

**Special Events Committee
January 14, 2016**

The meeting was called to order by Chairman Guy Stacy and the secretary called the roll.

Present: Guy Stacy, Fire Prevention Officer Jason Kaufman, Chris Freret, Jill McGuire, Laure' Sica, Judy Amedee', and Maria Radosta

Absent: Lt. Gerald Sticker and Jay Crosby

Also Present: Mayor Donald Villere

Mr. Kaufman moved to adopt the minutes of July 13, 2015 as amended, seconded by Ms. Radosta and was unanimously approved.

Mr. Kaufman moved to adopt the minutes of August 6, 2015 as amended, seconded by Ms. Radosta and was unanimously approved.

Mr. Freret moved to adopt the minutes of September 3, 2015 as amended, seconded by Ms. Amedee' and was unanimously approved.

Ms. Amedee' moved to adopt the minutes of October 1, 2015, seconded by Ms. Radosta and was unanimously approved.

Mr. Freret moved to adopt the minutes of November 5, 2015 as amended, seconded by Mr. Kaufman and was unanimously approved.

The only case discussed was the **Mandeville Family Reunion**.

There was a discussion about whether the organization was a non-profit and it was stated the Old Mandeville Historical Association acted as the Reunion's fiduciary and they were listed as a 501C3 non-profit. The Reunion was researching becoming their own 501C3 organization, but it would take some time to complete.

The fiduciary handled all of the money and at the end would write themselves a check. Last year there was enough money remaining after keeping holding start-up costs for the next year's event that the Reunion donated \$250 to the cemetery fund.

There was a discussion about who would handle the insurance coverage. Mayor Villere said he had asked City Attorney Edward Deano to review how it should be handled and he would provide information for the next meeting. If the City continued as a co-sponsor of the event there might not be a need for additional insurance. There was a discussion that the Reunion group had not tried to obtain insurance because the City had always been a co-sponsor.

There was a further discussion that the Family Reunion was open to the public, collected no entrance fee, there were sponsors for the tents and the bands played at no cost. The organizations were responsible for cleanup of the areas used.

A map was attached to the application indicating the tent sizes received from The Tent Man. The stage would face west as requested under previous discussions. The committee wanted all of the tents and the stage to be located closer to the street. There was a lengthy discussion about the locations because of the existing oak trees and no tents or the stage could be located within the drip line of the trees. The barbeque must be located on a concrete surface and could not be charcoal. The Reunion organization had agreed to abide by the proposed 11 requirements that the committee had forwarded to the City Council for consideration.

The placement of the stage required one movement in for placement and one movement out for removal. There would be a detail officer on site at all events to assure the organization was following the rules. There was a further discussion about facing the stage south which the applicant thought would be louder and the people attending the event would not be facing the water. There had been complaints from the neighbors on Lafayette and Wilkinson Streets about the noise when the stage was faced north. Mayor Villere suggested having John Endres redraw a map with new locations for consideration at

the next meeting. Mr. Freret suggested using a generator instead of electric for the barbecue station and it could be located on concrete. The proposed requirements were discussed for compliance and it was requested that the dumpster be placed closer to the street for less movement across potentially wet ground. If the event was not in compliance, they could be cited in Mayor's Court and possibly not be eligible for an applicant the next year. The applicant wanted to place 10' x 10' people tents on the mulch and any large tents would be located outside of the tree canopy. The use of any golf carts would only be allowed on the path.

Nancy Clark, Parks and Parkways Commission member, said mulch would be laid under the trees prior to the event.

Mr. Kaufman moved to table the case until the next meeting, seconded by Mr. Freret and was unanimously approved.

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

01/31/16


Lori Spranley, Secretary