

Heritage Committee  
MINUTES of January 8, 2024

**Meeting called to order at 6:18 P.M.**

**PLEDGE OF ALLEGIANCE**

**HERITAGE COMMITTEE:** Kenny Binnings, Patti Martin, Carole Nixon, Frank Perez, Meridith Castillo, Michele Severson, Lisa Pallares

**GUESTS:** None at the time of the meeting

**ABSENT:** Martin Gonzalez

**CITY STAFF:** Community Services Coordinator, Aileen Muñoz; Administrative Assistant, Daniela Escobedo

**ORAL COMMUNICATIONS:** Vivian Perez, Car Show volunteer, is in attendance.

**COMMITTEE COMMENTS AND REPORTS:** None at the time of the meeting

**1. Minutes:**

The minutes for October 9, 2024, and November 18, 2024, were **MOTIONED** for approval by Chair Binnings and were **SECONDED** by Vice-Chair Martin. Motion carried.

**2. Election of Officers:**

The Committee opened up the nominations for Chair, Vice Chair, and Treasurer. The Committee voted and approved the following elections:

- Chairperson: Patti Martin
- Vice-Chair: Kenny Binnings
- Treasurer: Carole Nixon

**3. 2025 City Council Item:**

The Committee discussed and drafted the 2025 City Council item presentation. The Coordinator Muñoz notified the Committee that the earliest date to the items could get to Council is February 4, and the latest being February 18. The items to be presented at the City Council meeting include the 2026 Heritage Festival date for October 10, approval of 2026 levels of sponsorship, and approval of 2026 parade route.

Once vendor and participant fees are approved, the Committee will get started on applications and distribute them as soon as possible. The City staff agreed to keep the same parade route as well as continuing to implement the Heat Index Policy. Coordinator Muñoz recommends beginning to recruit sub-committee members, specifically mentioning band

directors. She stated that she's been in contact with the marketing manager about creating a website similar to the Tamale Festival, fully digitizing the event, including an online payment option to process applications on the website.

Coordinator Muñoz stated that the 2025 Heritage Festival date has been approved for October 10, as well as continuing with the 2024 parade route. She confirmed that the VIP/Honor Convoy staging will take place on the westbound lanes of Bastanchury Rd. and between Kraemer Blvd. and Tuffree Blvd. The Committee suggested digitalizing vendor and band packets as well to avoid confusion with last minute lineups changes, then eventually adding a text service in the future.

Coordinator Muñoz reviewed the proposed parade route and staging with the Committee, highlighting each street and their designated purpose. She then went over the Heat Index Policy, stating that once the temperature reaches 90° F or above, bands will be required to dress down for the parade. Coordinator Muñoz reviewed the vendor and participant fees with the Committee, finalizing the recommended fees for the 2025 Heritage Festival. She also reviewed the funding request for the 2025 Heritage Festival with the Committee, recommending that the Police Department, Fire Department, Public Works subsidize their own budget and account.

**4. Removal of Committee Member not meeting attendance requirements:**

The Committee discussed the removal of Martin Gonzalez as Committee Member and recommended Alternate, Lisa Pallares, upon City Councils approval. The Committee wants to explore the idea of having additional alternate members, as more help will be needed for the 60<sup>th</sup> Anniversary of the Heritage Festival and the Centennial for 2026.

The removal of Committee Member Martin Gonzalez and support Lisa Pallares into Full Committee status was **MOTIONED** for approval by Vice-Chair Binnings and **SECONDED** by Chair Martin.

**5. Staff Comments:**

None at this time.

**6. Agenda Building:**

The Committee will discuss and identify sub-committees at the next meeting on February 12, 2025.

**ADJOURNMENT:** Chair Martin **MOTIONED** to adjourn the meeting and was **SECONDED** by Committee Member Severson. Motion carried. The meeting adjourned at 8:04 P.M. to the next meeting on Wednesday, January 8, 2025, at 6:15 P.M.