

City of DeBary
SPECIAL CITY COUNCIL MEETING
Wednesday
October 22, 2003
7 PM

Florence K. Little Town Hall
12 Colomba Road
DeBary, Florida 32713

MINUTES

I. Call To Order

II. Roll Call

Present: Mayor Carmen Rosamonda, Vice Mayor George Coleman, Council Member Danny Allen, Council Member Christopher Carson, and Council Member Richard Gunter

Absent: City Manager Richard Diamond

Others Present: Assistant City Manager Maryann Courson

III. Business

1. Consideration of Contracts for 10-Year Anniversary Event

Patrick Fulton, Chair of the 10-Year Anniversary Celebration Committee, updated the Council on the status of the event; that the production company contract would be the key factor in moving the event toward completion; that the new contract was proposed initially at \$25,000 but some additional funds might be needed for lighting; that the Carnival would be in a different location and would not provide sufficient lighting in the Park; that the Carnival required a water source and would probably be moved to the overflow parking area; that there was concern from the County that the wooded area between the two locations required lighting; and that Mr. Fulton was waiting on a callback from one additional carnival provider to finalize logistics.

It was further discussed that the amended contract adjusting the dates needed to be initialed; that crafters would not be under the production company; that the production company would handle the staging, sound systems and lighting and would be covering the insurance liability for the entertainment; that a flat fee of \$100 dollars per group for handling was to be prorated to a percentage depending on the cost of the group; that specific language needed to be in the contract to cover that issue; and that approval could be given with that contingency. It was discussed that Port-o-lets would be handled by the City; that the Committee had determined that Law Enforcement and Fire Services could be contracted by the City; that Waste Management would be approached for in-kind sponsorship to provide receptacles and dumpsters; and that the County was concerned that the public facilities on the site were not sufficient to handle the numbers.

There was discussion that security services were being investigated; that there was not a rain date and rain insurance was being estimated; that weather history had to be reviewed for the 30 days prior

to the event; that the Sheriff's Department and COP's would be contacted for additional security coverage as well as CERT Volunteers; and that there was an hourly rate to engage the Sheriff's Department but the logistics had to be finalized. Mr. Fulton noted that there were several entertainment contracts pending the approval of the production company contract.

It was also discussed that the crafters and vendors would be charged for space at the event; that a list was not available yet; that the application had been completed and advertising had been placed in a popular crafting magazine; and that Diane Obremski would be soliciting at the Riverfest Festival and would provide applications to interested crafters. It was discussed that the Opening Ceremonies on Friday would begin at 2:30 PM; that Shannon Burk from Clear Channel was planned as the Emcee and other radio station personalities would be emceeing on other days; that Channel 9 should be contacted for involvement; that a helicopter flyover might not be possible due to heavy traffic on Highway 17-92; and that the Golf Tournament would be held Friday morning. It was noted that the Governor had responded that he would not be able to attend. There was discussion that ball games could be planned; that a snow and sledding event was being planned on the putting green at DeBary Golf & Country Club; that the VFW had met the Committee and wanted to serve breakfasts both Saturday and Sunday and would also have lunch and dinner times at the VFW Hall; that the Volunteer Fire Department had to be contacted to see if they wished to serve a breakfast one day; and that Channel 13 had been contacted to appear at the event.

There was further discussion that the Fire Department might want to do a breakfast on the City Hall Green; that the Fireworks were planned for Sunday as a finale to the event; that there were issues with the requirement for a 400' buffer between any structures; that they could not be set off at Gemini Springs due to County restrictions; that Steve Costa of Empire Cattle Company could be contacted to allow the fireworks to be set off at the property at Highway 17-92 and Dirksen Drive, if a contract could be negotiated; that the St. Johns River Water Management District property used by the Boy Scouts could be investigated as a possibility; that a water source was required for the fireworks; and that the City would assist in contacting St. Johns River Water Management District and Steve Costa, if necessary.

It was further discussed that the budget expenditures were currently approximately \$75,000; that revenues would reimburse part of that amount; that there were a number of other events prior to the holiday season where vendors could be solicited; that musical talent was essentially complete except for finalizing the main entertainment; that a response was still forthcoming from some food vendors; and that local restaurants were being solicited for the event.

Mayor Rosamonda entertained a motion to approve the \$25,410 contract with Stage Systems of Winter Park contingent upon additional language for a percentage of entertainers or individuals, a \$4,600 contract for John Michael Catering Incorporated for the VIP dinner at DeBary Hall, an \$850 contract for Orlando Carriage Company for the VIP dinner at DeBary Hall, and a \$516 contract for Paperwork Studios for 300 invitations for the VIP dinner at DeBary Hall. Motion was made by Vice Mayor Coleman. Council Member Carson seconded. It was discussed that there was a charge for setup and takedown of equipment for the musical groups; that the charge was included in the contract price; that a tent area should be considered for seating and eating area; that the Stage Systems' contract included January 2nd; that there might be costs for additional lighting required for safety; and that the number of lights had to be determined. The motion carried unanimously.

IV. Adjournment. The meeting adjourned at 8 PM.

**APPROVED November 5, 2003
CITY OF DeBARY
CITY COUNCIL**

Carmen Rosamonda, Mayor

ATTEST:

Maryann Courson, City Clerk