

Heritage Festival Committee  
MINUTES of April 12, 2017

**Meeting called to order 6:34pm.**

**PLEDGE OF ALLEGIANCE**

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

**ABSENT:** None.

**CITY STAFF:** Aileen Salazar, Program Coordinator; Aileen Munoz, Clerical Aid; Veronica Ortiz, Community Services Supervisor.

**GUESTS:** Ward Smith, Councilman.

**ORAL COMMUNICATIONS:** None.

**1. MINUTES:** Chair Person Lacher called for a motion to approve the March 8, 2017 minutes. Committee member Petty **MOTIONED** for their approval. The motion was **SECONDED** by Committee Member Hunt. The minutes were approved by a Voice Vote of 6-0-1-0.

**2. TREASURER'S REPORT:** Committee member Nixon gave a brief treasurer's report. The March, report shows a remaining balance in the Heritage Festival account as \$0. There were expenses of \$0 and income of \$125. The total balance in the Heritage Festival account is currently \$125 as of April 6, 2017.

**3. FLOAT DISCUSSION:** The Committee decided to move Float Discussion to Oral Communications if the Girl Scout Troop come to the next meeting. They decided that there were no requirements except that the theme for the float must be in line with the Mayor's Theme, and they will need to fill out a parade application.

**4. SUB-COMMITTEE REPORTS:** Committee member Petty informed the Committee that he asked for 5,000 bottles of water from Nestle, but it is unclear how many bottles they will donate at this time. Discussions were made regarding possible Grand Marshals. Paul Petty suggested that the Committee reach out to a Wounded Warrior or their family. It was also suggested that the Committee reach out to the Channel 2 and Channel 9 anchorman that is from the Placentia area. Committee member De Rose asked the Committee to obtain quotes for the trophies and asked for the specs so that he could get new quotes from the various vendors in town. Committee members Perez and Hunt requested that the address on each of the Car Show Applications be checked against the address provided on the check. They also requested 2,500 flyers to be printed for them to distribute. It was suggested that the Committee reach out to Nicky Petroleum and Suburban Propane to become sponsors of the Festival. Committee Member Hunt asked how

to get the Festival promoted on the digital billboard on the side of the freeway. Staff member Ortiz informed the Committee that the City Administration Department manages the billboard information and that it would not be an issue to get the Heritage Festival up on the billboard. Staff member Ortiz informed the Committee that the IT Department is working on having fillable PDF versions of the applications available online. She also let them know that the applications will be mailed out in May. A generic sponsorship letter and brochure was presented to the Committee for them to review and send revisions to City Staff. It was suggested that each member of the Committee head a sub-committee to evenly distribute the work between the members of the Committee.

Paul Petty brought to the attention of the Committee that in the By-Laws it states that regular meetings will begin at 7pm. He **MOTIONED** to have the By-Laws state that regular meetings will be begin at 6:30pm to reflect the recent change in the meeting time. The motion was **SECONDED** by Chairperson Lacher. The motion passed with a voice vote of 6-0-1-0.

**5. STAFF COMMENTS:** Supervisor Ortiz shared with the Committee the various upcoming events in the City, such as Love Placentia on April 29, and the Community Services Department Community Walks during the summer.

**8. AGENDA BUILDING:** Remove float discussion.

**ADJOURNMENT:** Committee member Petty **MOTIONED** to adjourn the meeting. The motion was **SECONDED** by Committee member Nixon. The meeting was adjourned at 8:02pm. The next adjourned regular meeting will be held on Wednesday, May 10, 2017 at 6:30 pm.