

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

**November 12, 2018**

**Attending:** Brenda Medcalf, Michael Monaghan, Stephanie Holtzendorf, Brian Varnell, Paul Sanchez, Jake Adams, EvanTaddia

Mariana Espinoza, Parks and Community Services Director, City of Dripping Springs

**Absent:** Sharon Goss, Brian Daniel, Chris Nuccio, Brad Thomas

**Public:** Owner of 310 Old Fitzhugh

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

Owner of 310 Old Fitzhugh was in attendance to gather information on how he might participate in Founders Day 2019. A Fish and Chips food establishment will be on this location with more to be added later.

**II. Business:**

**A. Approval of Minutes from the Regular Meetings of April 9, 2018.**

- Motion made by Paul to accept the minutes as presented. Mike seconded. Minutes accepted.

**B. Discussion and Consideration of Approval of the Founders Day Commission Meeting Calendar for 2019.**

- Will meet the 2<sup>nd</sup> Monday and will change to meet the 2<sup>nd</sup> and 4<sup>th</sup> Monday starting in January through April.

**C. Discuss and Consider Approval of the 2109 Founders Day Sponsorship Form**

- Jakes name should be 1<sup>st</sup> and designated as Committee Chair.
- Jake made a motion that Jake Brenda and Marianna design a logo to represent Founders Day. Evan seconded. Motion passed.
- Jake made a motion to keep existing sponsorship levels. Evan seconded. Motion passed.

**D. Discuss and Consider Recommendation of Approval of a Liability & Sponsorship Agreement Between the City of Dripping Springs and Dripping Springs Outfitters, LLC regarding the 2019 Founders Day Festival and the 2019 Christmas on Mercer Event.**

- Dripping Springs Outfitters LLC are the owners of the parking lot where the main stage for Founders Day is set up.
- DS Outfitters LLC would like the highest level sponsorship in exchange for the use of the parking lot.
- Evan made a motion to table this item. Mike seconded. Motion passed.
- Jake made a motion that the commission invite Dripping Springs Outfitters LLC to come and meet with the commission to discuss the contract. Mike seconded. Motion passed.
- Marianna will try to set up the meeting for November 27.

### III. Standing Committee Reports

#### A. Site Plan:

- Retail spaces are moving into the Veranda. Will have to work out vendor access for them.
- Mike would like to put local businesses in the parking lot of what used to be the Dance Hall. This would be for local businesses that do not have a store front on Mercer Street.

#### B. Food:

- No Report

#### C. Entertainment:

- No Report

#### D. Arts & Crafts:

- Vendor application has been submitted to the City for approval.

#### E. Parade

- Looking at the possibility of having a contest to name the theme for this year's parade. Suggestion was made that the winner could get carnival tickets as a prize.

#### F. Publicity

- No Report

#### G. Sponsorship/Underwriting

- Sponsor levels and form approved.

#### H. Sanitation

- Paul met with new representative from JBar. He will try to the commission the same rate as last year.

#### I. Security :

- Evan is writing up procedures for all things needing to be done for security at Founders Day.
- Evan also meets each year with Gary Job Corp and gives a presentation.
- Roman Baligad, Emergency Management, and Craig Rice maintenance should be invited to our next meeting.

#### J. Traffic/Parking:

- Evan is writing up procedures for all things needing to be done for Traffic & Parking during Founders Day.
- Highway 290 always has to be closed.
- Viking Fence will need to provide the fencing and metal barriers. Someone will need to walk with Darryl from Viking Fence to show him where barricades need to go.

#### K. Volunteers: No report.

### V. Announcements

- Next meeting will be 11/27/2018 at 6:30 at City Hall to meet with DS Outfitters LLC.

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- Meeting in December will be the wrap up meeting.

VI. **Adjourn**

Motion to adjourn made by Mike. Jake seconded. Meeting adjourned at 8:05 pm.

Respectfully submitted,

*Stephanie Holtzendorf*

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