



Parks Arts and Recreation Commission Meeting Agenda

April 13, 2021 5:00 p.m.
Virtual Meeting, City Hall

Chair
Tricia Montelongo

SPECIAL PROCEDURES NOTICE DURING COVID-19 EMERGENCY

Vice Chair
Vacant

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

Russell Narahara
Commissioner

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.

Brett Hunt
Commissioner

Johnny McBride
Commissioner

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.

Lilia Queen
Commissioner

How to join the virtual meeting

Participants will enter a virtual waiting room and be admitted by the meeting host at the beginning of the meeting.

Join Zoom Meeting

<https://zoom.us/j/93535280616?pwd=YXBhLlFYaENOd1ZadlhlN25qODVHQT09>

Meeting ID: 935 3528 0616

Passcode: 754029

One tap mobile

+16699009128,,93535280616#,,,,*754029# US (San Jose)

+12532158782,,93535280616#,,,,*754029# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 935 3528 0616

Passcode: 754029

Find your local number: <https://zoom.us/u/a5MqWM6aH>

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

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.

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

April 13, 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

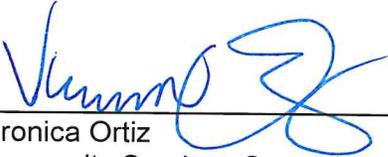
1. **Approval of Minutes** – March 9, 2021.
2. **Monthly Report** – Staff to provide updates of programs, services, and projects offered by the Community Services Department.
 - County POD sites
 - Covid-19 vaccination clinic update
 - FY 21-22 Budget Preparation
 - Summer Programming
 - Concerts in the Park
 - Movies in the Park
3. **Park Maintenance/Repairs** – Staff to provide updates on upcoming park projects.
4. **Staff Comments**
5. **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, May 12, 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 April 13, 2021 Regular Meeting of the Parks Arts and Recreation Commission was posted on Thursday, April 8, 2021.



Veronica Ortiz
Community Services Supervisor

MINUTES
PLACENTIA PARKS, ARTS, AND RECREATION
COMMISSION REGULAR MEETING
March 9, 2021

Meeting called to order at 5:11 p.m.

ROLL CALL

Present: Tricia Montelongo, Russell Narahara, Brett Hunt, Johnny McBride, Lilia Queen.

Absent: None.

Staff Present: Veronica Ortiz, Community Services Supervisor, Matthew Brand, Community Services Coordinator.

Guest: None.

PLEDGE OF ALLEGIANCE – Lead by Community Services Supervisor Ortiz.

ORAL COMMUNICATIONS – None.

COMMISSIONER COMMENTS AND REPORTS – Commissioner Montelongo inquired about how the City is doing financially, and how it's financial status will reflect available funding for park renovations. Supervisor Ortiz shared that park renovations and upgrades have been a high priority for a while, but only now has enough funding been available to carry out those repairs. Goldenrod Park and Koch Park are the main priority, due to safety concerns.

1. NOMINATIONS

Commissioner Narahara announced that he will step down from his role as Vice Chair of the Parks, Arts and Recreation Commission. Community Services Supervisor Ortiz opened nominations for Vice Chair of the Parks, Arts and Recreation Commission. Commissioner Queen inquired about the responsibilities of the position. Supervisor Ortiz gave a brief overview of the responsibilities of the Vice Chair. Under normal circumstances, the Chair and Vice Chair act as right-hands to staff and assist with City Council presentations, park projects, future park renovation grand openings, and specialized committees. Supervisor Ortiz suggested tabling the nominations until July 2021, and re-examine the role's responsibilities depending on the evolving situation with COVID-19. Commissioner Hunt voiced his support for this idea, stating that he would like more experience before volunteering for the position.

2. APPROVAL OF MINUTES

Commissioners reviewed the February 9, 2021 meeting minutes. The minutes were **MOTIONED** for approval by Commissioner Montelongo. Commissioner McBride **SECONDED** the motion. Motion carried.

3. MONTHLY REPORT

a. County POD Sites and COVID-19 Vaccination Assistance

Supervisor Ortiz provided a brief update on the County's vaccination progress. Full-time and part-time staff assisting at the County operated POD Vaccination sites have been vaccinated and have provided positive feedback on their experience working the POD sites. The Placentia Police Department and Fire & Life Safety Department have also been providing staff members to assist.

b. Sports Advisory Committee

Community Services Coordinator Brand provided a brief overview of the Sports Advisory Committee. Unless there are any disciplinary issues that need to be addressed, the Committee only meets twice a year. Coordinator Brand stated that one of his main objectives with the Committee moving forward is reviewing the current field allocation policy. As there are only two members on the Committee, Coordinator Brand is looking to recruit a third member. Commissioner Hunt volunteered to serve on the Committee. Supervisor Ortiz shared that the Committee will be especially helpful in re-opening sports programs.

c. FY 21-22 Budget Preparation

Supervisor Ortiz provided an overview of the Fiscal Year 2021-2022 budget. Staff are preparing the budget for regular summer programming, similar to 2019, however, as the situation with COVID-19 evolves, there is no way to be certain that the programming will take place as planned. Supervisor Ortiz also shared that she received direction from the Finance Department and Director of Community Services Crocker to plan for regular summer programming, but with smaller class sizes. Supervisor Ortiz shared that in planning for summer programming, additional time may need to be added to allow for cleaning and disinfection of materials. Additional funding may need to be allocated to purchase cleaning supplies and PPE for staff.

