

MINUTES
Special Events Committee Meeting
Mandeville City Hall
May 5, 2016 - 4:00 PM

In the absence of Chairman Guy Stacy, the meeting was called to order and conducted by Jay Crosby. Committee Secretary, Arnita Alexander, was asked to call the roll of committee members as follows:

Guy Stacy (Absent/Illness))	Judy Amedee (Present)	Jay Crosby (Present)
Maria Radosta (Present)	Laure' Sica (Present)	Chris Freret (Present)
Jason Kaufmann (Present)	Alia Casborne' (Present)	Mayor Donald Villere (Present)
Jill McGuire (Absent)	Ron Ruple (Absent)	Gerald Sticker (Absent)

Jay Crosby asked if there were any corrections or additions to the minutes of the March 10, 2016 meeting. There being none, he entertained a motion to adopt the minutes by Maria Radosta and second by Jason Kaufmann. The minutes were adopted by unanimous vote.

New Applications for Review

1. Friends of the Poor Annual Walk - September 24, 2016 / 8 AM- 11:30 AM
Society of St Vincent de Paul Archdiocese Council of NOLA- St. Tammany/ Washington District

Applicant: Ms Angela Wattler, District Council President

Ms. Wattler explained that this walk is a nationwide event and fundraiser to celebrate St. Vincent's Feast Day. She described how the event would be executed from start to finish, including clean-up. Bottled water would be handed to participants at the mid-point, and the Knights of Columbus would be on hand to provide food and beverage for the participants at the end of the walk. The walk would begin and end at the covered pavilion at the harbor. The walk would take place along the sea wall and no public streets would be impacted.

Jay Crosby asked for a motion to approve the event and refer it to the City Council for a waiver of the Lakefront Food & Drink Ordinance. A motion was made by Maria Radosta, and second by Jason Kaufmann. The motion was passed by unanimous vote, pending receipt of an updated liability insurance certificate naming the City of Mandeville as coinsured. (Updated certificate to be issued after 9/1/2016)

2. CROP Hunger Walk- September 24, 2016/ 1 PM- 4 PM

Applicant: Ms Claire Wiegand, Church World Services, Inc. (Applicant was unable to attend the meeting.)

The committee reviewed and discussed details of the application package submitted by the applicant.

There was a discussion regarding the organization's tax exempt/non-profit status and the percentage of their proceeds that go to the charities they support. A question arose as to whether this organization needed to provide a financial statement. Mayor Villere explained why this requirement had been implemented in years past, but due to changes in the City's practices with regard to donation of services, the need for financial statements is no longer relevant in most cases.

With all concerns being satisfactorily addressed, Mr. Crosby requested a motion to approve the event subject to waiver of the Lakefront Food & Drink Ordinance by the City Council. The motion to approve was made by Maria Radosta, with second by Jason Kaufmann. The motion was passed by unanimous vote.

3. City Of Mandeville July 4th Celebration on the Lake - July 4th, 2016/ 4 PM- 9 PM

Applicant: City of Mandeville by Ms. Alia Casborne', Cultural Development Director

Applicant described setup and location of the stage, music, fireworks, placement of food and drink vendors (OMBA), and number and location of porta-potties. Waiver of the Lakefront Food & Drink Ordinance would be sought to allow eating and drinking, as well as to allow picnicking on the lakefront by the general public beginning at 10:00 AM.

There being no unanswered questions or concerns, a motion to approve this event was made by Maria Radosta with second by Jason Kaufmann, pending Council approval of a waiver for eating and drinking on the lakefront beginning at 10:00 AM.

Committee Business:

Regarding the Girod Street Stroll, Jay Crosby suggested that organizers make more tickets available for future events as tickets sold out days before the event. This was an indicator that the event was highly successful.

The Committee discussed corrections to the Revised Special Events Application. It was agreed that the application deadline be changed from 60 days to 90 days, with certain exceptions. This item was tabled for further review.

A general discussion was held regarding use of barricades, dumpsters, portable generators, access to water or power, waving of fees, etc., for events occurring within the city and on the lakefront.

Discussion continued concerning which events require maps, routes, and layouts. It was decided that stationary events will require a detailed layout; run/walk events will require a map of their route; and events that are both will require both.

There being no further items for review or discussion, the meeting was adjourned.

Arnita Alexander
Committee Secretary