



Heritage Festival Committee Agenda

October 12, 2011 - 7:00 p.m.

Regular Meeting

Heritage Festival Committee

Bruce Hunt Jr.
Chair

Anne Russell
Vice Chair

Veronica Harlan
Secretary

Carole Nixon
Treasurer

Peggie Yamaguchi
2nd Vice Chair

Jim Cucalon

Bruce Hunt

Tommie Kalman

Frank Perez

City of Placentia
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City of Placentia, CA 92870

Community Services Department
Phone: (714) 993-8184
Fax: (714) 961-0283
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Procedures for Addressing the Heritage Festival 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 Festival 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 Festival 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 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.

REGULAR MEETING
7:00 p.m. – Placentia City Hall

MEETING CALLED TO ORDER

EXECUTIVE COMMITTEE

ROLL CALL: Chair / Bruce Hunt Jr.
Vice Chair / Anne Russell
2nd Vice Chair Peggie Yamaguchi
Secretary/Veronica Harlan
Treasurer/Carole Nixon
Jim Cucalon
Bruce Hunt
Tommie Kalman
Frank Perez

PLEDGE OF ALLEGIANCE

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 FESTIVAL AGENDA

1. Minutes
 - a. Regular Meeting – September 28, 2011
Recommended Action: Approve
2. Treasurer’s Report – Carole Nixon to provide an updated treasurer’s report
3. Sub-Committee Report – Sub-Committee chairpersons to review areas of responsibilities for discussion.
4. Agenda Building – Staff and committee to review agenda items for the next meeting.

ADJOURNMENT

The Heritage Festival Committee Adjourn to a Regular Meeting on Wednesday, November 9, 2011 at 7:00 p.m. in the front conference room located at City Hall, 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Veronica Harlan, Recording Secretary of the Heritage Festival Committee hereby certify that the Agenda for the October 12, 2011 meeting of the Heritage Festival Committee was posted on October 6, 2011.

Veronica Harlan

Veronica Harlan
Recording Secretary

Heritage Festival Committee
MINUTES of September 28, 2011

Meeting called to order 7:10 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL, Laurie Arroyo, Gerry Carnevalie, Jim Cucalon, Veronica Harlan, G. R. Hodges, Bruce Hunt, Jr., Bruce Hunt, Tommie Kalman, Janice Lacher, Julie Martinez, Carole Nixon, Anne Russell, Peggie Yamaguchi.

Absent: Frank Perez

CITY STAFF: Jon Nicks, Deputy Director -Community Services, Veronica Ortiz, Community Services Coordinator

CHAMBER OF COMMERCE: Erin Lee, Representative

Guests: Deputy Chief Ward Smith, Placentia Police Department, Amanda Rozzana, Boys and Girls Club; Roy Redman, Rotary Club; Steve Pischel, City Administrative Director

APPROVAL OF MINUTES: There were corrections to the last minutes made by **Carole** under the Expense paragraph Vickie Hunter signed invoice for \$554.91. **Anne** mention that under Dan Fenstermaker's clip will show as a commercial in the city cable channel. Under Band Review discussion, it is De Palma Terrace going to receive copier and **Carole** asked Don Sheppard for the loan of the trailer. Under Entertainment, it should be Kim and Flossy the Clown and Wendy with her pony they are from Circus Joy. **Laurie** would like six copies of the entries sheet and have a big size poster of the line-up. Under Special Events it should read the 501st and Henry DiCarlo will have a dressing area in El Torito restaurant. **Jim** commended Jon Nicks and staff for making the parade more visible. **V. Ortiz** commented that under Staff Comments the proceeds from the Beer Garden going to the Boys and Girls Club. MOTION to approve the minutes of September 14, 2011 as amended made by **Carole** SECOND by **Peggie**.

TREASURER REPORT: (**Carole**) distribute and reviewed the financial report for September 15, 2011 period covering September 28, 2011 through September 14, 2011. She states our Heritage Trust at City of Placentia is -\$1719.90. The net change for checking account was -\$6759.55. The Heritage Trust balance at the City is -\$8479.45. Treasurer's report filed for audit.

