



# Founders Day Commission Regular Meeting

*Dripping Springs Ranch Park Main Event Room*

*1042 Event Center Drive – Dripping Springs, Texas*

*Monday, October 28, 2024, at 6:30 PM*

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## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair Shindler called the meeting to order at 6:37 p.m.

#### *Commission Members present were:*

Jeff Shindler, Chair  
Clinton Holtzendorf, Vice Chair  
Susan Warwick, Secretary  
Jerome Borges  
Justin Cornett  
Sharon Goss  
Mark Handley  
Scott Phillips  
Kimberley Rutherford  
Eric Strang  
Thomas Toms  
Michael Ward

#### *Commission Members absent were:*

Lisa Garza

#### *Staff, Consultants, & Appointed/Elected Officials present were:*

Parks & Community Services Director Andy Binz  
Assistant Parks & Community Services Director Emily Nelson  
Community Events Coordinator Johnna Krantz  
Content Marketing Specialist Stephanie Hartnett  
Emergency Management Coordinator Roman Baligad  
Maintenance Director Riley Sublett

#### *Guests*

Jordan Searle  
Stephanie Pope

A motion was made by Commissioner Holtzendorf to excuse tonight's absence of Commissioner Garza. Commissioner Goss seconded the motion which carried unanimously 11 to 0.

## **PRESENTATION OF CITIZENS**

*A member of the public that wishes to address the Commission on any issue, regardless of whether it is posted on this agenda, may do so during Presentation of Citizens. It is the request of the Commission that individuals wishing to speak on agenda items with a public hearing hold their comments until the item is being considered. Individuals are allowed two (2) minutes each to speak regarding issues not on the agenda and two (2) minutes per item on the agenda, and may not cede or pool time. Those requiring the assistance of a translator will be allowed additional time to speak. Individuals are not required to sign in; however, it is encouraged. Individuals that wish to share documents with the Commission must present the documents to the City Secretary or City Attorney providing at least fifteen (15) copies; if fifteen (15) copies are not provided, the Commission will receive the documents the following day. Audio Video presentations will not be accepted during Presentation of Citizens. By law no action shall be taken during Presentation of Citizens; however, the Chair may provide a statement of specific factual information, recitation of existing policy, or direction or referral to staff.*

## **MINUTES**

- 1. Discuss and consider approval of the September 30, 2024, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Holtzendorf to approve the September 30, 2024, Founders Day Commission regular meeting minutes. Commissioner Cornett seconded the motion which carried unanimously 11 to 0.

## **BUSINESS AGENDA**

- 2. Introduction and Welcome to Commissioners Jerry Borges and Thomas Toms.**
- 3. Discuss and consider assignment of Commissioners to each of the Founders Day Commission committees.**

**Arts & Crafts Vendor Booths:** Handley, Strang, Borges

**Carnival & Food:** Goss, Warwick, Phillips

**Entertainment:** Holtzendorf, Cornett

**Parade:** Rutherford, Holtzendorf

**Publicity:** Ward

**Sanitation:** Phillips, Shindler, Holtzendorf

**Safety & Security:** Strang, Handley

**Site Plan:** Jeff Shindler

**Sponsorship:** Ward, Cornett, Garza

**Traffic & Parking:** Shindler, Garza, Thomas

**Volunteers:** Rutherford

**Budget:** Garza

**4. Discuss and consider applications for an At-Large Vacancy on the Founders Day Commission and make a recommendation to City Council for appointment.**

A motion was made by Commissioner Handley to make a recommendation to City Council to appoint Jordan Searle to the Founders Day Commission. Commissioner Borges seconded the motion which carried 8 to 3, with Commissioners Holtzendorf, Cornett, and Phillips voting nay.

**5. Discuss and consider approval of the proposed 2025 Founders Day Commission meeting calendar.**

A motion was made by Commissioner Cornett to approve the proposed 2025 Founders Day Commission meeting calendar. Commissioner Goss seconded the motion which carried unanimously 11 to 0.

**6. Discuss and consider approval of the 2025 Sponsorship Package.**

The sponsorship committee will bring the final 2025 Sponsorship Package to the next meeting for approval.

