

Heritage Festival Committee
MINUTES of January 17, 2018

Meeting called to order 6:47 p.m.

PLEDGE OF ALLEGIANCE- the Committee decided to waive the Pledge of Allegiance due to not having a flag present.

EXECUTIVE HERITAGE COMMITTEE: Carole Nixon, Paul Petty, Janice Lacher, Bruce Hunt and Kenny Binnings.

ABSENT: Frank Perez

Guests: Sandra Binnings, Phillip Johnson; OCFA Battalion Chief, Patti Martin, Donald McLacaren; RACES, James McElhinney; Placentia Police Department and Council Member Ward Smith.

CITY STAFF: Aileen Salazar, Program Coordinator; Madelinne Cuevas, Community Services Coordinator; Felipe Zambrano, Community Services Coordinator; Matthew Brand, Community Services Coordinator; Maria Elena Maurer, Community Services Coordinator; Rebecca Garcia, Program Coordinator; Veronica Ortiz, Community Services Supervisor; Director of Community Services, Sandra Gonzalez.

ORAL COMMUNICATIONS: None.

COMMENTS AND REPORTS: Committee member Binnings informed the Committee that the Veterans who participated in the parade enjoyed it. He has heard positive feedback.

1. **MINUTES:** Minutes from October 4th were up for approval. Committee member Petty **MOTIONED** to approve the October 4th minutes. Committee member Perez **SECONDED** the motion. The October 4th minutes were **APPROVED**.
2. **ELECTION OF OFFICERS:** Committee member Nixon gave a brief treasurer's report. Committee member Nixon reported that the Heritage Festival account balance reflected \$5,797.51. The total income from the festival and other areas was reported as \$16,590.54. The expenses were \$37,798.96, indicating that the festival is in the negative \$15,410.71. Committee member Nixon will present in the January meeting the complete 2017 budget and the 2016 report so that the committee can compare the two.
3. **EVENT BUDGET:**
4. **2018 EVENT THEME, DATE, AND PARADE LOGISTICS:** City staff informed the Committee that the School District is no longer allowing them to use the field free of cost. They advised the District sent them a bill for \$336 for custodial fees, but the City has not

paid it. Community Services Coordinator Brand informed the Committee that up to 500 cars can park on the field. It was suggested if that field is not available to use next year for parking, the north dirt lot at the corner of Tri-City Park could be used. Community Services Coordinator Brand mentioned that area only fits up to 150 cars. Committee member Petty suggested moving bus parking from Golden to George Key, allowing Golden to be used for public and vendor parking. Chair Person Lacher suggested that the Committee ask the industrial area off of Kraemer for use of their lots during the day of the event, possibly even having a shuttle to the park.

5. **2018 CITY COUNCIL ITEM:** Director of Community Services Gonzalez explained that the City will present a new route to City Council and suggested that the Committee start drafting ideas for discussion at the January meeting. It was suggested that the parade start at Yorba Linda and have band participants be feed in at Palm and Yorba Linda.
6. **STAFF COMMENTS:** Community Services Supervisor Ortiz informed the Committee that the equestrian groups really enjoyed being part of the parade and will be returning next year. She also informed the Committee that the community really enjoyed the hands on experience of the reptile show and petting zoo. Director of Community Services Gonzalez presented the Committee of a survey that would be sent to all vendors to gather information from the vendors. She would also like to send out a survey to all the non-profit food vendors to gather information on their revenue. Community Service Supervisor Ortiz informed the Committee that she received a request from a Home Based vendor asking for a refund. The vendors reasoning for the refund was due to there being another Lula Roe vendor. The Committee was advised that each Lula Roe vendor sells different items. Committee member Petty made a **MOTION** to deny the refund per Committee guidelines. Committee member Hunt **SECONDED** the motion. The motion to deny the refund was **APPROVED**. Community Services Director Gonzalez informed the Committee that the plaques on the trophies had the incorrect year. Committee member Nixon advised that she would reach out to Brea Trophy to have them fixed.
7. **AGENDA BUILDING:** Keep the same and add budget, Council Action Presentation, date, and election of officers.

ADJOURNMENT: Committee member Petty **MOTIONED** to adjourn the meeting. The motion was **SECONDED** by Committee member Perez. The meeting was adjourned at 8:35 p.m. The next Adjourned regular meeting will be held on Wednesday, January 10, 2018 at 6:30 pm.