



Cultural Arts Commission Agenda

September 13, 2011 – 6:00 p.m.

Regular Meeting

Evelyn Lawrence
Chair

Allan Stark
Vice Chair

Daniel Davis
Commissioner

Thea Bullock
Commissioner

Elizabeth Dewey
Commissioner

William Heaton
Commissioner

Marsha Mulrone
Commissioner

Procedures for Addressing the Cultural Commission

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 Cultural Arts Commission 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, Cultural Arts Commission discourages clapping, booing or shouts of approval or disagreement from the audience.

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND OTHER ELECTRONIC EQUIPMENT WHILE COMMISSION 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

Cultural Arts Commission

September 13, 2011

REGULAR MEETING
6:00 p.m. – Placentia City Hall

MEETING CALLED TO ORDER

ROLL CALL: Chair / Commissioner Lawrence
Vice Chair / Commissioner Stark
Commissioner Bullock
Commissioner Davis
Commissioner Dewey
Commissioner Heaton
Commissioner Mulroney

PLEDGE OF ALLEGIANCE

OATH OF OFFICE

Staff Zambrano to administer the Oath of Office to newly appointed members
Yahaira Ortiz and LeeAndra Silva.

ELECTION OF NEW OFFICERS

Nominations and Elections of Chair and Vice Chair positions.

ORAL COMMUNICATIONS

At this time the public is invited to address the Cultural Arts Commission concerning any agenda item, which is not a public hearing item or other items under the jurisdiction of the Cultural Arts Commission.

COMMISSIONER COMMENTS AND REPORTS

The purpose of these reports is to provide information on projects and programs that are discussed at sub-committee meetings. No decisions are to be made on these issues. If a Commission member would like formal action on any of the discussed items, it will be placed on a future Commission Agenda.

CULTURAL ARTS AGENDA

1. **Approval of Minutes** – June 14, 2011
2. **Concerts in the Park Report** - Subcommittee to provide a summary of the 2011 Concerts in the Park Series.
3. **Heritage Festival & Parade** – Commission to discuss participation in the upcoming Heritage Festival & Parade scheduled on Saturday, October 15, 2011.

4. **C.A.P.E.S. Discussion** - Subcommittee to begin the planning process for the C.A.P.E.S. program.
5. **Winter Holiday Celebration** – Commission to discuss the potential to hold the Winter Holiday Celebration event in December, 2011.
6. **Subcommittee Assignments** – Commission to review Subcommittee assignments.
7. **Agenda Building and Meeting Schedule** – Commission to review agenda items and schedule upcoming meetings.

STAFF COMMENTS

ADJOURNMENT

The Cultural Arts Commission Adjourn to a Regular Meeting on Tuesday, October 11, 2011 at 6:00 p.m. in the front conference room, located at City Hall, 401 E Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Maria Elena Maurer, Recording Secretary of the Cultural Arts Commission, hereby certify that the Agenda for September 13, 2011 meeting of the Cultural Arts Commission was posted on September 8, 2011.



Maria Elena Maurer
Maria Elena Maurer
Recording Secretary

MINUTES - PLACENTIA CULTURAL ARTS COMMISSION
REGULAR MEETING OF JUNE 14, 2011
COMMUNITY MEETING ROOM

The regular meeting was called to order at 6:06 p.m.

ROLL CALL Present: Bullock, Davis, Dewey, Lawrence, Mulroney
Absent: Heaton, Stark
Staff: Felipe Zambrano, C.S. Coordinator
Jon Nicks, Recreation Services Manager

PLEDGE OF ALLEGIANCE – Commissioner Lawrence led the Commission on the Pledge of Allegiance.

ORAL COMMUNICATIONS – Representatives from Relay for Life, Lana Clay and Terry Maxiliano extended an invitation to the Commission to attend Placentia's first Relay for Life being held on August 13 & 14, 2011 at Kraemer Middle School. An overview of the event was presented and a meeting with staff will be arranged to discuss possible opportunities to promote this event in the future.