Supervisor Ortiz also provided an update on Senior Center programming. Since the beginning of COVID-19, Senior Center operations have been reduced to delivering frozen meals to seniors, as congregate meals were not allowed following guidance from local health officials. Staff are looking to incorporate two new programs, a Coffee Hour and Ice Cream Social. Attendance will be restricted to 15 people, and pre-registration is required. Social distancing and masks are required, and staff will be monitoring participants to ensure guidelines are followed.

4. PARK MAINTENANCE/REPAIRS

Supervisor Ortiz provided an overview on scheduled park maintenance and renovation projects. Deferred maintenance projects range from landscaping, irrigation, picnic benches, water fountains, shade structures, and playground equipment. Supervisor Ortiz also shared that parks have been a priority for the City

Council, as well as the City Administrator. Supervisor Ortiz shared that staff are looking to complete renovation of La Placita Parkette, with a total of \$640,000.00 in funding available through Prop 68. Staff have hired an architect, and are in the process of finalizing the contract. The renovation will include new landscaping, new playground equipment and rubberized surfacing, new park amenities, new picnic benches and tables, water fountains, new trees, and decorative fencing for safety. The California Per Capita Park Program will provide \$208,000.00 in funding for Senior Center Powell Building repairs, which will be made available at the start of the new fiscal year. Park renovations to be completed before the end of the fiscal year include Koch Park and Goldenrod Park. These parks are of high priority due to outdated and distressed equipment requiring attention. At the start of the new fiscal year, more funding will be available to begin replacing park amenities, playground equipment, and rubberized surfacing at other parks. Commissioner Queen requested clarification regarding the available funding for Jaycee Parkette repairs. Supervisor Ortiz shared there are two potential funding sources. Staff have submitted an application for the Community Development Block grant, which would provide \$196,000.00 in funding if chosen. Secondly, staff are re-submitting an application for Jaycee Parkette for Prop 68 funding. Staff have requested \$610,000.00 in funding for a complete renovation of the park. Development Impact Fees and revenue from Measure U may also be available as supplemental funding for repairs at Jaycee Parkette. All projects are classified as Capital Improvement Projects. Supervisor Ortiz clarified that the biggest priority for these repairs are concerns surrounding outdated and broken playground equipment.

5. NAVIGATION CENTER

Supervisor Ortiz provided a brief update regarding the Navigation Center. People Assisting The Homeless, the operator at the Navigation Center, has reported that four clients have moved on to permanent housing while still receiving support through case managers from PATH. Moreover, two more clients have moved onto permanent supportive housing with assistance from the Illumination Foundation.

6. STAFF COMMENTS

Supervisor Ortiz shared that Love Placentia will take place on April 24th. Love Placentia will be limiting the number of projects and limiting volunteers to 400 people. Projects will be strictly outdoors. Love Placentia will be accepting limited projects from the City, as well as from local non-profits. The Community Services Department will be submitting three projects. These projects include a food drive for Neighborhood Services, a community-wide park clean-up, and landscaping at the Powell Building. The Public Works Department will also be submitting for a tree-planting project. Commissioner Narahara suggested adding painting of the outside of park restrooms.

Coordinator Brand inquired about adding park assignments to the agenda. In the past, Commissioners were assigned a park site. Commissioners were tasked with visiting the parks they were assigned and conducting a walk-through, taking note of the general condition of the park and it's amenities. Supervisor Ortiz shared that this item will be added to the July 2021 regular meeting agenda.

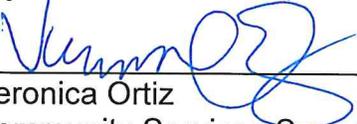
Commissioner Queen inquired about the Easter Eggcitement event. Supervisor Ortiz provided a brief update on the event. The Easter Eggcitement event has been converted to a drive-through event organized by the Placentia Library District. Staff will be assisting the Library in organizing the event. The event will take on Saturday, March 27th from 10:00 a.m. to 1:00 p.m.

7. AGENDA BUILDING AND MEETING SCHEDULE

The next regular meeting is scheduled for Tuesday, April 13, 2021 via teleconference. A section for summer programming will be added to the Monthly Report section of the agenda.

ADJOURNMENT

There being no further business, Commissioner Montelongo **MOTIONED** to adjourn to Tuesday, March 9, 2021 at 5:00 p.m. Regular meeting to be held via conference call; **SECOND** by Commissioner McBride and **CARRIED** by a **5-0-0 VOICE VOTE**. Meeting adjourned on March 9, 2021 at 6:15 p.m.



Veronica Ortiz
Community Services Supervisor