



DOWNTOWN DEVELOPMENT AUTHORITY

June 12, 2023 at 9:00 AM

950 Senoia Road, Tyrone, GA 30290

Billy Campbell, Chairman

Jeni Mount, Vice-Chairman

Luci McDuffie, Treasurer

Ernie Johnson

John Kaufman

Nathan Reese

Adam She

Brandon Perkins, Town Manager

Phillip Trocquet, Asst. Town Manager

Ciara Willis, Secretary

E. Allison Ivey Cox, Town Attorney

AGENDA

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS: *The first public comment period is reserved for non-agenda items. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The DDA or staff may respond at a later date.*

V. APPROVAL OF AGENDA

VI. APPROVAL OF MINUTES

1. Approval of minutes from May 8, 2023.

VII. PRESENTATIONS

VIII. OLD BUSINESS

IX. NEW BUSINESS

2. Consideration of the DDA 2023-2024 Fiscal Year Budget. - **Phillip Trocquet, Assistant Town Manager**

3. Consideration to approve a July and August contract with Adiquet DJ Services pending legal review. - **Phillip Trocquet, Assistant Town Manager**

X. PUBLIC COMMENTS

XI. STAFF COMMENTS

XII. BOARD COMMENTS

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

TYRONE DOWNTOWN DEVELOPMENT AUTHORITY

Section [PN], Item 1.

MINUTES

May 08, 2023 at 9:00 AM

Billy Campbell, Chairman
Jeni Mount, Vice-Chairman

Luci McDuffie, Treasurer
Ernie Johnson
John Kaufman
Nathan Reese
Adam She

Brandon Perkins, Town Manager
Phillip Trocquet, Asst. Town Manager
Ciara Willis, Secretary
E. Allison Ivey Cox, Town Attorney

Absent:

Luci McDuffie, Treasurer
Ernie Johnson, Board Member
John Kaufman, Board Member

Also Present:

Krista McClenny, Recreation Assistant
Lynda Owens, Recreation Manager

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS:

The first public comment period is reserved for non-agenda items. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The DDA or staff may respond at a later date.

Mr. Dia Hunter, who lives on O'Connell Street, suggested that the DDA create a business directory highlighting businesses in Tyrone. He shared that he owns two businesses in Tyrone, and a directory would benefit the community.

V. APPROVAL OF AGENDA

A motion was made to approve the agenda.

Motion made by Vice-Chairman Mount, Seconded by Board Member Reese.
Voting Yea: Chairman Campbell, Board Member She.

VI. APPROVAL OF MINUTES

1. Approval of minutes from April 17, 2023.

A motion was made to approve the minutes from April 17, 2023.

Motion made by Vice-Chairman Mount, Seconded by Board Member Reese.
Voting Yea: Chairman Campbell, Board Member She.

VII. PRESENTATIONS

VIII. OLD BUSINESS

IX. NEW BUSINESS

2. Consideration to approve a performance agreement with the Jamie Pelfrey Band for the June First Friday Event. - ***Phillip Trocquet, Assistant Town Manager***

Mr. Trocquet recommended approval of the Jamie Pelfrey band's contract agreement conditioned upon legal counsel's review and acceptance. Chairman Campbell requested the total cost for the performance. Ms. Owens stated that the performance fee was \$1,600 for the June 2nd event.

A motion was made to approve the performance agreement with the Jamie Pelfrey band for the June First Friday event contingent upon legal counsel's review.

Motion made by Board Member Reese, Seconded by Vice-Chairman Mount.
Voting Yea: Chairman Campbell, Board Member She.

3. Consideration to approve a contract with the Hunter Callahan Band for the August First Friday Event. - ***Phillip Trocquet, Assistant Town Manager***

Mr. Trocquet recommended approval of the Hunter Callahan band's contract for the August First Friday event conditioned upon legal counsel's review and acceptance. He also shared that the total cost of the performance was \$1,000.

A motion was made to approve the contract with the Hunter Callahan band for the August First Friday event contingent upon legal counsel's review.

Motion made by Board Member She, Seconded by Board Member Reese.
Voting Yea: Chairman Campbell, Vice-Chairman Mount.

4. Consideration to approve a contract with Fun Flicks for the September First Friday Event. - ***Phillip Trocquet, Assistant Town Manager***

Mr. Trocquet recommended approval of a contract with Fun Flicks for the September First Friday event conditioned upon legal counsel's review of the contract. The total cost for the outdoor movie event was \$1,272.15.

A motion was made to approve the contract with Fun Flicks for the September First Friday event contingent upon legal counsel's review.

Motion made by Board Member Reese, Seconded by Board Member She.
Voting Yea: Chairman Campbell, Vice-Chairman Mount.

