



# Heritage Committee Agenda

November 12, 2025 – 6:15 p.m.

## Regular Meeting

### Heritage Committee

**Patti Martin**  
Chair

**Kenny Binnings**  
Vice Chair

**Carole Nixon**  
Treasurer

**Frank Perez**

**Michele Severson**

**Lisa Pallares**

**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](http://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](mailto: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

November 12, 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  
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 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  
August 6, 2025, and September 10, 2025  
Recommended Action: Approve
2. 2025 Event Overview – Committee and staff will review and discuss the 2025 event.
3. Staff Comments – Staff will provide updates.
4. Agenda Building – Staff and committee to review agenda items for the next meeting.

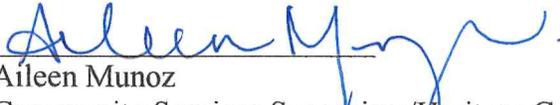
**ADJOURNMENT**

The Heritage Committee Adjourn to the next regular meeting on Wednesday, January 14, 2026 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 Supervisor, hereby certify that the Agenda for the November 12, 2025, meeting of the Heritage Committee was posted on Thursday, November 6, 2025.

  
Aileen Munoz  
Community Services Supervisor/Heritage Committee Staff Liaison

Heritage Committee  
MINUTES of August 6, 2025

Meeting called to order at 6:21 P.M.

**PLEDGE OF ALLEGIANCE**

**HERITAGE COMMITTEE:** Patti Martin, Kenny Binnings, Carole Nixon, Michelle Severson

**GUESTS:** Mayor Kirwin, Councilmember Yamaguchi, Sergeant Garza

**ABSENT:** Frank Perez, Lisa Pallares

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

**ORAL COMMUNICATIONS:** None

**COMMITTEE COMMENTS AND REPORTS:**

Vice Chair Binnings informed the Committee that he has been visiting veteran halls to be part of the Honor Convoy. There will be no VIP breakfast area at this year's Heritage Festival. Still, Director Gutfeld stated they're planning the Rotary Pancake Breakfast at the CVS parking lot on Bastanchury to entice residents to explore the entire parade route. Director Gutfeld mentioned that she is interested in contacting the Anaheim DAV for the festival, and Vice Chair Binnings will assist in contacting them. Vice Chair Binnings agreed to contact local restaurants and businesses that could be included in the Heritage Festival as grand marshal.

1. **Minutes:**

The minutes for July 9, 2025, were **MOTIONED** for approval, with the date change, by Vice Chair Binnings and were **SECONDED** by Chair Martin.

2. **Festival Layout:**

Supervisor Muñoz informed the Committee that they plan on having a mobile stage, similar to the one used for Concerts in the Park, behind the concrete pad. She mentioned the inclusion of local karate and dance companies in between breaks with 15–20-minute demonstrations, creating more engagement with the crowd after the award ceremony and throughout the festival. Furthermore, the dining tables will be placed in front of the stage instead of next to it.

The food vendors and car show will be located in the same location as last year, Lot C, with additional cars placed in designated grass areas. Director Gutfeld explained that utilizing more grass areas for vendors will allow a clear path for travel for the fire unit in case of an emergency.

Supervisor Muñoz informed Councilmember Yamaguchi where the Kids Zone will be and noted that it will include carnival games, inflatables, and vendors. She emphasized that the layout would have a clear pathway throughout the park for emergencies while filling up the park space as much as possible.

### 3. Subcommittees:

#### a. Band Review

After a thorough discussion, the Committee agreed that the Band Review will be on Alta Vista, going west, then turning right on Kraemer Blvd. to feed into the parade. Buses will come from east of Alta Vista and drop off bands, with staging on Central Ave.

#### b. Parade

Director Gutfeld confirmed that the parade will be a mile long, beginning at the intersection of Yorba Linda Blvd. and Kraemer Blvd., going north on Kraemer Blvd., and ending at Golden Ave. She stated that they would adjust the bus logistics schedule accordingly once they had the number of band review bands and non-competing bands.

#### c. Non-Profit

Supervisor Muñoz confirmed they've received three Non-Profit applications.

#### d. Car Show

Supervisor Muñoz informed the Committee that they've received 30 car show entries and zero car show vendors.

#### e. Business Expo

Supervisor Muñoz confirmed that they currently have three Business Expo applications.

#### f. Craft

Supervisor Muñoz confirmed that they have three craft applications which Treasurer Nixon has approved.

#### g. Food

The Committee approved the submitted food vendor applications, and City Staff will process them.

