



Heritage Committee Agenda

August 06, 2025 – 6:15 p.m.

Special Meeting

Heritage Committee

Patti Martin
Chair

Kenny Binnings
Vice Chair

Carole Nixon
Treasurer

Frank Perez

Michele Severson

Lisa Pallares

VACANT

City of Placentia
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City of Placentia, CA 92870

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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.

SPECIAL MEETING

August 06, 2025, 6:15 p.m. – City Hall Front Community Room

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE

EXECUTIVE COMMITTEE

ROLL CALL: Chair / Patti Martin
Vice Chair / Kenny Binnings
Treasurer / Carole Nixon
Frank Perez
Martin Gonzalez
Michele Severson
Lisa Pallares
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 subcommittee 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
June 11, 2025
Recommended Action: Approve
2. Festival Layout – Committee and staff to discuss festival layout.

3. Subcommittees – Committee and staff to discuss subcommittee assignments.

- a. Band Review
- b. Parade
- c. Non-Profit
- d. Car Show
- e. Business Expo
- f. Craft
- g. Food
- h. Home-based
- i. Sponsorship
- j. Marketing

4. Staff Comments

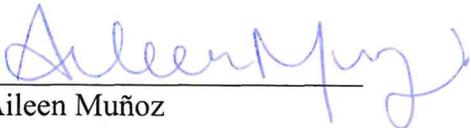
5. Agenda Building – Staff and committee to review agenda items for next meeting.

ADJOURNMENT

The Heritage Committee Adjourn to the next regular meeting on Wednesday, July 09, 2025, at 6:15 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 July 09, 2025, meeting of the Heritage Committee was posted on Wednesday, July 02, 2025.



Aileen Muñoz

Community Services Coordinator/Heritage Committee Staff Liaison

Heritage Committee
MINUTES of June 11, 2025

Meeting called to order at 6:24 P.M.

PLEDGE OF ALLEGIANCE

HERITAGE COMMITTEE: Patti Martin, Kenny Binnings, Carole Nixon, Frank Perez, Lisa Pallares, Michelle Severson

GUESTS: None

ABSENT: None

CITY STAFF: Community Services Coordinator, Aileen Muñoz; Administrative Assistant, Daniela Escobedo; Community Services Director Lydie Gutfeld

ORAL COMMUNICATIONS: None

COMMITTEE COMMENTS AND REPORTS: None

1. Minutes:

The minutes for June 11, 2025, were **MOTIONED** for approval by Committee Member Severson and were **SECONDED** by Committee Member Pallares.

2. Grand Marshal:

Coordinator Muñoz provided the committee with a list of businesses that are 60 years or older to be included in the festival as grand marshal. She stated that she will get in contact with the businesses listed and have their applications under way. Additionally, if there are more businesses and restaurants not included, to get confirmation from finance staff.

Committee Member Severson **MOTIONED** to approve the list of restaurants and businesses presented. Vice Chair Binnings **SECONDED** the motion. The motion passes.

3. Subcommittees:

a. Sponsorships

Coordinator Muñoz presented the online sponsorship application on the Heritage Festival website to the committee, highlighting each sponsorship tier. Vendor applications will be submitted online and reviewed by members of the committee. Once approved, applicants will receive confirmation from staff with a link to pay for the application.

b. Parade/Band Review

Coordinator Muñoz reviewed the band review and parade applications with the committee; recommended revisions will be made to the applications. A fillable indemnification form must be submitted along with the application by all participants of the Heritage Festival.

The committee discussed options for drop off/pick up locations for competing and non-competing bands, as well as suggestions where buses should be parked. Committee members and City staff will make plans to meet and walk at each site before confirming designated locations.

4. Staff Comments:

None at this time.

5. Agenda Building:

The committee will continue the discussion on subcommittees and remove grand marshal from the agenda.

ADJOURNMENT: The meeting adjourned at 7:37 P.M. to the next meeting on Wednesday, August 6, 2025, at 6:15 P.M.