



Heritage Committee Agenda

September 8, 2021 – 6:00 p.m.

Regular Meeting

Heritage Committee

Kenny Binnings
Chair

Patti Martin
Vice Chair

Carole Nixon
Treasurer

Frank Perez

Meredith Castillo

Martin Gonzalez

Michele Severson

Manpreet Chadha

Procedures for Addressing the Heritage 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 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 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 City Clerk's office at cityclerk@placentia.org or by calling (714) 993-8231. 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)

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Community Services Department
Phone: (714) 993-8232
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) 993-8232, 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.

REGULAR MEETING

September 8, 2021, 6:00 p.m. – City Hall Front Community Room

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE

EXECUTIVE COMMITTEE

ROLL CALL: Chair / Kenny Binnings
Vice Chair / Patti Martin
Treasurer / Carole Nixon
Frank Perez
Meredith Castillo
Martin Gonzalez
Michele Severson
Manpreet Chadha

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 COMMITTEE AGENDA

1. Minutes
 - a. Adjourned Regular meeting
August 11, 2021
Recommended Action: Approve
2. Sub-Committee Reports – Committee to review and discuss the area of responsibility.
 - a. Band Review
 - b. Business Expo
 - c. Car Show
 - d. Craft
 - e. Food
 - f. Games/Activities
 - g. Homebased
 - h. Non-Profit
 - i. Parade
3. Grand Marshalls – Committee and staff to finalize potential Parade Grand Marshalls.

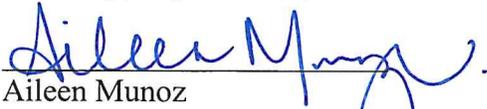
4. Bands and Festival Entertainment – Committee and staff to finalize festival entertainment and potential bands to perform during the event.
5. Volunteers – Committee and staff to discuss event volunteers.
6. Staff Comments – Staff to provide updates and discuss areas of responsibilities.
7. Agenda Building – Staff and committee to review agenda items for the next meeting.

ADJOURNMENT

The Heritage Committee Adjourn to the next regular meeting on Wednesday, September 22, 2021 at 6:00 p.m. in the Community Meeting Room located at City Hall, 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Aileen Munoz, Community Services Coordinator/Heritage Festival Staff Liaison, hereby certify that the Agenda for the September 8, 2021 meeting of the Heritage Committee was posted on Thursday, September 2, 2021.



Aileen Munoz

Community Services Coordinator/Heritage Committee Staff Liaison

Heritage Committee
MINUTES of August 11, 2021

Meeting called to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE

EXECUTIVE HERITAGE COMMITTEE: Kenny Binnings, Patti Martin, Carole Nixon, Frank Perez, Meredith Castillo, Martin Gonzalez, Michele Severson, Manpreet Chadha.

ABSENT: None.

Guests: Maria Cakiraga, Rotary Club of Placentia.

CITY STAFF: Veronica Ortiz, Community Services Supervisor, Madeline Cuevas.

ORAL COMMUNICATIONS: Maria Cakiraga, member of the Rotary Club of Placentia approached the Committee regarding the festival's Pancake Breakfast. The Pancake Breakfast, serving sausages, pancakes, coffee, orange juice, and water, is held in the parking lot at Parkview School. Serving begins around 6:30 A.M., and ends at 10:00 A.M., after the parade. Attendees are charged \$5.00 per plate. Committee member Chadha inquired about what the profits made are used for. Cakiraga shared that the profits are used by the Rotary Club for community programs and scholarship funds. Chairperson Binnings **MOTIONED** to approve the Rotary Club as the Pancake Breakfast vendor. Committee member Martin **SECONDED** this motion. Motion carried with all in favor.

COMMITTEE COMMENTS AND REPORTS: None.

