



Founders Day Commission Regular Meeting

Dripping Springs Ranch Park Main Event Room

1042 Event Center Drive – Dripping Springs, Texas

Monday, January 27, 2025, at 6:30 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair Shindler called the meeting to order at 6:35 p.m.

Commission Members present were:

Jeff Shindler, Chair
Clinton Holtzendorf, Vice Chair
Susan Warwick, Secretary
Justin Cornett
Lisa Garza
Sharon Goss
Mark Handley
Scott Phillips
Kimberley Rutherford
Jordan Searle

Commission Members absent were:

Jerome Borges
Eric Strang
Thomas Toms
Michael Ward

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

Parks & Community Services Assistant Director Emily Nelson
Community Events Coordinator Johnna Krantz
Content Marketing Specialist Stephanie Hartnett
Deputy City Attorney Aniz Alani
Maintenance Director Riley Sublett
Deputy City Administrator Shawn Cox
People & Communications Director Lisa Sullivan

A motion was made by Commissioner Holtzendorf to excuse tonight's absence of Commissioners Borges, Strang, Toms, and Ward. Commissioner Garza seconded the motion which carried unanimously 9 to 0.

PRESENTATIONS

Presentations are for discussion purposes only and no action shall be taken.

1. Joe Peterson of the Rotary Club to present information about bus schedules and public transportation to the Commission in preparation for the 2025 Founders Day Festival.

The shuttle bus on the west side of the event will run the same as last year. It will run on Saturday only from 9:00 am to 11:00 pm. Free parking will be at the high school. The shuttle will drop passengers at the carnival end of the event at the DSISD administration building. The Rotary Club will put out signage and assist people with getting on and off the buses.

The Commission is unable to come up with a parking area and a route plan for a shuttle bus on the east side of the event this year. The free parking at the high school and the Saturday shuttle bus will be publicized. Visitors coming from the east side will be encouraged to find a route to approach Roger Hanks Parkway from the north on RR12 to get to the high school while avoiding the 290/12 intersection.

Mr. Peterson shared conversations he had during the event last year with people needing better handicapped parking. The Commission continues to explore ways to improve handicapped parking during the event.

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.

No member of the public spoke.

MINUTES

2. Discuss and consider approval of the January 13, 2025, Founders Day Commission regular meeting minutes.

A motion was made by Commissioner Garza to approve the January 13, 2025, Founders Day Commission regular meeting minutes with the correction to the website listed in Arts & Crafts Committee

(dsfoundersdayvendors@dsfd.us). Commissioner Cornett seconded the motion which carried unanimously 9 to 0.

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.

3. Communications and Marketing Report

*Lisa Sullivan, People & Communications Director
Stephanie Hartnett, Content Marketing Specialist*

Director Sullivan introduced herself to the new Commission members. She reported on her meeting with Commissioner Ward of the Publicity Committee. She and Specialist Hartnett have plans to utilize Instagram for additional publicity before and during the event. Commissioners are requested to submit Founders Day event, sponsors, vendors, etc. photos or video for possible inclusion on the Instagram account, and to share and tag Founders Day posts.

4. 2025 Budget Report

Shawn Cox, Deputy City Administrator

Administrator Cox introduced himself to the new Commission members and talked briefly about the budget. If items needed to be added to the budget, sponsorship funds will need to be acquired or some other item equal in value will need to be eliminated. He encouraged commissioners to have the City make any necessary purchases, and emphasized that the city does not reimburse sales tax.

5. Parks & Community Services Report

Johnna Krantz, Community Events Coordinator

CivicRec is working well for Arts & Crafts vendor booths and sponsorships. Coordinator Krantz and Commissioner Handley are exploring options for a parking area for vendors. \$16,500 in sponsorships have been received with other sponsorships pledged.

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.

