



Agenda Item No: 3.b

PLACENTIA CITY COUNCIL AGENDA REPORT

Meeting Date: July 15, 2025

Submitted by: Lydie Gutfeld

From: Community Services

Subject:

Event Fee Waiver Request Pertaining to the operation of the Placentia Community Chorus and their rehearsals at the Backs Community Center for Fiscal Year 25-26.

Financial Impact:

Fiscal Impact:

Facility Use Fees: \$ 6,233

Damage Deposit: \$ 180

Staff Cost revenue: \$ (1,600)

Total Fiscal Impact: \$ 6,413

Though this shows as a fiscal impact of \$6,413.00, the recommended reservation dates and times are not high use and not likely to be requested for rental by the public. The expenditure for Staff is fully reimbursed.

Summary:

The Placentia Community Chorus has been operating rehearsals out of the Backs Community Center since being awarded a scholarship over twenty years ago. During budget review, Staff identified that the group was using the Backs Community Center without an MOU or facility rental agreement. In addition, it was identified that the group was not paying rental or Staff fees to use the building. A new facility rental permit has been created with true costs. The Placentia Community Chorus has requested a waiver of facility use fees and damage deposit fees totaling \$8,013.00. They have agreed to pay the staff cost of \$1,600.00. Total waiver of cost would be \$6,413.00.

Recommendation:

Recommended Action: It is recommended that the City Council take the following actions:

1. Approve a facility rental/use agreement with the Placentia Community Chorus to host their rehearsals at the Backs Community Center located within Kraemer Memorial Park; and
2. Approve Staff recommendation to waive facility use/rental, damage deposit, and fees for the use of Backs Community Center and not Staff costs or the associated with the operation of the rental; and
3. Authorize the City Administrator and/or her designee to execute all necessary documents, in a form approved by the City Attorney.

Strategic Plan Statement:

This item is consistent with the City Council approved 5-Year Strategic Plan Goal 4: To increase community engagement by partnering with outside organizations and allowing them to have events at our community centers, which will enhance community participation.

Discussion:

The Placentia Community Chorus has requested continued use of the Backs Community Center for its 2025–2026 rehearsal season. This local, volunteer-led group has a longstanding presence in Placentia and contributes to the cultural vibrancy of the community by performing at community events and local assisted living facilities.

The Chorus has submitted its requested rehearsal dates and times for the upcoming season. Rehearsals are scheduled on Thursdays from 7:00 p.m. to 9:00 p.m., starting in September 2025 and concluding in May 2026, for a total of 32 rehearsals on the following dates:

September 2025: 18, 25
October 2025: 2, 9, 16, 23, 30
November 2025: 6, 13, 20
December 2025: 4, 11, 18
January 2026: 8, 15, 22, 29
February 2026: 5, 12, 19, 26
March 2026: 5, 12, 19, 26
April 2026: 2, 9, 16, 23, 30
May 2026: 7, 14

The total estimated cost for the facility rental and staffing is approximately \$8,013.00. Staff recommends that the City Council consider granting a one-time waiver of the facility rental and damage deposit fees (\$6,413.00) and instead require the Chorus to pay only for the Staff costs associated with opening and closing the facility, which total \$1,600.00.

The Placentia Community Chorus performs twice yearly at the Nixon Library and conducts multiple outreach concerts at local assisted living facilities each season (five in the fall and five in the spring). Their performances enhance the quality of life for Placentia's senior population and foster civic pride through their volunteerism. In addition, the Chorus has contributed to community engagement by participating in the City's Tree Lighting Ceremony and other civic events.

Supporting the Placentia Community Chorus aligns with the City's goals of fostering the arts, promoting community-based programming, and offering intergenerational enrichment opportunities. Specific benefits include:

- Enhancing community culture and visibility through free public performances.
- Providing outreach and engagement to older adults in assisted living communities.
- Supporting volunteerism and civic engagement.
- Encouraging arts education and appreciation for residents of all ages.

To ensure long-term sustainability, City Staff have encouraged the Chorus to apply for grant scholarships through the Community Foundation and to obtain nonprofit status to strengthen their eligibility for future funding opportunities. These steps will better position the Chorus to continue operations without reliance on City subsidies.

Staff also recommends that this proposed waiver be considered a one-time exception for FY 2025–2026. Any future support should be reviewed annually and aligned with the City's overall financial strategy and community grant funding process.

Fiscal Impact Summary:

There is no fiscal impact on this item as the Placentia Community Chorus has agreed to pay Staff fees of \$1,600.00. Though this shows as a fiscal impact of \$6,413.00, the recommended reservation dates and times are not high use and not likely to be requested for rental by the public. The expenditure for staff is fully reimbursed.

Attachments

[Placentia Comm Chorus Permit#R4260.pdf](#)
[request for waiver email from PCC.pdf](#)