



Parks Arts and Recreation Commission Meeting Agenda

February 9, 2021 5:00 p.m.
Teleconference call, City Hall

Chair
Tricia Montelongo

Russell Narahara
Vice-Chair

Brett Hunt
Commissioner

Johnny McBride
Commissioner

Lilia Queen
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. 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

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 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

February 9, 2021

REGULAR MEETING

5:00 p.m.

MEETING CALLED TO ORDER

ROLL CALL: Chair / Montelongo
Vice Chair / Commissioner Narahara
Commissioner Hunt
Commissioner McBride
Commissioner Queen

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.

PARKS ARTS AND RECREATION COMMISSION AGENDA

1. **Oath of Office** – Staff to administer the Oath of Office to the newly appointed Commissioners.
2. **Nominations** – Commissioners to nominate and elect Vice Chair.
3. **Approval of Minutes** – November 10, 2020.
4. **Monthly Report** – Staff to provide updates of programs, services, and projects offered by the Community Services Department.
 - Mid-Year budget
 - County POD sites and Covid-19 vaccination assistance
 - Citywide Fee Schedule update
 - Sports Advisory Committee
 - Blue Ribbon Youth Art Contest
5. **Park Maintenance/Repairs** – Staff to provide updates on grant funding.
6. **Navigation Center** - Staff to provide an update on the Navigation Center.

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, March 9, 2021 at 5:00 p.m. via teleconference call.

CERTIFICATION OF POSTING

I, Veronica Ortiz, Community Services Supervisor for the City of Placentia, hereby certify that the Agenda for the February 9, 2021 Regular Meeting of the Parks Arts and Recreation Commission was posted on Thursday, February 4, 2021.


for Veronica Ortiz

Veronica Ortiz
Community Services Supervisor

MINUTES
PLACENTIA PARKS, ARTS, AND RECREATION
COMMISSION REGULAR MEETING
November 10, 2020

Meeting called to order at 5:17 p.m.

ROLL CALL

Present: Trisha Montelongo, Johnny McBride, Beverly Womack.

Absent: Russel Narahara.

Staff Present: Veronica Ortiz, Community Services Supervisor

Guest: None.

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 October 13, 2020 meeting minutes. The minutes were **MOTIONED** for approval by Commissioner Womack. Commissioner McBride **SECONDED** the motion. Motion carried.

3. MONTHLY REPORT

a. Drive-In Movies

The Community Services Department will be offering 2 drive-in movies for the Holiday season. One will take place on November 20th, and will be showing *Frozen*. The second is scheduled for December 12th, and will be showing *Elf*.

b. Move Placentia

Community Services part time staff continue providing virtual classes via the department's YouTube channel, with new videos every Wednesday.

c. Upcoming Programs

Supervisor Ortiz shared that due to the success of the Halloween Hunt event, the City will be hosting a Winter Wonderland drive-through event on Thursday, December 3, 2020. The drive-through event will feature different themed locations, holiday decorations, and lights spread throughout the Civic Center parking lot. Staff at the booths will hand out goodie bags, activity

packets, and small toys for children. The event will take the place of the annual Tree Lighting Ceremony, and will follow COVID-19 health guidelines. Staff will be wearing masks and gloves. Participants will be asked to remain in their vehicles and wear masks when interacting with staff. The event is open to all families.

The Neighborhood Services Division will be hosting the annual Turkey Distribution event on November 24th, where families can register to receive a voucher for the purchase of a turkey, as well as a food basket. The distribution will be a drive-through event, following COVID-19 health guidelines. Moreover, the Community Christmas Basket will be taking place on December 16th as a drive-through event. Similarly, families can register to receive vouchers and food baskets. Children will have the opportunity to choose a new toy and drop off Santa letters.

d. Halloween Hunt Recap

Supervisor Ortiz provided a recap of the Halloween Hunt event that took place on Thursday, October 29. The event featured four different stops in the City, including the Civic Center, the Whitten Center, and the two Fire Stations. Participants were able to drive to all four locations to receive candy, goodie bags, and other Halloween goodies. Staff filled 4000 goodie bags in preparation for this event, and created all the themed decorations used. The event followed COVID-19 health guidelines. Staff wore masks and gloves, and participants were asked to remain in their cars and wear masks when interacting with staff. Based on feedback from the community online, the event was successful and enjoyed by many. Commissioner Montelongo, who volunteered at the event, provided brief comments and feedback.

4. GRANT UPDATES

Supervisor Ortiz provided a brief update about a grant from St. Jude. Supervisor Ortiz reminded the Commission that the City had been awarded \$58,000.00 from St. Jude Medical Center to help reduce obesity and get people active and exercising in the local community. After preliminary discussions, the City and St. Jude determined that the grant funds would best be utilized to install lighting along the walkway at Kraemer Memorial Park to improve safety and visibility. Staff have already begun working with a vendor for LED solar lights. Approval for the purchase of the lights will be going to the City Council on December 1st. Initially, there were plans to install lights at both Kraemer Park and Parque De Los Ninos, however, the grants funds were insufficient to cover the costs. After discussing the issue with St. Jude, St. Jude then offered to provide the City with additional funds to complete the project as initially intended. St. Jude Medical Center will donate an additional \$22,000.00 for the completion of this project.

Supervisor Ortiz also provided a brief update on Prop 68. After receiving \$640,000.00 for the renovation of La Placita Parkette, staff began working with an architect who provided a proposal for the project. The item will be going to the City Council for approval on November 17th. Once approved, preliminary designs will be drawn and brought to the Commission for review. Staff will also be submitting

additional applications for a fourth round of funding. Approval to apply for the fourth round will be going to the City Council on November 17th as well.

5. **STAFF COMMENTS**

None.

6. **AGENDA BUILDING AND MEETING SCHEDULE**

The next regular meeting is scheduled for January 12, 2021. An update on the Navigation center is to be added to the agenda.

ADJOURNMENT

There being no further business, Commissioner McBride **MOTIONED** to adjourn to Tuesday, January 12, 2021 at 5:00 p.m. Regular meeting to be held via conference call; **SECOND** by Commissioner Womack and **CARRIED** by a **3-0-0 VOICE VOTE**. Meeting adjourned on November 13, 2020 at 5:40 p.m.

Veronica Ortiz
Community Services Supervisor