1. **MINUTES:** The minutes for July 14, 2021 were **MOTIONED** for approval by Committee member Martin and were **SECONDED** by Committee member Severson. Motion carried.
2. **SUB-COMMITTEE REPORTS:**
 - a. **Band Review:** Committee member Nixon reported that she had ordered trophies and ribbons from Awards by Paul for Band Review competition winners. Committee member Castillo expressed concerns regarding hot weather. Supervisor Ortiz shared that more water stations were added along the parade route to help alleviate this problem. Lynch Ambulance have committed to assisting with first aid for the event.
 - b. **Business Expo:** Community Services Supervisor Ortiz reported one display booth.
 - c. **Car Show:** Committee member Perez reported 11 entires.

- d. **Craft:** Committee member Nixon reported 2 vendors.
 - e. **Food:** Supervisor Ortiz reported 0 vendors.
 - f. **Games/Activities:** Supervisor Ortiz opened discussion regarding games and activities vendors. Supervisor Ortiz shared that Fun Services had been the games and activities vendor for the past few years, and have since reached out with interest in participating in this year's event. In 2019, Fun Services provided inflatables, small rides, and carnival games. Fun Services are a full-service company, in that they provide their own staffing and set-up, and conduct ticketing. Supervisor Ortiz shared that staff have not looked into other vendors, and hiring a new vendor would require a bid process. Moreover, she reported that Fun Services provided a significant discount for their services in previous years. The Committee agreed that they would still like to receive a quote from Fun Services.
 - g. **Homebased:** Committee member Nixon reported 1 vendor.
 - h. **Non-Profit:** Supervisor Ortiz reported 0 entries.
 - i. **Parade:** Supervisor Ortiz reported 0 entries.
3. **GRAND MARSHALLS:** Supervisor Ortiz reminded the Committee that the Grand Marshalls have not yet been chosen or confirmed. Supervisor Ortiz clarified that the Grand Marshall can be anyone from the local surrounding community, and is not limited to only Placentia residents. Chairperson Binnings added that the nomination of doctors, nurses, police officers, and fire fighters will be left up to those individual organizations, and they will report back to the Committee and staff who they have nominated to participate.
 4. **BANDS AND FESTIVAL ENTERTAINMENT:** Supervisor Ortiz opened discussion regarding festival entertainment at the park. Previously, there was interested from the Committee to hire two different bands; one before the Band Review awards and one afterwards at around 1:00 to 2:00 P.M. Committee member Severson shared that she has the contact information for several different bands. Chairperson Binnings shared that planning for two different groups may have to include set-up for two different sets of equipment. There was brief discussion regarding portable stages to accommodate additional entertainers.
 5. **VOLUNTEERS:** Supervisor Ortiz reported that staff are currently working with Risk Management to determine how, if at all, volunteers could participate in the event. Supervisor Ortiz shared that most of the concern with hiring volunteers is that many are high-school students and minors. Many would likely need a parent's consent to participate. Committee member Gonzalez share that he may be able to gather volunteers from local community colleges. Committee member Severson also suggested collaborating with the

Rotary Club for volunteers. Supervisor Ortiz shared that staff will continue working to draft release and consent forms for event volunteers.

6. **ANNOUNCING:** Announcers for the parade were already been discussed and confirmed at the previous meeting.
7. **SPONSORSHIPS:** Committee member Castillo inquired if Fairway Ford would be participating as sponsors for the event. Supervisor Ortiz reported that Fairway Ford does not have a sufficient number of vehicles to lend for the parade. Supervisor Ortiz shared that the festival is always looking to attract high-level sponsorships, and encouraged the Committee members to seek out sponsorships in the community.
8. **STAFF COMMENTS:** None.
9. **AGENDA BUILDING:** The Committee discussed a meeting schedule leading up to the event.

ADJOURNMENT: Committee member Martin **MOTIONED** to adjourn the meeting. Committee member Perez **SECONDED** the motion. Motion carried. The meeting adjourned at 8:20 p.m. to the next regular meeting on Wednesday, September 8, 2021 at 6:00 p.m.