



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Laura Mueller, City Attorney

Council Meeting Date: June 6, 2023

Agenda Item Wording: **Discuss and consider approval of a Professional Services Agreement between the City of Dripping Springs and Pam Owens for coordination of the Songwriters Festival. Sponsor: Council Member Parks**

Agenda Item Requestor:

Summary/Background: During the transition of operations and assets from the Dripping Springs Visitors Bureau Pam Owens has offered to manage the Songwriters Festival. She will be paid \$8,000 to run the event. One thousand has already been paid by the Visitors Bureau, the City will pay the remainder and be reimbursed by the DSVB. She will follow the City's Purchasing Policies and the City will pay all expenses, but be reimbursed from the DSVB while it winds down. Lisa Sullivan, Peoples and Communications Director, will manage the project for the City. The PSA is only for the 2023 Songwriters Festival.

Commission Recommendations: N/A

Recommended Council Actions: Approval of the PSA contingent on approval of the Transfer of Operations Agreement.

Attachments: PSA for Pam Owens. Transfer of Operations Agreement.

Next Steps/Schedule: Continue transition process through Council action.

