



# Recreation & Parks Commission Meeting Agenda

February 12, 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](http://www.placentia.org)

# Recreation & Parks Commission

February 12, 2018

## REGULAR MEETING

6:30 p.m.

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### 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.

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### RECREATION AND PARKS COMMISSION AGENDA

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1. **Approval of Minutes** – January 8, 2018.
2. **Public Works Presentation**
3. **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

4. **Parks and Facility Project Updates** – Staff to provide updates on status of current and future capital improvement projects.
  5. **Dog Park County Survey Update** –Staff to provide an update on the Dog Park County Survey conducted by the County.
  6. **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.
  7. **Fee Schedule for facilities**- Staff to provide updates.
  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, March 12, 2018 at 6:30 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, Aileen Munoz, Community Services Coordinator for the City of Placentia, hereby certify that the Agenda for the February 12, 2018 Regular Meeting of the Recreation and Parks Commission was posted on February 8, 2018.

  
Aileen Munoz  
Community Services Coordinator

MINUTES  
PLACENTIA RECREATION AND  
PARKS COMMISSION REGULAR MEETING  
January 8, 2018

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Meeting called to order at 6:07 p.m.

**ROLL CALL**

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

Absent: None

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

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

**ORAL COMMUNICATIONS** – None in attendance.

**COMMISSIONER COMMENTS AND REPORTS** -

The Commission commemorated retired Placentia Staff member, Maria Elena Maurer, and wished her a happy retirement.

1. **APPROVAL OF MINUTES** – **November 13, 2017**

**MOTION** by Commissioner Granger to approve the Minutes of November 13, 2017, as submitted; **SECOND** by Commissioner Bartelt and **CARRIED** by a **6-0-3-0 VOICE VOTE** (Binnings, Emrick, Narahara Absent).

2. **MONTHLY REPORT** -

Director Gonzalez reported on the Turkey Giveaway event and the Community Christmas Basket event. She noted the success of the events, citing that 230 families were assisted and about 1,000 people were served by the Turkey Giveaway program. Director Gonzalez thanked Commissioner Bartelt for volunteering. In addition, the Community Christmas Basket Giveaway provided goods to about 350 kids. Commissioner Jackson was thanked for her participation in the Christmas Community Basket Giveaway. Director Gonzalez commented that the Commissioners are representatives of the City and encouraged their attendance to public events as a way to interact with the community.

Director Gonzalez began the discussion on the PYLUSD joint use agreement with the City, particularly regarding the concession building at Valdez/Melrose fields, by informing the Commission that she spoke with City Administrator Arrula. The Commission will submit a formal request to City Administrator Arrula and the City

Council to recommend that the construction of the concession building per joint use agreement will be pursued up to and including the Placentia Yorba Linda Unified School District Board. The Commission also recommends that the PYLUSD board issue a timeline of construction. The Commission is prepared to voice their strong concerns over the failure to complete the joint use agreement at both the City Council meeting and the PYLUSD board meeting. **MOTION** by Commissioner Hunt to move forward with the recommendation; **SECOND** by Commissioner Binnings and **CARRIED** by a 9-0-0-0 **VOICE VOTE**.

Staff Matthew Brand reported his findings as a part of the Historical Task Force regarding the Placentia Yorba Linda Unified School District. He noted the most recent field contribution went to Kraemer Middle School in September, 2013. The loss of copper wires in two or three poles resulted in a bill of just over \$44,000, an amount that was paid with the help of a variety of user groups. Staff Brand also reported a field contribution from May, 1983 in the amount of \$5,300 that was allocated to Kraemer Junior High for a lighting project. The anticipated amount for this project was recorded to be \$4,800. The lights were intended to be temporarily placed on the perimeter of the field so the field could be properly graded. Staff Brand noted that the lights may not have ever been moved and that the field may not have been properly graded. The subcommittee meeting for the Historical Task Force will be held January 30, 2018.

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

Supervisor Ortiz noted that previous ongoing projects, which included the roofing project and the playground installation, have been completed. Supervisor Ortiz informed the Commission of the intention to replace some of the rubberized surfaces at McFadden Park and Kraemer Memorial Park. The City and St. Jude Heritage have already signed an agreement to allocate about \$26,000 of grant funds to the project of replacing some of the rubberized surfaces. Staff Brand has been receiving bids for the project.

