

City of Mandeville
Special Events Committee Meeting
Tuesday, September 5, 2017 - 4:00 PM
Mandeville City Hall Conference Room

Minutes of Meeting

Call to Order:

The meeting was called to order by Chairman Guy Stacy at approximately 4:00 pm.

Roll Call:

The roll was called by Secretary, Arnita Alexander. Members present were: Guy Stacy, Jason Kaufmann, Chloe Henderson, Katie McGeever, Cal Miazza (MPD), Mayor Donald Villere, and Arnita Alexander (Recording Secretary). Member Jay Crosby called in sick and Alia Casborne' was absent due to Jury Duty.

Minutes:

Minutes of the August 1, 2017 meeting were reviewed. There were no additions or corrections. It was moved by Jason Kaufmann with second by Katie McGeever that the minutes be approved. The motion passed by unanimous vote.

New Business:

- 1 Event: Northshore Half Marathon
Applicant: Michael Wattigny / Wattigny Enterprises
Date/Time: Sunday, October 15, 2017 / 7:00 – 11:00 am
Location: Fountainebleau State Park & Old Mandeville

A discussion of this event covered the following points:

- Use of a paid Police Detail along with Race Marshalls along the route
- The use of portalets was confirmed. They would be located at the location of mile markers as indicated on the route map. As such the applicant was instructed to insure that pick-up of the portalets on the first work day following the event was stipulated in the portalet contract.
- It was noted that the date of the event on the application was incorrect and would be changed to 10/15/2017 rather than 10/16/2017.

A motion was made by Jason Kaufmann and seconded by Guy Stacy to refer the application to the City Council for approval. The motion was carried and passed by unanimous vote.

- 2 Event: Northshore CROP Hunger Walk of Church World Services
Applicant: Timothy Ruppel
Date/Time: Saturday, November 14, 2017/ 9:00 am – 12:00 Noon
Location: Mandeville Lakefront Walking Path

A review of the application indicated that all required documents were included and there were no items left outstanding. The Chairman requested a motion to refer this application to the City Council for approval. It was so moved by Chloe Henderson with a second by Jason Kaufmann. The motion was passed by unanimous vote.

- 3 Event: Sips of the Season and Christmas Past Festival
Applicant: Old Mandeville Business Association (OMBA)
Date/Time: Sips of the Season Stroll – Friday, December 8, 2017 / 5:00 – 9:00 pm
Christmas Past Festival – Saturday, December 9, 2017 / 9:00 am – 3:00 pm
Location: Girod Street (Between Woodrow and Lakeshore Dr.)

Items discussed in conjunction with this application were as follows:

- A paid police detail of 4 officers have been arranged for the Sips of the Season stroll and a paid police detail of 2 officers have been arranged for the Christmas Past Festival.
- The applicant was instructed to advise vendors invited to participate at the event that they are required to pay State sales taxes on items sold.
- The applicant confirmed that trash pick-up would be performed by Mandeville Public Works Department.
- The applicant was instructed that with the use of portalets, pick-up of portalets on the first work day following the event would need to be included in the portalet contract.
- It was confirmed that the applicant's Federal 501(c)(3) Certification had been submitted to be included with their application, as well as a current Certificate of Insurance.

With all requirements having been satisfied, Chairman Stacy asked for a motion to refer this application to the City Council for approval. It was so moved by Jason Kaufmann with second by Katie McGeever. The motion was passed by unanimous vote.

Adjournment:

There was no further business for the Committee to act upon, the meeting was adjourned by Chairman Stacy at approximately 5:00 pm.

Arnita Alexander
Recording Secretary