



Heritage Committee Agenda

November 10, 2021 – 6:00 p.m.
Regular Meeting

SPECIAL PROCEDURES NOTICE

Kenny Binnings
Chair

On March 4, 2020, pursuant to California Government Code Section 8625, Governor Newsom declared a State of Emergency as a result of the threat of the COVID-19 virus.

Patti Martin
Vice Chair

On September 17, 2021, Governor Newsom signed AB 361, which went into immediate effect as urgency legislation. AB 361 added subsection (e) to Section 54953 to authorize legislative bodies to conduct remote meetings provided the legislative body makes specified findings. As of September 19, 2021 the COVID-19 pandemic had killed more than 67,612 Californians. Social distancing measures decrease the chance of the spread of COVID-19.

Carole Nixon
Treasurer

Frank Perez

Meredith Castillo

Martin Gonzalez

Michele Severson

Manpreet Chadha

Given the health risks associated with COVID-19, please be advised that while the City Council Chambers are open to the public, some or all of the Placentia City Council Members may attend this meeting via teleconference. Those locations are not listed on the agenda and are not accessible to the public.

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.

City of Placentia
401 E Chapman Avenue
City of Placentia, CA 92870

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.

Community Services Department
Phone: (714) 993-8232
Fax: (714) 961-0283
Website: www.placentia.org

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)

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

November 10, 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

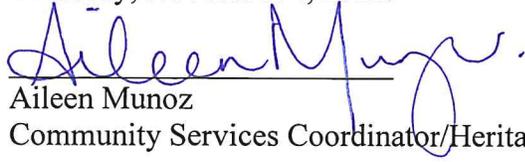
1. Minutes
 - a. Adjourned Regular meeting
September 15, 2021 and September 29, 2021
Recommended Action: Approve
2. 2021 Event Overview – Committee and staff to review and discuss the 2021 event.
 - a. Car Show
 - b. Parade
3. Staff Comments – Staff to provide updates and discuss areas of responsibilities.
4. 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, November 10, 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 November 10, 2021 meeting of the Heritage Committee was posted on Thursday, November 4, 2021.



Aileen Munoz

Community Services Coordinator/Heritage Committee Staff Liaison

Heritage Committee
MINUTES of September 15, 2021

Meeting called to order at 6:09 p.m.

PLEDGE OF ALLEGIANCE

EXECUTIVE HERITAGE COMMITTEE: Kenny Binnings, Patti Martin, Carole Nixon, Martin Gonzalez, Michele Severson.

ABSENT: Frank Perez, Meredith Castillo, Manpreet Chadha

Guests: None.

CITY STAFF: Veronica Ortiz, Community Services Supervisor, Aileen Munoz, Community Services Coordinator, Madelinne Cuevas, Community Services Coordinator.

ORAL COMMUNICATIONS: None.

COMMITTEE COMMENTS AND REPORTS: None.

1. **TREASURER’S REPORT:** Committee member Nixon provided a brief review of the Treasurer’s Report. With a starting balance of \$3,370.00, there was income of \$2,945.00. Income mainly comprised of booth fees from craft, homebased, non-profit, food booth, Car Show entry fees, and parade donations. Committee member Nixon reported an ending balance of \$6,315.00.
2. **SUB-COMMITTEE REPORTS:**
 - a. **Band Review:** Committee member Nixon reported 23 bands that would be participating in the parade and band review. There was brief discussion regarding social distancing of band review judges.
 - b. **Business Expo:** Community Services Coordinator Munoz reported seven display booth.
 - c. **Car Show:** Coordinator Munoz reported 66 entries and one vendor.
 - d. **Craft:** Coordinator Munoz reported 11 entries.
 - e. **Food:** Coordinator Munoz reported seven entries. There was brief discussion regarding the decline in participation from non-profits in the food area in recent years.

