



Heritage Committee Agenda

August 9, 2023 – 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

VACANT

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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City of Placentia, CA 92870

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

August 9, 2023, 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
VACANT

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
July 12, 2023
Recommended Action: Approve
2. Treasurer's Report: Carole Nixon to provide an update on treasurer's report.
3. 2022 Budget: Carole Nixon to provide an update.
4. Sub-Committee Reports:
 - a. Vendors
 - b. Sponsorship
 - c. Parade/Band Review
 - d. Marketing
 - e. VIP's
 - f. Volunteers
 - g. Car Show
 - h. Food

5. Staff Comments: Staff to provide updates and discuss areas of responsibilities.
6. 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 13, 2023, 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 August 9, 2023, meeting of the Heritage Committee was posted on Thursday, August 3, 2023.



Aileen Munoz
Community Services Coordinator/Heritage Committee Staff Liaison

Heritage Committee
MINUTES of July 12th, 2023

Meeting called to order at 6:10 p.m.

PLEDGE OF ALLEGIANCE

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

GUESTS: Margaret Babia from Cal State Fullerton, James Burandt

ABSENT: None

ORAL COMMUNICATIONS: None

CITY STAFF: Community Services Deputy Director Veronica Ortiz, Community Services, Coordinator Matt Brand, Community Services Coordinator Aileen Muñoz

COMMITTEE COMMENTS AND REPORTS: None

1. Oath of Office: None

2. MINUTES:

The minutes for May 17th, 2023, were **MOTIONED** for approval by Committee Member Severson and were **SECONDED** by Committee Member Perez. Motion carried.

3. Sub-Committee Reports:

Deputy Director Veronica Ortiz, along with Committee member Gonzalez, updated the Committee regarding the Heritage Festival marketing campaign progress as well as volunteer acquisition. Deputy Director Ortiz updated the Committee regarding the progression of the Heritage Festival website. She informed them that Community Services Coordinator Matt Brand is currently working on being able to upload the various vendor applications as well as being able to take online payments. Volunteers will not have to sign any waivers unless they participate or work during the actual day of the event.

Committee Member Gonzalez informed the Committee that he has been in communication with Cal State Fullerton to assist in marketing for the event. He would like to create and post a QR-code for easy access to the website and applications. Committee Member Gonzalez would like to create social media posts on Facebook, LinkedIn, Instagram, and Twitter. Coordinator Brand will connect with Committee Member Gonzalez and work to update the Heritage webpage.

Deputy Director Ortiz discussed the VIP area and shuttle service. She informed the Committee that they are looking at locations for the VIP area as well as securing a new shuttle service for the event and VIP's.

Committee Treasurer Carole Nixon updated the Committee regarding the Parade/Band Review. She informed the Committee that she has not received any negative feedback regarding the shorter parade route and the application of the Heat Index regulations. She informed the Committee that she is in contact with someone to be the announcer for this years Parade. She informed the Committee that 13 high school bands have confirmed they will be attending the Heritage Parade.

Deputy Director Ortiz informed the Committee that there are currently 26 car show entries. Coordinator Brand discussed potentially having Car Show entries participate in the Parade to help fill in gaps and add to the viewers experience.

4. Staff Comments:

No Comments at this time.

5. Agenda Building:

Items to be included in the next meeting agenda: Same as previous agenda.

ADJOURNMENT: Chair Binnings **MOTIONED** to adjourn the meeting and was **SECONDED** by Vice Chair Martin. Motion carried. The meeting adjourned at 7:48 P.M. to the next meeting on Wednesday, August 9th, 2023, at 6:00 P.M.