



# Senior Advisory Committee Agenda

April 14, 2021 4:00 p.m.  
Teleconference call, City Hall

## SPECIAL PROCEDURES NOTICE DURING COVID-19 EMERGENCY

**Chair**  
**Tricia Montelongo**

**Ron White**  
**Vice Chair**

**Virginia Martinez**  
**Commissioner**

**Huberto L. Mayo**  
**Commissioner**

**Vacant**  
**Vacant**  
**Vacant**

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 Senior Advisory Committee meeting consideration by email to the Community Services Coordinator at [fzambrano@placentia.org](mailto:fzambrano@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](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)

**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)**

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.

# Senior Advisory Committee

## Regular Meeting

April 14, 2021 4:00 P.M. - Teleconference call, City Hall

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### MEETING CALLED TO ORDER

**ROLL CALL:** Ron White  
Virginia Martinez  
Tricia Montelongo  
Huberto L. Mayo

### PLEDGE OF ALLEGIANCE

### ORAL COMMUNICATIONS

At this time the public is invited to address the Senior Advisory Committee concerning any agenda item, which is not a public hearing item, or other items under the jurisdiction of the Senior Advisory Committee.

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### SENIOR ADVISORY COMMITTEE AGENDA

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1. **Nomination and Appointment for Vice Chair** – Committee members to nominated and elect the Vice Chair of the Committee.
2. **Minutes**
  - a. Adjourned Regular meeting  
January 13, 2021  
Recommended action: Approve
3. **Budget** – Staff and Committee to review updated budget log.
4. **Senior Center Operations** – Staff to update Committee on current adjusted operations at the Senior Center.
5. **Update on Grant Opportunities for Building Maintenance** – Staff to update Committee on progress made in securing grant funds for building maintenance.
6. **Agenda Building and Meeting Schedule** – Staff and Commission to review agenda items and schedule upcoming meetings and meeting locations.
7. **Committee Comments** - Committee to contribute comments regarding possible actions and services

### STAFF COMMENTS

### ADJOURNMENT

The Senior Advisory Committee will adjourn to a Regular Meeting on Wednesday, July 14, 2021 at 4:00 p.m. via teleconference call.

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**CERTIFICATION OF POSTING**

I, Felipe Zambrano, Community Services Coordinator for the City of Placentia, hereby certify that the Agenda for the April 14, 2021 Regular Meeting of the Senior Advisory Committee was posted on Thursday, April 8, 2021.

 for Felipe Zambrano  
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Felipe Zambrano  
Community Services Supervisor

MINUTES – PLACENTIA SENIOR ADVISORY COMMITTEE  
REGULAR MEETING 4:00 P.M. WEDNESDAY, January 13, 2021  
CONFERENCE CALL  
401 E.CHAPMAN AVENUE

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**CALL TO ORDER**

Community Services Supervisor Ortiz called the meeting to order at 4:00 P.M.

**ROLL CALL**

Present: Ron White, Johnnie Broadfoot, Virginia Martinez, Tricia Montelongo, Huberto “Bobby” Mayo.

Staff Present: Veronica Ortiz, Community Services Supervisor, Felipe Zambrano, Community Services Coordinator, Vinnie Villapando, Community Services Specialist.

Guests: None.

**PLEDGE OF ALLEGIANCE**

**ORAL COMMUNICATIONS** – None.

**1. Introductions**

Committee members and staff gave brief introductions.

**2. Appointment of Chair/Vice Chair**

Committee member Tricia Montelongo was nominated for Chair of the Committee. With all in favor, Tricia Montelongo was appointed as Chair of the Senior Advisory Committee. Nominations and appointment for Vice Chair were tabled for the next regular meeting.

**3. Budget**

Community Services Supervisor Ortiz provided a brief overview of the Senior Advisory Committee and Senior Center accounts. The City has two accounts associated with the Committee and Senior Center. The first is the Senior Center General Fund account managed by the Community Services Department. This account tracks Senior Center staff costs, and costs associated with Senior Center programming and events, and Powell Building maintenance and repairs. The second is the Trust and Agency account, which tracks Senior Center donations. Funds in this account are used for additional programs and supplies requested by Senior Center participants, and other items not allocated for in the General Fund account. Staff will be providing updated budget reports at every regular meeting.

**4. Senior Center Operations**

Community Services Coordinator Zambrano shared that he will be overseeing Senior Center operations moving forward. Coordinator Zambrano then provided a brief overview of current Senior Center operations. Due to COVID-19, Senior Center

Operations have been reduced to weekly frozen meal deliveries to participants. Meal deliveries include frozen meals provided through Meals on Wheels delivered on Tuesdays, and either fresh groceries or shelf-stable food items delivered on Thursdays. Frozen meals and food are also available for pickup at the Senior Center during normal business hours.

Committee member Broadfoot inquired if any improvements have been made to the Powell Building during COVID-19 closures. Coordinator Zambrano shared that there have been significant improvements and updates. The Powell Building will exclusively host the Senior Center; the Cathy Torrez Learning Center P.A.R.K.'s program has moved operations to the Backs Building. The entire interior of the building, including the kitchen area, and the outdoor patio area have been deep cleaned and painted. New patio furniture has also been purchased. Supervisor Ortiz shared that there may be a possibility of replacing old windows through grant opportunities. Coordinator Zambrano also added that new programming and classes will be implemented once the Senior Center reopens. There was brief discussion amongst the Committee members and staff expressing their appreciation for Senior Center staff.

**5. Agenda Building and Meeting Schedule**

Introductions are to be removed from the agenda. An update on grant opportunities for building maintenance is to be added to the agenda.

**6. Committee Comments**

None.

**ADJOURNMENT**

There being no further business, Committee member White **MOTIONED** to adjourn on Wednesday, January 8, 2020 at 4:47 p.m. Committee member Broadfoot **SECONDED** this motion. Motion carried. Meeting adjourned to Wednesday, July 14, 2020 at 4:00 p.m.