



Heritage Committee Agenda

November 8, 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)

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

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 8, 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

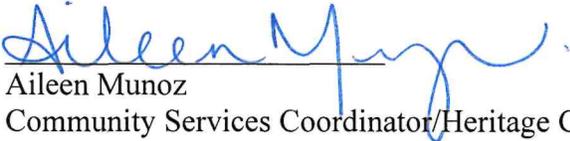
1. Minutes
 - a. Adjourned Regular meeting
October 4, 2023
Recommended Action: Approve
2. 2023 Event Overview – Committee and staff to review and discuss the 2023 event.
3. Staff Comments – Staff to provide updates and discuss areas of responsibilities.
4. Agenda Building – Staff and committee to review agenda items for the next meeting.

ADJOURNMENT

The Heritage Committee Adjourn to the next regular meeting on Wednesday, January 10, 2024 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 8, 2023 meeting of the Heritage Committee was posted on Thursday, November 2, 2023.


Aileen Munoz
Community Services Coordinator/Heritage Committee Staff Liaison

Heritage Committee
MINUTES of October 4, 2023

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

PLEDGE OF ALLEGIANCE

HERITAGE COMMITTEE: Kenny Binnings, Patti Martin, Carole Nixon, Frank Perez,

GUESTS: Police Ssgt Garza, Police Lieutenant Millsap, James Burandt

ABSENT: Meredith Castillo, Martin Gonzalez, Michele Severson

ORAL COMMUNICATIONS: Sergeant Garza informed the Committee that he would like a list of the non-competing bands to assist with staging on the day of the event. The Committee informed him that the road closures begin approximately at 7:00 A.M.

CITY STAFF: Deputy Director of Community Services, Veronica Ortiz; Management Analyst, Madelinne Villapando; Administrative Assistant, Daniela Escobedo; Community Services Coordinator, Matt Brand; Community Services Coordinator, Aileen Muñoz; Community Services Coordinator, Felipe Zambrano; Community Services Coordinator, Cynthia Alvarez.

COMMITTEE COMMENTS AND REPORTS:

1. MINUTES:

The minutes for September 13, 2023, were **MOTIONED** for approval by Committee Member Perez and were **SECONDED** by Chair Binnings. Motion carried.

2. Treasurer's Report:

Treasurer Nixon updated the Committee on the treasurer's report. She informed them that as of the last treasurers report stating a net income of \$11,585 there has been an additional income in the amount of \$7,910 resulting in a current total of \$19,495.

The treasurer's report were **MOTIONED** for approval by Chair Binnings and were **SECONDED** by Vice-Chair Martin. Motion carried.

3. Sub-Committee Reports:

Treasurer Nixon updated the Committee regarding the bands and parade. She informed the Committee of the bands that have registered for the band review and parade.

Community Services Coordinator Muñoz provided a marketing update to the Committee. She informed them that the Community Services Department has made various social media posts on Facebook and Instagram. She informed the Committee that Committee

Member Gonzalez has been working with students from California State University Fullerton (CSUF) to create and distribute marketing materials for the Heritage Festival. Coordinator Muñoz updated the Committee regarding the logistics for the VIP area. She informed the Committee that the VIP area will include canopies, ice chest with refreshments and snacks, and be open to the city dignitaries as well. Staging will be set at the CVS parking lot at the intersection of Kraemer and Bastenchury avenue. Deputy Director Ortiz informed the Committee that she will speak with the food vendors and inquire who would be willing to provide a complimentary meal for some of the VIP's such as the Grand Marshals.

Coordinator Zambrano provided a food vendor update to the Committee. He informed the Committee that there are currently 15 food vendor applications submitted. He also informed the Committee that of these 15 vendors, only 9 have received the appropriate TFF permit from the health department. He informed the Committee that the Placentia Community Foundation will be doing the Beer and Wine sales near the top of the park overlooking the concert stage area.

Coordinator Muñoz informed the Committee of the current number of approved vendors. Currently there are 6 Business Expo vendors, 4 Homebased vendors, 31 Non-profit vendors and 18 Craft vendors.

4. Staff Comments: Staff to provide updates and discuss areas of responsibilities.

Coordinator Muñoz asked the Committee if they would still like to hold their next regularly scheduled meeting on October 11, 2023.

Vice-Chair Martin **MOTIONED** to cancel the next regularly scheduled meeting due to lack of business. Chair Binnings **SECONDED** the motion. Motion carried.

5. Agenda Building:

Staff and committee to review agenda items for the next meeting.

6. Staff Comments:

No comments at this point.

7. 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 Chair Binnings. Motion carried. The meeting adjourned at 7:52 P.M. to the next meeting on Wednesday, November 8, 2023, at 6:00 P.M.