



Heritage Festival Committee Agenda

July 11, 2012 – 7:00 p.m.

Regular Meeting

Heritage Festival Committee

Bruce Hunt Jr.
Chair

Anne Russell
Vice Chair

Veronica Harlan
Secretary

Carole Nixon
Treasurer

Jim Cucalon
2nd Vice Chair

Bruce Hunt

Tommie Kalman

Frank Perez

Procedures for Addressing the Heritage Festival 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 Festival 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 Festival 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 Community Services Department at (714) 993-8184. 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) 993-8184, 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.

City of Placentia
401 E Chapman Avenue
City of Placentia, CA 92870

Community Services Department
Phone: (714) 993-8184
Fax: (714) 961-0283
Website: www.placentia.org

REGULAR MEETING
7:00 p.m. – Placentia City Hall

MEETING CALLED TO ORDER

EXECUTIVE COMMITTEE

ROLL CALL: Chair / Bruce Hunt Jr.
Vice Chair / Anne Russell
2nd Vice Chair Jim Cucalon
Secretary/Veronica Harlan
Treasurer/Carole Nixon
Bruce Hunt
Tommie Kalman
Frank Perez

PLEDGE OF ALLEGIANCE

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 FESTIVAL AGENDA

1. Minutes
 - a. Regular Meeting – June 13, 2012
Recommended Action: Approve
2. Treasurer’s Report – Carole Nixon to provide an updated treasurer’s report.
3. Memorandums of Understanding – Discussion and consideration for approvals of the following MOU’s: Business Showcase (Chamber of Commerce), Pancake Breakfast (Rotary Club) and Beer Garden Area (The Friendly Center).
4. Foundation Grant Application– Committee to provide a progress report on the grant application status.
5. Sub-Committee Report – Sub-Committee chairpersons to review areas of responsibilities. for discussion.
6. Staff Comments – Staff to review areas of responsibilities.

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

ADJOURNMENT

The Heritage Festival Committee Adjourn to a Regular Meeting on Wednesday, August 8, 2012 at 7:00 p.m. in the front conference room located at City Hall, 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Veronica Harlan Recording Secretary of the Heritage Festival Committee and Veronica Ortiz, Community Services Coordinator/Heritage Festival Staff Liaison, hereby certify that the Agenda for the July 11, 2012 meeting of the Heritage Festival Committee was posted on July 5, 2012.

Veronica Harlan

Veronica Harlan
Recording Secretary

Veronica Ortiz
Community Services Coordinator/Heritage Festival Committee Staff Liaison

Heritage Festival Committee MINUTES of June 13, 2012

Meeting called to order 7:10 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL; Laurie Arroyo, Gerry Carnevali, Jim Cucalon, Veronica Harlan, G.R. Hodges, Bruce Hunt, Bruce Hunt Jr., Janice Lacher, Carole Nixon, Frank Perez, Anne Russell and Suzanne Wulff.

Absent: Bruce Hunt Jr., Tommie Kalman, and Peggie Yamaguchi

CITY STAFF: Jon Nicks, Deputy Director Community Services, and Veronica Ortiz, Community Services Coordinator

CHAMBER OF COMMERCE: Rosalina Davis, President

GUESTS: Cathy Seeling, Friendly Center

LeAndrah Siwa and Jeremy Yamaguchi, Mayor

APPROVAL OF MINUTES: There are corrections to the minutes made by **Laure** under the Beer Garden it should read that she made an acquaintance with one of the sausage food vendors, which would be a good source for the food at the Beer Garden. **MOTION** to approve the minutes of April 11, 2012 as amended made by **Rosalina** and **SECOND** by **Gerry**.

TREASURERS REPORT: (**Carole**) distribute and reviewed the financial report for June 13, 2012 period covering May 9, 2012 through June 13, 2012. She states our Heritage Trust at City of Placentia is -\$7,555.49. The net change for Trust Account was -\$253.39. The Heritage Trust balance at the City is -\$7,808.88. File report for audit.

GUEST: LeAndrah came in to introduce herself she is here to let us know that Marsha Rooney and Alan Staub are not available to attend.

BEER GARDEN: **Cathy** is here to talk about her part in the City of Orange Street Faire Beer Garden and would like to share the information that she has in putting the beer garden at City of Orange. She is interested in running the beer garden for our festival. She would like to have food booths in the beer garden that would not interfere with other food vendors that would already be at the festival.

Discussion: **Bruce** wants to know if the beer garden runs longer we need to decide if it should run from as early as 2:00 pm to 5:00 pm to accommodate the people already there. Also, we need to find out if we can find a sponsor for the beer.

Cathy could get volunteers who are train with the beer policy and have this information on written in the contract. **Rosalina** feels the Friendly Center brings experience in putting a beer garden together. Promoting the beer garden is essential for attracting that audience who will attend the beer garden. **Laurie** believes nothing was broken down in expenses last year on the beer garden and the food. The percentage did not show how much was spent. **Frank** suggests that we have a net-profit from all the non-profit organizations to make ends meet.

Discussion: **V. Ortiz** recommends the beer garden to start early as of 1:00 pm as it will already contain those people who are at the park. **Bruce** believes there will be logistic issues if it starts that early. **Cathy** believes there is not a big window to begin selling beer to those people already there and the people will start leaving before the beer garden event ever begins. **Cathy** can take care of the money and equipment. **V. Ortiz** wants us to compromise the times and start serving the people already there. **Frank** suggests moving one of the events to accommodate the other.

MOTION made by **Jim** to have The Friendly Center start negotiations on the MOU process
SECOND by **Carole**. **Jon** will have the MOU ready.

SUBCOMMITTEE:

Band committee (**Carole**) has the SCSB&OA contract signed and they are requesting to have a canopy, table and chairs for judges to station a computerized tally machine.

Special Events committee (**Jim**) has the person for the grand marshal it will be Wendy Burch the weekend anchor person committed, as she is excited to attend. The 501st and R2D2 person will commit, but this will depend on the yearly convention he has. The Make-a-Wish foundation and the Santa Ana Zoo are committed to come. Jim has not heard from the Star Cars and Mr. Cub is asking for an appearance fee of \$10,000.00

Food committee (**Gerry**) still has people calling to be in the food area.

Chamber of Commerce (**Rosalina**) reports that there are four businesses who registered to be in the business show case and the Chamber are partnering with Fairway Ford. The Rotary Club is planning the Pancake breakfast and will need the MOU done soon.

VIP committee (**Laurie**) spoke to Dr. Dennis Smith and he was honored to be in the parade. This is the Girl scouts organization 100th year Anniversary and she got a hold of the spokesperson Teresa Stanford who sent an email to all participants to attend the parade. There should be a good presence of Girl scouts troops there.

Car show committee (**Frank**) said there are 25 car show applications in so far.

Non-profit committee - **Janice** is willing to take on the chairperson position while Julie Martinez is on leave. **V. Ortiz** will email the non-profit information to Janice.

Volunteer committee (**Laurie**) recommends the Interact Club students help out at the parade and festival, because they come already in a shirt uniform and they are a very reliable group of students.

Discussion; **V. Ortiz** would like for them to be contacted before school is out and again before school begins in the fall.

STAFF COMMITTEE: **V. Ortiz** handed craft flyers ready for V. Harlan to hand out. The craft applications are up on the website.

AGENDA ITEMS:

Beer Garden needs proposal to have a timeline on the preparations and update the Grant application.

ADJOURNMENT: meeting adjourned at 8:10 p.m. Next meeting is Wednesday, July 11, 2012 at 7:00 p.m.