



Heritage Festival Committee Agenda

March 11, 2015 – 7:00 p.m.

Regular Meeting

Heritage Festival Committee

Bruce Hunt Jr.
Chair

Vacant
Vice Chair

Carole Nixon
Treasurer

Jim Cucalon
2nd Vice Chair

Gerry Carnevali

Bruce Hunt

Tommie Kalman

Janice Lacher

Frank Perez

Procedures for Addressing the Heritage Festival Committee

Any person who wishes to speak regarding an item on the agenda or on a subject within the City's jurisdiction during the "Oral Communications" portion of the agenda should fill out a "Speaker Request Form" and give it to the recording secretary BEFORE that portion of the agenda is called.

The Heritage Festival Committee encourages free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of an entire group. To encourage all views, Heritage Festival Committee discourages clapping, booing or shouts of approval or disagreement from the audience.

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND OTHER ELECTRONIC EQUIPMENT WHILE COMMITTEE IS IN SESSION.

Special Accommodations

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (714) 993-8184. Notification 48 hours prior to the meeting will generally enable City staff to make reasonable arrangements to ensure accessibility.
(28 CFR 35.102.35.104 ADA Title II)

Copies of all agenda materials are available for public review in the Office of the City Clerk. Persons who have questions concerning any agenda item may call the Community Services Department, (714) 993-8184, to make inquiry concerning the nature of the item described on the agenda.

In compliance with Senate Bill 343, any writings or documents provided to a majority of the City Council regarding any item on this agenda that are not exempt from disclosure under the Public Records Act will be made available for public inspection at the City Clerk's Office at City Hall, 401 East Chapman Avenue, Placentia, during normal business hours.

City of Placentia
401 E Chapman Avenue
City of Placentia, CA 92870

Community Services Department
Phone: (714) 993-8184
Fax: (714) 961-0283
Website: www.placentia.org

REGULAR MEETING
7:00 p.m. – Placentia City Hall

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE

EXECUTIVE COMMITTEE

ROLL CALL: Chair / Bruce Hunt Jr.
Vice Chair / Vacant
2nd Vice Chair Jim Cucalon
Treasurer/Carole Nixon
Bruce Hunt
Tommie Kalman
Frank Perez
Gerry Carnevali
Janice Lacher

ORAL COMMUNICATIONS

At this time, the public is invited to address the Heritage Festival Committee concerning any agenda item, which is not a public hearing item or other items under the jurisdiction of the Heritage Festival Committee.

COMMITTEE COMMENTS AND REPORTS

The purpose of these reports is to provide information on projects that are discussed at sub-committee meetings. No decisions are to be made on these issues. If a Committee member would like formal action on any of the discussed items, it will be placed on a future Agenda.

HERITAGE FESTIVAL AGENDA

1. Minutes
 - a. Regular meeting – November 12, 2014
Recommended Action: Approve
2. Treasurer's Report – Carole Nixon to provide an updated treasurer's report.
3. Election of officers– Staff and Committee to nominate and elect officers.
4. Budget – Staff and Committee to discuss the 2015 event budget.
5. Event theme – Staff and Committee to discuss possible themes for the 2015 Heritage Festival & Parade.
6. Event applications- Staff and Committee to review drafts of event vendor applications for the 2015 Festival.

7. Sub-Committee Report – Sub-Committee chairpersons to review areas of responsibilities for discussion.
8. Staff Comments – Staff to review areas of responsibilities.
9. Agenda Building – Staff and committee to review agenda items for the next meeting.

ADJOURNMENT

The Heritage Festival Committee Adjourn to a Regular Meeting on Wednesday, April 8, 2015 at 7:00 p.m. in the front conference room located at City Hall, 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Veronica Ortiz, Community Services Coordinator/Heritage Festival Staff Liaison, hereby certify that the Agenda for the March 11, 2015 meeting of the Heritage Festival Committee was posted on March 5, 2015.

Veronica Ortiz

Community Services Coordinator/Heritage Festival Committee Staff Liaison

Heritage Festival Committee
MINUTES of November 12, 2014

Meeting called to order at 7:08pm.

PLEDGE OF ALLEGIANCE

EXECUTIVE HERITAGE COMMITTEE: Bruce Hunt Jr., Carole Nixon, Bruce Hunt, Janice Lacher, Frank Perez, Tommie Kalman, Gerry Carnevali and Anne Russell.

