



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

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.

AGENDA
Regular Meeting of
The Placentia Community Foundation
April 26, 2021 – 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. 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 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.

The Placentia Community Foundation welcomes you to this meeting. We encourage your participation. This agenda contains a brief general description of each item to be considered.

The Placentia Community Foundation encourages free expression of all points of view. Any person who wishes to speak regarding an item on the agenda will address the Board at the time the item is being considered. Upon recognition by the Chair, state your name and address for the record prior to providing your comments. Speakers will be limited to a time period set by the presiding officer. If you wish to speak on an item that is not on the agenda, please do so during the period listed for Public Comment. All supporting information is available for public review in the Foundation offices.

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/96290832682?pwd=SHd6SnhmTGtJM2R2aGg2bExhd1I1Zz09>

Meeting ID: 962 9083 2682

Passcode: 677542

One tap mobile

+16699009128,,96290832682#,,,,*677542# US (San Jose)

+12532158782,,96290832682#,,,,*677542# 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)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 962 9083 2682

Passcode: 677542

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

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AGENDA
Regular Meeting of
The Placentia Community Foundation
April 26, 2021 – 5:00 P.M.

ORDER OF BUSINESS

1. Meeting Called to Order

2. Pledge of Allegiance

3. Roll Call: Vivian M. Perez
Kevin A. Larson

Kathi Baldwin
Sheila Jordan

Tricia Montelongo

4. Review and Approval of Minutes for March 22, 2021.
5. Public Comment.
 - Letty Gali, CEO of LOT318
6. Treasurer's report. Board member Larson to provide the Foundation with a brief treasurer's report.
7. Review and approval of any deposits and approval of any payments.
8. Social Media Update.
9. Student Board Member and Mentorship.
10. Fundraising Opportunities.
 - Honor Bricks.
 - Placentia Business/donor research.
11. Staff/Department comments and updates.
12. Board member comments and requests.
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 May 24, 2021.

Certification of Posting

I, Veronica Ortiz, Executive Secretary of the Placentia Community Foundation, hereby certify that the Agenda for the April 26, 2021 regular meeting of the Placentia Community Foundation was posted on Thursday, April 22, 2021.



Veronica Ortiz, Community Services Supervisor/Executive Secretary



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MINUTES
Foundation Regular Meeting
March 22, 2021

1. **Meeting Called to Order 5:10 p.m.**
2. **Pledge of Allegiance.**
3. **Roll Call:**
 - Present: Vivian Perez, Kevin A. Larson, Sheila Jordan, Tricia Montelongo.
 - City Staff: Karen Crocker, Director of Community Services, Veronica Ortiz, Community Services Supervisor, Daniela Escobedo, Community Services Office Assistant.
 - Guests: None.
 - Absent: Kathi Baldwin.
4. **Review and Approval of Minutes for February 22, 2021.**

The review and approval of minutes for February 22nd were **MOTIONED** for approval by Board member Jordan. The motion was **SECONDED** by Board member Perez. Motion carried.
5. **Public Comment.**

Public Comment will be discussed under Staff Comments.
6. **Treasurer's Report.**

Board member Larson provided a review of the Treasurer's Report. There were four disbursements for the month of February. The first was a reimbursement of \$187.00 to Vivian Perez for the Placita Santa Fe Merchants Dia De Los Muertos event supplies and decorations. Secondly, a disbursement for \$1,224.00 was issued for the Foundation's insurance. Next, a disbursement of \$160,000.00 was issued to the North Orange County Task Force grant for the Placentia Police Explorers over a two year period. Lastly, a disbursement of \$2,071.48 was issued for the Teen Center for staff costs associated to the North Orange County Task Force Grant. There are two outstanding checks, both from the Foundation's Emergency COVID-19 grants for Neighborhood Services and the Placentia Senior Center. Community Services Supervisor Ortiz reported that since the allocated funds had already been spent, the checks, once deposited, would act as reimbursements to the City.
7. **Review and Approval of Deposits.**

Board member Perez inquired if the \$600.00 "Dollars for Do-ers" check from Southern California Edison had been received by staff. Supervisor Ortiz reported that she had received the check, and will be depositing it soon. Board member Larson requested from the Board approval to accept the \$600.00 check for the purpose of reimbursement for time and use of personal devices for social media management by Sheila Jordan. The remaining Board members voiced their approval. Board member Larson formally **MOTIONED** to authorize

disbursement of the check and to release the funds to Sheila Jordan. Board member Perez **SECONDED** this motion. Motion carried.

