

**CITY OF GAUTIER  
MEMORANDUM**

**To:** Samantha Abell, City Manager  
**From:** Rachel Honea, Recreation Coordinator  
**Through:** Jeremy Thames, Cultural Services Department Director  
Dante Elbin, Chief of Police  
Jason Pugh, Director of Human Resources  
**Date:** September 22, 2015  
**Subject:** 2015 Gautier Mullet & Music Fest In-kind Contribution Request

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**REQUEST:**

The Gautier Mullet & Music Fest Committee requests City Council authorization for in-kind support services to be provided by the City for the event scheduled for October 17 and 18, 2015.

**BACKGROUND:**

The 25<sup>th</sup> Annual Gautier Mullet and Music Fest will be held on Saturday, October 17<sup>th</sup> and Sunday, October 18<sup>th</sup>. The free event features arts and craft vendors, live entertainment, heritage and educational displays, a children's area, classic cars, food booths, and the Mullet Toss. Fireworks have been added this year. The City has historically provided logistical support and security for this event.

**DISCUSSION:**

The Mullet Fest organizers have submitted a special event permit application requesting the following:

- Security and Traffic Direction
- Barricades and Set-up of Barricades
- Clean-up During and After the Event
- Trash Receptacles/Bags
- Staging and Fencing

The Police Department estimates that their in-kind contribution will equal \$2,213.88 based on eight (8) full-time officers providing approximately 96 hours. The Cultural Services Department along with the Human Resource Department estimates approximately \$2,850.28 in in-kind costs for the requested materials, approximately 106 hours of labor (3 employees), and the use of equipment. According to the organization's operating budget of over \$40,000.00, their contribution to the event through sponsorships, vendor fees and sales will exceed the amount of the City's donation.

**RECOMMENDATION:**

The Cultural Services Department recommends that City Council authorize the in-kind services requested by the Mullet Fest Committee as the City has determined that this event is an economic tool that brings into favorable notice the opportunities, possibilities, and resources of the City of Gautier. City Council may

- 1) approve the in-kind contributions for the 2015 Gautier Mullet & Music Fest as requested;
- 2) approve a different level of in-kind support; or
- 3) may decline to authorize in-kind support to the festival this year.

**ATTACHMENT(S):**

2015 Gautier Mullet & Music Fest Application for Special Event Permit

## 2015 Gautier Mullet & Music Fest

City of Gautier  
Anticipated In-kind Services  
(Cultural Services Division and Human Resources Dept.)

### Materials:

Item Needed	Total Materials Cost
Can Liners	\$165.00
Paint	\$60.00
Orange Fencing	\$400.00
<b>Total:</b>	<b>\$625.00</b>

### Labor:

Classification	Hours Needed (Reg. Hr.)	Standard Hrly. Rate	Total Labor Cost (excl. benefits)
Supervisor	38	\$20.07	\$762.66
Equip. Oper.	38	\$10.54	\$400.52
Maintenance	30	\$18.87	\$566.10
<b>Totals:</b>	106		<b>\$1,729.28</b>

### Equipment Use:

Equipment Needed:	Total Hours Used	Rate per Hour	Total Equipment Cost
Mowers	20	\$25.00	\$500.00
<b>Total:</b>			<b>\$500.00</b>

### Cultural Services and Human Resources:

Combined Estimated Total for In-kind Services: **\$2,854.28**

**Subject: In-**

**Kind**

**Services**

**2015 Mullet**

**Festival**

We will use (8) full-time officers for the Gautier Mullet Festival on October 16<sup>th</sup> - 18<sup>th</sup> for a total of 96 hours. We have also scheduled reserve officers to assist during this time. Below is an estimated figure for the in-kind service provided by the Gautier full-time officers:

Friday evening	1800 – 0600	12 hours	@	24.58	=	294.96	October 16th
Saturday	0600 – 1800	12 hours	@	29.82	=	357.84	October 17th
	0600 - 1800	12 hours	@	23.80	=	285.60	
	0600 - 1800	12 hours	@	22.89	=	274.68	
Saturday evening	1800 – 0600	12 hours	@	20.85	=	250.20	
Sunday	0600 – 1800	12 hours	@	20.85	=	250.20	October 18th
	0600 - 1800	12 hours	@	20.85	=	250.20	
	0600 - 1800	12 hours	@	20.85	=	250.20	
<b>Total In-Kind Service</b>		96 hours			=	2,213.88	

Captain Vincent Nicholson  
3329 Hwy 90 Gautier, Ms 39553  
Ph: 228-497-7518  
Cell: 228-219-3845  
Fax: 228-497-8018  
[vnicholson@gautier-ms.gov](mailto:vnicholson@gautier-ms.gov)

**MORRISON**  
COMPANIES

**Singing River, LLC**  
c/o Morrison Companies  
16851 Jefferson Hwy, Ste 9A  
Baton Rouge, LA 70817

(P) 225.275.7577  
(F) 225.757.9769  
www.morrison-usa.com

VIA ELECTRONIC MAIL

September 28, 2015

The Gautier Mullet Fest Committee  
PO Box 852  
Gautier, MS 39553

RE: Gautier Mullet & Music Fest  
Gautier Town Center (formerly Singing River Mall)  
2800 US-90, Gautier, MS 3955

Dear Sir or Madam,

Singing River, LLC hereby grants permission to the Gautier Mullet Fest to use the parking area located at Gautier Town Center (formerly Singing River Mall).

