CITY OF GAUTIER
MEMORANDUM

To:	Samantha Abell, City Manager
From:	Rachel Honea, Cultural Service Bookkeeper
Through:	Chandra Nicholson, Director of Economic Development & Planning
	Dante Elbin, Chief of Police
Date:	January 13, 2015
Subject:	2015 Gautier Mardi Gras Parade In-kind Services and Financial Support Request

---

REQUEST:
The Gautier Men's Club requests City Council authorization for in-kind services and financial support to be provided by the City for the Annual Gautier Mardi Gras Parade.

BACKGROUND:
The Gautier Men's Club's 26th Annual Mardi Gras Parade will be held on Saturday, February 7th at 7:00 p.m. The City has historically provided logistical services and financial support as well as traffic control and security for this event.

DISCUSSION:
The Mardi Gras Parade organizers have submitted an in-kind services and financial support request to the City for the following.

In-kind:

- Safety and Traffic Control as well as Police units to lead the parade
- Set-up and Use of Barricades and Bleachers for the Judging Area
- Port-a-lets and Clean-up of the Parade Route after the Event

The Police Department estimates their in-kind contribution will equal $1,089.00 based on four (4) traffic officers and six (6) patrol officers at five (5) hours each. Reserve officers have also been scheduled to assist with the event. The Cultural Services Division estimates approximately $640.00 for in-kind costs for the requested labor (2 employees @ 15 hours each). The total cost of City in-kind services is therefore estimated at $1,729.00.

Financial Support Needs:
In addition, the Gautier Men's Club requests financial support from the City for the Mardi Gras Parade in the amount of $1,416.00. The Club has provided documentation that their organization will match the city's contributions with other existing funds.

RECOMMENDATION:
The Economic Development & Planning Department recommends that City Council authorize the in-kind services and financial support requested by the Gautier Men's Club for the Mardi Gras Parade. The City has determined that this event is an economic tool to bring into favorable notices the opportunities, possibilities, and resources of the City of Gautier. City Council may;

1) Approve the level of in-kind services and amount of financial support requested;
2) Approve a different amount of financial support and/or level of in-kind services; or
3) May decline to authorize any in-kind services or financial support to the parade.

ATTACHMENT(S):
Gautier Men's Club In-kind Services and Financial Support Request (1-13-15)
Special Event Application

To: City of Gautier

From: Gautier Men's Club

Date: January 13, 2015

Re: Gautier Mardi Gras Parade

The Gautier Men's Club Mardi Gras Parade is scheduled for February 7, 2015 at 7:00 pm. We are providing the following detail for our request for services for this year's parade.

- Request for GPD to provide units to lead the parade and traffic control.
- Request for City to set up and provide barricades, senior citizen bleachers, portalets, and post clean up of parade route.
- Cash donation of $1416.00 to support parade.

Matching organizational project budget :

Postal Service	50
Float Numbers and Site Layout Material	150
Trophies	200
Judges Stand	350
Sound System for Judges Stand	300
Insurance Binder	536
Float repair	2200
Cost Total	**3786**

As always, we appreciate the city's help and consideration.

Best regards,
Jack Culpepper
2015 Mardi Gras Parade Chairman
Email: jack.culpepper@live.com
228-627-5139

City of Gautier
City Hall

JAN 07 2015

Received by SBarg

CITY OF GAUTIER
APPLICATION FOR SPECIAL EVENT PERMIT

Submit This Form to the City Clerk Office at least thirty (30) days prior to requested event.

(Please print or type all information below)

Event Information:

Date of Event 2-7-15 Day or Week SATURDAY Starting Time 7:00 AM/PM

Ending Time: 21000 AM/PM Proposed Location of the Event: TOWN SQUARE AREA

Describe the type of event to be conducted: Mardi GRAS PARADE

Reason for Event, Demonstration or March:

Mardi GRAS

If Event includes a city property or streets, give proposed route:

	(Street)	(Direction Turn)	(Street)
1.	Hwy 90	North	Dolphin RD
2.	Dolphin Rd	South	Gautier-Vancleave
3.			
4.			
5.			

ATTACH A DETAILED MAP OF THE PROPOSED ROUTE IF REQUESTING A STREET CLOSURE FOR THE EVENT. ATTACH A LIST OF THE ADJACENT BUSINESS OWNERS

Applicant Information:

Organization:

Name: Gautier Men's Club Phone: (228) 607-5139

Address: 2748 Dolphin Rd (POB 185) Gautier MS 39553
City State Zip

Type of Organization: Civic (Religious, Civic, Social, Etc.) Profit: ___ Non-Profit Federal ID# ___

Individual Making Application for Organization:

Name: JACK Culpepper Phone (Home): (228) 607-5139

Address: 2748 Dolphin Dr. Phone (Work): (228) 381-0134

City: Gautier State: MS Zip Code: 39553

Position with Organization: Chairman

Individual(s) Responsible for keeping order and maintenance:

Name: JACK Culpepper Phone (H): (228) 607-5139 (W) (228) 381-0134

Name: Bill Whatley Phone (W): (228) 607-1857 (W) ( ) ___

Public Demonstrations and Parades are covered under city of Gautier Code of Ordinances

Requirements of Applicant:

- ✓ Security
- ✓ Traffic Direction
- ✓ Barricades
- ✓ Set Up Barricades
- ___ Clean up During Event
- ✓ Clean up After Event
- ___ Trash Receptacles/Bag
- ___ Staging
- ___ Fencing
- ___ Other

FOR OFFICE USE ONLY
Date Rec'd: 1/7/15 Received By: SBarg
Event has been: Approved: ✓ Disapproved: ___
Approval/Disapproval Authority [signature] Date: 1/07/15

In applying for this permit, I the undersigned, as the responsible individual of the above named organization; AGREE TO HOLD THE CITY OF GAUTIER FREE AND HARMLESS OF ANY LIABILITY WHICH MAY RESULT FROM SAID EVENT, AND ACCEPT FULL RESPONSIBILITY FOR ANY SUCH LIABILITY.

Applicant's Signature: [signature] Date: 1/7/15

2015 Parade Route