



# Heritage Festival Committee Agenda

March 9, 2016 – 6:30 p.m.

## Regular Meeting

### Heritage Festival Committee

**Janice Lacher**  
Chair

**Bruce Hunt**  
Vice Chair

**Carole Nixon**  
Treasurer

**Dwayne De Rose**

**Frank Perez**

**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.

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](http://www.placentia.org)

## ADJOURNED REGULAR MEETING

6:30 p.m. – Placentia City Hall

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### MEETING CALLED TO ORDER

### PLEDGE OF ALLEGIANCE

### EXECUTIVE COMMITTEE

**ROLL CALL:** Chair / Janice Lacher  
Vice Chair / Bruce Hunt  
Treasurer / Carole Nixon  
Dwayne De Rose  
Frank Perez  
Vacant  
Vacant

### PUBLIC OATH OF OFFICE

### 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

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1. Minutes
  - a. Regular meeting – February 10, 2016  
Recommended Action: Approve
2. Treasurer's Report – Carole Nixon to provide an updated treasurer's report.
3. Budget – Staff and Committee to review and discuss event budget for 2016.
4. Event theme and date – Staff and Committee to discuss possible themes and date for the 2016 Heritage Festival & Parade.
5. 2016 Heritage Festival vendor applications – Staff and Committee to review the vendor applications and fees for the 2016 event.
6. Sub- Committee Reports – Sub-Committee chairpersons to review areas of responsibilities for discussion.

7. Staff Comments – Staff to review areas of responsibilities.
8. 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 13, 2016 at 6:30 p.m. in the front conference room located at City Hall, 401 East Chapman Avenue, Placentia.

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## **CERTIFICATION OF POSTING**

I, Veronica Ortiz, Community Services Supervisor/Heritage Festival Staff Liaison, hereby certify that the Agenda for the March 9, 2016 regular meeting of the Heritage Festival Committee was posted on March 3, 2016.

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Veronica Ortiz  
Community Services Supervisor/Heritage Festival Committee Staff Liaison

Heritage Festival Committee  
MINUTES of February 10, 2016

**Meeting called to order at 7:05pm.**

**PLEDGE OF ALLEGIANCE**

**EXECUTIVE HERITAGE COMMITTEE:** Carole Nixon, Bruce Hunt, Janice Lacher, Frank Perez, and Dwayne De Rose.

**CITY STAFF:** Aileen Salazar, Program Coordinator, Veronica Ortiz, Community Services Supervisor, and Sandra Gonzalez, Director of Community Services.

**GUESTS:** Aurora Hernandez, Placentia Lions Club.

**PUBLIC OATH OF OFFICE:** The oath of office was administered to Mr. Dwayne De Rose.

**ORAL COMMUNICATIONS:** None.

**COMMITTEE COMMENTS AND REPORTS:** Committee member Nixon let the committee know that she has booked the judges for the band review. Carole also asked representatives from SCSBOA about our band review entry fees. She explained that because the Heritage Festival Committee has not raised its rates in a long time, we could raise our price for the band review to match those of other band reviews. Discussion was made about expanding the event to multiple days. It was decided that this year would remain the same and possibly next year expanding the event with the assistance of other organizations.

**1. APPROVAL OF MINUTES:** Committee member Lacher called for a motion to approve the November 18, 2015 minutes. Committee member Perez made a motion to approve the minutes, and Committee member Hunt seconded. Committee member Nixon abstained from the vote. Due to a loss of committee members, only three members were able to review the minutes. The November 18, 2015 minutes were approved.

**2. TREASURERS REPORT:** Committee member Nixon gave a brief treasurer's report. The November 18, 2015 report shows a remaining balance in the Heritage Festival account as \$17,860.26. There was an income of \$16,633.04 and expenses of \$41,293.98, making the total balance as of November 18, 2015 -\$6,800.68. Committee member Nixon also presented a Treasurer's Report for February 10, 2016. The balance for the account was -\$6,800.68. There was income of \$5,300 and expenses of \$2,708.34 making the total balance -\$4,209.02. The event budget was given to the Committee members to look over and present any corrections at the next meeting.

**3. ELECTION OF OFFICERS:** Staff member Ortiz opened nominations for Chair Person. Committee member Perez nominated Committee member Lacher and Committee member Hunt seconded the nomination. Nominations were closed and a voice vote was called, 5-0-0 for Committee member Lacher as the new Chair Person. Chair Person Lacher opened nominations for Vice Chair. Committee member Perez nominated Committee member Hunt for Vice Chair Person and Committee member Nixon seconded the nomination. A voice vote was called resulting in 5-0-0. Chair Person Lacher opened nominations for Treasurer. Committee member Perez nominated Committee member Nixon, and Committee member Hunt seconded the nomination. A voice vote was called resulting in 5-0-0.

**4. MEETING TIME AND SCHEDULE:** Discussion was made about changing the meeting time from 7:00pm to 6:30pm. Chair Person Lacher motioned to change the regular meeting time from 7:00pm to 6:30pm. Committee member Perez seconded the motion. The motion was approved.

**5. EVENT THEME AND DATE:** The 2016 Heritage Festival will be on October 8, 2016. Staff member Ortiz will send a list of past themes to the committee members.

**6. STAFF COMMENTS:** Staff member Ortiz introduced Sandra Gonzalez the new Director of Community Services.

**7. AGENDA BUILDING:** Keep the same and remove the election of officers, oath of office and meeting time. Add sub-committee reports, booth fees and application, theme, budget, and pancake breakfast/beer garden.

**ADJOURNMENT:** A motion to adjourn was made by Committee member Hunt and seconded by Committee member De Rose. The meeting adjourned at 8:19pm. The next regular meeting will be held on Wednesday, March 9, 2016 at 6:30pm.