



Heritage Committee Agenda

September 13, 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

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

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

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)

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 13, 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. Sub-Committee Reports:
 - a. Vendors
 - b. Sponsorship
 - c. Parade/Band Review
 - d. Marketing
 - e. VIP's
 - f. Volunteers
 - g. Car Show
 - h. Food
 - i. Beer Garden

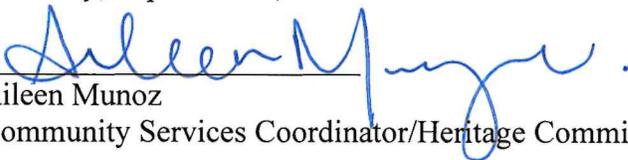
4. Grand Marshal: Staff and committee to discuss Grand Marshal options.
5. Staff Comments: Staff to provide updates and discuss areas of responsibilities.
6. Agenda Building: Staff and committee to review agenda items for the next meeting.

ADJOURNMENT

The Heritage Committee Adjourn to the next regular meeting on Wednesday, October 11, 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 September 13, 2023, meeting of the Heritage Committee was posted on Thursday, September 7, 2023.



Aileen Munoz
Community Services Coordinator/Heritage Committee Staff Liaison

Heritage Committee
MINUTES of August 9, 2023

Meeting called to order at 6:15 p.m.

PLEDGE OF ALLEGIANCE

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

GUESTS:

ABSENT: Kenny Binnings

ORAL COMMUNICATIONS: None

CITY STAFF: Community Services Coordinator, Matt Brand, Community Services Coordinator, Aileen Muñoz, Community Services Administrative Assistant, Daniela Escobedo

COMMITTEE COMMENTS AND REPORTS: None

1. MINUTES:

The minutes for August 12, 2023, were **MOTIONED** for approval by Vice Chair Martin and were **SECONDED** by Committee Member Severson. Motion carried.

2. Treasurer's Report:

No Comments at this time.

3. 2022 Budget:

Treasurer Nixon reviewed the 2022 budget with the Committee. The budget for the 2022 Heritage Festival, were MOTIONED for approval by Vice Chair Martin and were SECONDED by Committee Member Severson. Motion carried.

4. Sub-Committee Reports:

Committee Member Gonzalez updated the Committee regarding the progress on marketing. He informed the Committee that he would like an updated list of verified vendors to assist in content creation. He would also like a copy of the current promotional flyer to ensure that all future content made matches the same theme and style.

The Committee reviewed the updated vendor applications and prices. Community Services Coordinator Muñoz informed the Committee that Food truck prices have increased to \$500, Food Vendors are priced at \$220 for Non-Profit Resident and \$275 for Non-Profit Non-Resident. Homebased Vendors fees are set at \$150 for both resident and non-resident.

Game/Activity Vendor fees are set at \$95 for free games and \$150 for those who charge a participation fee. Non-Profit vendor fees went up from \$40 to \$125, Business Expo fees are tied with the sponsorship levels beginning at \$500.

Coordinator Muñoz updated the Committee regarding the Parade and Band Review. She informed the Committee of the inclusion of an inactive Helicopter that will participate in the Parade and be stationed near the park to allow for pictures. She confirmed that there will be portable toilets available along the Parade/Band Review route. Treasurer Nixon will reach out to the school bands.

Coordinator Muñoz provided an update regarding the number of vendors currently participating in this year's Heritage Festival. There are currently 6 Craft vendors, 1 Homebased, 1 Non-Profit, 1 Food Vendor, 46 Car Show entries, 2 Car Show Vendors, 3 Parade entries.

5. Staff Comments:

No Comments at this time.

6. Agenda Building:

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

ADJOURNMENT: Vice Chair Martin **MOTIONED** to adjourn the meeting and was **SECONDED** by Committee Member Castillo. Motion carried. The meeting adjourned at 8:05 P.M. to the next meeting on Wednesday, September 13, 2023, at 6:00 P.M.