Singing River, LLC also grants permission for a fireworks display to be conducted by Artisan Pyrotechnics Inc.

The dates of use are October 17th to October 18th 2015 for the annual Gautier Mullet & Music Fest.

If you have any questions or need any additional information, please do not hesitate to call Amanda Redding at (225) 275-7577.

Sincerely,



Amanda Redding  
Director of Property Management

/awr

**Estimated Expenses for Mullet Festival 2015**

Annual payment to SOS	\$50.00
Posters	\$628.09
t-shirts	\$3,472.95
Advertising	\$7,000.00
Stage/Electronics	\$5,500.00
Signage	\$418.00
Trophies Mullet Toss/Car Show	\$482.00
Music	\$8,700.00
Tents/extra tables chairs	\$3,799.75
Childrens Area	\$4,996.95
Art Winner	\$500.00
Beer License	\$10.00
insurance	\$1,337.00
ASCAP	\$237.00
postage	\$98.00
printing and misc office supplies	\$1,006.94
Dunk Tank	\$203.00
Radios and return	\$275.86
Mullet Toss Supplies	\$250.00
ESTIMATED TOTAL	\$38,965.54

9/22/2015

To Susan Parol and the City of Gautier,

The Belk of Gautier, located at 2800 Hwy 90, Gautier, MS is granting permission to allow the fireworks activity by Pyrotechnics Inc. to take place on October 17, 2015.

Sincerely yours,

Store Manager

Terry Gray

228.522.0775

Terry\_Gray@belk.com



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/28/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ryder Rosacker McCue & Huston (MGD by Hull & Compa 509 W Koenig St Grand Island NE 68802	<b>CONTACT NAME:</b> Tami Towne <b>PHONE (A/C, No, Ext):</b> 308-382-2330 <b>FAX (A/C, No):</b> 308-382-7109 <b>E-MAIL ADDRESS:</b> ttowne@ryderinsurance.com													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : SCOTTSDALE INS CO</td> <td>41297</td> </tr> <tr> <td>INSURER B : NATIONAL CAS CO</td> <td>11991</td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : SCOTTSDALE INS CO	41297	INSURER B : NATIONAL CAS CO	11991	INSURER C :		INSURER D :		INSURER E :		INSURER F :
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<b>INSURED</b> Artisan Pyrotechnics Inc PO Box 250 Wiggins MS 39577														

### COVERAGES

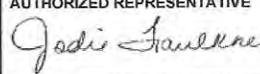
CERTIFICATE NUMBER: 194362624

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			CPS2034967	1/20/2015	1/20/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			CAO0222620	2/25/2015	1/20/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			CXS0002498	1/20/2015	1/20/2016	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.  
City of Gautier, Gautier Mullet & Music Festival, Inc., Belk of Gautier, and Morrison Companies (Singing River Mall) for the Gautier Mullet & Music Fest fireworks display on October 17, 2015 at the Singing River Mall.

<b>CERTIFICATE HOLDER</b>  Gautier Mullet & Music Festival, Inc. Susan Parol, Representative PO Box 852 Gautier MS 39553	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**Reta@artisan**

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**From:** Robert Jones <rjones@gautier-ms.gov>  
**Sent:** Monday, September 14, 2015 12:55 PM  
**To:** 'Reta@artisan'  
**Subject:** RE: Fireworks Display Plot Plan for Gautier Mullet and Music Fest  
**Attachments:** fireworks map.pdf

Good afternoon Mrs. Scott,

The Police Chief and myself have reviewed the plot plan for the fireworks display and found everything to be in order. Attached you'll find the signed approval document you requested. If I can be of any further assistance don't hesitate to contact me.

Respectfully,

Robert Jones  
Fire Chief  
City of Gautier  
228-497-1656  
228-990-7882  
[rjones@gautier-ms.gov](mailto:rjones@gautier-ms.gov)

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**From:** Reta@artisan [<mailto:rscott@artisanpyro.com>]  
**Sent:** Friday, September 11, 2015 3:21 PM  
**To:** [rjones@gautier-ms.gov](mailto:rjones@gautier-ms.gov)  
**Subject:** Fireworks Display Plot Plan for Gautier Mullet and Music Fest

Hello, Chief Jones:

We need to obtain approval for the plot plan for the Gautier Mullet and Music Fest to obtain a permit for the fireworks display. Attached is the plot plan we have developed. The maximum size shell will be 3". If the plot plan meets with your approval, please either email or fax a signed copy back to me. If you have questions, please feel free to contact me. Thanks and have a great weekend.

