

# **Founders Day Commission Meeting Minutes**

## **March 25, 2019 at 6:30 p.m.**

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A Regular Meeting of the Founders Day Commission of Dripping Springs, Texas was held Monday, march 25, 2019 beginning at 6:30 p.m., in the Council Chambers located at City Hall, 511 Mercer Street, Dripping Springs, Texas.

### **I. CALL TO ORDER AND ROLL CALL**

#### Commission Members present were:

Brenda Medcalf, Chair  
Jake Adams, Vice Chair  
Stephanie Holtzendorf, Secretary  
Brian Daniel  
Sharon Goss  
Darrel Debish  
Christ Nuccio

#### Commission Members absent were:

Michael Monaghan  
Chris Nuccio  
Paul Sanchez  
Brad Thomas  
Brian Varnell

#### City Staff/Appointed Officials present were:

Mariana Espinoza, Parks & Community Services Director

With a quorum of the Commission present, Chair Medcalf called the meeting to order at 6:38 p.m.

### **II. MINUTES**

#### **A. Discuss and Consider Approval of the Regular Meeting Minutes of March 11, 2019.**

- Minutes reviewed by commissioners.
- Jake made a motion to accept the minutes. Darrell seconded. Minutes accepted.

### **III. BUSINESS**

#### **A. Discuss and Consider recommended action regarding the Adoption of a Vendor Guideline Policy Regarding the Annual Founders Day Event.**

- Discussion on Vendors who do not follow rules and/or confrontational. Send letter to the offenders and have them attend a Founders Day commission meeting (maybe). Add to the agenda for the wrap up meeting the incident and letter sent to the offender so that it is in the minutes.
- Motion by Jake: Adopt a policy to allow any commissioner to email or send a letter to any person who is at fault of not obeying the rules and regulations of the Founders Day Event and copying the city on any email and/or letter. The Commission reserves the right to immediately remove or suspend any participant incident that is a risk to the safety of the festival.

**B. Discuss and Consider recommended Action Regarding a Fiscal Year 2019 Budget Amendment Related to the Founders Day Event.**

- Sponsorships are down from this time last year. Everyone needs to talk to the businesses in the community to try to encourage sponsorships.
- If money available in budget, the commission would like to have a live video of the parade.

**IV. STANDING COMMITTEE REPORTS**

*The following updates relate to the administration of the 2019 Founders Day Festival. No action to be taken.*

**A. Site Plan**

Michael Monaghan and Brenda Medcalf

- Parking lot next to Hudson's still does not have any construction started and may not be available for Founders Day. Need to find out if it will be available for Founders Day.
- Tents to be ordered for the second stage.
- More orange fencing to be ordered.
- Brenda will call Steve and see if the boys from the Burke Center can help put up fencing on Saturday April 20<sup>th</sup>.

**B. Entertainment**

Brad Thomas

- No report.

**C. Food**

- Booths are full.

**D. Arts & Crafts**

Michael Monaghan

- All spaces have been assigned.

**E. Parade**

Brenda Medcalf and Stephanie Holtzendorf

- Will add the Dripping Springs Person of the Year to the parade. Perhaps this can be the Grand Marshal in the future.
- Parade meeting is April 10, 6:30 at City Hall.

**F. Publicity**

Bonnie Gonzalez

- Live video of the parade will cost approximately \$1,500.
- Motion to have video made by Brian. Motion to table this by Jake until next meeting.

- Need to put out information on parking, FAQs and carnival tickets on social media.

**G. Sponsorship and Underwriting**

Mariana Espinoza, Sharon Goss, Brenda Medcalf, Brian Daniel and Jake Adams

- \$31,250 to date. Target is 70,000.
- Jake believes realistically we will receive approximately \$50-55,000 in sponsorships.

**H. Sanitation**

Paul Sanchez and Brian Daniel

- No Report.

**I.**

**Security**

Darrell Debish and Brenda Medcalf

- Will know at the end of the week if security will be available for Bluff at 290.

**J. Traffic and Parking**

Darrell Debish and Brenda Medcalf

- No Report.

**V. UPCOMING MEETINGS**

**A. Founders Day Commission:**

**April 08, 2019 - Regular Meeting 6:30 p.m.**

**April 10, 2019 – Set up Fencing around Festival Area 8:00 am**

**April 22, 2019 - Regular Meeting 6:30 p.m.**

**VI. ADJOURN**

- Darrell made a motion to adjourn. Chris seconded.
- Meeting adjourned at 7:47 pm.

*Stephanie Holtzendorf*

**Stephanie Holtzendorf**

**Secretary**

**Founders Day Commission**