



Heritage Festival Committee Agenda

September 23, 2015 – 7:00 p.m.

Adjourned Regular Meeting

Heritage Festival Committee

Bruce Hunt Jr.
Chair

Janice Lacher
Vice Chair

Carole Nixon
Treasurer

Bruce Hunt

Frank Perez

Vacant

Vacant

Vacant

Vacant

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.

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

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.

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 / Janice Lacher
Treasurer/Carole Nixon
Bruce Hunt
Frank Perez
Vacant
Vacant
Vacant
Vacant

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 – September 9, 2015
Recommended Action: Approve
2. Treasurer's Report – Carole Nixon to provide an updated treasurer's report.
3. Sub-Committee Report – Sub-Committee chairpersons to review areas of responsibilities for discussion.
4. Staff Comments – Staff to review areas of responsibilities.
5. 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, October 14, 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 September 23, 2015 adjourned regular meeting of the Heritage Festival Committee was posted on September 17, 2015.

Veronica Ortiz

Community Services Coordinator/Heritage Festival Committee Staff Liaison

Heritage Festival Committee
MINUTES of September 9, 2015

Meeting called to order at 7:08pm.

PLEDGE OF ALLEGIANCE

EXECUTIVE HERITAGE COMMITTEE: Bruce Hunt Jr., Carole Nixon, Bruce Hunt, Janice Lacher, and Frank Perez.

CITY STAFF: Aileen Salazar, Program Coordinator, Veronica Ortiz Community Service Coordinator, Matthew Brand Community Service Coordinator

GUESTS: Tar Rakhra, Cal State Fullerton's Rotoract Club.

ORAL COMMUNICATIONS: None.

COMMITTEE COMMENTS AND REPORTS: None.

1. APPROVAL OF MINUTES: An error was found in the Treasurer's Report section of the previous meeting minutes. The balance in the Heritage account was listed as \$15,097.76; it should state the balance was \$5,097.76. Chair Person Hunt Jr. called for a motion to approve the minutes of June 17, 2015 meeting with the correction in the Treasurer's Report. Committee member Nixon made a motion and Committee member Hunt seconded. The minutes were approved with the correction.

2. TREASURERS REPORT: Committee member Nixon gave a brief treasure's report. The balance in the Heritage Festival account was \$5,097.76. There was an income of \$2,260.00 and expense of \$75.00 making the total balance as of September 3, 2015 \$7,282.76.

3. SUB-COMMITTEE REPORTS:

Parade- Bob Lyons and Lorea have agreed to be the announcers for the parade. Ann Russell has agreed to help organize the parade scripts. Stan Freese has agreed to be Grand Marshall. The committee will still need to send him an application for the parade and give him a complimentary entry in the car show. Staff member Ortiz explained that Dell Crandall, a former Major League baseball player, is currently living at Emerald Isle and could possibly be an Honorary Grand Marshall. The committee agreed. Parade information will be forwarded to Mr. Crandell. Chairperson Hunt reminded Staff member Ortiz that the streets needed to be closed at 7:00am and not later the day of the event.

Band Review- There are 20 bands confirmed but there could possibly be close to 30. There are a few that are just in the parade. Confirmation still needs to be made with Yorba Linda Water if

they are going to provide water for the bands or not. Staff member Brand presented bids for portable staging for the judges. His recommendation was for Haz Party Rentals to do the stage both for the judges at the band review and for the Southland Band to perform on at the park.

Car Show- There are currently 102 cars registered but more still need to be processed.

Crafters- Applications coming in slow. There are currently 22 crafters registered and more still needing to be processed.

Food- There are 11 food vendors already. The Health Department meeting will be held on September 24 at 4:00pm at Coty Hall.

Non-Profit- There are 20 already processed and their packets will go out the week of September 28.

Business Expo- 8 applications have been processed but we can continue to contact more businesses.

Home Based- Applications coming in slow:

Entertainment- All the entertainers will be returning except for the mime (Jeff Abbot). He will be out of town. Southland Band has signed all of their paper work. Bids for the sound were received and included the price of the stage for both Southland Band and the judges on the parade route. New bids need to be received without the staging portion and without the car show portion before a final decision can be made.

Advertising- Committee member Nixon explained to the committee that there will be a half page ad in the Orange County Register local section on September 26, 27, 28 and October 3. There will also be ads in the community papers for Brea, Yorba Linda, La Habra and Placentia on October 2, 3, 9, and 10. Banners over Kramer will go up the week of September 14.

Games- The contract has been signed with Non Stop Fun for the games area but we are still waiting on the insurance documents. The game vendor will have the same set up as last year and have his own ticket takers.

Volunteers- Tar explained that he has plenty of volunteers ready for the event. Committee member Nixon requested two volunteers with bikes to run the judge's score cards when needed.

4. STAFF COMMENTS: Staff member Ortiz let the committee know that all the permit requests have been sent to the County for use of Tri City Park and the school district for use of the Tuffree Middle School field and the Parkview Elementary parking lot.

5. AGENDA BUILDING: Keep the same.

ADJOURNMENT: A motion to adjourn was made by Committee member Hunt and seconded by Committee member Lacher. The meeting adjourned at 8:38pm. The next meeting will be held on Wednesday, September 23, 2015 at 7:00pm.