5. Consideration to approve insurance renewal with GIRMA for Fiscal Year 2023-2024.
- ***Phillip Trocquet, Assistant Town Manager***

Mr. Trocquet discussed the insurance coverage renewal agreement with Georgia Interlocal Risk Management Agency (GIRMA) for another term. He noted that the previous contract was prorated for the current fiscal year due to the shortened contract period, and the renewal quote for the entire year was \$4,375. The insurance coverage would remain the same as the preceding year, which included general, automobile, public official, and property liability. Board Member Reese asked if the 935 Senoia Road property was covered in the renewal agreement. Mr. Trocquet confirmed that the property liability section included the DDA-owned property at 935 Senoia Road. Subsequently, Chairman Campbell inquired about the insurance renewal term. Mr. Trocquet stated that the coverage period was for May 2023 to June 2024.

Motion made by Board Member She, Seconded by Board Member Reese.
Voting Yea: Chairman Campbell, Vice-Chairman Mount.

X. PUBLIC COMMENTS

XI. STAFF COMMENTS

Mr. Trocquet updated the board on the Request for Qualification (RFQ) status for 935 Senoia Road, formerly Fayette County Fire Station #3. He shared that the RFQ was on track to be released on or before May 18th. In addition, Mr. Trocquet noted that he was working on the DDA's budget for the next fiscal year, which would go before the board for approval at the June 12th meeting. Chairman Campbell inquired about the advertisement date for the RFQ. Mr. Trocquet reiterated that it would be published no later than May 18th.

Mr. Perkins mentioned that the Council's budget workshop would be on May 18th to discuss the Town's proposed budget for the next fiscal year. Thus, he would request from Council that the roughly \$28,000 funds generally paid to the Fayette County Development Authority (FCDA) be transferred to the DDA for operation expenses. In addition, he would request an additional \$100,000 from Council in (American Rescue Plan Act) ARPA funds to assist with economic development projects, such as 935 Senoia Road. He noted that the DDA's budget would be finalized and approved at the June 12th meeting. However, if there were a delay, a special meeting would be scheduled before June 30th to adopt the FY2024 budget officially.

Chairman Campbell inquired about \$48,000 in funds that were supposed to be transferred to the DDA from the Town. Mr. Perkins explained that the DDA accepted approximately \$50,000 in seed funds from the Town last year on April 11, 2022. As a result, the funds were used for the DDA's FY2023 expenses. Additionally, Mr. Trocquet stated that a draft budget for FY2024 would be sent to the board for review before the June meeting.

Ms. Owens discussed the Red Rocket’s stage rental contract for the May First Friday event. In addition, she explained that contract negotiations had fallen through prior to the event. Therefore, she asked the board to approve a stage rental expenditure from Atlanta Stage & Audio LLC for the June First Friday event. She also stated that legal counsel had the contract, and the rental cost was approximately \$1,800. Mr. Perkins shared that a permanent stage was included in the 2023 SPLOST budget, and therefore, a rental stage would be eliminated once a permanent stage was built. Additionally, Mr. Perkins suggested that the board use the Town-owned stage for the First Friday performances to save money. The board agreed with that suggestion.

XII. BOARD COMMENTS

Chairman Campbell thanked Ms. Owens and Ms. McClenny for assisting with the May First Friday event. He also commended the Recreation staff on the band selection, which was a resounding success. In addition, Chairman Campbell shared his appreciation for Mr. and Mrs. Mount regarding their hospitality in hosting members of *The Motowners* for the May 5th event.

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

A motion was made to adjourn.

Motion made by Board Member Reese, Seconded by Board Member She.
Voting Yea: Chairman Campbell, Vice-Chairman Mount.

The meeting adjourned at 9:17 am.

By: _____
Billy Campbell, Chairman

Attest: _____
Ciara Willis, Secretary



DDA ITEM AGENDA REQUEST FORM

Meeting Date: 06/12/2023

Staff Contact: Phillip Trocquet

Agenda Section: New Business

Department: DDA

Staff Report:

Item Description:

Background/History:

Consideration of a new budget for the 2023-2024 Fiscal Year. This budget is based on operating costs from renewable sources of approximately \$28,500/year and \$100,000 towards professional services associated with the future of the Fire Station property.

Findings/Current Activity:

Many budget items have been adjusted or shifted due to last year's spending and operational habits. Staff will review these changes in the meeting.

Is this a budgeted item? _____ **If so, include budget line number:** _____

Actions/Options/Recommendations:

Staff recommends adoption of the 2023-2024 FY budget.