COMMISSIONER'S COMMENTS AND REPORTS – Commissioner Lawrence asked that the Commissioners write down their interest in being part of a subcommittee.

1. **Approval of Minutes – May 10, 2011**

MOTION by Commissioner Mulroney to approve the minutes of May 10, 2011 as submitted; **SECOND** by Commissioner Davis and **CARRIED** by a **5-0-2-0 VOICE VOTE** (Heaton, Stark Absent).

2. **Railroad Days** - Staff Pischel indicated that other cities have been the host of Railroad Days, and the City of Placentia was contacted to consider hosting this event. After some discussion, the people that put together this event decided not to have it this year due to the weak economy. They may come back next year and submit a proposal for Commission's consideration.

3. **Concerts in the Park 2011** - Commissioner Lawrence reported that she and Commissioner Dewey were successful in obtaining opportunity drawing prizes from several businesses for the Concerts in the Park. It was suggested that seven prizes be raffled off at the first concert. A meeting with Miss Placentia and her court will be held prior to the first concert. They will be doing face painting and the announcements. Commissioner Lawrence will be preparing the script. It was suggested that elected officials be asked if they would be interested in donating items for a basket. Commissioner Dewey will be in charge of counting the money donations and stated that a total of three Commissioners are needed at each concert.

Staff Zambrano reported that a total of 4 crafters signed up to be at the concerts on various dates, and a total of two food vendors will be at each concert. Staff Zambrano clarified that in previous minutes he had indicated having sponsorship checks from Care More, Gas Company and Edison. He received checks from the Gas Company and Edison, but the

check from Care More has not been received yet. The final contracts from Kid and Nic and the Placentia Community Band were received. He added that the June 30 concert will be decorated with July 4th decorations and it will be very festive.

4. **Photo Contest** – Commissioner Lawrence provided an overview of the Photo Contest presentations. She noted that the Placentia News Times had done a great article in the paper. The winners' photos had been nicely displayed in City Hall in the display cabinet.
5. **C.A.P.E.S. Discussion** - The subcommittee will get together to start preparations for the CAPES program in September. Commissioner Davis indicated the new deadline for the applications will be October 27, 2011 at 6:00 p.m. Staff Zambrano will update the applications and have them ready at the September 13 Commission meeting so that they can be distributed at the schools thereafter.
6. **Agenda Building and Meeting Schedule** - Items for next agenda will include, Elections of New Officers, Subcommittee Assignments, CAPES Discussion, Concerts in the Park Review and Winter Holiday Event Discussion.

STAFF COMMENTS – Staff Zambrano announced that the preliminary budget draft for fiscal year 2011-2012 was available on line and is expected to be approved by City Council at their meeting on June 21, 2011. The summer programs start on June 27 and training for part time staff will be completed before then. Staff Nicks indicated that the City Services Academy is scheduled to start on July 27, 2011 for six weeks. Each department's functions are discussed each week and this is a way of educating people about what types of services the City provides. Commissioner Mulrone commented that she and her husband had completed one of the sessions and had thoroughly enjoyed it.

Staff Nicks provided an overview of recent preliminary discussions with Orange County Parks representatives to consider the inclusion of Tri-City Park into their Regional Park System. The benefits to the tree cities would be that the County has the resources to maintain the park to a higher level and implement some of the upgrades highlighted in the Master Plan. However, the City of Placentia is sensitive to the fact that major events like the Heritage Festival and the Concerts in the Park are held at Tri-City Park and would try to protect this accessibility. Each of the cities is taking it to their respective City Councils for direction and more updates will follow.

ADJOURNMENT - There being no further business, a **MOTION** by Commissioner Bullock to adjourn to a regular meeting on Tuesday, September 13 , 2011 at 6:00 p.m.; **SECOND** by Commissioner Davis and **CARRIED** by a **4-0-2-0 VOICE VOTE** (Heaton, Stark Absent). The meeting adjourned at 7:20 p.m.

Maria Elena Maurer, Recording Secretary
Cultural Arts Commission