Director Gonzalez informed the Commission that the completion of the Champions Sports Complex playground left about \$10,000 in funds to be distributed to other park improvements. Community members were promised that concrete picnic tables will be installed in the park with the remaining funds. Director Gonzalez notified the Commission that two picnic tables will be installed on the concrete slab area outside of the Aguirre building, and one picnic table will be installed in a grass area between the playground and the fence to Munoz field. The table in the grass area will require the Public Works Department in the City to lay down a concrete slab. Two benches with broken slates will also be replaced with the remaining funds.

4. **DOG PARK COUNTY SURVEY UPDATE -**

Director Gonzalez reported to the Commission that the survey issue has been elevated. The survey has been completed and the results were sent to Councilwoman Shader and City Administrator Arrula. Councilwoman Shader is setting up a meeting with Orange County Supervisor Nelson's office in order to discuss the lack of joint response on the survey. Director Gonzalez remarked that the survey response did not include the City. Director Gonzalez stated that she, City Administrator Arrula, Mayor Pro Tem Shader, and Mayor Wanke will attend

the meeting with Supervisor Nelson to discuss a collective response that includes Placentia residents in the dog park survey. Director Gonzalez also distributed to the Commissioners a list of points that were a part of the original agreement between the City and the County regarding the jurisdiction of Tri-City Park. These points must be kept in perpetuity. Director Gonzalez will have an update about the survey at the next meeting.

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

Director Gonzalez met with the head of the Boys and Girls Club to discuss the eight foot chain-link fence that was originally thought to have been an iron, decorative fence. After some discussion between Director Gonzalez and the Boys and Girls Club, the Boys and Girls Club agreed to follow one of two options. The first would be obtain a quote from the fence contractor who installed the current fence to see how much it would cost to change it to a black or green vinyl coated fence. Alternatively, banner with orange crate artworks could be posted on the two sides of the fence that are most visible from Chapman Avenue. The Commission will have to decide which option will be most feasible. Director Gonzalez also discussed the need for the City to issue a plaque to honor the \$5,000 donation from Bimbo Bakeries, given so that the Boys and Girls Club could install a perimeter for their garden. Commissioner Bartelt recommended inviting the Boys and Girls Club to the next Commission meeting to discuss a resolution.

6. **PARK INSPECTION REPORTS –**

Supervisor Ortiz noted that Kraemer Memorial Park and McFadden Park have been prioritized to receive new rubberized matting. Commissioner Hunt reported that there is a hole at Tuffree Park that must be filled. Furthermore, Commissioner Granger reported that she was unable to check for improvements of the fountain at Santa Fe Park.

7. **STAFF COMMENTS**

Director Gonzalez introduced the new full-time staff members with the City of Placentia. Staff Munoz will serve as the new liaison to the Commission, and Staff Contreras, Director Gonzalez's Office Assistant, will be in attendance at Commission meetings.

Supervisor Ortiz distributed to the Commission a draft of a resolution that was compiled by the City based on their work with the Public Health Advocates. Last year, the Public Health Advocates reached out to the community to ask questions about the park, including the reasons for which they go or do not go to public parks. The Public Health Advocates performed four community meetings at different locations to collect data that was then reported to City Administrator Arrula. Supervisor Ortiz would like to present some of the highlighted points to the Commission in a PowerPoint presentation at the next meeting. The resolution that was drafted and distributed by Supervisor Ortiz was compiled by the Health Advocates to propose to City Council a way to adopt a complete parks resolution. This resolution would help the City advocate health in the community and apply for certain grants that require statistical information. Director Gonzalez encouraged Commissioners to review the draft for the resolution so that it can be presented to City Council in March.

Director Gonzalez also remarked that the photographs of the Commissioners will be updated so that the photos that are posted in meeting rooms will be up to date. Commissioner Granger inquired how much the updated photos would cost, and Director Gonzalez responded that the request for updated photos does not come out of the budget affiliated with the Commission.

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

Agenda items to include: Sports Advisory Committee meeting, PYLUSD Joint Use Update, Parks and Facility Projects Update, Dog Park Update, Kraemer Park Garden Fence Update, Draft Resolution Comments, Fee Schedule for Facilities.

**ADJOURNMENT –**

There being no further business, **MOTION** by Commissioner Hunt to adjourn to Monday, February 12, 2018 at 6:30 p.m. regular meeting to be held at City Hall; **SECOND** by Commissioner Emrick and **CARRIED** by a **9-0-0-0 VOICE VOTE**. Meeting adjourned on January 8, 2018 at 7:17 p.m.

  
Aileen Munoz  
Community Services Coordinator