



# Parks Arts and Recreation Commission Meeting Agenda

August 11, 2020, 5:00 p.m.  
Teleconference call, City Hall

**Vacant**  
**Tricia Montelongo**

**Russell Narahara**  
**Vice-Chair**

**Johnny McBride**  
**Commissioner**

**Beverly Womack**  
**Commissioner**

## **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 City Council 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 City Council.

Given the health risks associated with COVID-19, please be advised that the City Council Chambers are closed to the public and some, or all, of the Placentia City Council Members may attend this meeting telephonically.

### **How to Submit Public Comment**

Members of the public may provide public comment by sending comments for the Heritage Committee 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 Committee 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.

**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)**

### **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 City Council meeting procedures as soon as the emergency has ended.

# Parks Arts and Recreation Commission

August 11, 2020

## REGULAR MEETING

5:00 p.m.

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### MEETING CALLED TO ORDER

**ROLL CALL:** Chair / Montelongo  
Vice Chair / Commissioner Narahara  
Commissioner McBride  
Commissioner Womack

### PLEDGE OF ALLEGIANCE

### ORAL COMMUNICATIONS

At this time the public is invited to address the Parks Arts and Recreation Commission concerning any agenda item, which is not a public hearing item, or other items under the jurisdiction of the Parks Arts and Recreation 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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### PARKS ARTS AND RECREATION COMMISSION AGENDA

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1. **Nominations** – Commissioners to nominate and elect Vice Chair.
2. **Approval of Minutes** – July 14, 2020.
3. **Monthly Report** – Staff to provide updates of programs, services, and projects offered by the Community Services Department.
  - Summer Programming Update
    - Concerts in the Park
    - Movies in the Park
    - Virtual Programs – “Move Placentia”
    - Virtual Contests
4. **Navigation Center Update** – Staff to provide an update on the Navigation Center.
5. **Fall Arts Program** – Staff and Commission to discuss a potential fall arts program.
6. **C.A.P.E.S.** – Staff and Commission to discuss how grant recipients can move forward with previously awarded project funds.
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.

#### **ADJOURNMENT**

The Parks Arts and Recreation Commission Adjourn to a Regular Meeting on Tuesday, September 8, 2020 at 5:00 p.m. via teleconference call.

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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 August 11, 2020 Regular Meeting of the Parks Arts and Recreation Commission was posted on Thursday, August 6, 2020.

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Veronica Ortiz  
Community Services Supervisor

MINUTES  
PLACENTIA PARKS, ARTS, AND RECREATION  
COMMISSION REGULAR MEETING  
July 14, 2020

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Meeting called to order at 5:08 p.m.

**ROLL CALL**

Present: Beverly Womack, Johnny McBride, Trisha Montelongo

Absent: Russel Narahara.

Staff Present: Karen Crocker, Director of Community Services  
Veronica Ortiz, Community Services Supervisor  
Aileen Munoz, Community Services Coordinator  
Felipe Zambrano, Community Services Coordinator

Guest: Elsa Robinson, Public Works Management Analyst.

**PLEDGE OF ALLEGIANCE** – Lead by Community Services Supervisor Ortiz.

**ORAL COMMUNICATIONS** – None.

**COMMISSIONER COMMENTS AND REPORTS** – None.

1. **NOMINATIONS** – Nominations for Vice Chair of the Commission were tabled to the next regular meeting.
2. **APPROVAL OF MINUTES** – Commissioners reviewed the June 9, 2020 meeting minutes. The minutes were **MOTIONED** for approval by Commissioner Womack. Commissioner McBride **SECONDED** the motion. Motion carried.
3. **OVERVIEW OF THE CITY'S EXPAND THE FOREST PROGRAM** – Public Works Department Management Analyst Elsa Robinson provided an overview of the Expand The Forest Program to the Commission. The program began when the City Council inquired on how to update current tree ordinances to provide more protection for trees in the City. After research was conducted, City staff determined that since the enactment of the current tree ordinances the standing tree ordinances in 1953, the population of trees in the City has declined by about 50%. Staff also determined that currently, out of 15,000 viable planting sites in the City, only 7,230 of the spots are occupied. With this information, the City Council and staff created the Urban Forest Management Plan in 2019 to update existing tree ordinances and increase the urban forest in the City of Placentia. At the June 2 City Council meeting, the City Council granted the City the ability to enforce policies that protect trees and expand the urban forest, thus creating the Memorial Tree Program. The Memorial Tree Program is a tree-planting program for residents who would like to honor a loved one. Applications will soon be made available on the City website. Applicants will be responsible for the purchase of the tree, and the City will assume

responsibility for the upkeep of the tree once it is planted. Applicants will have the option to choose the species of tree and location from a pre-determined list selected by the Public Works Department. Commissioners Womack, McBride, and Montelongo all expressed interest in the program and look forward to the implementation of the Program.

#### **4. MONTHLY REPORT**

##### **a. Concerts in the Park**

Community Services Coordinator Zambrano provided an update on the Concerts in the Park series. Due to revised stay-at-home orders by Governor Newsom and the growing number of cases of COVID-19 in Orange County, the City has decided to cancel the Concerts in the Park series for the month of July. There is a potential for a virtual concert or a drive-in concert.

##### **b. Movies in the Park**

Similar to Concerts in the Park, Movies in the Park have been cancelled for the month of July. There is a potential for a drive in movie.

##### **c. Aquatics**

Aquatics have been postponed for the month of July to potentially August. The Community Services Department is examining the possibility of offering private or semi-private lessons.

##### **d. P.A.R.K.'s**

While the P.A.R.K.'s recreation program is cancelled for the month of July, the Community Services Department is still offering lunches to participants.

##### **e. Move Placentia- Virtual Programming**

Move Placentia is a virtual program offered by the Community Services Department that provides fitness, dance, and cooking lessons to the community. The classes are taught and led by Community Services staff. The Community Services Department is also launching a virtual "Sun Run" 5K run for the community. Members of the community are able to sign up online and receive a t-shirt and medal for participation.

#### **5. TILING BENCH PROJECT**

Commissioner McBride tabled the discussion to a better-suited time. Supervisor Ortiz noted that this project may be able to collaborate with Love Placentia.

#### **6. STAFF COMMENTS**

Supervisor Ortiz reported to the Commission that she received an email from the Placentia Pony Outlaws inquiring if the City could install their championship banner at Champions Sports Complex. The City will move forward with installing the banner, and Commission expressed their support. Coordinator Zambrano reported that a C.A.P.E.S. recipient inquired if the money she was awarded could be used for art supply kits for students. The Commissioners requested the topic to be added to the agenda for further discussion.

## **7. AGENDA BUILDING AND MEETING SCHEDULE**

Overview of the City's Expand the Forest Program and Tiling Bench Project are to be removed from the agenda. Nominations for Vice Chair, C.A.P.E.S, an update on the Navigation Center, and the Fall Arts Program are to be added to the agenda.

## **ADJOURNMENT**

There being no further business, Commissioner Montelongo **MOTIONED** to adjourn to Tuesday, August 11, 2020 at 5:00 p.m. Regular meeting to be held via conference call; **SECOND** by Commissioner McBride and **CARRIED** by a **3-0-0 VOICE VOTE**. Meeting adjourned on July 14, 2020 at 6:15 p.m.

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Veronica Ortiz  
Community Services Supervisor