DOWNTOWN DEVELOPMENT AUTHORITY PROPOSED BUDGET

FUND 750 - DOWNTOWN DEVELOPMENT AUTHORITY FUND
FOR FISCAL YEAR: 2023-2024 PERIOD ENDING: 06/30/2024

		2019-2020	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024	NOTES	
		TOTAL ACTIVITY	TOTAL ACTIVITY	TOTAL ACTIVITY	TOTAL BUDGET	YTD AS OF 04/10/2023	REQUESTED BUDGET		
REVENUE									
DEPARTMENT 00 - NON DEPARTMENTAL									
CLASS 33 - INTERGOVERNMENTAL									
750-00-33.6300	TOWN OF TYRONE CONTRIBUTIONS	0.00	0.00	49,250.00	0.00	0.00	127,773.24	\$100,000 ARPA Economic Development Grant and \$27,000 FCDA Contribution transfer.	
CLASS 33 - INTERGOVERNMENTAL TOTAL		0.00	0.00	49,250.00	0.00	0.00	127,773.24		
CLASS 34 - CHARGES FOR SERVICES									
750-00-34.7310	VENDOR APPLICATION FEES	0.00	0.00	0.00	0.00	135.00	1,500.00	First Friday Vendors \$20/Each assuming 15 vendors per event across 5 events.	
CLASS 34 - CHARGES FOR SERVICES TOTAL		0.00	0.00	0.00	0.00	135.00	1,500.00		
CLASS 36 - INVESTMENT INCOME									
750-00-36.1100	INTEREST REVENUES	0.00	0.00	0.00	0.00	40.29	50.00		
CLASS 36 - INVESTMENT INCOME TOTAL		0.00	0.00	0.00	0.00	40.29	50.00		
CLASS 37 - CONTRIBUTIONS/DONATIONS									
750-00-37.1000	PRIVATE CONTRIB & DONATIONS	0.00	0.00	0.00	1,500.00	0.00	1,500.00		
CLASS 37 - CONTRIBUTIONS/DONATIONS TOTAL		0.00	0.00	0.00	1,500.00	0.00	1,500.00		
CLASS 39 - OTHER FINANCING USES									
750-00-39.1001	FUNDS CARRIED FORWARD	0.00	0.00	0.00	47,250.00	32,000.00	21,011.76	Anticipated funds carried from FY 22-23	
CLASS 39 - OTHER FINANCING USES TOTAL		0.00	0.00	0.00	47,250.00	32,000.00	21,011.76		
REVENUE TOTAL		0.00	0.00	49,250.00	48,750.00	32,175.29	151,835.00		
EXPENSE									
DEPARTMENT 75 - ECONOMIC DEVELOPMENT									
CLASS 52 - PURCHASED/CONTRACTED SVC									
750-75-52.1200	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00		
750-75-52.1201	LEGAL SERVICES	0.00	0.00	0.00	10,000.00	60.00	5,000.00		
750-75-52.1205	ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	No change	
750-75-52.1300	TECHNICAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	No change	
750-75-52.1350	SPECIAL PROGRAM SERVICES	0.00	0.00	900.00	15,000.00	5,114.00	8,000.00	Question regarding this amount due to getting concepts on fire station for grants.	
750-75-52.2203	GROUPS MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	Reduction due to \$2k shift towards rentals.	
750-75-52.2206	BUILDING MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	No change	
750-75-52.3101	BUILDING INSURANCE	0.00	0.00	0.00	0.00	1,630.00	3,273.00	No change	
750-75-52.3103	PUBLIC OFFICIALS LIABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00	678.00	Remaining insurance costs.	
750-75-52.3105	BOILER & MACHINERY INSURANCE	0.00	0.00	0.00	0.00	0.00	325.00	Insurance costs	
750-75-52.3107	FESTIVAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	Insurance costs	
750-75-52.3108	GENERAL LIABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00	99.00	No change	
750-75-52.2320	RENTAL OF EQUIPMENT & VEHICLES	0.00	0.00	405.00	0.00	1,535.68	2,000.00	Insurance costs	
750-75-52.3300	ADVERTISING	0.00	0.00	69.22	2,000.00	38.40	1,000.00	Potential rental costs.	
750-75-52.3400	PRINTING & BINDING	0.00	0.00	334.82	1,000.00	428.75	1,000.00	Reduction with shift towards signage costs.	
750-75-52.3500	TRAVEL	0.00	0.00	0.00	0.00	0.00	500.00	No change	
750-75-52.3700	EDUCATION & TRAINING	0.00	0.00	0.00	500.00	590.00	1,000.00	Travel compensation for training.	
CLASS 52 - PURCHASED/CONTRACTED SVC TOTAL		0.00	0.00	1,709.04	28,500.00	9,396.83	22,875.00	DDA Advanced Training for remainder of members.	
CLASS 53 - SUPPLIES									
750-75-53.1005	SPECIAL PROGRAM SUPPLIES	0.00	0.00	281.42	5,000.00	1,822.19	1,500.00	No change	
750-75-53.1101	OFFICE SUPPLIES	0.00	0.00	0.00	400.00	93.82	400.00	No change	
750-75-53.1103	POSTAGE	0.00	0.00	0.00	400.00	0.00	400.00	No change	

