

**City of Dripping Springs  
Founder's Day Commission  
Bi-Monthly Meeting**

**January 22, 2018**

**Attending:** Brenda Medcalf, EvanTaddia, Michael Monaghan, Brian Daniel, Stephanie Holtzendorf, Bonnie Gonzalez, Jake Adams, Brian Varnell, Paul Sanchez, Mariana Espinoza.

**Absent:** Sharon Goss, Brad Thomas, Chris Nuccio.

**I. Call to Order:** 6:40 pm by Brenda Medcalf

**II. Business:**

**A. Approval of Sponsorship Levels for 2018 Founder's Day Celebration.**

- Levels were approved at 01/08/2018 meeting.
- Sponsorship letter was reviewed, and a few changes are needed before sending.

**B. 2018 Founders Day Festival Parade Theme**

- Parade theme was decided and voted on at 01/08/2018 meeting.
- Parade form was reviewed and updates to the date of the parade meeting were all that were needed.
- Parade meeting will be April 12, 2018 at City hall.

**C. Approval of Minutes from Regular Meeting of July 10, 2017 and October 23, 2017.**

- Minutes were not included with agenda – minutes from July 10<sup>th</sup> and October 23 meetings were not approved.

**III. Standing Committee Reports**

**A. Site Plan:**

- Local food vendors can have approximately 4 spaces on Bluff with Arts and Crafts. Food vendors do not want food vendors in their area if they are giving food away.

**B. Food:**

- Food vendor letter/entry form will not go on the website. Verbiage will be added to the website stating the spaces at this time are all taken but you can be put on the waiting list. Chris Nuccio's name and contact information will be on website.

**C. Entertainment:**

- No Report.

**D. Arts & Crafts:**

- No Report.

**E. Parade**

- Will need volunteers for Friday afternoon/evening.
- Need to block driveways at administration building to keep vehicles from coming out following the parade.

**F. Publicity**

- Website will be up and all letters/entry forms will be on it.

**G. Sponsorship/Underwriting**

- Jake has started to contact potential sponsors as well as last year's sponsors.
- Jake discussed the idea of having a production company come in and make a video during Founder's Day that could be used on the website with each sponsors logo being flashed across during video.

**H. Sanitation**

- Will use the company from last year for port-a-potties.

**I. Security:**

- Evan and Brenda will meet next week to discuss security issues and how entrances will be blocked, and which ones will remain open for bands, commissioners, etc.
- Commission will look into getting metal barricades for parade route.
- Brenda and Evan will discuss the outcome of their meeting with the commission at the next meeting.

**J. Traffic/Parking:**

- Evan will contact the Rotary Club to see if they will do parking/shuttle from high school parking lot again this year.
- Next meeting traffic flow and parking will be discussed.

**K. Volunteers:**

- No report.

**V. Announcements**

Next meeting will be 02/12/2018 at 6:30 at City Hall.

**VI. Adjourn**

Motion to adjourn made by Evan. Paul seconded. Meeting adjourned at 8:00 pm.

Respectfully submitted,

*Stephanie Holtzendorf*

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