



# Heritage Festival Committee Agenda

September 12, 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**  
2<sup>nd</sup> 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](http://www.placentia.org)

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

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**MEETING CALLED TO ORDER**

**EXECUTIVE COMMITTEE**

**ROLL CALL:** Chair / Bruce Hunt Jr.  
Vice Chair / Anne Russell  
2<sup>nd</sup> 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**

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1. Minutes
  - a. Regular Meeting – August 15, 2012  
Recommended Action: Approve
2. Treasurer's Report – Carole Nixon to provide an updated treasurer's report.
3. Chamber of Commerce MOU – Discussion of terms of the Chamber of Commerce Business Showcase MOU.
4. Band for event – Discussion of band for the event.
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, October 10, 2012 at 7:00 p.m. in the front conference room located at City Hall, 401 East Chapman Avenue, Placentia.

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## **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 September 12, 2012 meeting of the Heritage Festival Committee was posted on September 6, 2012.

*Veronica Harlan*

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Veronica Harlan  
Recording Secretary

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Veronica Ortiz  
Community Services Coordinator/Heritage Festival Committee Staff Liaison

Heritage Festival Committee  
MINUTES of August 15, 2012.

Meeting called to order 7:06 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL;** Gerry Carnevali, Jim Cucalon, Veronica Harlan, G.R. Hodges, Tommie Kalman Carole Nixon, Anne Russell and Peggie Yamaguchi.

Absent: Laurie Arroyo Janice Lacher, Bruce Hunt Jr., Bruce Hunt and Frank Perez

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

**CHAMBER OF COMMERCE:** Victoria Morales, President

**APPROVAL OF MINUTES:** There are corrections to the minutes made by **Jim** under the Special Events paragraph it should read grand marshal is going to be Ms. Burch.. There is another correction under Band Committee made by **Carole**, Bob Lyons name is misspelled.

**MOTION** to approve the minutes of April 11, 2012 as amended made by **Carole** and **SECOND** by **Gerry**.

**TREASURERS REPORT:** (**Carole**) distribute and reviewed the financial report for August 15, 2012 period covering July 12, 2012 through August 15, 2012. She states our Heritage Trust at City of Placentia is -\$7,688.88. The net change for Trust Account was -\$105.00. The Heritage Trust balance at the City is -\$7,793.88. File report for audit.

(Contract for the band and the SCSBOA membership application given to V. Ortiz)

**NEW HERITAGE COMMITTEE MEMBER:**

Swearing in Gerry Carnevali as new committee member as she takes the oath of office.

**SUBCOMMITTEE:**

Craft committee (V. Harlan) she has received 10 applications plus 4 more from V. Ortiz.

Discussion: one of the applications will be passed to the Chamber as it is a commercial business.

Special Events committee (Jim) he has a need for a car for the Grand Marshal and Ms. Burch is bringing her pet name "Sophie". **Peggie** has a car for the Grand Marshal. The biography from Ms. Burch was received by Jim and **Tommie** wants to know if there is a logo she could put on the flyer. **Jim** mentioned that it is known that the pet "Sophie" has more followers.

**Jim** confirmed with Knott berry Farm's and "Snoopy" he will be there. No stagecoach this year maybe next year. Star cars will be in our parade it was discussed previously in the parade committee that we will offer them a certain amount of money totaling \$150.00 plus food. This will be an incentive given.

The 501<sup>st</sup> do not know how many will appear at the parade and R2D2as it is a crowd pleaser.

Chamber of Commerce (Victoria) there is a down trend on vendors from the previous years. There are two paid booths and four have committed verbally. The Business Showcase needs 30 booths (30%) to be successful this year.

Parade committee (Peggie) two more meetings for the Parade committee coming up Thursday, August 30 at 7 pm and Sunday, September 23 at 1 pm. Laurie Arroyo is going out to the businesses to get donations. We have six (6) Golf carts confirmed. We are receiving calls for convertibles wanting to be in parade.

Entertainment committee (Tommie) she has football ads done in July. She will put the ads in for 9/28 and 10/5/12.

Discussion: **Victoria** suggested Roman Alexander to have as a band as they draw a large Cal State crowd. They will charge \$600.00 a night.

Food committee (Gerry) she received eight applications thus far. **V. Ortiz** mentioned that we should check the prior lists to call upon.

Discussion: **Victoria** recommends calling businesses Angelo's, pizza and Papa Murphy pizza and have them use the Placentia Foundation as there non-profit.

Band committee (Carole) the S.C.S.C.B.O.A. does not need extra chairs or canopies, but will need a copier hooked up. **Carole** borrowed Don Sheppard's flat bed. Paul Petty will need a golf cart as he has replaced M.I.B. with working the school bus area. Vickie Hunter has given us quotes and will have an invoice to submit to V. Ortiz for the Finance Department. The quotes include \$450.00 for front and back print on pole banners. The quotes for trophies is \$1,990.41 and separate Parade trophies for \$935.54. Carole will order 150 red ribbons.

Discussion: We will need two people from R.A.C.E.S. There will not be any bottled water from Golden State this year they are not available. **Carole** has been talking to Yorba Linda Water for the donation of 6,500 water bottles.

**Peggie** said Laurie has water and soda donations from CVS. **Victoria** suggested getting partial donations.

Games committee (Anne) nothing has changed.

Discussion: **Peggie** approached a photo booth vendor to use at the game area.

**STAFF COMMITTEE:**

There are 11 applications for non-profit received and **V. Ortiz** pass out applications that were received at the city. We are set with the water vendor. **V. Ortiz** will need an equipment list from everybody.

Volunteer committee; **Peggie** has the current president "Tar" of Interact helping with the volunteers.

**NEW ITEMS:**

**V. Harlan** suggested having a "Participation" application applied for those people driving their convertibles in the parade.

There were 11 Grant applications reviewed and the Heritage Foundation application of \$5,000.00 will go to the Heritage Committee. Many groups received monies as well. The MOU for the Friendly Center received \$3,000.00

**AGENDA ITEMS:**

Separate item on the agenda the Chamber of Commerce MOU.

**ADJOURNMENT:** meeting adjourned at 8:40 p.m. Next meeting is Wednesday, September 12, 2012 at 7:00 p.m.