- f. **Games/Activities:** Coordinator Munoz reported that staff are moving forward with Fun Services to provide carnival-style games, rides, and inflatable attractions. Moreover, staff are also confirming stilt-walkers, magicians, a face painter, petting zoo and reptile show.
 - g. **Homebased:** Coordinator Munoz reported four entries.
 - h. **Non-Profit:** Coordinator Munoz reported 15 entries.
 - i. **Parade:** Coordinator Munoz reported 24 entries. Chairperson Binnings shared that he is working to coordinator the veterans and honor convoy for the parade.
3. **GRAND MARSHALLS:** Chairperson Binnings opened discussion for the parade Grand Marshalls. As a tribute to the festival's theme, the Grand Marshalls will mainly feature frontline workers and businesses that served the community during the beginning of the COVID-19 pandemic. The Placentia Fire & Life Safety Department, Placentia Police Department, Lynch Ambulance, Emergency Ambulance Services, and Placentia-Linda Hospital will each nominate two members of their respective teams to be honored in the parade. Chairperson Binnings shared that he is also working to confirm a veteran Grand Marshall.
 4. **BANDS AND FESTIVAL ENTERTAINMENT:** Coordinator Munoz provided an update regarding bands and festival entertainment. Previously, the Committee had selected four bands they wanted to perform at the festival. These four bands include Pop Vinyl, Beach St. A Go Go, Undercover, and 80's All Stars. Coordinator Munoz reported that she has not received a response from Beach St. A Go Go. Undercover quoted \$3,200.00 for two hours with an eight-piece band. 80's All Stars quoted between \$1,500.00 and \$2,500.00 depending on the sound production provided by the City. Lastly, Pop Vinyl quoted \$3,000.00 for a five-piece band, and \$3,700.00 for a seven-piece band. The Committee and staff reviewed to other bands for back-up options. The Committee and staff selected a handful of other bands from which to solicit quotes.
 5. **VOLUNTEERS:** The Committee and staff began discussing event volunteers. Committee member Martin confirmed that the X-Men would participate in the event. There was discussion regarding volunteers needed at the parade start. Community Services Coordinator Cuevas shared that she has been in contact with various groups regarding volunteer opportunities for the City and is waiting for responses.
 6. **STAFF COMMENTS:** Coordinator Cuevas shared that the parking lot at Blessed Sacrament Church was confirmed for equestrian staging for the parade. Coordinator Munoz shared that parade letters and application have been sent out to City dignitaries, and

are awaiting responses. An equipment list for the event will be ready for the Committee to review at the next regular meeting.

7. **AGENDA BUILDING:** An update on Lynch, Emergency Ambulance, and RACES will be added to the agenda.

ADJOURNMENT: Committee member Martin **MOTIONED** to adjourn the meeting. Committee member Nixon **SECONDED** the motion. Motion carried. The meeting adjourned at 8:33 p.m. to the next regular meeting on Wednesday, September 29, 2021 at 6:00 p.m.

Heritage Committee
MINUTES of September 29, 2021

Meeting called to order at 6:11 p.m.

PLEDGE OF ALLEGIANCE

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

ABSENT: Carole Nixon.

Guests: Patrick Powers, Emergency and Health Services Manager at the City of Placentia, Chad Drew, Chief Operating Officer for Emergency Ambulance Services.

CITY STAFF: Veronica Ortiz, Community Services Supervisor, Aileen Munoz, Community Services Coordinator Madelinne Cuevas, Community Services Coordinator, Matthew Brand, Community Services Coordinator.

ORAL COMMUNICATIONS: None.

COMMITTEE COMMENTS AND REPORTS: None.