								Section [PN], Item 2.
750-75-53.1210	WATER	0.00	0.00	0.00	0.00	24.26	240.00	Based on \$20/mo to keep meter and miscellaneous water usage on for Fire Station.
750-75-53.1231	ELECTRICITY - BUILDING	0.00	0.00	0.00	0.00	88.56	720.00	Based on \$60/mo just to keep meter and miscellaneous electricity on for Fire Station.
750-75-53.1600	SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	No change
750-75-53.1601	SIGNS	0.00	0.00	0.00	500.00	0.00	1,500.00	\$1k transfer from advertising based on banner printing.
750-75-53.1700	OTHER SUPPLIES	0.00	0.00	0.00	0.00	103.95	200.00	Increase of \$200 based on last year's spending.
CLASS 53 - SUPPLIES TOTAL		0.00	0.00	281.42	6,300.00	2,132.78	4,960.00	
CLASS 54 - CAPITAL OUTLAY								
750-75-54.1100	SITES	0.00	0.00	0.00	0.00	0.00	0.00	No change
750-75-54.1200	SITE IMPROVEMENTS	0.00	0.00	0.00	10,000.00	0.00	0.00	I have shifted this up to Professional Services.
750-75-54.1300	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	No change
750-75-54.1310	BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	100,000.00	No change
CLASS 54 - CAPITAL OUTLAY TOTAL		0.00	0.00	0.00	10,000.00	0.00	100,000.00	
CLASS 57 - OTHER COSTS								
750-75-57.9000	CONTINGENCIES	0.00	0.00	0.00	3,950.00	0.00	24,000.00	Funds Carried Forward from Last FY
CLASS 57 - OTHER COSTS TOTAL		0.00	0.00	0.00	3,950.00	0.00	24,000.00	
EXPENSE TOTAL		0.00	0.00	1,990.46	48,750.00	11,529.61	151,835.00	
FUND 750 DDA FUND TOTAL:		0.00	0.00	47,259.54	0.00	20,645.68	0.00	

FY 22-23 to FY 23-24 DIFFERENCE:	103,085.00
FUNDING INCREASE LINE ITEMS:	\$4,375 Insurance Costs
	\$2,000 Training
	\$500 Travel
	\$960 Utilities
	\$200 Other Supplies

Outstanding Items Accounted for June (FY 22/23):
\$280.00 McNally
\$25.50 Water
\$60.00 Electricity
\$1,600.00 June Entertainment
\$813.50 Sound for June 1st Friday

FY 23/24:
\$1,800.00 Aug 1st Friday
\$495.00 Movie
\$1,242.00 Movie Screen



"DJBlaxx • ADIQUEST Music • SupaBlaxx"

ADIQUEST Music, LLC DJ Services Agreement and Invoice

This 5-page agreement will provide details on the services to be performed by Leon aka DJBlaxx | SupaBlaxx of ADIQUEST Music.

Scheduled date & time of event: **04th of Aug 2023 (Fri)**; **Scheduled Time (6:00p→8:00p)**
Estimated duration (with setup & breakdown): **about 7.0hrs**; **est. arr / dep = 3:00p / 10:00p**

Requested Service(s):

⇒ To provide music and/or other services for (person's name, organization, promotions, etc.): **The Town of Tyrone DDA**

- **Event type:** **Recreational Event (w PA sound / engineering) @ Shamrock Park**
- **List music genres:** **Top40 (chart), Pop, Hip-Hop, Country, Soft Rock, (w old + new mixes), etc. All Clean music.**
- **Event location address:** **960 Senoia Road
Tyrone GA, 30290**

ADIQUEST can also provide a sound system to fit the occasion.

- ⇒ Will a Sound System be required? ☒ Yes ☐ No
- ⇒ If yes, where will the sound system be placed? Please check an option(s).
- ☐ Home / Private Property: _____
 - ☐ Nightclub / Lounge: _____
 - ☒ Other Setting (location): *****Since the event is taking place at an outdoor event space / park, please have a 5-ft or 6-ft utility table available to set up DJ console / equipment. If set up is outdoors, please have a 6-ft table and tent covering available to protect the equipment from direct sunlight / rain. If a table is not available, one can be rented for \$45. Also, access to a 120-volt power outlet within 100 feet is required.*****
- ⇒ Will Lighting Effects be required? ☐ Yes ☒ No ☐ Not Sure
- ☐ Lighting effects: **Lighting costs are \$235. This includes 2 customizable light / strobe effects.**

A sound system can include vinyl turntables, CD players, media players, microphones, amplifiers, speakers, and other audio equipment. We will provide the necessary cabling to set up the sound system.