ABSENT: Jim Cucalon

CITY STAFF: Aileen Salazar, Community Services Parks and Recreation Coordinator, Felipe Zambrano, Community Services Coordinator, Jonathan Nicks Director of Community Services

GUESTS: Peggie Yamaguchi, Placentia Women's Round Table, Patrick Melia, Placentia City Clerk.

ORAL COMMUNICATIONS: Patrick Melia, Placentia City Clerk, came to the committee to address them about the festival. He stated that he had heard during the festival that it was going this would be its final year. Mr. Melia stated that he did not want the festival to end and that it festivals like this one help bring the community together.

1. APPROVAL OF MINUTES: Committee member Russell motioned to approve the minutes of the October 8, 2014 meeting. Committee member Lacher seconded. The minutes were approved.

2. TREASURERS REPORT: Committee member Nixon gave a brief treasure's report. The balance in the Heritage Festival account as of November 6 was -\$924.19. There was total income of \$23,945.08 and expenditures of \$22,832.03. Money from Tlaquepaque, the Beer Garden and the Casino Night Fundraiser has not yet been submitted. There are other donations that are still being received. Committee member Nixon stated that there are some errors on the treasurer's report and she is working with staff member Ortiz on fixing them. Bruce Hunt also found an error in car show portion of the treasurer's report; he stated that the total should be \$1185 for total fees collected the day of the event and not \$1381. It was suggested by Committee member Lacher that someone be designated before the event to pick up all the money during the day of the festival.

3. ELECTION OF OFFICERS: Committee Chair Person Bruce Hunt Jr. motioned to postpone the elections for new officers until there was clarification if the Heritage Festival will continue next year. Committee member Russell seconded the motion. Staff member Nicks stated that he would make sure the Heritage Festival would be placed on a future City Council agenda for direction on the event.

4. EVENT THEME AND DATE: Committee Chair Person Hunt Jr. motioned to have the committee recommend to the City Council to provide direction for the 2015 Heritage Festival. Committee member Lacher seconded the motion.

5. SUB-COMMITTEE REPORTS:

Band Review: Committee member Nixon stated that the band review went well; also that staff member Matt Brand did a very good job with the sound. All the band directors enjoyed this year's event.

Food: The food vendors did really well. It seemed that they extremely busy and sold non-stop for two hours and everyone almost sold out. A comment was made that all food vendors need to have all their Health Department paperwork turned in on time so that it can be reviewed early on.

Entertainment/Advertising: Everyone enjoyed the entertainment. Circus Joy stayed in the park and entertained the kids. Chris Buck also stayed for a long time, longer than any other Grand Marshal in the park. All the advertising was well done.

Crafters/Home Based/Business Expo: Crafters were good. There were a lot of crafters, home based and business vendors and it did take them a little while to exit the park. There was a lot of returning home based vendors as well. A solar home based vendor did enter the craft area but she was asked to go back to her area.

Games: It was not the best year for games but there were vendors interested in turning in applications for the Games area next year. One vendor mentioned that he broke even at the end of the day but Placentia was the nicest town in Orange County. It made for an easier close to the day having the Games vendor count the tickets collected.

Non-Profit: There were no negative comments from any of the non-profits and many of them provided games for the kids as well.

Car Show: Everything went well with few problems. This year there were 234 cars that registered; there was a very good selection of cars. The sound people were better this year but there were still some issues with sound. Barricades need to be put up near the Beer Garden so that cars can stay where they are supposed to. On the registration that is sent out to all car show participants, it needs to clearly say which entrance they are to use so no cars come through the wrong direction. A suggestion was made that there needs to be staff directing traffic between the car show area and food area so that there is no confusion on which way to exit. Committee member Perez requested that City staff make sure that the EZ-ups that are being delivered are nice looking and not broken. Staff member Nicks stated that next year there could be something written in the vendor contracts stating that quality of the items being delivered is high.

Parade: The parade went great, very smooth. A comment was made that the street closures were still a bit off and need to be done on time next year.

Volunteers: Some of the volunteers started to clean up before the band was done performing.

6. STAFF COMMENTS: There were no issues the day of the event.

7. AGENDA BUILDING: Keep the same.

ADJOURNMENT: A motion to adjourn was made by Committee member Hunt and seconded by Committee member Nixon. The meeting adjourned at 8:49pm. The next regular meeting will be held on Wednesday, January 14, 2015 at 7:00pm.