



Recreation & Parks Commission Meeting Agenda

October 8, 2018, 6:30 p.m.
Administration Room 1, City Hall

Michael Dougherty
Chair

Russell Narahara
Vice-Chair

Linda Bartelt
Commissioner

Todd Emrick
Commissioner

Bruce Hunt
Commissioner

Sharon Jackson
Commissioner

Ira Newman
Commissioner

Vacant

Vacant

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

October 8, 2018

REGULAR MEETING

6:30 p.m.

MEETING CALLED TO ORDER

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

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** – August 13, 2018.
2. **Community Update and Voter Information on Measure U** – Presentation by Director of Public Works, Luis Estevez.
3. **General Plan Presentation** – Presentation by Director of Development Services, Joe Lambert.
4. **Monthly Report** – Staff to provide updates of programs and services offered by the Community Services Department.
 - Summer 2018 Wrap Up
 - Raffle Prize Winner Selection

6. **Parks and Facility Project Updates** – Staff to provide updates on status of current and future capital improvement projects.
 7. **Discussion of Capital Improvement Projects (CIP)** – Commission and Staff to create a prioritized list of future projects, based on Staff's site visits.
 - Lighting Analysis to be presented by Staff
 8. **Heritage Festival and Parade** – Staff to provide update to Commission on event.
 9. **Memorial Bench in Honor of Mary Granger** – Staff and Commission to discuss doing a Memorial Bench in honor of former Commissioner Granger, at Kraemer Memorial Park.
 10. **Park Inspection Reports** – Commissioners and staff to review inspection reports.
 11. **Staff Comments** – Staff to provide updates.
 12. **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, November 19, 2018 at 6:30 p.m. in Administration Room 1 at City Hall located at 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Joanna Contreras, Community Services Office Assistant for the City of Placentia, hereby certify that the Agenda for the October 8, 2018 Regular Meeting of the Recreation and Parks Commission was posted on October 4, 2018.


Joanna Contreras
Community Services Office Assistant

MINUTES
PLACENTIA RECREATION AND
PARKS COMMISSION REGULAR MEETING
August 13, 2018

Meeting called to order at 6:32 p.m.

A moment of silence was held in honor of the passing of former Recreation and Parks Commissioner Mary Granger.

ROLL CALL

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

Absent: None

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

Guest: None

PLEDGE OF ALLEGIANCE – Led by Commissioner Bartelt.

ORAL COMMUNICATIONS – None.

COMMISSIONER COMMENTS AND REPORTS – Commissioner Bartelt brought to the attention of City staff, the dead plants in the median at Rose Drive, north of Ralph's.

Commissioner Hunt passed along displeasure from the public regarding the commercial lot at Alta Vista and Rose, being converted to a residential zone. Director Gonzalez notified the Commission that there have been several City Council meetings in regards to the change.

1. APPROVAL OF MINUTES – July 9, 2018.

MOTION by Commissioner Newman to approve the Minutes of May 14, 2018 as amended; **SECOND** by Commissioner Bartelt and **CARRIED** by a **6-0-1 VOICE VOTE**. Commissioner Emrick abstained due to absence.

2. MONTHLY REPORT –

Supervisor Ortiz provided an update that the Community Services Department is almost done with summer. The pools will be closing Thursday, August 23rd. Movies in the Park also goes through Friday, August 24th. 778 surveys were completed to vote for the "People's Choice" movie. The winning movie, Inside Out, won by 38 votes. The last Concert in the Park is Thursday, August 16th, and is combined with Taste of the Town.

Supervisor Ortiz provided an update on the PYLUSD Joint-Use Agreement, for the concession stand and restroom facility to be installed at Melrose. A potential option presented to be more cost-effective and time-efficient is a pre-fabricated building. Staff Member Brand was tasked with looking into some options and quotes for a pre-fabricated building. The quotes and layouts were distributed to the Commissioners. The first quote is by Public Restroom Company for \$315,000, and they do not do the foundation or trenching for utilities. The other quote is by CXT for \$159,940, and also does not include the foundation or trenching for utilities, but they can do it. The Public Restroom Company made note that if the project is under the Department of State Architect (DSA) jurisdiction, they will most likely not take on the project. Director Gonzalez stated that this project would be under DSA jurisdiction, as it involves a school. The Commission decided to continue to have City staff get bids for pre-fabricated buildings, as well as one quote for non-prefabricated. Additionally, City staff are being asked to research how long a pre-fabricated building will last.

3. KRAEMER MEMORIAL PARK GARDEN FENCE UPDATE –

Supervisor Ortiz notified the Commission that a bid still stands from La Habra Fence for \$4,844. There has not been a response from the other companies that City staff reached out to. Staff have not reached out to the Boys and Girls Club, to see if they have researched any options.

