



401 E. Chapman Avenue  
Placentia, CA 92870  
(714) 993-8232

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**Mission Statement:**

*The Placentia Community Foundation solicits, receives, invests and makes grants of funds, property and other resources to provide direct charitable services to aid, sponsor, promote, advance and assist worthy activities, programs and services in the City of Placentia to further cultural, educational, and recreational events and causes.*

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**AGENDA**  
**Regular Meeting of**  
**The Placentia Community Foundation**  
**June 1, 2020 – 5:00 P.M.**  
**SPECIAL PROCEDURES NOTICE DURING**  
**COVID-19 EMERGENCY**

On March 4, 2020, Governor Newsom proclaimed a State of Emergency as a result of the threat of the COVID-19 virus.

On March 17, 2020, Governor Newsom issued Executive Order N-29-20, which temporarily suspends requirements of the Brown Act allowing Placentia Community Foundation Board Members to hold public meetings via teleconferencing and make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the Placentia Community Foundation.

Given the health risks associated with COVID-19, please be advised that City Hall is closed to the public and some, or all, of the Placentia Community Foundation members may attend this meeting telephonically.

**How to Submit Public Comment**

Members of the public may provide public comment by sending comments for the Placentia Community Foundation meeting consideration by email to the Community Services Supervisor at [vortiz@placentia.org](mailto:vortiz@placentia.org). Please limit to 200 words or less. Comments received before or during a Board meeting, until the close of the Oral Communications portion of the agenda, will be read into the public record, subject to the regular time limitations per speaker. Longer submittals will be included in the public record. If you are unable to provide your comments in writing, please contact the Community Services Department office for assistance at (714) 993-8232.

**Americans with Disabilities Act Accommodation**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at [cityclerk@placentia.org](mailto:cityclerk@placentia.org) or by calling (714) 993-8231. Notification 48 hours prior to the meeting will generally enable City Staff to make reasonable arrangements to ensure accessibility while maintaining public safety. (28 CFR 35.102.35.104 ADA Title II)

Until further notice the City will implement the guidelines of the California Department of Public Health in regard to social distancing.

The city of Placentia thanks you in advance for taking all precautions to prevent the spread of the COVID-19 virus.

The City will return to normal meeting procedures as soon as the emergency has ended.



12. Staff/Department comments and updates.

- COVID-19 Safety and Operations

13. Agenda Building and Meeting Schedule. Board to review agenda items and schedule upcoming meetings.

14. Adjournment. The Placentia Community Foundation Board of Directors Adjourn to their next regular meeting on June 22, 2020.

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**Certification of Posting**

I, Veronica Ortiz, Executive Secretary of the Placentia Community Foundation, hereby certify that the Agenda for the June 1, 2020 regular meeting of the Placentia Community Foundation was posted on Thursday, May 28, 2020.

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Veronica Ortiz, Community Services Supervisor/Executive Secretary



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**MINUTES**  
**Foundation Meeting**  
**April 27, 2020**

**1. Meeting Called to Order 5:05 p.m.**

**2. Pledge of Allegiance.**

**3. Roll Call:**

Present: Jill Buchanan, Vivian Perez, Jolene Durbin, Kathi Baldwin, Kevin A. Larson  
City Staff: Veronica Ortiz, Community Services Supervisor, Aileen Munoz, Community Services Office Coordinator.  
Guest: None.  
Absent: None.

**4. Review and Approval of Minutes for March 23, 2020.**

Board member Perez **MOTIONED** to approve the March 23, 2020 minutes. Chairperson Buchanan **SECONDED** this motion. The motion carried.

**5. Public Comment.**

None.

**6. Treasurer's Report.**

Board member Larson reported no deposits or checks, leaving the account balance as \$42,216.29. Board member Larson also reported a pending reimbursement to Jill Buchanan for the Foundation website. Board member Larson **MOTIONED** to approve the Treasurer's report. Chairperson Buchanan **SECONDED** this motion. Motion carried.

**7. Review and Approval of Deposits.**

None.

**8. Review and Approval of Foundation Strategic Planning.**

Board member Perez reported that due to technical issues, there has been a delay in preparing the final draft of the strategic plan for approval. She also noted that she had received feedback regarding expanding the Foundation's social media presence and marketing, as well as a volunteer sub-section. Board member Perez also shared the idea of having a paid internship in collaboration with California State University, Fullerton to help with marketing and further implementation of the goals laid out in the plan. Board member Perez discussed past collaboration with a marketing class at California State University, Fullerton to help with the renovation of the Teen Center and Kraemer Park. Chairperson Buchanan and Board member Baldwin expressed their support for Board member Perez's ideas for the expansion of the Foundation.

#### **9. Review of Timeline for Beer and Wine Garden.**

Chairperson Buchanan mentioned that due to closures and cancellations of City events and programs, there is much uncertainty regarding how the Concerts in the Park series will continue. Supervisor Ortiz reported that contracts have been sent to all entertainers, and that all entertainers have been made aware of the possibility of cancellation of the event. There is uncertainty whether or not the Concerts series will be cancelled or postponed in the event that the regularly scheduled events are unable to take place. In the Community Services Department, staff are creating "Plan B" plans to accommodate for summer recreation programs in the event that these events are unable to take place as usual. Planning for the series will continue as normal. There was brief discussion regarding the timeline of summer programming should Governor Newsom's Executive Stay-at-Home Order be extended. There was brief discussion regarding the preparation of equipment and the renewal of ABC permit. Board member Perez requested clarification regarding whether or not the size of the Beer Garden was noted on the application request for use of Tri-City Park. Supervisor Ortiz clarified that while the size of the area was not noted initially, the location and total area will be noted at a later date.

#### **10. Review Placentia Community Foundation Grant Process.**

Chairperson Buchanan presented her idea for creating an "emergency grant" during the COVID-19 emergency to support local organizations providing relief to struggling individuals or communities. This emergency grant would include the creation of an organization for distributing food or other vital resources. Board member Perez shared her ideas for four categories that the grant would be available to serve, including food distribution, Seniors, veterans and homeless. Director Crocker provided a brief overview of the City's ongoing collaboration with the Friendly Center, the services and supports that have been provided, and the potential for increased need of food donations. Director Crocker reported that the City will be partnering with nearby non-profit organizations to assist at the Neighborhood Services office with counseling services, recreational programs, and other classes and programs. There was discussion regarding how the Foundation may be able to provide emergency assistance to the Community Services Department. There was brief discussion regarding food donations and food programs provided by the City. Providing a brief overview of the meal delivery program for Senior Center participants.

#### **11. Grantees and Progress Reports**

Chairperson Buchanan requested past grant recipients contact information. Supervisor Ortiz is compiling contact information and will send the list out to Board members.

#### **12. Board member comments and requests.**

Board member Perez reported that the City allowed the Foundation to store Foundation supplies at Tynes Gym.

#### **13. Staff/Department comments and updates.**

None.

**14. Agenda Building and Meeting Schedule. Board to review agenda items and schedule upcoming meetings.**

- Review and Approve 5 Year Strategic Plan
- Review Emergency Grants
- Review Timeline for Grant Summit

**15. Adjournment. The Placentia Community Foundation Board of Directors Adjourn to their next special meeting on June 1 , 2020.**

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