



# Recreation & Parks Commission Meeting Agenda

February 11, 2019, 6:30 p.m.  
Administration Room 1, City Hall

**Michael Dougherty**  
Chair

**Russell Narahara**  
Vice-Chair

**Linda Bartelt**  
Commissioner

**Todd Emrick**  
Commissioner

**Sharon Jackson**  
Commissioner

**Ira Newman**  
Commissioner

**Vacant**

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

# Recreation & Parks Commission

February 11, 2019

## 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 Emrick  
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.

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## RECREATION AND PARKS COMMISSION AGENDA

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1. **Approval of Minutes** – November 19, 2018.
2. **General Plan Comments** – Commission to provide any additional comments on the General Plan
3. **Monthly Report** – Staff to provide updates of programs and services offered by the Community Services Department.
  - Raffle Prize Winner Selection
4. **Parks and Facility Project Updates** – Staff to provide updates on status of current and future capital improvement projects.
  - Discussion of Capital Improvement projects
    - Koch Park roof and HVAC project
  - Lighting Analysis follow up information

5. **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.
  6. **Park Inspection Reports** – Commissioners and staff to review inspection reports.
    - Tuffree/Champions Field Day Projects
  7. **Staff Comments** – Staff to provide updates.
  8. **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, February 11, 2019 at 6:30 p.m. in Administration Room 1 at City Hall located at 401 East Chapman Avenue, Placentia.

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#### **CERTIFICATION OF POSTING**

I, Veronica Ortiz, Community Services Supervisor for the City of Placentia, hereby certify that the Agenda for the February 11, 2019 Regular Meeting of the Recreation and Parks Commission was posted on February 7, 2019.

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Veronica Ortiz  
Community Services Supervisor

MINUTES  
PLACENTIA RECREATION AND  
PARKS COMMISSION REGULAR MEETING  
November 19, 2018

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Meeting called to order at 6:38 p.m.

**ROLL CALL**

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

Absent: Hunt

Staff Present: Sandra Gonzalez, Director of Community Services  
Veronica Ortiz, Community Services Supervisor  
Matt Brand, Community Services Coordinator  
Marshè, Community Services Office Assistant

Guest: None

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

**ORAL COMMUNICATIONS** – None.

**COMMISSIONER COMMENTS AND REPORTS** – Correction of date on agenda. Date should read November 19<sup>th</sup>, 2018. Commissioner Newman commented about the Coyote biting at Arroyo Verde. Director Sandra Gonzalez updated the Commission on the status of the incident and informed them there were no life threatening injuries.

**1. APPROVAL OF MINUTES – October 8th, 2018.**

**MOTION** by Commissioner Newman to approve the Minutes of October 8th, 2018 as amended; **SECOND** by Commissioner Jackson and **CARRIED** by a **5-0-1 VOICE VOTE**. Commissioner Emrick abstained due to absence.

**2. GENERAL PLAN COMMENTS –**

Supervisor Veronica Ortiz reminded the Commissioners that they are welcome to provide any comments on the General Plan that was provided to them at the previous meeting with a presentation by Director of Development Services Joe Lambert. Another copy was distributed for the Commission's reference and review. Commissioner Dougherty commented that the plan is broad in regards to Urban Forestry. Commissioner Narahara commented the General Plan does not need to be too specific as it covers an extensive time period. The Commission was informed that they could take more time to review the General Plan and may email Community Services any additional comments or concerns they may have for clarification. Director Gonzalez shared that the General Plan will not be finalized by City Council until March or April.

**3. MONTHLY REPORT –**

Supervisor Ortiz shared the upcoming events for the Community Services Department. Turkey Basket Giveaway event is on November 20<sup>th</sup> at the Whitten Center. Tamale Festival is on December 5<sup>th</sup> from 4:00 p.m.-9:30 p.m. with the Festival being expanded onto Branford Ave for the seniors at the Senior Center to enjoy. The City's Holiday Tree Lighting Ceremony will happen December 6<sup>th</sup>. Commissioner Linda Bartelt shared that the event should acknowledge Hanukah. Community Christmas Basket is on December 12<sup>th</sup>. Staff will send a flyer about the event to Commissioners.

The Commissioners drew winners for the raffle drawing. The winners are Erica Fidel and Katie Toscano.