DJBlaxx's Indoor / Outdoor Requirements for Equipment: **An electrical AC source of 120 volts and 15-20 current amps must be available. If a generator is used, it needs to produce 120 volts of electrical AC power. We ask that a 60-inch (5ft) or preferably 72-inch (6ft) utility table with a fitted tablecloth is available to set up sound equipment. For outdoor large-scale productions (street party, etc.), two (2) generators must be provided.**

*****Also an overhead covering (tent) is also required to help protect equipment from rain, direct sunlight, and other outdoor elements.*****





Please email Leon (DJBlaxx) at djblaxx@gmail.com all programs / itineraries, special request songs (**please only 10 to 20 song requests (not your entire iTunes, Spotify, etc. playlist)**, play radio edit / kid friendly songs, **and / or other requests**, etc.) necessary to make your event more enjoyable. Be descriptive. If you need assistance, please contact Leon (DJBlaxx) at 770.203.2677 or djblaxx@gmail.com. *****Please have all songs and any other requests submitted within 15 days of scheduled event. Request received after the 15-day cutoff will present challenges to be honored and in some cases, cannot be honored.*****

*****Notes: Parking and / or toll fees are the responsibility of the person(s) booking Leon aka DJBlaxx of ADIQUEST Music. If parking and /or toll fees have to be paid, please advise of the costs and provide payment reimbursements via any of the options listed below (CashApp, PayPal, etc.) before I arrive.*****

-> Please initial if you agree _____ Yes _____ No***

*****Notes: Due to the agreement set forth to initiate services, payment in full will be due before the event starts; never after. Payment in full is expected because DJ services were rendered; not based on subjective feelings of how "well" or "not well" the event went based on DJ play style, attendance, opinions, and / or other factors.**

-> Please initial if you agree _____ Yes _____ No***

Service Prices

Prices vary depending on event type and other services.

Total Agreement Price (TAP): \$813.50. *****Please note:** Estimate of **\$813.50 subject to increase** if **more** equipment needs to be acquired and assembled to function. *******

Deposit Payments 1 of 2 = \$542.36 not yet paid. Payment due ASAP to book and confirm date.

Current Balance Due: \$271.14 will be the balance due by **Monday, 31.Jul.2023** **(not after event on 04th.Aug.2023)**

ADIQUEST Invoice for Services as of 08.Mar.2023			
	Service Prices	Service Description Fuel Refill Lighting Effect Quantity	Subtotal
ADIQUEST Service Price	\$456.00	Up to 2.0 hours of DJ Performance and PA Sound Running (engineering) for Outdoor Recreational Event with 1 Room / Area Set Up + MC / Hosting servies + Engineering / Running sound with up to 4 mic lines, up to 6 aux lines for music equipment and Labor. Dancefloor Lighting / Strobe effects not included. If party continues pass 2.0 hrs, +\$125 for the 1st hr; +\$95 for the 2nd hr.	\$456.00
Location	Tyurone, GA (Atlanta Metro)		
Fuel Rate Charge	\$32.50	2	\$65.00
PA audio lines (4 mics + 6 aux)	\$29.25	10	\$292.50
		Nonrefundable Deposit Payment (67%)	Grand Total (no taxes)
		\$542.36	\$813.50



**Payment and Service Agreement:**

Services performed by Leon aka DJBlaxx **require a deposit (66.67% of the Total Agreement Price (TAP)). The deposit 66.67% of the TAP is to be paid at minimum sixty (90) days prior to the scheduled event. ***This agreement is NOT binding until a deposit and full payment of TAP is made.***** The balance of the Total Agreement Price is due **4 days before scheduled event (not after the event)** or any **5+ days** prior to the scheduled event date.

If you decide to cancel your event, there is a **\$75 cancellation charge + 67% of the Total Agreement Price is nonrefundable**. This nonrefundable portion is to reserve the date and to manage preparatory activities. **A 21-calendar day written notice** is required for cancellation of an event. **If the event is canceled less than 14 days of the scheduled date, 80% of the Total Agreement Price is due to be paid.** If Leon aka DJBlaxx, cannot render services agreed upon due to a **no show**, a **full refund** of all monies paid will be granted. Once a **deposit is paid**, there is a **\$75 fee to change / reschedule** to a new date.

Note: This document also serves as an invoice. Leon aka DJBlaxx will accept payments in various ways including cash, PayPal (@ adiquestmusic@gmail.com or 3212785832), CashApp (@ \$djblaxx), Venmo (@ [djblaxx](https://venmo.com/djblaxx)), Zelle (@ 3212785832), Credit Card (ONLY with valid ID. Credit card transactions are subject to a **4.25% processing fee per swipe), and money orders. Check payments are only be accepted if it is provided by a reputable business or organization. Money orders and business checks are to be made payable to ADIQUEST Music, LLC. Check payments are subject to a **4.25% bank processing fee per check**. I do reserve the right to refuse a check. Personal checks not accepted. If a check is refused, only cash, CashApp, PayPal, Venmo, and / or Zelle, will be accepted. If a check is returned for insufficient funds, Leon aka DJBlaxx will be reimbursed for all incurred bank charges and a \$50 fee will be added to the Total Agreement Price (TAP).**

Contact Information:

Name(s) First and Last: **Lynda Owens, Manager (The Town of Tyrone DDA)**

Contact Information (e-mail, etc.): **lowens@tyrone.org**

Phone: Mobile / Office Number: **770.487.4694**

Contact Information (e-mail, etc.): _____

Your Signature

Date: _____

Date: 11th/Apr/2023

aka DJBlaxx | Supablaxx of ADIQUEST Music DJ Services





ADIQUEST Music, LLC DJ Services (Atlanta, GA) (Service Offerings and Pricing)

The Town of Tyrone DDA,

Once again, Thank you for the consideration of ADIQUEST Music with DJBlaxx to DJ your upcoming **Recreational Event** (w **PA sound** / **engineering**) on **Friday, 04.Aug.2023** (**Tyrone, GA**).

