



Parks Arts and Recreation Commission Meeting Agenda

March 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

March 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

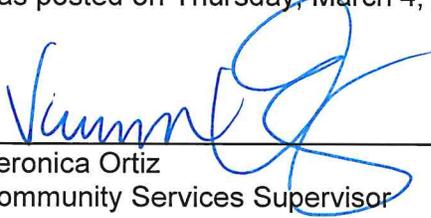
1. **Nominations** – Commissioners to nominate and elect Vice Chair.
2. **Approval of Minutes** – February 9, 2021.
3. **Monthly Report** – Staff to provide updates of programs, services, and projects offered by the Community Services Department.
 - County POD sites and Covid-19 vaccination assistance
 - Sports Advisory Committee
 - FY 21-22 Budget Preparation
4. **Park Maintenance/Repairs** – Staff to provide updates on grant funding.
5. **Navigation Center** - Staff to provide an update on the Navigation Center.
6. **Staff Comments**
7. **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, April 13, 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 March 9, 2021 Regular Meeting of the Parks Arts and Recreation Commission was posted on Thursday, March 4, 2021.



Veronica Ortiz
Community Services Supervisor

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

Meeting called to order at 5:04 p.m.

ROLL CALL

Present: Trisha Montelongo, Brett Hunt, Johnny McBride, Lilia Queen.

Absent: Russel Narahara.

Staff Present: Karen Crocker, Director of Community Services, 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 – None.

1. OATH OF OFFICE

Brett Hunt and Lilia Queen recited the Oath of Office and became official Commissioners for the Parks, Arts and Recreation Commission.

2. NOMINATIONS

Nominations for Vice Chair of the Commission were tabled to the next regular meeting.

3. APPROVAL OF MINUTES

Commissioners reviewed the November 10, 2020 meeting minutes. The minutes were **MOTIONED** for approval by Commissioner McBride. Commissioner Montelongo **SECONDED** the motion. Motion carried.

4. MONTHLY REPORT

a. Mid-Year Budget

Community Services Supervisor Ortiz provided an in-depth overview of the Community Services Department's mid-year budget. The department's budget is used for allocating funds, tracking spending, and determining where more funding is needed. Staff will be requesting additional funding for facility, parks, field maintenance, and park irrigation. This is the only significant change to the Department's budget. These items are new to the Department's budget, as they were previously part of the Public Works Department's budget. As of October 1, 2020, the Community Services

Department became responsible for maintenance and repairs of City facilities and parks. Moving forward, the Department will now be more involved in park and facility maintenance and working directly with contractors. Community Services Coordinator Brand will be the key staff member overseeing maintenance contracts.

b. County POD Sites and COVID-19 Vaccination Assistance

Supervisor Ortiz shared that the County of Orange has called upon cities to assist in vaccination efforts by providing staff to assist with patient check-in, parking, traffic control and other logistics of the POD sites. 8 Placentia part-time staff members have been assisting since early February. Staff work 10 hour shifts at the Disneyland POD site. Director Crocker also shared that the County has approached cities with the possibility of providing mobile COVID-19 testing sites. Although the plans are currently on hold, Placentia staff have created a tentative interest list for Placentia residents.

c. Citywide Fee Schedule Update

Supervisor Ortiz shared that the last update to the fee schedule was about 3 years ago. These fees include facility and picnic area rentals, gym rentals, and instructor-led classes. The 6.5% increase on these fees went into effect on January 26, 2021. Another 1% increase is scheduled for July 1, 2021. Sports field fees, including field rentals and lighting, will not increase. Facility and picnic area fees will remain categorized by Placentia resident status, non-profits, and commercial businesses.

