

**SPECIAL  
MINUTES**

CITY OF WARR ACRES  
SPECIAL  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
THURSDAY  
MAY 9, 2024  
6:00 p.m.

1. The meeting was called to order at 6:00 p.m. Declaration of a quorum present was given.

**ROLL CALL**

Present

Chairman Roger Godwin  
Vice-Chair Vickie Douglas  
Trustee Scott Tribbey  
Trustee Jim Von Thær  
Trustee Judy Myers  
Trustee Deborah Morris  
Trustee Lynda Steele  
Trustee Randy Prince

Absent

Trustee Jon Evans

2. Discussion and possible action related to the Warr Acres Route 66 Triple Tour (Festival) including:

Ramirez stated that since Attorney Love could not be present that he sent an email with options for the board to consider. She read his email to the board.

- A. Approving charging fees sponsorship, booth rentals and food trucks;

Motion by Tribbey, second by Von Thær to approve charging fees for the festival. Poll vote: Von Thær, yea; Meyer, yea; Tribbey, yea; Prince, yea; Douglas, yea; Morris, yea; Steele, yea; and Godwin, yea.

**Motion Passed Unanimously.**

- B. Approval of the rates for such fees or authorizing the Mayor establish those rates;

The question was asked about if it were a rain out if the businesses would receive a refund. The Mayor stated that if they were sponsorships they would get a 60% refund and if they were vendors they would get a 100% refund. The fees paid by food truck vendors is a special rate for the festival and will go to the Economic Development fund. Trustee Steele who has been working to put the festival together stated that if all

sponsorships, space rental and t-shirts were sold it would be possibly \$11,000 in sponsorships; \$8,850 for rentals and \$1,500 for t-shirts sales. The questions was asked about who would be removing the banners after the two week time frame, the Mayor stated he would. He also stated that a change needed to be made to the flyer to add a \$2,500 sponsorship since the First Fidelity and possibly some vendors that work with the police and fire want to help.

Motion by Morris, second by Von Thayer to approve the fees as set out on the flyer and adding the \$2,500 sponsorship: 2024 Preferred Business Package: \$1,000 / 3 Spots; Build-out 10ft x 10ft Experience Space; 18in x 18in logo on banner; Hang your own banner for 39EXPWAY; \* Included in Press release, event handouts, 5 social media posts. Warr Acres Road Dogs Package: \$750 / 5 Spots; Secondary Booth; 12in x 12in logo on banner; Hang your own banner for 39EXPWAY; \* Included in Press release, event handouts, 5 social media posts. Warr Acres Ride or Die Package: \$500 / 5 Spots; Secondary Booth; 10in x 10in logo on banner; Hang your own banner for 39EXPWAY. Warr Acres Route 66 Package: \$250 / Unlimited; Booth included, location of your choice; 8in x 8in logo on banner; Hang your own banner for 39EXPWAY. VENDORS UNDER THE TENT: \* Table & 2 chairs; included; \$50 business booth fee / 40 spots available; \$25 nonprofit booth fee / 10 spots available. ON THE YARD: \* No table & chairs provided; \$25 business booth fee / 50 spots available; \$25 nonprofit booth fee / 30 spots available. Food Truck Vendor: \$75 per truck / 3 spots. Hang your own Banner on Rt66: \$75 / From June 9 – 22. Poll vote: Von Thayer, yea; Meyer, yea; Tribbey, yea; Prince, yea; Douglas, yea; Morris, yea; Steele, yea; and Godwin, yea.

**Motion Passed Unanimously.**

- C. Authorizing the Mayor to enter into a partnership agreement with Craftly T-Shirt company related to the sale of official Festival t-shirts.

Ramirez read what Attorney Love had emailed concerning the agreement.

Motion by Von Thayer, second by Steele to authorize the Mayor to execute a partnership agreement with Craftly T-Shirt related to the sale of official festival t-shirts on substantially the same terms as presented in the City Attorney's draft partnership agreement. The substantial terms are 1) that we're going to pay them \$450 but not until the decals have been ordered and received, 2) that they are purchasing not just the decals but also the shirts, 3) that they are responsible for pressing of the decals onto the shirts, 4) that they are responsible for selling the shirts at the festival, 5) that they will sell the shirts for \$20 at the festival, 6) that they will give us an accounting on the sales as well as pay us \$13 for every shirt that they sold and 7) that we retain the right to purchase any unsold shirts for \$7 per shirt. Poll vote: Von Thayer, yea; Meyer, yea; Tribbey, yea; Prince, yea; Douglas, yea; Morris, yea; Steele, yea; and Godwin, yea.

**Motion Passed Unanimously.**

- 3. Adjournment.

Motion by Myers, second by Morris to adjourn. Poll vote: Von Thaer, yea; Meyer, yea; Tribbey, yea; Prince, yea; Douglas, yea; Morris, yea; Steele, yea; and Godwin, yea.

**Motion Passed Unanimously.**

The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez  
City Clerk/Treasurer