8. Social Media Update.

Board member Jordan opened discussion regarding the Foundation's Facebook page. Board member Jordan shared that she feels that the new page should be created using an email that will always have access to the page, to avoid confusion over login information in the future. After the new page is created, the role of administrator will be assigned to Board member Jordan.

9. Student Board Member and Mentorship.

Board member Montelongo shared brief details of her conversation with the Associate Dean of Student Affairs for the Placentia-Yorba Linda Unified School District. There was an agreement that once the program details, such as duration of the program, student responsibilities, and program objectives, were finalized, Board member Montelongo would share the information with the school district, who would then send the information to all the high schools in the district. A new volunteer application would be created with input from the remaining Board members. Board member Jordan suggested planning a follow-up meeting to create a draft application. Board member Montelongo, Board member Jordan and Board member Perez will share updates on the project with the remaining Board members at the next regular meeting.

10. Fundraising Opportunities.

Board member Larson opened discussion regarding an honor bricks fundraiser. Board member Larson shared that an old presentation with fundraiser details and costs may be useful in determining new costs for purchasing and installing the bricks. Board member Larson also shared that he was recently in contact with Eric Lowy, Contract Production Coordinator, and discussed if he would be able to add a donation page to the Foundation's website. Board member Perez added that it may be beneficial to receive input from the Parks, Arts and Recreation Commission on this project.

Board member Larson then opened discussion concerning research on local Placentia businesses and potential sponsorship donors. Board member Larson suggested a letter-writing campaign as an opportunity to introduce the Foundation to local businesses. Board member Jordan suggested each Board member research and select up to 10 businesses to divide the responsibility of research. Board members Perez and Larson voice their support for this idea. Supervisor Ortiz shared they she may be able to obtain a list of businesses and their contact information from the City's Finance department. The topic of fundraising will be revisited at the next regular meeting.

11. Staff/Department comments and updates.

Supervisor Ortiz provided an update regarding deferred park maintenance projects. With more available funding from sources including grants, Capital Improvement Project funding, Measure U, and Development Impact Fees, staff are now able to address issues regarding deferred park maintenance more efficiently. Improvements include addressing safety hazards at the parks and replacing outdated equipment and amenities.

Supervisor Ortiz shared that staff had recently been approached by community member Michael Greenleaf and a colleague of his from Spohn Ranch Skate Parks with a proposal of building a small skate park at Kraemer Park near the Teen Center. A preliminary meeting was held with Mr. Greenleaf to discuss details of the project, although nothing has yet been finalized. Mr. Greenleaf expressed his desire to approach the Foundation with information about what he envisions for the project, then involve the Foundation as a potential fundraising partner. Supervisor Ortiz asked the Board members if they are willing to partner with Mr. Greenleaf and act as a fiduciary agent for the project. Director of Community Services Crocker clarified that Mr. Greenleaf is not asking the Foundation to conduct the fundraising, rather the Foundation would act as a pass-through agent and banker for the project. The project would be entirely citizen-driven. Board member Jordan, Board member Perez and Board member Larson voiced their support for the project. Director Crocker shared that staff are currently working with an ad hoc committee to create a presentation and detailed information package to present to the City Council for approval. Preliminary estimates guess that the project will assume \$500,000.00 in construction costs.

Supervisor Ortiz reported that in a letter to staff, CEO and Founder of LOT318 Letti Gali shared that LOT318 will be hosting a Memorial Day Health Fair. The Health Fair will have food, games, and a variety of free to low-cost health services. St. Jude will be offering physical exams, blood pressure and glucose screenings, optometry and dentistry services, and a pet health clinic. Although LOT318 is planning to fund a majority of the project, the organization is still seeking donations and additional sources of funding, namely from local organizations, such as the Placentia Community Foundation. Board member Jordan noted that she would prefer to see an itemized list of what items and services a potential donation would be funding. Director Crocker shared that Gali may attend the next regular meeting in April to formally address the Board regarding donations.

Board member Perez inquired if there were are updates regarding the Heritage Festival. Director Crocker shared that staff had previously contacted the Orange County Health Department regarding food sale permits, of which they still have not been issuing. Staff will soon be meeting with the Heritage Committee, and will bring the discussion back to the Foundation, as well as the Parks, Arts and Recreation Commission.

12. Board member comments and requests.

Board member Jordan provided a brief update on Love Placentia. Love Placentia will be held as a highly-modified event on April 24. The event will include some drive-through projects.

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 meeting on April 26, 2021.