d. Sports Advisory Committee

Supervisor Ortiz shared that the Sports Advisory Committee is a sub-committee of the Parks, Arts and Recreation Commission, and has been on-hold due to COVID-19 closures. Coordinator Brand gave a brief overview of the sub-committee's objectives. The Sports Advisory Committee is responsible for dealing with the grievances of sports user groups if they are not addressed by City staff. Moreover, the Committee is able to correct issues regarding field allocations, penalties and reparations, amongst other issues, in emergency meetings if necessary. Director Crocker further explained that the Committee is comprised of representatives from field user groups, as well as representation by 3 individuals from the greater PARC Commission. Commissioner Montelongo and Commissioner Hunt volunteered to serve on the Sports Advisory Committee. Coordinator Brand stated his goals for the Committee, which include reviewing the Department's budget at the mid-year and annual mark, and review the field allocation policy.

e. Blue Ribbon Youth Art Contest

Commissioner Montelongo shared that she received word of the program from Placentia Community Foundation Board member Perez. Supervisor Ortiz briefly explained that the Blue Ribbon Youth Art Contest is an art contest through the Orange County Child Abuse Prevention Council Blue Ribbon Committee. The art contest is open to local Orange County schools and youth groups. Supervisor Ortiz stated that she could submit the contest information to the City Administrator's Weekly newsletter.

5. PARK MAINTENANCE/REPAIRS

Supervisor Ortiz shared that Community Services staff, along with members of the City Council and City Administrator Arrula, recently surveyed all parks in the City and took note of restrooms, irrigation, facility and field maintenance, landscaping, benches, water fountains, and lighting. These notes are being condensed into a list organized by priority. Supervisor Ortiz reminded the Commission that maintenance of park, park amenities and facilities had previously been deferred due to budget restrictions. There was brief discussion regarding the lack of lighting at Koch Park. Commissioner Queen inquired about the status of maintenance funding for Jaycee Parkette through Prop 68. Supervisor Ortiz reminded the Commission that Jaycee Parkette had not been chosen for Prop 68 funding; La Placita Parkette was the only application chosen to receive funding. Director Crocker added that staff are looking at additional funding sources to tackle the priority list. Director Crocker also gave a brief review of the repairs at the Senior Center, which includes window replacement, interior painting and floor refurbishing.

6. NAVIGATION CENTER

Supervisor Ortiz reminded the Commission that the Placentia Navigation Center opened on March 31, 2020. Director Crocker shared important updates. Director Crocker will be sending the PARC Commission monthly reports including updates on Navigation Center client demographics, age, gender, reasons for their stay and disabilities, amongst other details. The report will also include updates regarding services being provided and how those services are being utilized. The Navigation Center aims to be a transitional center, with a major goal in helping clients find permanent housing and employment. Commissioner Queen inquired about mental health services being provided at the Navigation Center, and if the Police Department is involved in mental health calls. Director Crocker shared that the Navigation Center hosts physicians and therapists to address mental health concerns of clients. She also gave a brief overview of Orange County Be Well. OC Be Well in a new mental health facility run by the County of Orange open to the general public, and available through referral. Director Crocker explained that the program reduces dependency on law enforcement agencies to address those experiencing mental health crises.

7. STAFF COMMENTS

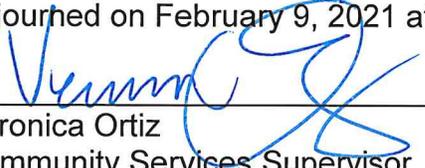
Supervisor Ortiz gave a brief overview of Community Services virtual programming. New videos will be posted to the Department's YouTube channel soon. Virtual classes include yoga, basketball, total body workouts, cooking and dance. Classes are taught by part-time Community Services staff, and are filmed and edited by the Media Production Team. Other Department programming has included virtual 5K runs, drive-in movies, and drive-through Halloween and Holiday events.

8. AGENDA BUILDING AND MEETING SCHEDULE

The next regular meeting is scheduled for Tuesday, March 9, 2021. Updates for Mid-Year Budget, citywide fee schedule, and Blue Ribbon Youth Art contest, as well as the Oath of Office are to be removed from 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 Queen and **CARRIED** by a **4-1-0 VOICE VOTE**. Meeting adjourned on February 9, 2021 at 6:34 p.m.



Veronica Ortiz
Community Services Supervisor