## **PARKS & COMMUNITY SERVICES DEPARTMENT REPORTS**

*Reports are for purposes of planning and providing staff direction for activities related to the Founders Day Event, and no action shall be taken.*

**7. Community Events Coordinator Report**

*Johnna Krantz, Community Events Coordinator*

Coordinator Krantz gave a report on the process for obtaining an agreement with TxDot for the closure of one lane of HWY 290 for the Founders Day Parade.

## **COMMITTEE REPORTS**

*Reports are for purposes of planning and providing staff direction for activities related to the Founders Day Event, and no action shall be taken.*

**8. Arts & Crafts Committee**

*Commissioners: Handley, Strang, and Borges*

*Staff: Community Events Coordinator Johnna Krantz*

The fee for an Arts & Crafts vendor booth will increase to \$150. Applications for returning vendors will be available January 2, 2025.

**9. Carnival & Food Committee**

*Commissioners: Goss, Warwick, and Phillips*

Space to house the Carnival equipment and workers will be reserved at DSRP. The fee for a food vendor 10' x 10' space is \$150. Commercial food vendors will need to submit their

Temporary Food Event Permit applications, and their Food Handlers Permits to the City Health Inspector.

**10. Entertainment Committee**

*Commissioners: Cornett and Holtzendorf*

*Staff: Community Events Coordinator Johnna Krantz*

The Committee will meet with Founders Deputy Brad Thomas soon.

**11. Parade Committee**

*Commissioners: Rutherford and Holtzendorf*

*Staff: Community Events Coordinator Johnna Krantz*

No report given.

**12. Publicity Committee**

*Commissioners: Ward*

*Staff: Content Marketing Specialist Stephanie Hartnett*

No report given.

**13. Sanitation Committee**

*Commissioners: Phillips, Shindler, Holtzendorf*

*Staff: Parks Maintenance Manager Patrick Baglietto*

The Commission needs another commissioner to volunteer for this Committee.

**14. Safety & Security Committee**

*Commissioners: Handley and Strang*

*Staff: Emergency Management Coordinator Roman Baligad*

No report given.

**15. Site Plan Committee**

*Commissioners: Shindler*

*Staff: City Maintenance Director Riley Sublett (Electrical Setup and Road Closures)*

No report given.

**16. Sponsorship Committee**

*Commissioners: Ward, Garza, and Cornett*

*Staff: City Attorney Laura Mueller, Deputy City Attorney Aniz Alani, and Community Events Coordinator Johnna Krantz*

Commissioner Ward and Founders Deputy Dee Marsh are finalizing the Sponsor Packages and collaborating on returning and potential sponsors.

**17. Traffic & Parking Committee**

*Commissioners: Shindler, Garza, and Thomas*

*Staff: Emergency Management Coordinator Roman Baligad, City Maintenance Director Riley Sublett, and Community Events Coordinator Johnna Krantz*

No report given.

**18. Volunteer Committee**

*Commissioners: Rutherford*

*Staff: Community Events Coordinator Johnna Krantz*

No report given.

**19. Budget Committee**

*Commissioners: Garza*

*Staff: Finance Director Shawn Cox*

No report given.

**CLOSED SESSION**

*The Commission has the right to adjourn into closed session on any item on this agenda and at any time during the course of this meeting to discuss any matter as authorized by law or by the Open Meetings Act, Texas Government Code Sections 551.071 (Consultation With Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gifts), 551.074 (Personnel Matters), 551.076 (Deliberation Regarding Security Devices or Security Audits), and 551.087 (Deliberation Regarding Economic Development Negotiations), and 551.089 (Deliberation Regarding Security Devices or Security Audits). Any final action or vote on any Closed Session item will be taken in Open Session.*

**UPCOMING MEETINGS**

**Founders Day Commission Meetings**

November 12, 2024, at 6:30 pm

December 9, 2024, at 6:30 pm

**City Council Meetings**

November 5, 2024, at 6:00 pm

November 19, 2024, at 6:00 pm

December 3, 2024, at 6:00 pm

December 17, 2024, at 6:00 pm

**ADJOURN**

A motion was made by Commissioner Holtzendorf to adjourn the meeting. Commissioner Ward seconded the motion which carried unanimously 11 to 0.

This regular meeting of the Founders Day Commission was adjourned at 8:18 pm.

<i>Susan Warwick</i>
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<i>Susan Warwick, Founders Day Commission Secretary</i>
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