Discussion: No report from **V. Ortiz** but will make sure pending invoices have been paid.

Expense: Bruce Hunt \$33.94 from Office Max for advertising and \$125.00 for football flyers.

SUBCOMITTEE REPORTS:

Band Review (**Carole**) 19 bands to review which includes West Middle school, Lake Elsinore, Tuffree, Yorba Linda, Kraemer, Bernardo (class C); Rim of the World, Sonora, El Monte (class B); Foothill, El Dorado, Mayfield High, Montebello, Valencia (class A), Esperanza, Riverside King, and Norte Dam. Valdez and Travis not going through the competition there will be a 5-minute interval between bands the walk off will start at 9:30 a.m.

Discussion- Deliver the copier to Carole she will have certificates going to the bands and need parking decals for 15 judges. MIB are helping they will receive a \$100.00 donation. Michael Ebenhoch will announce and he will run a cable through his backyard for his microphone.

Games committee (**Anne**) all insurance forms sign from the game vendors.

Crafters (**V. Harlan**) 18 crafters thus far will need five volunteers to help with sort out spaces for the crafters.

Advertising and Entertainment (**Tommie**) the flyers are printed and the Penny saver ready to print ads on Friday.

Discussion The on-line advertising costs \$500.00 Amanda can go online under Zevents. V. Ortiz has not received the contract from Flossy.

Food committee (**Gerry**) 20 vendors in 25 spaces have a great mix of food. Not all food booths have netting because it came to an understanding that not all food vendors need netting.

Non-profit (**Julie**) 26 booths

Discussion: still have room in the non-profit area the dateline is next Wednesday, October 5, 2011.

Rotary Club (**Roy**) has 30 volunteers to help in the pancake breakfast.

Chamber of Commerce: (**Erin**) Business Showcase nine (9) paid vendors eagerly awaiting for more to sign-up and having a vendor night next week.

Special Events (**Jim**) Henry DiCarlo wants his children to ride with him. The Make-A-Wish Foundation is sending a 16-year old boy he will be riding the Outback Hummer with his family by his side. The trash can band volunteers coming per **Laurie**. The Saber guild will perform before the show. The star cars will be the "Munster" vehicle, "Night Rider" and "Herbie" and the stagecoach will have Snoopy riding on it. The zoo mobile will host talking parrots in the park.

Discussion no prowler cars coming. **Peggie** has Paul Hower taking Snoopy to the parade route and Brian will be with the Explorers.

Car Show committee (**Bruce**) 132 cars but expecting 200 at the event.

Discussion One refund for car show and **V. Ortiz** does not have any give-a-away at this time. **Bruce** will have t-shirts, caps and golf shirts for sale.

Beer Garden committee (**Chief Smith**) the set-up is the same from last year, but will set-up early. The band will bring different size of crowd. There will be sell pre-package peanuts and popcorn most salty snacks.

Discussion **Erin** wants to know how the advertising is being done for the Fenians. **Tommie** has flyers with their name on it. **Peggie** will take care of the El Dorado bell applicant.

STAFF COMMENTS: (**V. Ortiz**) will be putting the packets together this Sunday for Congressman Ed Royce, Supervisor Shawn Nelson giving list to **V. Ortiz** to make signs and to give to Laurie. **V. Ortiz** spends time going over the map and layout of the park.

Discussion **V. Ortiz** received a letter from the Red Hat Society requesting to have a booth, but not pay the fee. They are not a non-profit organization **Peggie** and **Bruce** believe they should pay.

Steve Pischel thanked everyone for the time and effort each one of us puts in the event.

AGENDA ITEMS: Same

ADJOURNMENT: The meeting adjourned at 9:45p.m. The next regular meeting will be Wednesday, October 12, 2011, at 7:00 p.m.

Veronica Harlan, Recording Secretary
Heritage Committee