1. **LYNCH, EMERGENCY AMBULANCE, AND RACES UPDATE:** Patrick Powers shared that he has been working with both Lynch and Emergency Ambulance Services to secure paramedic, EMT, and ambulance units for the event. Lynch will be providing three paramedic units to assist with parade route first aid stations. After the parade is over, there will be two dedicated paramedic units present at the park for the duration of the event. Powers then provided an update for RACES. Two RACES members will be working out of the Emergency Operations Center to assist with event communications. Moreover, they will have seven to eight volunteers spread throughout the parade route and positioned throughout the park. Chad Drew then shared that multiple ambulance vehicles available for the event. He will also have water available at their post. Committee member Castillo suggested utilizing the CERT program in the future.
2. **MINUTES:** The minutes for September 8, 2021 were **MOTIONED** for approval by Chairperson Binnings and were **SECONDED** by Committee member Martin. Motion carried.
3. **TREASURER'S REPORT:** A review of the Treasurer's Report was tabled to the next regular meeting.
4. **SUB-COMMITTEE REPORTS:**

- a. **Band Review:** Committee member Martin shared that the parade packets have been mailed to all confirmed entries. 19 bands have entered the band review competition. 23 bands are confirmed to participate in the parade. Committee member Martin reported that the Men in Black and X-Men were confirmed to volunteer at the parade staging area. Community Services Coordinator Zambrano shared that staff have also secured golf carts for use at the event. Lastly, Committee member Martin and staff confirmed a list of equipment for the parade staging area and band review of area.
 - b. **Business Expo:** Community Services Coordinator Munoz reported nine display booths.
 - c. **Car Show:** Coordinator Munoz reported 125 entries. Committee member Perez and staff confirmed several details for the Car Show area including equipment, vendors, and Car Show entry check-in process.
 - d. **Craft:** Coordinator Munoz reported 13 entries.
 - e. **Food:** Coordinator Munoz reported 13 food booths, with additional food trucks. Committee member Severson inquired about the check-in process for food vendors. Staff clarified that food vendor check-in begins at 6:15 a.m. through the Tuffree Park entrance. There was discussion regarding application fees for food trucks moving forward. Committee member Severson gave a brief overview of the variety of food that will available at the event.
 - f. **Games/Activities:** Supervisor Ortiz provided a brief update on Fun Services. She reported that Fun Services had agreed to allow a Committee member to be present at the ticketing booth to tally the number of wristbands sold throughout the day. Fun Services will be offering half-day and full-day wristband options. Committee member Chadha was designated to take on this role.
 - g. **Homebased:** Coordinator Munoz reported seven entries.
 - h. **Non-Profit:** Coordinator Munoz reported 19 entries.
 - i. **Parade:** Coordinator Munoz reported 41 entries. Supervisor Ortiz shared that as new parade entries are being confirmed, staff are sending parade information packets to the new entries. There was brief discussion regarding the parade lineup.
5. **GRAND MARSHALLS:** Chairperson Binnings shared that he has confirmed two World War II veterans to be the veteran Grand Marshalls. Supervisor Ortiz shared that staff have received Olympian Janie Takeda Reed's Grand Marshall application. There was discussion regarding Grand Marshall parade scripts. Chairperson Binnings confirmed that frontline workers from the Placentia Fire & Life Safety Department, Placentia Police Department,

Lynch, Emergency Ambulance Service, and Placentia-Linda Hospital will also be honored as Grand Marshalls.

6. **BANDS AND FESTIVAL ENTERTAINMENT:** Coordinator Zambrano confirmed that 80's Allstars would be performing from 9:00 a.m. to 11:00 p.m. Moreover, Soul Three60 is confirmed from 2:00 p.m. to 4:00 p.m.
7. **VOLUNTEERS:** Supervisor Ortiz shared that staff have continued contacting local organizations and schools for volunteer opportunities. The Committee and staff discussed how to best alleviate gaps in the parade with the help of volunteers.
8. **STAFF COMMENTS:** Coordinator Zambrano reported that PYLUSD will be providing two ADA-accessible busses for the event.
9. **AGENDA BUILDING:** The Committee discussed a meeting schedule leading up to the event.

ADJOURNMENT: Committee member Severson **MOTIONED** to adjourn the meeting. Chairperson Binnings **SECONDED** the motion. Motion carried. The meeting adjourned at 8:27 p.m. to the next regular meeting on Wednesday, November 10, 2021 at 6:00 p.m.