



Heritage Festival Committee Agenda

July 13, 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)

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

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.

ADJOURNED REGULAR MEETING

6:30 p.m. – Placentia City Hall

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

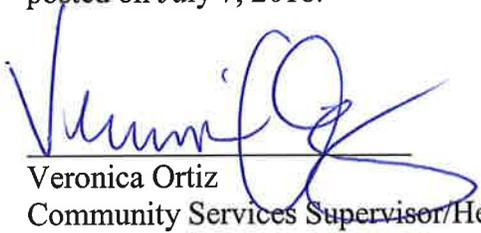
1. Minutes
 - a. Regular meeting – June 8, 2016
Recommended Action: Approve
2. Treasurer's Report – Carole Nixon to provide an updated treasurer's report.
3. Multi-Day Event Discussion– Staff and Committee to continue the discussion of a possible multi-day event in the future.
4. Sub-Committee Reports – Sub-Committee chairpersons to review areas of responsibilities for discussion.
5. Staff Comments – Staff to review areas of responsibilities.
6. 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, August 10, 2016 at 6:30 p.m. in the front conference room located at City Hall, 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Veronica Ortiz, Community Services Supervisor/Heritage Festival Staff Liaison, hereby certify that the Agenda for the July 13, 2016 regular meeting of the Heritage Festival Committee was posted on July 7, 2016.



Veronica Ortiz

Community Services Supervisor/Heritage Festival Committee Staff Liaison

Heritage Festival Committee
MINUTES of June 8, 2016

Meeting called to order at 6:37pm.

PLEDGE OF ALLEGIANCE

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

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

GUESTS: Robert Beachamp

ORAL COMMUNICATIONS: None.

COMMITTEE COMMENTS AND REPORTS: None.

1. APPROVAL OF MINUTES: Committee member Nixon **MOTIONED** to approve the May 11, 2016 minutes. The motion was **SECONDED** by Committee member Perez. The minutes were approved by a Voice Vote of 4-0-1-0.

2. TREASURER'S REPORT: Committee member Nixon gave a brief treasurer's report. The June 8, 2016 report shows a remaining balance in the Heritage Festival account as \$0.00. There were no expenses but an income of \$270 for car show entry fees making the total balance as of June 8, 2016 \$270.00. A revision to the treasurer's report will be given at the next meeting.

4. GRAND MARSHAL: Discussion was made on the possible Grand Marshal. Committee member Hunt is waiting on response from a possible Grand Marshal. Multiple Grand Marshals could be possible, Honorary Grand Marshal and Celebrity Grand Marshal. Committee members will continue to contact people for Grand Marshal.

5. MULTI-DAY EVENT DISCUSSION: An estimated cost for a two day event with full staff cost was given to the committee members. Costs for staff costs could change and other supplies could change. Chairperson Lacher would like the multi-day event to relate to the Heritage Festival. Committee member DeRose would also like a better breakdown of the staff costs to get a better understanding of the costs. The multi-day event discussion will continue throughout the year.

6. SUB-COMMITTEE REPORTS:

Parade: Nothing new to report.

Band Review: Nine bands have already agreed to participate.

Car Show: The indemnification on the car show applications application was updated to match the information that is on the other festival applications.

Craft: Five applications have been received.

Food: One food vendor application has been received.

Games: Andre from Non Stop Fun is interested in bringing the inflatable rides again this year but committee is waiting on his proposal before proceeding.

Non-Profit: Four applications have been received.

Home Based: Five applications have been received.

Business Expo: No applications received at this time. Committee will send applications to the Chamber of Commerce so they can distribute to new businesses in town.

Entertainment: The Darden Sisters have been contacted and are asking for \$500 to perform at the event. All the other entertainers have been contacted.

Beer Garden: The Merchant's Association is interested in doing the Beer Garden and has experience but has not submitted an application. Their application is expected to be received.

Advertising: A draft of the Heritage Flyer was given to the Committee, a few updates were made. Smaller versions of this flyer will be made for the football advertisements.

7. STAFF COMMENTS: Staff member Ortiz gave the Committee a sample of the Sponsorship Brochure and explained the colors can be changed and that will be printed on nicer paper. These brochures will be passed out at all of our events including Movies in the Park, Concerts in the Park, and the Community Walks.

8. AGENDA BUILDING: Keep the same and remove applications.

ADJOURNMENT: Committee member Perez **MOTIONED** to adjourn meeting. The motion was **SECONDED** by board member Lacher. The meeting was adjourned at 8:04pm. The next regular meeting will be held on Wednesday, July 13, 2016 at 6:30pm.