



**City of Belle Isle
Special Events Committee
September 19, 2024
Meeting Minutes**

Call to Order

The meeting was called to order by Chair Kathy McCoy at 6:02 p.m. and a quorum was confirmed.

Attendance

The secretary recorded attendance as follows:

Present: Kathy McCoy, John Tremblay, Lynne Voltaggio, Doug DeYoung, Kyle Sue Van Velden. Holly Bobrowski, City Commissioner, was also present as an invited guest

Absent: Betty Lynn DeJarnette

Approval of Minutes

- Minutes of the August 14, 2024, were read. A motion was made by John Tremblay and seconded by Kyle Sue Van Velden to approve the minutes. The minutes were approved.

Unfinished Business

- The committee members were updated with information regarding the types of games that will be present at our Centennial Celebration. A discussion of the specific placement of games and other important information ensued. The following list provides the list of other items of importance:
 - Committee members should arrive no later than 3:30 p.m. to assist with setup.
 - Volunteers for the event are needed.
 - Parking areas should be identified, and permissions secured as required.
 - The quote for the stage and banner were discussed. A motion was made by John Tremblay to include the banner on the stage and Doug DeYoung seconded the motion.
 - Banners will be placed on the stage.
 - The stage will be delivered at noon on Oct. 19.
 - Chairs and tables will be dropped off at 10:00 a.m. Port-a-johns will be delivered between 10:30 and 12:00 p.m.
 - Vendors and tents cannot be setup any earlier than 2:00 p.m.
 - Phil in Public Works will oversee waste management for the event.
- Additional items covered for the event include:
 - The Cornerstone Band and Choir will perform at 4:00 p.m. for 30 minutes
 - At 4:30 p.m. Mayor Fouraker welcomes attendees followed by remarks from Commissioner Uribe and other officials.
 - Games and rides will begin at 4:00 p.m. and end at 8:00 p.m.

**City of Belle Isle
Special Events Committee
September 19, 2024 Meeting Minutes**

New Business Centennial Celebration

- A list of vendors should be added to the flyer for publication and distribution.
- Band Music will begin at 6:00 p.m. and end at 10:00 p.m.
- Prizes will be given to children participating in the games. Holly and Kathy will visit the wholesale distributor to select prizes.
- The City of Belle Isle staff will handle the Belle Isle merchandise available for sale. Tank tops have been ordered and will be available for sale.
- Bags will be used for free bottles of wine rather than neck tags.
- Signs stating "No Alcohol Beyond This Point" will be used rather than fencing or barriers to contain alcohol to the beer garden.
- Doug DeYoung provided information regarding beer and wine. Details are being finalized regarding vendors.
- Food Vendors have been identified and include a variety of different food items for sale.
- 1,000 wrist bands will be used to identify those individuals who wish to obtain alcoholic beverages after providing confirmation of required age.

Other New Business

- Santa has been confirmed for the Santa ride through the city on December 10 and 12 and for Light the Way on December 4, 2024.
- Commissioner Uribe was contacted to secure the county's stage for Light the Way.
- The location of the stop at The Landings has been moved to the lake lot.

Next Meeting

- A meeting to review additional event details will be held on Wednesday, October 9, 2024, at 6:00 p.m. if the meeting room at City Hall is available.

Adjournment

Lynne Voltaggio made a motion to adjourn the meeting and John Tremblay seconded the motion. The motion was approved, and Kathy McCoy adjourned the meeting at 7:00 p.m.

Submission and Approval of Minutes

- Minutes submitted by: Lynne Voltaggio
- Minutes approved by: