



PLACENTIA CITIZENS ACADEMY

The Placentia Citizens Academy is an eight-session hands-on program that affords residents an opportunity to interact with City management staff and learn about City operations and the challenges facing municipal government today. The Academy is open to Placentia residents and business owners 18 years of age and older. Sessions are held weekly at various city facilities. There is no admission cost or registration fee. Participants must attend at least six of the seven sessions to graduate. Graduates of the Citizens Academy will gain a greater knowledge of government affairs and the function of City departments. In addition, graduates of the Academy will receive a certificate of completion and be honored at a City Council meeting.

The Academy will Address:

- How and why particular projects and programs are undertaken;
- The manner in which services are provided;
- The role of elected and appointed officials;
- The balance of budgetary constraints and available funds in providing services; and
- Responsibilities of city and county government as mandated by state law.

Goals of the Academy

The Citizens Academy is to provide City residents an opportunity to learn firsthand how the City of Placentia is managed and operated. The goals of the Academy are:

- To provide participants with the opportunity to learn about the operation of the City, including the City Council, administration, public works, engineering and capital improvement program, finance, parks and recreation, city planning, building and safety, economic development, police, and fire; and
- To allow participants to become familiar with the work performed on their behalf by City employees and officials through visits to facilities, presentations, reading materials, and hands-on learning experiences; and
- To encourage increased participation in local government processes.

Course Outline and Schedule

Taught by City staff, the Citizens Academy will provide an interactive learning experience in which the instructors and residents can learn from each other through case studies, site tours, and class discussions.

Participants will learn about the challenges that the City is facing and investigate how creative management and budgetary solutions have been used to address these challenges. Sessions are divided into topical areas. The sequence and topics of sessions are subject to change due to speaker and/or location availability.

Sessions are weekly on Wednesdays from 5:30 – 7:30 pm beginning March 8, 2023.

Session 1 – Policy and Leadership

Location: City Council Chambers

Date: March 8, 2023

Program Overview, Meet the Mayor, Government Overview, Roles of City Administrator, City Attorney, City Treasurer, and City Clerk

Session 2 – Public Works Department

Location: Corporation Yard

Date: March 15, 2023

Engineering, Maintenance, Capital Improvement Program, Streets, and Transportation

Session 3 – Development Services Department

Location: City Hall Front Community Room

Date: March 22, 2023

Planning, Building and Safety, Economic Development, and Code Enforcement

Session 4 – Community Services Department

Location: Placentia Senior Center

Date: March 29, 2022

Placentia Parks Initiative, City programs and classes, City events, and Neighborhood Services

Session 5 – Dispatch and Emergency Management

Location: City Council Chambers

Date: April 5, 2023

Overview of Dispatch operations, Overview of the City's Emergency Management Program, CERT Training, and Lynch EMS

Session 6 – Fire and Life Safety Department

Location: Fire Station #2

Date: April 12, 2023

Tour the Station, Overview of Operations, Community Risk Reduction, Emergency Response, and Community Outreach

Session 7 – Finance and Human Resources

Location: City Hall Front Community Room

Date: April 19, 2023

Budget, Accounts Payable, Purchasing, Business Licenses, Recruiting, Employee Relations, and Health and Wellness

Session 8 – Police Department

Location: City Hall Front Community Room

Date: April 26, 2023

Police Department Overview, Tour of Police Station, PD Citizens Academy, Community Outreach, and Gang Prevention

Graduation Ceremony at City Council Meeting

Location: City Council Chambers

Date: May 2, 2023 at 7:00 pm

Course Instructors

Management staff representing the City's scope of responsibility will instruct Academy sessions. City Council members may also assist. Participants will have an opportunity to learn from and interact with the City Administrator, Deputy City Administrators, and various department heads, including the Police Chief, Fire Chief, Community Services Director, Finance Director, Human Resources Director, and Development Services Director.

Selection Process

To ensure the quality of instruction and interaction with participants, the Academy class size is limited to 20 people. Applications will be reviewed with the intent of creating a diverse representation of the City's neighborhoods. Those not selected for the Academy will be considered for subsequent academies.

Upon Completion of the Academy

Participants who complete the Academy will attend a City Council Meeting, receive a certificate of completion, and be recognized by the City Council.

Additional Information? Applications are due by Thursday, March 2, 2023, at 5:00 pm. For more information on the Citizens Academy, please contact Nicolette Vialpando via email at nvialpando@placentia.org or call (714) 993-8107.



CITIZENS ACADEMY APPLICATION

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(Please print or type)

FULL NAME: _____ DATE OF BIRTH: ___/___/___

ADDRESS: _____

HOME PHONE: (_____) _____ CELL PHONE: (_____) _____

E-MAIL ADDRESS: _____

Please tell us about yourself, i.e. interests, accomplishments, community involvement, etc.

Are any of your relatives employed by the City of Placentia No Yes
If "yes", please provide their name and your relationship:

Have you ever been convicted of any crime or violated any law, ordinance, or statute other than a parking violation? No Yes
If "yes", please explain:

Are you a member of any City boards or commissions? No Yes
If "yes", which board/commissions(s)?

Please list any civic, professional, business, religious, social, or other organizations in which you are a member. If new to Placentia, you may include activities in your prior location.

Organization

Years as Member

Position Held



CITIZENS ACADEMY APPLICATION

Briefly discuss what you hope to learn as a participant in the Citizens Academy Program and how you anticipate using the information.

How did you learn about the Citizens Academy?

City Website Social Media City Administrator's Report Other _____

Are you planning to attend all sessions? No Yes

If "no", please explain:

Submit via mail to:

City of Placentia
Attn: Nicolette Vialpando
401 E. Chapman Avenue
Placentia, CA 92870

Or via email at:

nvialpando@placentia.org

In consideration of your accepting this registration, I/We hereby agree to indemnify and hold harmless the City of Placentia and any of its officers, agents, or employees from any liability claim or action for damages resulting from or in any way arising out of the participation in this program by the person(s) registered. Additionally, the above registered participants give permission to the City of Placentia to be photographed and to use such photographs or video footage in the promotion of City sponsored activities.

Signature

Date