

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

January 27, 2014

Attending: Brenda Medcalf, A.J. Bergeron, Stephanie Holtzendorf, Paul Sanchez,
Evan Taddia, Mark Treadway, Sharon Goss, Chris Nuccio, Steve Fornier, Ted Lehr

Absent: Brad Thomas

- I. **Call to Order:** 6:30 pm by Brenda Medcalf

- II. **Minutes:** Minutes of the January 13, 2014 meeting were approved with minor corrections. AJ made a motion to accept the minutes as presented with minor corrections. Steve seconded. Motion passed. Corrections: Chris Nugio to Chris Nuccio and 2nd page date should be corrected to 1/13/2014.

- III. **Standing Committee Reports**
 - A. **Site Plan**
 - Information booth will be for Preservation Commission and Founders Day Commission.
 - Scrappy will not be doing ice. Twice the Ice has expressed an interest in providing ice service.
 - Mercer Street Dance Hall will let Founders Day Commission use their parking lot.
 - B. **Food**
 - No Report.
 - C. **Entertainment**
 - No Report.
 - D. **Arts & Crafts**
 - There will be a light plant on Wallace for the Arts and Crafts vendors that will be setting up there. Will electricity (spider boxes) be available on Wallace?
 - Meeting will be set up with AJ, Paul, Chris Schmidt and the Mayor to determine electricity needs and availability.
 - There are plugs on the new lamp posts.
 - E. **Business Booths**
 - No Report.
 - F. **Parade**
 - No Report.
 - G. **Publicity**
 - No Report.

H. Sponsorship/Underwriting

- Sponsorship letters have been mailed.
- Important that everyone start working on getting sponsors.

I. Sanitation

- No Report.

J. Security

- No Report.

K. Traffic/Parking

- Michelle is working with municipal court attorney regarding towing and what can be done during Founders Day for those parking in no parking areas.
- Mercer Street Dance Hall will be giving their bands parking passes.

L. Volunteers

- AJ will need help with moving benches to the food court and help with booth set up Saturday morning.
- Steve is working on setting up 'Friends of Founders Day' to involve adults to become volunteers to help with set up, tear down and the parade. They will receive t-shirts.

IV. Business

A. Request from Dripping Springs Theatre Booster Club for Booth Space to Host Fundraiser for the Dripping Springs Middle and High School Theatre Departments.

- No one from the Theatre Booster Club was in attendance.
- The commissioners discussed the availability of space and the cost.
- The Theatre Booster Club will be able to have a space on Wallace at a cost of \$50.
- Paul made a motion to allow the Theater Booster Club to have a space on Wallace for their fundraising efforts and the cost will be \$50 for a 10' x 10' space. Steve seconded. Motion passed.

B. 2014 Founders Day Contracts.

- Contracts need to be turned into the City asap.

C. Proposal from Klotz and Associates for Creation of a New Festival Map.

- Kevin from Hoffman Klotz Associates spoke to the commission regarding the map of Mercer Street for Founders Day.
- The map will be a file that can be changed. A map will be proved to use at the information booth in a smaller size.
-

**Founders Day
Monthly Meeting
01/27/2014
Page 3**

- The map will also have the addition of the arts & crafts vendors, food vendor, and cook off participant spaces.
- Steve made a motion to approve the proposal from Klotz and Associates for an amount up to \$4130 and request that City staff to inquire why the project manager must attend the meetings. Paul seconded. Motion passed.

D. Update on Founders Day Website

- JoAnn updated the commission on the status of the new website.
- It is up and running and all information, forms, etc. should be sent to Jo Ann as soon as possible in order for her put the information on the website.
- Each group has its own page.

E. Approval of Resolution No. 2014-11. A Resolution of the City of Dripping Springs Approving an Agreement Between the City and Texas Department of Transportation for the Temporary Closure of State Right of Way for the Founders Day Parade on April 25, 2014.

- Ted made a motion to approve Resolution No. 2014-14. Paul seconded. Motion passed.

F. Fiscal Year 2014 Budget Amendment

- Amendments to the budget include line items:
 - Publicity to increase from \$3,000 to \$5,000
 - Clean up to increase from \$2,400 to \$4,400
 - Barricades/Traffic Plan to increase from \$4,000 to \$6,000 to include 100 traffic cones
- The commission discussed asking the City to purchase 250 traffic cones to be used at Founders Day as well as other City functions.
- Brenda made a motion to approve the amendments to the Founders Day 2014 budget. Steve seconded. Motion passed.

V. Adjourn

- Ted made a motion to adjourn the meeting. Chris seconded. Meeting adjourned at 8:10 pm.

Respectfully submitted,

Stephanie Holtzendorf

Stephanie Holtzendorf