#### h. Home-based

Zero applications have been submitted at this time.

i. **Sponsorship**

Supervisor Muñoz informed the Committee that no sponsorships have been received to date, but noted that sponsorship packets and letters have been mailed to potential sponsors. Director Gutfeld reported that a street team has been organized to distribute flyers and posters at shopping centers in Placentia. Co-Chair Binnings expressed interest in reaching out to U.S. Bank for sponsorship opportunities.

j. **Marketing**

Supervisor Muñoz reported that City staff and part-time staff developed a marketing strategy that includes creating Instagram posts for City programs and events. She noted that the City's page has gained followers and that staff continue to receive assistance from Communication/Marketing Manager Drulias and Digital Media Analyst Cortez.

4. **Staff Comments:**

None at this time.

5. **Agenda Building:**

The committee will continue the discussion on subcommittees.

**ADJOURNMENT:** Committee Member Severson **MOTIONED** to adjourn the meeting and was **SECONDED** by Vice Chair Binnings. Motion carried. The meeting adjourned at 7:48 P.M. to the next meeting on Wednesday, September 10, 2025, at 6:15 P.M.

Heritage Committee  
MINUTES of September 10, 2025

**Meeting called to order at 6:15 P.M.**

**PLEDGE OF ALLEGIANCE**

**HERITAGE COMMITTEE:** Patti Martin, Kenny Binnings, Michelle Severson

**GUESTS:** City Administrator Jennifer Lampman, Community Services Supervisor Michelle Khzouz

**ABSENT:** Carole Nixon, Lisa Pallares

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

**ORAL COMMUNICATIONS:**

Community Services Supervisor Muñoz introduced the new City Administrator Jennifer Lampman and Community Services Supervisor Michelle Khzouz to the committee.

**COMMITTEE COMMENTS AND REPORTS:** None

**1. Minutes:**

Vice Chair Binnings **MOTIONED** to table the approval of August 6, 2025, minutes to next meeting. Committee Member Severson **SECONDED** the motion. Motion passes.

**2. Subcommittees:**

**a. Parade**

Supervisor Muñoz confirmed that they are currently 20 parade applicants, with five applications pending payment. Director Gutfeld noted that the Yorba Linda Mayor and Brea City Council requested to participate in the parade. Supervisor Muñoz announced that the grand marshals for the festival are UCI Health, Castner's Auto Service, Placentia Glass & Screen, Tlaquaque, 301 Café.

**b. Non-Profit**

Supervisor Muñoz confirmed they've received 10 Non-Profit applications with two applications pending payment.

**c. Car Show**

Supervisor Muñoz informed the Committee that they have received 87 car show entries, with six entries pending payment. She noted that some entries are missing

a signature on the indemnification form. Additionally, she shared that day-of registration will be accepted for the car show.

**d. Business Expo**

Supervisor Muñoz confirmed that they have currently received eight Business Expo applications, with three applications pending payment.

**e. Craft**

Supervisor Muñoz confirmed that they have currently 10 craft applications, with two applications pending payment.

**f. Food**

Supervisor Muñoz confirmed that they have currently received eight food vendor applications, with six applications pending payment. She also provided the Committee with a list of the food vendors that will be attending the event.

**g. Home-based**

Supervisor Muñoz confirmed that Kkandies is currently the only home-based vendor. She noted that they had submitted a food vendor application the previous year. Committee Member Severson stated that as long as they do not distribute samples during the event, they will be considered a home-based vendor.

**h. Sponsorship**

None at this time.

**i. Marketing**

Supervisor Muñoz informed the Committee that a team of part-time staff has been meeting weekly with full-time City staff to create videos, slides, and photos for social media. She stated that as the festival date approaches, the team will begin posting educational content to inform residents about what to bring, the parade route, where to sit, and other helpful event details.

**3. Staff Comments:**

Director Gutfeld informed the Committee that she is currently working on securing a BMX group to perform tricks along the parade route and at the festival. She also mentioned that she is preparing a presentation for the October 7th City Council meeting to provide the most current updates on the Heritage Festival.

Supervisor Khzouz shared with the Committee the variety of activities, artists, and games she plans to secure for the festival.

4. **Agenda Building:**

No agenda building was discussed.

**ADJOURNMENT:** Vice Chair Binnings **MOTIONED** to adjourn the meeting and was **SECONDED** by Committee Member Severson. Motion carried. The meeting adjourned at 7:02 P.M. to the next meeting on Wednesday, November 12, 2025, at 6:15 P.M.