



Heritage Committee Agenda

February 14, 2024 – 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

February 14, 2024, 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
January 10, 2024
Recommended Action: Approve
2. Election of Office – Committee to nominate and select 2024 Committee Officers
 - a. Committee Member Responsibilities
3. 2024 Event Specifics – Committee and staff to review and discuss the 2024 event.
 - a. Event Date
 - i. Yom Kippur
 - b. Types of Vendors/Fees
 - i. Homebased
 - ii. Craft
 - iii. Business Expo
 - iv. Food

- v. Non-Profit
- vi. Car Show
- vii. Sponsorships
- viii. Band Review
- ix. Parade
- x. Game/Activity
- xi. Beer Garden

- c. Band Review Route – Committee and Staff to review and discuss.
- d. Draft of Council presentation – Staff to review and discuss 2024 event details.

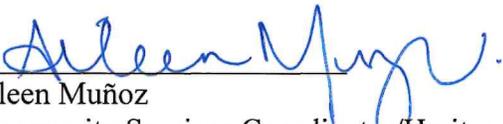
- 4. Staff Comments – Staff to provide updates and discuss areas of responsibilities.
- 5. Agenda Building – Staff and committee to review agenda items for the next meeting.

ADJOURNMENT

The Heritage Committee Adjourn to the next regular meeting on Wednesday, February 14, 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 February 14, 2024, meeting of the Heritage Committee was posted on Thursday, February 08, 2024.



Aileen Muñoz
Community Services Coordinator/Heritage Committee Staff Liaison

Heritage Committee
MINUTES of January 10, 2024

Meeting called to order at 6:02 p.m.

PLEDGE OF ALLEGIANCE

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

GUESTS:

ABSENT: Matin Gonzalez

ORAL COMMUNICATIONS:

CITY STAFF: Community Services Coordinator, Aileen Muñoz

COMMITTEE COMMENTS AND REPORTS:

1. MINUTES:

The minutes for November 8, 2023, were **MOTIONED** for approval by Chairperson Larson and were **SECONDED** by Committee Member Castillo. Motion carried.

2. 2023 Event Overview:

Coordinator Muñoz opened discussions for an overview of the 2023 Heritage Day. Vice-Chair Martin proposed lowering the Homebased Vendor fee to between \$100 - \$120, mentioning that the higher price deterred many vendors from years past from returning. She would also like to further discuss a revision to the fees in total for all categories for the 2024 Heritage event at later meetings.

Treasurer Nixon would also like to revise the Craft vendor fee, as many vendors who attended voiced their discontent with the higher fees this year. Committee Member Severson proposed reinitiating the Business vendor category and separating them from the Sponsorships. She noted that this led to a huge barrier to entry that deterred many repeat vendors from previous years, many of whom are local businesses.

The Commission will itemize topics for future meeting discussions revolving around vendor placements, fire safety restrictions, limitations of same type of food vendors, ways to attract a variety of food vendors/trucks.

3. **Staff Comments:**

No Comments at this time.

4. **Agenda Building:**

Items to be included in the next agenda are Meeting Minutes, Election of officers, City Council Presentation draft, Heritage Event Analytics (vendor placement, fire dept regulations, same food type limitations, food vendor verification with Committee Member Severson, food vendor/truck recruitment, event hours), Date for Heritage 2024, Vendor Fees, Band Review Route, Create Volunteer registration website with assignment selection, Create website for vendor application submission, Social Media advertisement.

ADJOURNMENT: Vice-Chair Martin **MOTIONED** to adjourn the meeting and was **SECONDED** by Commissioner Castillo. Motion carried. The meeting adjourned at 7:19 P.M. to the next meeting on Wednesday, February 14, 2024, at 6:00 P.M.