**6. PARKS AND FACILITY PROJECT UPDATES –**

Community Services Coordinator, Matt Brand shared a presentation on the Lighting Analysis for Placentia Parks to assist with establishing priority projects for the parks. The presentation showed how many lights are available at the parks and how many are broken. Dark areas were also highlighted for each park to demonstrate where new lights may need to be installed. There was a discussion about the purpose of the lighting analysis. Supervisor Ortiz shared that the lighting analysis is for informational purposes to decide which parks are our priorities. Commissioner Nahara asked if the lights are on a light schedule. Director Gonzalez confirmed lights are on dusk to dawn because there are no pedestrian path lights.

Commissioner Dougherty asked for an update on the wall at Kraemar Park near Walnut Ave. Community Services Director, Sandra Gonzalez shared that the project is led by the Cultural Arts Commission through LOVE Placentia. Valencia High School students created tiles to put on the wall. The project has been completed.

Commissioner Bartlet questioned why we can't have light put in now at some of the parks. Coordinator Brand will discuss with Public Works and update the commission on whether it is just a bulb issue or electrical issue.

**7. DISCUSSION OF CAPITAL IMPROVEMENT PROJECTS (CIP) –**

Supervisor Ortiz shared information on the Powell Building Renovation project. The building is currently under renovation. All three restrooms at the building will be renovated with new tile and fixtures. One of the restrooms will be ADA complaint. The front doors of the Powell Building are also being replaced. Seniors are currently being housed at the Backs Building.

Supervisor Ortiz, shared the Solar Panel project at Whitten Community Center funded by St. Jude has been completed. The project installed solar panels for pool heating in order to operate the pool year-round. The pool heating would allow

Community Services to offer more aquatics programs for the community year-round. Community Services has already received interest from life guards and swim instructors to assist with classes. The project has yet to be signed off to begin year-round operations. Director Gonzalez shared Community services is working on installing a gas line at the building to use the pool for year round programming in Fall of 2019.

**9. MEMORIAL BENCH IN HONOR OF MARY GRANGER –**

Supervisor Ortiz shared the application form and application process for the Memorial Bench Program. Friends and family can make contributions by completing an application form. Commissioner Jackson shared that Kraemar Park was not Granger's favorite park. The family would like the bench at Arroyo Verde Park. Director Gonzalez shared the bench can go in which ever park the family would prefer. Staff will go out and take pictures of the various parks to show where the dedicated bench could be installed. Commissioner Dougherty commented that the benches should say "In Recognition of Services to the Recreation & Parks Commission". There was a discussion on the space limitation for the plaque on the memorial benches and the type of wordage that could be included on the plaque.

**10. PARK INSPECTION REPORTS –**

Supervisor Ortiz shared an updated presentation on the inspections of the Parkettes. The parkettes inspected were Santa Fe, McFadden, and La Placita. Findings were overgrown grass, flooded water fountains, graffiti, deteriorating rubberized surfaces, lack of park signage, paint peeling on benches, and table tops and broken playground equipment. iPlacentia tickets were submitted to Public Works and some of the previous discussed smaller issues have been fixed such as graffiti, overgrown grass, picnic tables, and water fountains. Other larger issues are still being assessed as funding is needed to repair these items.

The Commissioners discussed presenting these maintenance issues to City Council and do a formal presentation to City Council. Commissioner Narahara and Commissioner Jackson commented that they support presenting a formal presentation to City Council. Commissioner Dougherty commented he would like the Commission to work together to bring forward these issues to City Council. Commissioner Narahara suggested advertising iPlacentia to the community on social media to get more data about parks from residents. There was a discussion on how Community Services can get the information out to the community through social media.

Commissioner Bartelt asked if homelessness is an issue throughout our parks. Director Gonzalez shared that it has become an issue at two of our parks. The City does have an anti-camping ordinance that we are able to enforce primarily because of our collaboration with North Orange County Cities to address homelessness on the regional scale. The Placentia Police Department does actively enforce the anti-camping ordinance. There was a discussion on security

options and trash services for the parks. There was discussion on Measure U and funding for parks.

**11. STAFF COMMENTS –**

Coordinator Brand shared the Sports Advisory Council has a tentative meeting date of Tuesday, December 11, 2018 at 6:00p.m.

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

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

**ADJOURNMENT –**

There being no further business, **MOTION** by Commissioner Dougherty to adjourn to Monday, January 14, 2019 at 6:30p.m. Regular meeting to be held at City Hall; **SECOND** by Commissioner Jackson and **CARRIED** by a **6-0-0 VOICE VOTE**. Meeting adjourned on November 19, 2018 at 7:47 p.m.

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Marshè Samuel  
Community Services Office Assistant