Pricing of services will vary based on the scale of event and special services needed.

Based on the details you provided in our conversation on **15.Feb.2023**, the DJ service package estimate is **\$813.50** for up to **2.0 hours** with **1-room** / **area set up**; **MC** / **Hosting services included**; **Engineering** / **Running sound** with up to **4 mic lines** and up to **6 aux lines** for music equipment; and the **Labor** to set up and breakdown. Estimate of **\$813.50** subject to **increase** if **more** equipment needs to be acquired and assembled to function.

The additional hours (**4.0** to **5.0**) to set up and break down already **included** in this estimate.

You can add / remove optional services like lavalier mics, lighting / strobe effects; among others. See details below.

Breakdown of Costs (What are you paying for?)

- ❖ **\$416.00** (DJ Services—**Recreational Event** (w **PA sound** / **engineering**)
You can also add an additional room / area set up; see next line)
- ❖ **\$292.50** (-\$292.50 for **Engineering** / **Running** sound with **4 miclines** + **6 aux lines** for music equipment + **Labor**)
- ❖ \$000 (+\$130 for MC Services and fully host the event; **optional**).
- ❖ \$000 (+\$135 for wireless lavalier wireless mics; **optional**)
- ❖ \$000 (+\$80 (per mix) to create a DJ collage mix of 2 to 4 songs. This is typically for performance / dance skits during your event; **optional**)
- ❖ \$000 (+\$235.00 for 2 lighting / strobe effects; **optional**)
- ❖ **\$65.00** (**fuel charge** / **travel charge** / lodging)

\$813.50 + no taxes = (\$773.50 + \$40.00 set up & processing) + (parking / toll costs (if applicable)) for up to 2.0 hours of actual DJ performance. The additional hours (**4.0** to **5.0**) to set up and break down already **included** in this estimate.

*****If the event / party continues** for more than **2.0 hours**, **+\$125** for the **1st hour**; then **+\$95** for the **2nd hour**.***

*****Parking and / or toll fees are the responsibility of the person(s) booking Leon aka DJBlaxx of ADIQUEST Music. If parking and / or toll fees have to be paid, please advise of the costs and provide payment reimbursements via any of the options listed below (CashApp, Zelle, etc.) before I arrive.*****

Before making a decision to add any additional service offerings, **please contact me with your thoughts and feedback.** I want to ensure we work through all the details and provide the best available pricing options.





We accept various payments types that can be conducted directly from your mobile device via apps like:

1. **CashApp**. Please send to payment **\$djblaxx**
2. **PayPal**. Please send payment to **adquestmusic@gmail.com** or phone # **3212785832**
Send as "friends and family" to avoid additional PayPal charges
3. **Venmo**. Please send payment to **djblaxx**. Please **add djblaxx** as a friend or to your friend's to avoid additional Venmo charges
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5. **Credit Card**. We accept all majors (Visa, MasterCard, American Express, Discover) **only with valid ID. Credit card transactions are subject to a 4.25% processing fee per wipe.**
6. **Cash in Hand**
7. **Money Orders / Business / Corporate Checks only. Check payments are subject to a 4.25% bank processing fee. ***No Personal Checks Please*****

Please make checks and money orders payable to:

ADIQUEST Music, LLC
603 Rock Hill PKWY
Lithia Springs, GA 30122

Our website is located at:

www.adquestmusic.com

Please feel free to read actual client testimonials from my Google search page:

<https://g.page/ADIQUESTMusic-EventDJServices>

Again, I look forward to working with you on this event to make it a memorable one for you, your family, and friends.

Contact Information:

Leon aka DJBlaxx of ADIQUEST Music, LLC (Atlanta, GA)

Email: djblaxx@gmail.com

Phone #: 770.203.2677

Instagram: [@supablaxx](https://www.instagram.com/supablaxx)

DJ | MC (Hosting) Services
Sound Equipment Rentals
Audio | Video Production
Content Creator

phone: 321.278.5832
adquestmusic@gmail.com
www.adquestmusic.com



In ADIQUEST's World, It's Your Party





"DJBlaxx • ADIQUEST Music • SupaBlaxx"

ADIQUEST Music, LLC DJ Services Agreement and Invoice

This 5-page agreement will provide details on the services to be performed by Leon aka DJBlaxx | SupaBlaxx of ADIQUEST Music.

