



# Recreation & Parks Commission Meeting Agenda

February 9, 2015  
Placentia City Hall

**Sharon Jackson**  
Chair

**Bruce Hunt**  
Vice Chair

**Linda Bartelt**  
Commissioner

**Michael Dougherty**  
Commissioner

**Todd Emrick**  
Commissioner

**Mary Granger**  
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](http://www.placentia.org)

# Recreation & Parks Commission

February 9, 2015

## REGULAR MEETING

7:00 p.m.

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### MEETING CALLED TO ORDER

**ROLL CALL:** Chair / Commissioner Jackson  
Vice Chair / Commissioner Hunt  
Commissioner Bartelt  
Commissioner Dougherty  
Commissioner Emrick  
Commissioner Granger  
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.

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### RECREATION AND PARKS COMMISSION AGENDA

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1. **Approval of Minutes – January 12, 2015**
2. **Monthly Report** –  
Staff to provide updates of programs and services offered by the Community Services Department.
3. **Parks and Facility Project Updates** –  
Staff to provide updates on status of current capital improvement projects including ongoing and potential cell towers.
4. **Budget Update** –  
Staff to provide an update on Fiscal Year 2015-2016 process and grants status.
5. **Boys & Girls Club and Muckenthaler Programs Update** –  
Staff to update the Commission on current programming at the Teen Center by the Muckenthaler Center and the Boys & Girls Club activities at the Backs Community Building.

6. **Sports Advisory Meeting Update** – Subcommittee to discuss changes proposed to update the Field Allocation Policy.

**Park Inspection Reports** - Commission to review inspection reports with staff.

**STAFF COMMENTS**

**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, March 9, 2015 at 7:00 p.m. in the Community Meeting Room at City Hall located at 401 East Chapman Avenue, Placentia.

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**CERTIFICATION OF POSTING**

I, Maria Elena Maurer, Community Services Coordinator for the City of Placentia, hereby certify that the Agenda for the February 9, 2015 Regular Meeting of the Recreation and Parks Commission was posted on February 5, 2015.



Maria Elena Maurer  
Community Services Coordinator



MINUTES  
PLACENTIA RECREATION AND  
PARKS COMMISSION REGULAR MEETING  
January 12, 2015

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Meeting called to order at 7:01 p.m.

**ROLL CALL**

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

Staff Present: Jon Nicks, Community Services Director  
Maria Elena Maurer, Community Services Coordinator

**PLEDGE OF ALLEGIANCE** – Led by Commissioner Granger.

**ORAL COMMUNICATIONS** –

**COMMISSIONER COMMENTS AND REPORTS** -

Commissioner Bartelt was sorry to announce the passing of Bill Heaton on January 6, 2015. Mr. Heaton served in the Cultural Arts Commission, Oversight Committee and the Placentia Community Foundation.

1. **APPROVAL OF MINUTES** –

**November 10, 2014 Minutes**

Commissioner Granger noted a correction to the last sentence of the first paragraph under Park Inspection Reports ....Police and maintenance vehicles drive across the field but not limited to others (instead of not limited to others).

**MOTION** by Commissioner Dougherty to approve the minutes of November 10, 2014 as corrected; **SECOND** by Commissioner Hunt and **CARRIED** by a **4-0-1-2 VOICE VOTE** (Newman, Absent; Emrick/Jackson Abstained).

2. **MONTHLY REPORT** -

Staff Nicks reported that the Veterans Day Observance event held on Tuesday, November 11, 2014 in the City Hall courtyard was well attended. One of the speakers was a WWII veteran and he had a very interesting story to share. A Turkey Drive was conducted during the holidays and 200 families received turkey and food baskets. The 20<sup>th</sup> Annual Tamale Festival and Las Posadas event ran smoothly and the weather was not too cold. The Mariachi Divas were once again part of the entertainment. Staff and event supplies costs were reimbursed by the Placita Santa Fe Merchants.

Staff Maurer reported that the Santa Visits program continues to grow with the current "new" Santa. The weekend closest to Christmas was the busiest and there were approximately 30 plus visits reserved.

A total of 180 families benefited from the Community Christmas Basket program coordinated by Neighborhood Services and the Friendly Center. Books donated by the Placentia Library were also distributed.

The Placentia Youth Basketball (PYB) program consists of 11 teams and over 80 participants (about 10 more than last year). The first set of games was held on January 3, 2015. The \$80 fee per participant includes at least 10 games, a trophy and a jersey (new this year). Adult Futsal and Adult Basketball will be starting this week.

City Council will be having a budget study session on Tuesday, January 13, 2015. They will be addressing the going concern brought up by the auditors on their recent report. Commissioner Hunt noted that based on recent press releases, the City has over a \$2.0 million deficit and it does not have enough money to continue to operate and at the same time, the City continues to spend money (City Administrator promoted Captain Ward Smith to Police Chief - \$7,000 more a year). The public's perception from these two newspaper articles gives the wrong message and this concern should be brought up to staff and City Council.

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

Staff Nicks provided an update on the following cell tower projects: Tuffree Park – construction by Verizon has started to co-locate at the existing Metro PCS cell tower as well as building an equipment shelter. The City will gain a storage unit with this project to be located by Tynes Gym. Metro PCS will be making the \$22,000 contribution for the extension of the lease.

The new cell tower proposal for Placentia Champions Sports Complex is changing carriers from Sprint to Verizon; this will not affect the current lease. Verizon and AT&T have not come to terms on a co-locate at the Kraemer Park cell tower so it is currently on hold. Koch Park cell tower/picnic shelter upgrade is still under construction (mainly the pre-fabricated picnic shelter). AT&T is still using the City's power and tapping to a light pole; they will be reimbursing the City for the entire electric bill since the project started.

The Samp Park cell tower proposal went to City Council on December 16, 2014 as a consent calendar item, but due to some residents' opposition, the item was pulled. Major resident concern reason was safety/radio waves created by the cell tower. During the Planning Commission and City Council meetings the public was reminded that cities cannot regulate on the transmission of cell towers under the purview of the FCC. After much explanation, the project was approved by City Council. The Wagner Park cell tower proposal will be going to the Planning Commission on Tuesday, January 13, 2015 for consideration. This is only a 45' tall tower, but a lot of residents are calling with concerns about the safety near the school. This proposal meets the 100' from a residential structure guideline and according to Verizon's contractor, this cell tower is a vital tower to close the coverage gap for reception. Commissioner Jackson asked if the city gets ongoing revenue from these towers. Staff Nicks responded that those approved earlier bring in \$28,000 per tower and some of the newer ones are \$33,000/per year. Cell tower co-locations bring an additional \$20,000 per year per tower. These cell tower projects are managed by the Community Services Department and bring in

this revenue; approximately \$180,000 per year for those cell towers already constructed and pending approval.

Staff Nicks reported that the park fund gets funding from park in lieu fees that are collected from new construction. The Finance Department estimates that by the end of fiscal year 2014-2015, about \$300,000 will be collected from the new developments in the city. Now is a good time to start planning new projects and decide how to make the best use of these funds. In addition, since the City's population is over 50,000, the City no longer has to compete with other small cities for the Community Development Block Grant (federal money). The City of Placentia will be applying to be a metropolitan city and as such, the designated fund allocation will automatically be approximately \$460,000/year. Up to 15% of the funds can be used for programming to offset staff costs such as the Senior Center and Neighborhood Services. Portion of the funds can be used for public facility improvements, such as the much needed improvements to Backs Building, E.T. Powell Building, McFadden Park, Tynes Gym and the parks. Staff Nicks will put together a project list for Commission's review and recommendations. Between the Park Fund and the CDBG grant match, many of the facility renovations currently on hold can be accomplished, i.e., painting, new lighting, update playground equipment, floor replacement, new restrooms, etc.

Staff Nicks added that he is still working on the outdoor exercise equipment at Kraemer and Mc Fadden parks from the St. Jude Hospital grant. Part of the grant includes doing a community outreach to find out what people would like to see as part of this equipment. CSUF students have been lined up to survey the community. The cities of La Habra, Buena Park and Fullerton were also awarded the grant. They used the company Green Fields (as a sole source) to do this project. Staff Nicks will be contacting City of Fullerton to find out how a decision was made to select this company. Commissioner Bartelt expressed interest in visiting any of these three cities to see the completed project.

**4. GENERAL PLAN UPDATE -**

Commissioner Granger indicated there was no update since the last report. The next meeting on the General Plan is scheduled to meet on Wednesday, February 25, 2015 from 6:00 – 8:00 p.m. at the Backs Community Building. Commissioner Granger attended the workshop held after the first meeting. Approximately 20 people in attendance broke into groups. Ideas/opinions were shared and the workshop was well organized. Staff Nicks mentioned that there were some comments shared during the Open Space Element. People in this group seemed to know about the current parks' condition and wanted to know if there was any grant money, volunteer groups that could be used to clean the parks. As a positive comment, Staff Nicks met with one of the ladies in this group that lives by Jaycee Parkette. She suggested having a community garden by seeking donations from Home Depot. She wants to get more community involvement by gathering her neighbors on this project.

**5. BOYS & GIRLS CLUB AND MUCKENTHALER PROGRAMS UPDATE**

Staff Nicks reported that the Boys and Girls Club has been operating out of the downstairs Backs Community Building rooms. The attendance has been approximately 15-20 teens per day. The Muckenthaler group has been working at

the Teen Center doing some building upgrades, i.e., painting and sound equipment. They plan to start program operations the end of February and are actively pursuing more grants. They asked for a letter of support from the city.

6. **SPORTS ADVISORY MEETING UPDATE** –

Commissioner Hunt reported that he and Commissioner Newman had met with City staff to discuss rewriting the section on how field “rain outs” should be handled. Commissioner Newman will be doing a rough draft of this section to bring back to the Commission at the March meeting in hopes to be implemented in April at the Sports Advisory Committee meeting. The purpose of adding this section is to make the groups more responsible and if damage is caused to the fields by their determination, they would have to pay for it. A new component to be added refers to requiring that a sports group representative be trained by Public Works staff to determine if a field should be played on after rain. The key to this change is to make the groups liable and keep the city whole. Staff Nicks added that the current sports groups are cooperative and are working together well.

**PARK INSPECTION REPORTS** –

Commissioner Granger reported that one of the lights closest to the school grounds at Parque de Los Vaqueros is out. She noted that it was nice to see there were about 13 children by the Gomez Center playing in the park.

**STAFF COMMENTS** –

Staff Nicks announced that after six and a half years with the city, City Administrator Troy Butzlaff, had submitted a letter of resignation to City Council effective February 13, 2015. Mr. Butzlaff has been hired by the City of Azusa.

**AGENDA BUILDING AND MEETING SCHEDULE** –

Agenda items for next meeting to include Boys & Girls/Muckenthaler Center Programs Update, and Sports Advisory Update.

**ADJOURNMENT** - There being no further business, **MOTION** by Commissioner Dougherty to adjourn to Monday, February 9, 2015 regular meeting; **SECOND** by Commissioner Hunt and **CARRIED** by a **6-0-1-0 VOICE VOTE** (Newman, Absent). Meeting adjourned on January 12, 2015 at 8:14 p.m.

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Maria Elena Maurer, Recording Secretary  
Recreation and Parks Commission