



# Parks Arts and Recreation Commission Meeting Agenda

September 13, 2022 5:00 p.m.  
Virtual/Regular Meeting, City Hall

## SPECIAL PROCEDURES NOTICE

**Chair**  
**Tricia Montelongo**

**Vice Chair**  
**Vacant**

**Russell Narahara**  
**Commissioner**

**Brett Hunt**  
**Commissioner**

**Lilia Queen**  
**Commissioner**

On March 4, 2020, pursuant to California Government Code Section 8625, Governor Newsom declared a State of Emergency as a result of the threat of the COVID-19 virus.

On September 17, 2021, Governor Newsom signed AB 361, which went into immediate effect as urgency legislation. AB 361 added subsection (e) to Section 54953 to authorize legislative bodies to conduct remote meetings provided the legislative body makes specified findings. As of September 19, 2021 the COVID-19 pandemic had killed more than 67,612 Californians. Social distancing measures decrease the chance of the spread of COVID-19.

Given the health risks associated with COVID-19, please be advised that while the City Council Chambers are open to the public, some or all of the Placentia City Council Members may attend this meeting via teleconference. Those locations are not listed on the agenda and are not accessible to the public.

### 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://us06web.zoom.us/j/87510009706?pwd=OXBISet5NEpkZTZPU2tMUW5Nc0VXZz09>

Meeting ID: 875 1000 9706

Passcode: 897531

One tap mobile

+16694449171,,87510009706#,,,,\*897531# US

+17193594580,,87510009706#,,,,\*897531# US

Dial by your location

+1 669 444 9171 US

+1 719 359 4580 US

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 386 347 5053 US

+1 564 217 2000 US

+1 646 558 8656 US (New York)

+1 646 931 3860 US

Meeting ID: 875 1000 9706

Passcode: 897531

Find your local number: <https://us06web.zoom.us/j/kcK4q2rjNt>

**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)**

**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.

**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.

# Parks Arts and Recreation Commission

September 13, 2022

## REGULAR MEETING

5:00 p.m.

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### 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.

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### PARKS ARTS AND RECREATION COMMISSION AGENDA

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1. **Approval of Minutes** – July 12, 2022.
  - Recommended action: Approve
2. **Oath of Office** – Newly appointed Commissioner to complete Oath of Office
3. **Monthly Report** – Staff to provide updates of programs, services, and projects offered by the Community Services Department.
  - Blue Ribbon Committee
  - Navigation Center
  - Jaycee Parkette project update
  - Upcoming events
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, October 11, 2022, at 5:00 p.m.

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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 September 13, 2022 Regular Meeting of the Parks Arts and Recreation Commission was posted on Thursday, September 8, 2022.



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Veronica Ortiz  
Community Services Supervisor

MINUTES  
PLACENTIA PARKS, ARTS, AND RECREATION  
COMMISSION REGULAR MEETING  
July 12, 2022

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Meeting called to order at 5:22 p.m.

**ROLL CALL**

Present: Tricia Montelongo, Russell Narahara. Brett Hunt

Absent: Maverick Shuck, Lilia Queen

Staff Present: Community Services Supervisor, Veronica Ortiz  
Interim Community Services Coordinator, Daniela Escobedo

Guest: None

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

**ORAL COMMUNICATIONS** -

None

**COMMISSIONER COMMENTS AND REPORTS** -

Commissioner Hunt shared with the Commission his concern that he has seen various large tree branches that have fallen throughout Tuffree park. Community Services Director Crocker stated she will notify Public Works so they can reach out to the arborist to trim the branches. Director Crocker also advised utilizing the iPlacentia app, which allows users to make a real time Public Works ticket as well as sending a notice of completion to the user.

**1. APPROVAL OF MINUTES**

Commissioners reviewed the June 14, 2022, minutes. The minutes were **FIRST MOTIONED** for approval by Chair Montelongo. Commissioner Narahara **SECONDED** the motion. Motion carried.

**2. MONTHLY REPORT** -

**a. CIP Projects Update – Blue Ribbon Committee**

Director Crocker, informed the Commission that the Sub-Committee has completed interviews for design consultants to assist on the proposed Community/Senior Center. This item will be brought forth to the City Council on the September 6<sup>th</sup> during their meeting. If the consultant (Group 4) is approved, then they will join in on the Blue Ribbon Committee meeting that will be held on September 7<sup>th</sup>.

Director Crocker stated she would like to inform and invite the public to participate in the Blue-Ribbon meeting and will plan to send out an open invitation leading up to the meeting.

**b. Blue Ribbon Committee – Navigation Center**

Director Crocker informed the Committee that the Navigation Center is currently in a “lockdown” as many of the residents have been experiencing Covid. The Covid regulations state they may leave the premise to work, medical appointment, and school, as well as being tested on a regular basis.

**c. Navigation Center – Jaycee Parkette project update**

Director Crocker notified the Commission that the City Council has approved the contract with the State of California, accepting the grant money for renovations of the park. The next step will be to prepare a contract with the City’s design and architect consultant. Director Crocker suggests using RJM to design Jaycee Parkette and expects to begin in the Fall of this year.

**d. Summer Programming –Sports Field renovations update**

Community Services Supervisor Ortiz stated that there have been sports field renovations done at Champions Sports Complex. There are also discussions about hiring a regular contractor to provide regular maintenance services of the sports fields.

Community Services Director Crocker, stated the city has reached out to Brad Smith of the Pony baseball group to build a closer relationship in order to help maintain the fields. She has also shared that they have been told by the Water Department to cut back on water costs and will compensate by lowering the watering rate at other parks. Director Crocker also shared that the city will be partnering with a company called Diamonds to handle most infield maintenance.

**3. Review of the previous Cultural Arts Commission Programs and Events**

Supervisor Ortiz confirmed the Concerts in the Park dates. Those being July 21<sup>st</sup>, July 28<sup>th</sup>, August 4<sup>th</sup>, August 11<sup>th</sup>, and August 18<sup>th</sup>. She also added that the Cultural Arts Commission had previously worked with the city in assisting during the Concert series, as they would help procure gift cards, hand out raffle tickets, and select winners. The funds generated from this would be used for the Cultural Arts Programs for Every Student (C.A.P.E.S) scholarships.

Supervisor Ortiz shared that the city has reached out to the Mrs. Placentia and Yorba Linda group who had previously helped in selling raffle ticket to help during this concert series once again. Chair Montelongo asked the group how they would

go about accepting card and digital payment, as having the raffles tickets be cash only will limit the pool of potential buyers.

**4. STAFF COMMENTS**

Director Crocker informed the Commission to bring a list of the CIP projects that have been approved by the City Council to update the current list as well as update the status of each project.

**ADJOURNMENT**

There being no further business, Commissioner Montelongo **MOTIONED** to adjourn to the next regular meeting, Tuesday, September 13<sup>th</sup>, 2022, at 5:00 p.m. The regular meeting will be held in-person with an option to attend virtually. The motion was **SECOND** by Commissioner Narahara. Motion carried. Meeting adjourned on July 12, 2022, at 6:10 p.m.



Veronica Ortiz  
Community Services Supervisor