4. PARKS AND FACILITY PROJECT UPDATES –

Supervisor Ortiz notified the Commission that the Powell Building is getting close to the construction phase. The drawings are complete. There will be a mandatory pre-job walk on Monday, August 27th. The following are being re-done: front door, and 3 restrooms, including an ADA restroom. All of the windows have lead paint, and the plan is to try to use some funding to replace some windows. The CDBG funding for this project needs to be expended by December 31, 2018. Commissioner Bartelt commented that the Powell Building front doors are on the CIP list from 2007. She then asked why the Historical Society or Senior Advisory Board are not involved with this project. Director Gonzalez informed the Commission that the building is a parks facility, which is why the Recreation and Parks Commission is involved. Additionally, the Senior Advisory Board meets every three months and reviews their list of priorities and projects, just the same as this Commission.

5. DISCUSSION OF CAPITAL IMPROVEMENT PROJECTS (CIP) –

Supervisor Ortiz distributed a condensed version of the Capital Improvement Projects (CIP) document that the Recreation and Park Commission created in February 2007. The condensed version lists the status of each project.

There was discussion of how to approach project priorities. The Commission decided to approach the projects with safety as a priority. The Commission will be visiting the sites together to deem safety priorities. City Staff are to select a few date options to visit a few sites at a time. The dates will be presented to the

Commission at next month's meeting. In the meantime, the Field Ambassador is to evaluate the lighting at all parks and facilities in the evening. The findings will be presented to the Commission at next month's meeting. The CIP document will be used as a road map.

Commissioner Hunt stated that the planter beds at all sites need to be converted to drought tolerant.

Commissioner Newman stated that the grass by the cluster of benches at Kraemer Park is over one foot tall. Director Gonzalez shared that a concern regarding the grass height was submitted by a member of the public, which was forwarded to the Public Works Department.

6. SPORTS FIELD LIGHTING –

Supervisor Ortiz shared that City staff are further analyzing the installation and billing of lights at Kraemer Memorial Park. It is confirmed that the City paid for the lights to be installed and the school district is paying for the electricity. The City has been billing the user groups for use of the lights. The City has been charged with finding the real cost of use for the lights. In addition to the electricity, this cost encompasses management of the lights, and staff time to calculate the billing. Commissioners Newman and Hunt questioned if the user groups understand what they are paying for. Director Gonzalez shared that the school district was supposed to get a separate electric and water meter at each of the sites, which they have yet to do.

7. PARK INSPECTION REPORTS –

Commissioner Newman shared that he has concerns with Kraemer Memorial Park and Parque de los Ninos. An image of the long grass at Kraemer Memorial Park was sent, via email, to Supervisor Ortiz. Supervisor Ortiz will notify the Public Works Department.

8. STAFF COMMENTS -

Director Gonzalez shared that staff will be meeting with the Solar Tech company at Whitten Pool, to discuss the installation of thermal solar heating. St. Jude provided half of the funding, through a grant, and the City is able to fulfill the other half of the funds. The installation is planned to be in the fall or winter, with a plan to begin the year round programming in spring 2019. Additional funding is also available through OCTA to transport the seniors to the pool once a week for water exercise classes.

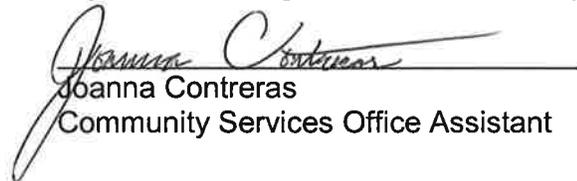
Commissioner Hunt asked what the City is providing for cooling stations during this heat wave. Director Gonzalez shared that the following locations are cooling stations for the public to use: Whitten, Gomez, Placentia Library District, and City Hall. The City has a new Emergency Safety Operations staff member that is working with the County to ensure that the City has proper coverage.

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

Agenda items to include: Monthly Report, Parks and Facility Projects Update, Discussion of Capital Improvement Projects (CIP), Heritage Festival and Parade, Memorial Bench for Mary Granger, and Park Inspection Reports.

ADJOURNMENT –

There being no further business, **MOTION** by Commissioner Emrick to adjourn to Monday, September 10, 2018 at 6:30 p.m. regular meeting to be held at City Hall; **SECOND** by Commissioner Jackson and **CARRIED** by a **7-0-0 VOICE VOTE**. Meeting adjourned on August 13, 2018 at 7:36 p.m.


Joanna Contreras
Community Services Office Assistant