

Heritage Committee
MINUTES of May 11, 2022

Meeting called to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE

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

ABSENT: Kenny Binnings, Patti Martin, Carole Nixon

Guests: None

ORAL COMMUNICATIONS: None

CITY STAFF: Veronica Ortiz, Community Services Supervisor, and Aileen Munoz, Community Services Coordinator Madelinne Cuevas

COMMITTEE COMMENTS AND REPORTS: None

1. MINUTES: The minutes for March 2, 2022, were **MOTIONED** for approval by Committee Member Perez and were **SECONDED** by Committee Member Castillo.

2. SPONSORSHIP BROCHURES:

Community Services Coordinator Munoz, provided the committee with a sponsorship brochures to review. Committee Member Gonzalez suggested to make the sponsorship available online. Supervisor Ortiz, informed the committee that the sponsorship brochure isn't available online at this time. Supervisor Ortiz, also shared that the Heritage Festival has a dedicated webpage via the City's website.

The committee collectively reviewed the sponsorship brochure and suggested minor revisions. Supervisor Ortiz, indicated that the event has been sent to council and has been approved.

3. VENDOR APPLICATIONS AND POTENTIAL PARKING COST:

Committee Member Castillo suggested to charge for parking and the committee collectively agreed to consider charging festival goers. Projected fees discussed were approximately \$5.00 per vehicle.

Community Services Coordinator, Munoz discussed the vendor application fees with the committee and inquired about the possibility of increasing them. Proposed fees discussed are as follows: \$250 beer garden, \$220 food vendor non-profit resident, \$275 food vendor

non-resident non-profits, business expo Ruby level-\$250, Gold level-\$500, Emerald level-\$1000, and Diamond level-\$2000. \$95 Craft vendor, \$95 Games and Activity vendor, \$95 Homebased vendor, and \$95 for a Non-profit vendor.

The new fees were **MOTIONED** to approve by Committee Member Michelle Severson and were **SECONDED** by Committee Member Perez.

4. VIP VOLUNTEERS:

Community Services Coordinator, Munoz indicated that Chairperson Binnings would like to have a specific VIP area for VIP Volunteers such as Grand Marshalls. Supervisor Ortiz, shared that a VIP area has been orchestrated in the past and briefly summarized the previous experience with the committee. Committee Member Severson, also shared that the person that has handled this in the past has offered to shadow the process for this year.

5. STAFF COMMENTS: None

6. AGENDA BUILDING: The following items will be reflective on the next agenda. Patti Martin and Carole Nixon will not be present for next meeting, therefore, no Treasurer's Report will be referenced on the agenda. VIP Volunteers will remain and Grand Marshalls will be added.

7. ADJOURNMENT: Committee Member Castillo **MOTIONED** to adjourn the meeting. Committee Member Severson **SECONDED** the motion. Motion carried. The meeting adjourned at 7:50 p.m. to the next meeting on Wednesday, June 8, 2022, at 6:00 p.m.