Scheduled date & time of event: **07th of July 2023 (Fri)**; **Scheduled Time (6:00p→8:00p)**
Estimated duration (with setup & breakdown): **about 7.0hrs**; **est. arr / dep = 3:00p / 10:00p**

Requested Service(s):

⇒ To provide music and/or other services for (person's name, organization, promotions, etc.): **The Town of Tyrone DDA**

- **Event type:** **Recreational Event (w PA sound / engineering) @ Shamrock Park**
- **List music genres:** **Top40 (chart), Pop, Hip-Hop, Country, Soft Rock, (w old + new mixes), etc. All Clean music.**
- **Event location address:** **960 Senoia Road
Tyrone GA, 30290**

ADIQUEST can also provide a sound system to fit the occasion.

- ⇒ Will a Sound System be required? ☒ Yes ☐ No
- ⇒ If yes, where will the sound system be placed? Please check an option(s).
- ☐ Home / Private Property: _____
 - ☐ Nightclub / Lounge: _____
 - ☒ Other Setting (location): *****Since the event is taking place at an outdoor event space / park, please have a 5-ft or 6-ft utility table available to set up DJ console / equipment. If set up is outdoors, please have a 6-ft table and tent covering available to protect the equipment from direct sunlight / rain. If a table is not available, one can be rented for \$45. Also, access to a 120-volt power outlet within 100 feet is required.*****
- ⇒ Will Lighting Effects be required? ☐ Yes ☒ No ☐ Not Sure
- ☐ Lighting effects: **Lighting costs are \$235. This includes 2 customizable light / strobe effects.**

A sound system can include vinyl turntables, CD players, media players, microphones, amplifiers, speakers, and other audio equipment. We will provide the necessary cabling to set up the sound system.

DJBlaxx's Indoor / Outdoor Requirements for Equipment: **An electrical AC source of 120 volts and 15-20 current amps must be available. If a generator is used, it needs to produce 120 volts of electrical AC power. We ask that a 60-inch (5ft) or preferably 72-inch (6ft) utility table with a fitted tablecloth is available to set up sound equipment. For outdoor large-scale productions (street party, etc.), two (2) generators must be provided.**

*****Also an overhead covering (tent) is also required to help protect equipment from rain, direct sunlight, and other outdoor elements.*****



Please email Leon (DJBlaxx) at djblaxx@gmail.com all programs / itineraries, special request songs (**please only 10 to 20 song requests (not your entire iTunes, Spotify, etc. playlist)**, play radio edit / kid friendly songs, **and / or other requests**, etc.) necessary to make your event more enjoyable. Be descriptive. If you need assistance, please contact Leon (DJBlaxx) at 770.203.2677 or djblaxx@gmail.com. *****Please have all songs and any other requests submitted within 15 days of scheduled event. Request received after the 15-day cutoff will present challenges to be honored and in some cases, cannot be honored.*****

*****Notes: Parking and / or toll fees are the responsibility of the person(s) booking Leon aka DJBlaxx of ADIQUEST Music. If parking and /or toll fees have to be paid, please advise of the costs and provide payment reimbursements via any of the options listed below (CashApp, PayPal, etc.) before I arrive.*****

-> Please initial if you agree Yes No***

*****Notes: Due to the agreement set forth to initiate services, payment in full will be due before the event starts; never after. Payment in full is expected because DJ services were rendered; not based on subjective feelings of how "well" or "not well" the event went based on DJ play style, attendance, opinions, and / or other factors.**

-> Please initial if you agree Yes No***

Service Prices

Prices vary depending on event type and other services.

Total Agreement Price (TAP): \$813.50. *Please note: Estimate of \$813.50 subject to increase if more equipment needs to be acquired and assembled to function.*****

Deposit Payments 1 of 2 = **\$542.36 not yet paid.** Payment due ASAP to book and confirm date.

Current Balance Due: \$271.14 will be the balance due by Monday, 03.July.2023 (not after event on 07th.July.2023)

ADIQUEST Invoice for Services as of 08.Mar.2023			
	Service Prices	Service Description Fuel Refill Lighting Effect Quantity	Subtotal
ADIQUEST Service Price	\$456.00	Up to 2.0 hours of DJ Performance and PA Sound Running (engineering) for Outdoor Recreational Event with 1 Room / Area Set Up + MC / Hosting servies + Engineering / Running sound with up to 4 mic lines, up to 6 aux lines for music equipment and Labor. Dancefloor Lighting / Strobe effects not included. If party continues pass 2.0 hrs, +\$125 for the 1st hr; +\$95 for the 2nd hr.	\$456.00
Location	Tyurone, GA (Atlanta Metro)		
Fuel Rate Charge	\$32.50	2	\$65.00
PA audio lines (4 mics + 6 aux)	\$29.25	10	\$292.50
		Nonrefundable Deposit Payment (67%)	Grand Total (no taxes)
		\$542.36	\$813.50

**Payment and Service Agreement:**

Services performed by Leon aka DJBlaxx **require a deposit (66.67% of the Total Agreement Price (TAP)). The deposit 66.67% of the TAP is to be paid at minimum sixty (90) days prior to the scheduled event. ***This agreement is NOT binding until a deposit and full payment of TAP is made.***** The balance of the Total Agreement Price is due **4 days before scheduled event (not after the event)** or any **5+ days** prior to the scheduled event date.

