



Heritage Festival Committee Agenda

August 10, 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

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

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 – July 13, 2016
Recommended Action: Approve
2. Treasurer's Report – Carole Nixon to provide an updated treasurer's report.
3. Heat Plan – Committee, City staff, OCFA and PYLUSD to discuss implementation of a heat index plan in preparation for the possibility of extreme weather.
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, September 14, 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 August 10, 2016 regular meeting of the Heritage Festival Committee was posted on August 4, 2016.



Veronica Ortiz
Community Services Supervisor/Heritage Festival Committee Staff Liaison

Heritage Festival Committee
MINUTES of July 13, 2016

Meeting called to order at 6:39pm.

PLEDGE OF ALLEGIANCE

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

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

GUESTS: Robert Beachamp, Steve Strand, Roy Redman, Placentia Rotary, Maria F. R. Cakiraga, Placentia Rotary, Turgut Cakiraga, Placentia Rotary, Paul Petty, and Jeremy Yamaguchi, Placentia Mayor.

ORAL COMMUNICATIONS: Turgut Cakiraga from the Placentia Rotary approached the committee to ask them to lower the cost of the Pancake Breakfast application fee from \$500 to \$200. He stated that the money raised during this event all goes back to the community. He also stated that the Rotary provided all of the chairs and tables and fed all the volunteers last year. There was a discussion on the item and the Committee decided not to change the application fee. The committee decided it would be best to further discuss changing fees at a later date for next year's event. Placentia Rotary will move forward as the Pancake Breakfast vendor. They submitted their application fee.

Maria Cakiraga from the Placentia Rotary asked the committee how they would deal with the heat this year. Committee member Nixon explained that she has already contacted the various bands and informed their directors to bring more water to keep their bands hydrated. City staff will be asking OCFA to attend the next meeting to discuss other heat options. In addition, City staff plan to schedule several more upcoming meetings with OCFA and the school district to ensure a heat plan is in place before the event.

Paul Petty, a resident and member of the X-men/Men in Black Community Service Group, would like to offer assistance from his group to help distribute water during the parade. The Committee accepted his help. He would also like to become a member of the Heritage Committee. It was suggested for him to attend the next few meetings and apply through the City Clerk's office.

1. APPROVAL OF MINUTES: A correction was made to the June 6, 2016 minutes. The minutes state that there was a balance of \$270.00 but should have stated that there was a balance of \$1070.00. Committee member Perez **MOTIONED** to approve the June 6, 2016 minutes. The motion was **SECONDED** by Committee member Hunt. 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 July 13, 2016 report shows a remaining balance in the Heritage Festival account as \$1070.00. There were no expenses but an income of \$2995.00 from a sponsorship donation from St. Jude Medical Center making the total balance as of July 13, 2016 \$4065.00.

3. MULTI-DAY EVENT DISCUSSION: Discussion was made about the possibility of a 3 day event. The committee decided to remove it from the agenda until the organization that proposed the idea come to the meetings to discuss it.

4. SUB-COMMITTEE REPORTS:

Parade: Committee member Nixon distributed a sample of the parade banners. Discussion was made to improve the look. There was also some discussion on getting new pole banners with the new sponsor logos printed on them.

Band Review: The X-men will help with water distribution. Rich Watson has agreed to be the announcer again. Paul Petty mentioned that he may be able to secure the El Dorado Band Boosters trailer for the judge's station. Fifteen bands have already submitted applications but twenty one are expected.

Car Show: More flyers were printed and will be sent out in the following weeks.

Craft: A few applications have been received.

Food: Applications have been received and were approved by the Committee. The Health Department meeting will be held in September. Each vendor will be held to their 10 x10 space no exceptions will be made. They must pay for an extra 10 x 10 space if they require more space.

Games: The Committee is still waiting on a proposal from Andre from Non-Stop Fun but he has committed to the day.

Non-Profit: Four applications have been received.

Home Based: A few applications have been received.

Business Expo: No applications received at this time but there has been interest from various businesses.

Entertainment: The Darden Sisters' contract will be finalized and sent to them for their performance at the event.

Beer Garden: The Merchant's Association was the only application received. The merchants will provide volunteers, startup cash, wristbands, ABC license and obtain any donations. The City will provide the fencing, tables, chairs and canopies.

Advertising: Football program advertisements will be the same as the event flyer.

Grand Marshal: Michael Gogin has agreed to be this year's Grand Marshal but the Committee will continue looking for more possible candidates.

5. STAFF COMMENTS: Staff member Ortiz told the Committee that the sponsorship brochures were printed and given out during Concerts in the Park and Movies in the Park. Director of Community Services, Sandra Gonzalez, reminded the committee about the history lecture on August 1 highlighting the Heritage Festival. She asked if any of the Committee members would like to be interviewed. Committee member Hunt agreed to the interview.

6. AGENDA BUILDING: Keep the same, add OCFA, remove multi-day event discussion and move Grand Marshal to sub-committee reports.

ADJOURNMENT: Committee member Hunt **MOTIONED** to adjourn meeting. The motion was **SECONDED** by board member Perez. The meeting was adjourned at 8:06pm. The next regular meeting will be held on Wednesday, August 10, 2016 at 6:30pm.