6. Arts & Crafts Committee

*Commissioners: Handley and Borges
Staff: Community Events Coordinator Johnna Krantz*

So far 88 applications from returning vendors have been received for the 212 vendor booths. Applications received after February 7 will be placed on a waitlist. Chair Shindler directed Coordinator Krantz to reach out to the City Council to get feedback about a request for a trailer in the Arts & Crafts section for tattooing.

7. Budget Committee

Commissioners: Garza

Staff: Finance Director Shawn Cox

All is good.

8. Carnival & Food Committee

Commissioners: Goss, Warwick, and Phillips

All is good. John with the Carnival will be invited to the February 10th Founders meeting. He will reserve spots at DSRP for his trucks and RVs.

9. Downtown Relations Committee

Commissioners: Holtzendorf and Searle

Staff: Community Events Coordinator Johnna Krantz

Commissioners Searle and Holtzendorf will attend the next meeting of Mercer/Old Fitzhugh business owners.

10. Entertainment Committee

Commissioners: Holtzendorf and Cornett

Staff: Community Events Coordinator Johnna Krantz

The two stages will be in the same area with bands and other acts alternating from one stage to the other. The possibility of renting a large tent for the area so that acts may go on rain or shine was discussed.

11. Parade Committee

Commissioners: Holtzendorf and Rutherford

Staff: Community Events Coordinator Johnna Krantz

Applications for the parade open on March 1. PEC has requested to be the 2025 Parade sponsor. The parade theme will be voted on at the next Founders meeting on February 10.

12. Parking & Transportation Committee

Commissioners: Garza and Toms

Staff: Emergency Management Coordinator Roman Baligad and Community Events Coordinator Johnna Krantz

Discussed in Items #1 and #5.

13. Publicity Committee

Commissioners: Ward

Staff: Content Marketing Specialist Stephanie Hartnett

Discussed in Item # 3.

14. Safety, Security & Traffic Control Committee

Commissioners: Handley and Strang

Staff: Emergency Management Coordinator Roman Baligad

DS Rentals will provide a scissor lift for an in-kind sponsorship. Commissioner Handley will ask DS Rentals to also provide a telescoping forklift. A quote from United for the bundling of golf carts, bike racks, light standards, fencing, and portacans is pending. Coordinator Baligad is waiting to find out if the Texas State Guard will provide additional protection. Discussion about security cameras continues. Hays County Sheriff's Office is considering having cameras in the air or drones. Discussion about stepping-up hard street closures continues. The Commission is planning more discussion with Hays County Sheriff's Office.

15. Sanitation Committee

Commissioners: Phillips

Staff: Parks Maintenance Manager Patrick Baglietto

Committee will meet tonight. Waiting on quote from United. Looking into ramp, lift, or some way to get trash cans up into the dumpster.

16. Site Plan Committee

Commissioner: Shindler

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

Committee is handling requests from other committees.

17. Sponsorship & Hospitality Committee

Commissioners: Cornett, Garza, and Ward

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

Sponsorship has been discussed in several items above. All commissioners have the sponsorship packets and are strongly encouraged to solicit sponsorships.

18. Volunteer Committee

Commissioners: Rutherford

Staff: Community Events Coordinator Johnna Krantz

Sign-Up Genius will be posted about a month before the event. Committees need to inform Specialist Hartnett of need for volunteers (description, requirements, time slot, etc.). City workers and Hays County CERT will be able to help during the parade.

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.

No closed session was held.

UPCOMING MEETINGS

Founders Day Commission Meetings

February 10, 2025, @ 6:30 p.m.

February 24, 2025, @ 6:30 p.m.

March 10, 2025, @ 6:30 p.m.

City Council Meetings

February 4, 2025, @ 6:00 p.m.

February 18, 2025, @ 6:00 p.m.

March 4, 2025, @ 6:00 p.m.

March 25, 2025, @ 6:00 p.m.

ADJOURN

A motion was made by Commissioner Holtzendorf to adjourn the meeting. Commissioner Cornett seconded the motion which carried unanimously 9 to 0.

This regular meeting of the Founders Day Commission was adjourned at 8:11 pm.

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