



# FOUNDERS DAY COMMISSION MEETING

## City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX  
Monday, May 09, 2022 at 6:30 PM

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## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair Medcalf called the meeting to order at 6:32 pm.

#### **Commission Members present:**

Brenda Medcalf, Chair  
Brian Daniel  
Darrell Debish  
Sharon Goss  
Larry Hans  
Clinton Holtzendorf  
Dee Marsh  
Michael Monaghan  
Danny Rowe  
Jeff Shindler  
Brian Varnell  
Susan Warwick

#### **Commission Members absent:**

Jake Adams, Vice Chair  
Brad Thomas

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

Community Events Coordinator Caylie Houchin  
City Treasurer Shawn Cox  
City Council Member Place 5 Sherrie Parks  
Maintenance Director Craig Rice  
Emergency Management Coordinator Roman Baligad

A motion was made by Commissioner Debish to excuse tonight's absence of Commissioners Adams and Thomas. Commissioner Daniel seconded the motion which carried unanimously 11 to 0.

### PRESENTATION OF CITIZENS

*A member of the public who desires to address the Commission regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are*

*allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Board. It is the request of the Board that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speaker are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens for the City Secretary. By law no action may be taken during Presentation of Citizens.*

No one spoke during the Presentation of Citizens.

## **MINUTES**

### **1. Discuss and consider approval of the April 11, 2022, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Debish to approve the April 11, 2022, Founders Day Commission regular meeting minutes. Commissioner Holtzendorf seconded the motion which carried unanimously 11 to 0.

## **BUSINESS**

### **2. 2022 Founders Day Event wrap-up discussion.**

Founders Day 2022 is considered a resounding success. It was attended and enjoyed by an estimated 64,000 to 70,000 eventgoers. The parade, the musical entertainment, the carnival, the arts & crafts vendors, the food vendors, the cook-off participants, the sanitation preparations and the security precautions all contributed to a safe, fun event. There were no major incidents or injuries. We did not see any negative comments about the event on social media or in print. Comments at other meetings (Chamber, Rotary) and casual conversations with event goers were extremely complimentary and offered no complaints or suggestions. The only negative we are aware of...The city offices and council members received a complaint from the Child Development Center about the section of 290 by City Hall being closed at 5:00 pm on Thursday.

The free parking at the high school and the two free shuttle buses all day and evening on Saturday of the event alleviated some of the parking problems. The Rotary Club estimated about 5000 bus riders on Saturday. The high school parking lots were full or almost full most of the event. The overflow cars were parked on the lot at the stadium. Members of the Rotary Club have agreed to manage the shuttle buses at Founders Day 2023. Finding the ideal location for handicapped parking continues to be a challenge. The area designated for Uber/Lyft drop off/pick up was used maybe only 12 times during the event even though information on this had been posted on social media.

Clean-up and sanitation were discussed. A few changes in number and/or locations of portable toilets and dumpsters will be made for next year. Delineation of clean-up areas for Church of the Springs and the Boy Scouts needs to be made clear to the clean-up crews, or consider possibly putting the two groups under the leadership of one person.

The Commission discussed the possibility of developing an app for event goers to use during the event. It could include such things as entertainment line-ups, locations of vendor booths, restrooms, lost and found, etc.

Concern was expressed that some of our vendors had not yet received their checks for their services rendered. It seems the holdup is lack of signed Participation Agreements. The Commission has requested that the city attorney attend our next meeting to clarify the requirements for Participation Agreements so that we don't have delays in payments in the future.

The dates for Founders Day 2023 are April 28, 29 and 30.

Founders Day 2023 sponsorships will be secured earlier in the process in a new format called Early bird Sponsorship.

The Founders Day Commission will follow-up with the DSISD superintendent and school board to respectfully request that Founders Day Friday, April 28, 2023, be a student holiday for the safety and well-being of our parade participants and festival goers.

**3. Discuss and consider approval of the Founders Day Commission Fiscal Year 2023 budget recommendation.**

Preliminary figures for the Founders Day Commission Fiscal Year 2023 budget were discussed. Further discussion and approval consideration will occur at the next Founders Day Commission meeting on June 13, 2022. The City Council would like this budget to be presented for its approval at the June 21, 2022, City Council meeting.

## **STANDING COMMITTEE REPORTS**

*The following reports relate to the administration and planning of the Founders Day Festival. The Commission may provide staff direction; however, no action may be taken.*

Observations and comments from the individual committees were given during the wrap-up discussion.

- 4. Arts & Crafts Committee**  
*Commissioner Monaghan*
- 5. Carnival & Food Committee**  
*Commissioners Goss and Warwick*
- 6. Entertainment Committee**  
*Commissioners Thomas and Daniel*
- 7. Parade Committee**  
*Commissioners Medcalf and Holtzendorf*
- 8. Publicity Committee**  
*Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan*
- 9. Sanitation Committee**  
*Commissioner Hans*

10. **Security Committee**  
*Commissioners Medcalf and Debish*
11. **Site Plan Committee**  
*Commissioners Monaghan, Shindler and Medcalf*
12. **Sponsorship & Underwriting Committee**  
*Commissioners Adams, Debish, Daniel and Marsh*
13. **Traffic & Parking Committee**  
*Commissioners Medcalf and Debish*
14. **Volunteer Committee**  
*Community Events Coordinator Caylie Houchin*

## UPCOMING MEETINGS

City Council Member Parks extended an invitation to the Founders Day Commission members to attend the City Council meeting at 6:00 pm on Tuesday, May 17.

### **Founders Day Commission Meetings**

June 13, 2022, at 6:30 p.m.

July 11, 2022, at 6:30 p.m.

August 8, 2022, at 6:30 p.m.

### **City Council Meetings**

May 10, 2022, at 5:00 p.m.

May 17, 2022, at 6:00 p.m.

June 7, 2022, at 6:00 p.m.

June 21, 2021, at 6:00 p.m.

## ADJOURN

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

This regular meeting of the Founders Day Commission was adjourned at 7:59 pm.

*Susan Warwick*

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Susan Warwick, Secretary  
Founders Day Commission