



Agenda Item No: 1.f

PLACENTIA CITY COUNCIL AGENDA REPORT

Meeting Date: July 21, 2026

Submitted by: Andrew Gonzales

From: Development Services

Subject:

**ACCEPTANCE OF A HISTORICAL COMMITTEE MEMBER RESIGNATION AND
ACKNOWLEDGEMENT OF A HISTORICAL COMMITTEE VACANCY**

Financial Impact:

None.

Summary:

The City has received a letter of resignation from Historical Committee Member Cassie Queen and acknowledges a vacancy on the Historical Committee resulting from the passing of Committee Member Janice Henderson. This action accepts Ms. Queen's resignation, formally acknowledges the vacancy created by Ms. Henderson's passing, and extends the City's sincere appreciation and gratitude for the dedication and service both members provided to the Placentia community.

Recommended Action:

It is recommended that the City Council:

1. Accept the resignation of Cassie Queen from the Historical Committee; and
2. Acknowledge the vacancy on the Historical Committee resulting from the passing of Committee Member Janice Henderson; and
3. Direct staff to update the City's master Commission/Committee Vacancy List to reflect the two vacancies on the Historical Committee.

Strategic Plan Statement:

This item is consistent with the City Council's Strategic Goal of Organizational Excellence by maintaining a well-functioning advisory committee through the timely acknowledgement of committee vacancies and the continuation of the City's public recruitment and appointment process. Acceptance of the resignation and acknowledgement of the vacancy support transparent and effective governance while ensuring the Historical Committee remains positioned to fulfill its advisory responsibilities to the City Council.

Discussion:

The Historical Committee serves in an advisory capacity to the City Council on matters relating to the preservation, protection, and promotion of Placentia's historical resources. The Committee also identifies and recommends buildings, structures, sites, and districts for designation as local historic landmarks while fostering community awareness and appreciation

of the City's rich history.

The City has received a letter of resignation from Committee Member Cassie Queen (Attachment 1). Ms. Queen was appointed to the Historical Committee by the City Council on April 1, 2025. During her tenure, she brought enthusiasm, fresh perspectives, and a genuine passion for local history that positively contributed to Committee discussions and initiatives. Although her service was relatively brief, staff sincerely appreciates her contributions and wishes her continued success in her future academic endeavors.

The City also recognizes the passing of Committee Member Janice Henderson. Ms. Henderson was appointed to the Historical Committee by the City Council on June 18, 2002, and faithfully served the Committee for more than twenty-four years. During her tenure, she served for many years as Chair of the Historical Committee, providing exceptional leadership and guidance while advancing numerous historic preservation initiatives, educational programs, and community events. Her leadership was instrumental in advancing the Committee's educational lecture series, historical publications, preservation initiatives, and community outreach efforts that celebrated Placentia's rich history. Her knowledge, dedication, and unwavering commitment to preserving Placentia's heritage made a lasting impact on both the Historical Committee and the community she faithfully served. The City extends its heartfelt condolences to her family and expresses its deepest appreciation for her many years of distinguished service to the residents of Placentia.

Following acceptance of the resignation and acknowledgement of the vacancy, staff will update the City's Master Commission/Committee Vacancy List and initiate the City's standard recruitment process to fill the two vacancies on the Historical Committee.

Attachments

[1. Letter of Resignation - Cassie Queen.pdf](#)