If you decide to cancel your event, there is a **\$75 cancellation charge + 67% of the Total Agreement Price is nonrefundable**. This nonrefundable portion is to reserve the date and to manage preparatory activities. **A 21-calendar day written notice** is required for cancellation of an event. **If the event is canceled less than 14 days of the scheduled date, 80% of the Total Agreement Price is due to be paid.** If Leon aka DJBlaxx, cannot render services agreed upon due to a **no show**, a **full refund** of all monies paid will be granted. Once a **deposit is paid**, there is a **\$75 fee to change / reschedule** to a new date.

Note: This document also serves as an invoice. Leon aka DJBlaxx will accept payments in various ways including cash, PayPal (@ adiquestmusic@gmail.com or 3212785832), CashApp (@ \$djblaxx), Venmo (@ djblaxx), Zelle (@ 3212785832), Credit Card (ONLY with valid ID. Credit card transactions are subject to a 4.25% processing fee per swipe), and money orders. Check payments are only be accepted if it is provided by a reputable business or organization. Money orders and business checks are to be made payable to ADIQUEST Music, LLC. Check payments are subject to a 4.25% bank processing fee per check. I do reserve the right to refuse a check. Personal checks not accepted. If a check is refused, only cash, CashApp, PayPal, Venmo, and / or Zelle, will be accepted. If a check is returned for insufficient funds, Leon aka DJBlaxx will be reimbursed for all incurred bank charges and a \$50 fee will be added to the Total Agreement Price (TAP).

Contact Information:

Name(s) First and Last: **Lynda Owens, Manager (The Town of Tyrone DDA)**

Contact Information (e-mail, etc.): **lowens@tyrone.org**

Phone: Mobile / Office Number: **770.487.4694**

Contact Information (e-mail, etc.): _____

Your Signature

Date: _____

Date: 11th/Apr/2023

aka DJBlaxx | Supablaxx of ADIQUEST Music DJ Services





ADIQUEST Music, LLC DJ Services (Atlanta, GA) (Service Offerings and Pricing)

The Town of Tyrone DDA,

Once again, Thank you for the consideration of ADIQUEST Music with DJBlaxx to DJ your upcoming **Recreational Event** (w **PA sound** / **engineering**) on **Friday, 07.Jul.2023** (**Tyrone, GA**).

Pricing of services will vary based on the scale of event and special services needed.

Based on the details you provided in our conversation on **15.Feb.2023**, the DJ service package estimate is **\$813.50** for up to **2.0 hours** with **1-room** / **area set up**; **MC** / **Hosting services included**; **Engineering** / **Running sound** with up to **4 mic lines** and up to **6 aux lines** for music equipment; and the **Labor** to set up and breakdown. Estimate of **\$813.50** subject to **increase** if **more** equipment needs to be acquired and assembled to function.

The additional hours (**4.0** to **5.0**) to set up and break down already **included** in this estimate.

You can add / remove optional services like lavalier mics, lighting / strobe effects; among others. See details below.

Breakdown of Costs (What are you paying for?)

- ❖ **\$416.00** (DJ Services—**Recreational Event** (w **PA sound** / **engineering**)
You can also add an additional room / area set up; see next line)
- ❖ **\$292.50** (-\$292.50 for **Engineering** / **Running** sound with **4 miclines** + **6 aux lines** for music equipment + **Labor**)
- ❖ \$000 (+\$130 for MC Services and fully host the event; **optional**).
- ❖ \$000 (+\$135 for wireless lavalier wireless mics; **optional**)
- ❖ \$000 (+\$80 (per mix) to create a DJ collage mix of 2 to 4 songs. This is typically for performance / dance skits during your event; **optional**)
- ❖ \$000 (+\$235.00 for 2 lighting / strobe effects; **optional**)
- ❖ **\$65.00** (**fuel charge** / **travel charge** / lodging)

\$813.50 + no taxes = (\$773.50 + \$40.00 set up & processing) + (parking / toll costs (if applicable)) for up to 2.0 hours of actual DJ performance. The additional hours (**4.0** to **5.0**) to set up and break down already **included** in this estimate.

*****If the event / party continues** for more than **2.0 hours**, **+\$125** for the **1st hour**; then **+\$95** for the **2nd hour**.***

*****Parking and / or toll fees are the responsibility of the person(s) booking Leon aka DJBlaxx of ADIQUEST Music. If parking and / or toll fees have to be paid, please advise of the costs and provide payment reimbursements via any of the options listed below (CashApp, Zelle, etc.) before I arrive.*****

Before making a decision to add any additional service offerings, **please contact me with your thoughts and feedback.** I want to ensure we work through all the details and provide the best available pricing options.





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