*Reta C. Scott*  
Office Administrator  
Artisan Pyrotechnics, Inc.  
601-928-9454 Phone  
601-928-9552 Fax



Gautier Mullet and Music Festival fireworks display plot plan  
Maximum 3" shells

*Robert Jones*  
Chief

Approved by Robert Jones, Gautier Fire Chief

09/14/2015

Date

**ARTISAN PYROTECHNICS**  
**"Artistry in the Night"**

**Gautier 2015 Mullet Festival**  
**October 17, 2015**  
**Program A**  
**List of Effects**

***LOW LEVEL***

- 3 25 Shot Golden Rain
- 3 25 Shot Blue Peony with Silver Tail
- 3 25 Shot Quick Whistle
- 3 25 Shot Colorful Salute
- 3 8 x 3 Shot Fan Shaped Silver Lion
- 3 8 x 3 Shot Fan Shaped Multi Color Peony
- 3 8 x 3 Shot Z Shaped Blue Chrysanthemum with Coconut Pistil .
- 3 8 x 3 Shot Fan Shaped New Color Crossette
- 3 25 Shot Alternating Red Dahlia with Red Tail, Silver Dahlia with Silver Tail, Blue Dahlia with Blue Tail, Titanium Salute with Red Tail.
- 3 25 Shot Pink tail with Peony and Red Tail Salute
- 3 25 Shot Small Chrysanthemum Flower
- 3 25 Shot Red Tail Happy Star
- 3 2" Diameter Assorted Effect 8 Shot Roman Candle

**888 TOTAL INDIVIDUAL EFFECTS**

***MAIN BODY***

***Main Body 2.5 Inch Shells***

- 72 Assortment of Shells to include Chrysanthemums with Flower Tail, Crackling with Flower Tail, Dahlia with Flowering Tail, Peony with Whistle, Time Rain with Whistle, & a Quick Salute Ending
- 72 Assortment of Shells to Include Silver Crackling Stars with Silver Tail, Brocade Crown Chrysanthemums, Coconut Trees, Purple & Green Chrysanthemums with Silver Lion Tail, Color Tail to Salute & Storm Rain
- 72 Assortment of Shells to Include Silver Wave to Various Colors, Horse Tails, Peonies, Golden Chrysanthemums, Crackling Crossette Mine & Red Strobe
- 72 Assortment of Shells to Include Red Willow, Green Chrysanthemums, Red Coconut Tree, Green Peonies, Red Crossette & Happy Stars
- 72 Assortment of Shells to Include Peonies, Silver Whirl, Crossette, Peony with Salute, Crackling Coconut & Gold Strobe

# **ARTISAN PYROTECHNICS**

## **"Artistry in the Night"**

### **Gautier 2015 Mullet Festival**

**October 17, 2015**

#### **Program A**

#### **List of Effects**

- 72** Assortment of Shells to Include Colored Chrysanthemums, Colored Crackling Crossette, Gold Crackling Chrysanthemum Flower & Titanium Salute
- 72** Assortment of Shells that Include Golden & Silver Flowers, Whistling Birds, Crackling Mines, Color Scatter, Golden Rain & Variety of Color with Reports
- 72** Assortment of Shells to Include Color Changing Peony, Brocade Crown, Silver Coconut Tree, Willow, Crackling Coconut Tree & Gold Strobe
- 72** Assortment of Shells to Include Silver Lion & Red Silver Chrysanthemum, Happy Stars, Brocade Crown Chrysanthemum, Peonies, Crackling Coconut, & Peony with Coconut Tree
- 72** Assortment of Shells to Include Red Chrysanthemum, Multicolor Crackle, Glittering, Comet, Whistle, & Titanium Salute

#### **720 TOTAL MAIN BODY 2.5 INCH SHELLS**

##### **Main Body 3 Inch Shells**

- 80** Special shells, including but not limited to: Purple Chrysanthemum, Green to Yellow Peony, Red Diadem, Silver Crown, Golden to Blue Peony, Red Dahlia, White Twinkling Chrysanthemum, Brocade Crown, Crackling Willow, Diadem Chrys to Strobing.
- 40** Deluxe special effect shells, including but not limited to: Green and Crackling Star, Silver Crown with Red Stars, Silver Peony with Blue Comets, Crackling Effect, Red Ring with Green Heart.

#### **120 TOTAL MAIN BODY 3 INCH SHELLS**

**ARTISAN PYROTECHNICS**  
**"Artistry in the Night"**

**Gautier 2015 Mullet Festival**  
**October 17, 2015**  
**Program A**  
**List of Effects**

***GRAND FINALE***

***Grand Finale 2.5 Inch Shells***

**72** Deluxe Titanium Heavy Reports specifically designed for loud, audible effect

**72 TOTAL FINALE 2.5 INCH SHELLS**

***Grand Finale 3 Inch Shells***

**60** Imported shells specially designed for 'Grand Finale' consisting of Multi-Colored Peonies and Chrysanthemums.

**60 TOTAL FINALE 3 INCH SHELLS**

**132 TOTAL FINALE SHELLS**

**996 TOTAL DISPLAY SHELLS**

**1884 TOTAL DISPLAY EFFECTS**

**Program A**

ARTISAN PYROTECHNICS, INC. RESERVES THE RIGHT TO REPLACE OR  
SUBSTITUTE ANY OF THE ABOVE LISTED SHELLS WITH THOSE OF EQUAL  
OR GREATER VALUE.