

## Special Events Committee September 4, 2014

The meeting was called to order by Chairman Guy Stacy and Acting Secretary Alia Casborne' called the roll.

Present: Guy Stacy, Chris Freret, Fire Prevention Officer Jason Kaufman and Maria Radosta

Absent: Lt. Gerald Sticker and Fire Chief Rick Tassin

Mr. Stacy moved to adopt the minutes of August 5, 2014, seconded by Mr. Kaufman and was unanimously approved.

The first application discussed was the **LPO Concert** on the lakefront on October 11, 2014. The department's costs were \$800 for Public Works and \$350 for Police. Mr. Kaufman asked who the event would benefit. Ms. Casborne stated no one; it was for the people's entertainment. They were asking to waive the eating and drinking prohibition on the lakefront for the day. Mr. Freret moved to approve the application with a waiver of eating and drinking for the day, seconded by Ms. Radosta and was unanimously approved.

The next application discussed was **Winter on the Water** for the street and boat parade. Mr. Stacy said last year there was a question about approving two functions at the same time. Ms. Casborne' stated that Winter on the Water took place after OMBA's Christmas Past. She stated that the Police and Fire personnel typically leave at 3:00 pm and that people will typically start moving from Girod Street down to the lakefront. Ms. Radosta moved to approve the application with the stipulation that a waiver for food and drink was needed, seconded by Mr. Freret and was unanimously approved.

The next application discussed was the **OMBA Christmas Past Festival** on Girod Street. The request was to increase the festival to be a block longer on Girod Street. Mr. Stacy said there were past issues about OMBA being a non-profit organization and it appeared that they retained any funds. The financial breakdown of last year's event was included. There would be over 100 vendors as well as the Girod Street businesses. Vendors paid OMBA a fee to locate their tents, and the money goes to funding the next year's event.

The board questioned number 13 requiring an audited financial statement, and a revenue over cost statement was supplied. Number 17 was a concern since there was a beer truck and City and State permits were required. Number 19 required a list of vendors selling merchandise must be supplied within 10 days after the event. According to Frank Oliveri, the City's Finance Director, they had not supplied this information. If a list was not received from last year there should be a stipulation to be fined or not permitted to move forward next year. If the vendors were already registered with the City and pay taxes that would be fine, but if they were out of state or out of city vendors, they need to be registered to pay City taxes. Mr. Freret moved to approve the application pending the receipt of a vendor list from last year and this year be given to the Finance Director, as well as City and State permits for the alcohol, receipt of an insurance certificate, and a list of entertainment. There was a discussion to table action on the application and Ms. Casborne' would contact OMBA about outstanding items. Mr. Freret moved to table the application, seconded by Ms. Radosta and was unanimously approved.

The next application discussed was the **Blessing of the Cemetery**. Mr. Stacy said this event had grown so much that last year there was a requirement for a portable restroom. This event was a very solemn and nice event. There were many kids that helped clean the cemetery, lay votive candles out and then light them before the families come out. The Fourth Degree Knights of Columbus acted as a color guard by the cemetery gates. The cemetery was located on City property so an application was required. There was a discussion about the requirement of an insurance certificate. Mr. Freret moved to approve the application with the requirement of an insurance certificate, seconded by Ms. Radosta and was unanimously approved.

The last application discussed was the Waterworks Educational Festival part of the Keep Mandeville Beautiful Citywide Cleanup. There would be 6 or 7 tents including the Zoo Mobility. Mr. Kaufman moved to approve the application subject to a waiver of eating and drinking on the lakefront, seconded by Mr. Freret and was unanimously approved.

Mr. Kaufman moved to adjourn the meeting, seconded by Mr. Freret and was unanimously approved.

10/20/14

  
Alla Casborne, Acting Secretary