Block Grant to renovate the restrooms.

Director Gonzalez also notified the Commission of additional grant money received to finish the rubberized surfaces on the playgrounds at Kraemer Memorial and McFadden parks. St. Jude Hospital gave an additional \$5,000 to add to the initial \$26,000 amount to refurbish the surfacing at the playgrounds. The City will address Council with the proposed restroom renovations and playground rubberized surface project on March 20th.

6. **DOG PARK COUNTY SURVEY UPDATE –**

Director Gonzalez reported that there was no update.

7. **FEE SCHEDULE FOR FACILITIES -**

Supervisor Ortiz informed the Commission that the Finance Department at the City has been working with a consultant to address concerns of cost recovery. She noted that they are doing a complete study and are mindful to not price facility rentals out of the market. The consultant is currently formulating a draft that may be available for the Commission's review at the next meeting. Commissioner Hunt questioned whether the rates for field use would change as well, and Supervisor Ortiz responded saying that the Community Services Department recommended that the consultant maintain the current field use fees.

8. **TRI CITY PARK AGREEMENTS –**

The Commission reviewed the agreement between Orange County Parks and the City regarding Tri-City Park. The agreement is cooperative and states that special events conducted by the City fall under the no-fee O.C. Parks permit. The agreement thus requires that the City obtain a permit for their special events. Restrictions were not, however, specified in the agreement. Supervisor Ortiz stated that the City will work closely with O.C. Parks prior to special event engagements in order to address any restrictions on the cooperative agreement.

9. **COMPLETE PARKS PRESENTATION –**

Supervisor Ortiz presented the findings from the Public Health Advocates, an organization that researched and analyzed demographic, safety, and general information of residents in the City. The presentation included statistics on safety, exhibiting high-density crime areas. General plan information was also provided, noting that existing elements such as the open space element and the seismic safety element must be updated. The Public Health Advocates did an inventory of open space, recording that there is about four acres of open space per one thousand residents. Supervisor Ortiz explained that this component of the assessment is skewed because it includes school fields as open space. The Public Health Advocates have been notified that this section needs to be changed. The assessment also details the types of programming that the City provides, as well as the locations in which the programs are held. This data must be adjusted as well, as some contract classes are offered in the facilities of neighboring cities.

Supervisor Ortiz continued the presentation with the community engagement data analysis. The engagement analysis was based on research beacons, workshops, and surveys. The engagement locations and populations were also noted and included locations such as McFadden Park and the Placentia Farmers' Market. The results of the community engagement research listed the priorities for residential participants. 83.8% prioritized protection as their top concern. Potential solutions for the improvement of safety includes design features of parks, vigilance, and maintenance of areas. Activity was the second highest prioritization with 51.4% of participants wanting more activities, particularly for adults. Other remarkable sections include growth, funding, and connection. 38.7% of participants would like more planting to occur in their parks as opposed to green infrastructure; 34.7% of research participants believe funding is inadequate, especially for park maintenance and safety; and 31.5% of participants would feel more connected to the community if there were more infrastructure and lighting to support walking and biking to parks. In all, the information shows that safety, lighting, and maintenance are top concerns for residents in Placentia.

The complete parks presentation will be taken to City Council on April 17th. The Public Health Advocates have some additional work that they would like to do. They anticipate participating in Love Placentia to do further assessments. Supervisor Ortiz and Director Gonzalez distributed a draft of a resolution that designed to highlight parks and address the priorities of City residents. Director Gonzalez requested that the Commission review the resolution before it goes to City Council.

10. **PARK INSPECTION REPORTS –**

Director Gonzalez reiterated the importance of the Commissioners' use of iPlacentia, which is an application meant to report concerns or issues in and around the City, on their mobile devices. Office Assistant Contreras notified the Commission that the drinking fountains at Jaycee Parquette and Santa Fe Park have been reported via the iPlacentia application.

11. **STAFF COMMENTS -**

Supervisor Ortiz distributed paint samples to the Commission because the teens of the Placentia Teen Center, which is led by the Placentia Library, would like to paint the Kraemer Memorial Park club house. The building will be painted during the Love Placentia event, and the City would like for the Commission to provide feedback prior to a final decision being made. Commissioner Hunt **MOTIONED** that the teens of the Placentia Teen Center choose the color of the building at Kraemer Memorial Park based on the sample provided to the Commission. Commissioner Emrick **SECONDED** the motion. The motion was **APPROVED** by a **VOICE VOTE 8-0-0**.

12. **AGENDA BUILDING AND MEETING SCHEDULE –**

Agenda items to include: PYLUSD Joint Use Agreement Update, Sports Advisory Committee Update, Parks and Facility Projects Update, Kraemer Park Garden Fence Update, Soccer on Torii Hunter Update, Complete Parks Resolution Follow-up, and Park Inspection Reports.

ADJOURNMENT –

There being no further business, **MOTION** by Commissioner Emrick to adjourn to Monday, April 9, 2018 at 6:30 p.m. regular meeting to be held at City Hall; **SECOND** by Commissioner Newman and **CARRIED** by a **8-0-0 VOICE VOTE**. Meeting adjourned on March 12, 2018 at 8:00 p.m.

Aileen Munoz
Community Services Coordinator