



# Founders Day Commission Regular Meeting

*Dripping Springs Ranch Park Main Event Room*

*1042 Event Center Drive – Dripping Springs, Texas*

*Monday, March 10, 2025, 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 6:39 p.m.

**Commission Members present were:**

Jeff Shindler, Chair  
Susan Warwick, Secretary  
Jerome Borges  
Justin Cornett  
Lisa Garza  
Sharon Goss  
Mark Handley  
Scott Phillips  
Kimberly Rutherford  
Thomas Toms  
Michael Ward

**Commission Members absent were:**

Clinton Holtzendorf, Vice Chair  
Jordan Searle  
Eric Strang

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

Deputy City Administrator Shawn Cox  
Parks & Community Services Assistant Director Emily Nelson  
Community Events Coordinator Johnna Krantz  
Content Marketing Specialist Stephanie Hartnett  
Emergency Management Coordinator Roman Baligad  
Maintenance Director Riley Sublett  
Council Member Sherrie Parks

A motion was made by Commissioner Cornett to excuse tonight's absences of Commissioners Holtzendorf, Searle, and Strang. Commissioner Phillips seconded the motion which carried unanimously 10 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.*

Stephanie Read presented information on the Texas National Bee Keepers scholarship for Bee Keepers Youth, ages 12 – 17 years.

## **MINUTES**

- 1. Discuss and consider approval of the February 24, 2025, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Phillips to approve the February 24, 2025, Founders Day Commission regular meeting minutes. Commissioner Borges seconded the motion which carried unanimously 10 to 0.

## **BUSINESS AGENDA**

- 2. Presentation, discussion, and possible action regarding the Founders Day Commission Fiscal Year 2026 recommendation and Budget Committee appointments.**

The Founders Day Commission proposed budget for Fiscal Year 2026 will need to be ready to present to City Council no later than June. The Budget Committee hopes to have it ready in May. No action taken.

- 3. Discuss and consider use and layout of the Roxie's parking lot during the 2025 Founders Day Festival.**

The Texas Lottery Commission, the Judging Tent for the Cook-Off Club, Brisket Brothers and two additional Cook-Off booths (to allow for an opening for entrance into/exit out of the parking lot), two food vendor trucks with supplies, and the electricity area for College Street will be in Roxie's parking lot. The Commission discussed and will offer family sponsorships that will include a 10' X 10' tent with table and chairs for family and friends to have an area of their own during the event.

- 4. Discuss and consider 2025 updates to the Traffic Control Plan for downtown City streets during the Founders Day Festival.**

A work session will be held immediately after the meeting to discuss times and routes for vendors and cook-off clubs to enter and exit the event area. The updated Traffic Control Plan will then be presented for approval at the next meeting.

**5. Discuss and consider approval of quotes for equipment and services for the 2025 Founders Day Festival.**

Quotes for equipment and services, some with total or partial in-kind sponsorships, are coming in under budget.

**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.*

**6. Community Events Coordinator Report**

*Johnna Krantz, Community Events Coordinator*

Contracts and participation agreements are going out. The parade meeting will be held two weeks prior to the event. Rules about throwing candy and staying on the float will be discussed at this time. The parade route will be the same as previous years.

**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.*

**7. Arts & Crafts Committee**

*Commissioners: Handley and Borges*

*Staff: Community Events Coordinator Johnna Krantz*

Returning vendors are set up. Vendors on the waitlist are being vetted for the remaining forty spots.

**8. Budget Committee**

*Commissioner: Garza*

*Staff: Finance Director Shawn Cox*

Commissioners should submit quotes and spending amounts as soon as possible.

**9. Carnival & Food Committee**

*Commissioners: Goss, Warwick, and Phillips*

Food vendors are submitting their applications, forms, and checks. Poster for the carnival is being prepared.

**10. Cook-Off Committee**

*Commissioners: Garza, Cornett, and Toms*

Cook-Off clubs will have their food handler certificates and current fire extinguishers.

**11. Downtown Relations Committee**

*Commissioners: Holtzendorf and Searle*

*Staff: Community Events Coordinator Johnna Krantz*

Notices will be sent out to downtown businesses about road closures during the event. After the event business owners will have an opportunity to fill out a survey and offer their feedback about the event.

**12. Entertainment Committee**

*Commissioners: Holtzendorf and Cornett*

*Staff: Community Events Coordinator Johnna Krantz*

The music lineup has been finalized. Contracts and agreements have been sent out.

**13. Parade Committee**

*Commissioners: Holtzendorf and Rutherford*

*Staff: Community Events Coordinator Johnna Krantz*

Discussed in Item #6. Separate entries for parade floats and early voters are planned.

**14. Parking & Transportation Committee**

*Commissioners: Garza and Toms*

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

Arrangements still need to be made for directional signage on nearby roads and for Handicapped Parking area.

**15. Publicity Committee**

*Commissioner: Ward*

*Staff: Content Marketing Specialist Stephanie Hartnett*

The first draft of the event poster is being prepared now that the stage lineup has been finalized.

**16. Safety, Security & Traffic Control Committee**

*Commissioners: Handley and Strang*

*Staff: Emergency Management Coordinator Roman Baligad*

Two representatives from Hays County will be at the next Commission meeting to discuss safety and security. Also scheduled for the next meeting is the presentation and approval of the Traffic Control Plan.

**17. Sanitation Committee**

*Commissioner: Phillips*

*Staff: Parks Maintenance Manager Patrick Baglietto*

CleanX will handle picking up bags of trash and taking to the dumpsters. Waste Connections is unable to provide rolling garbage cans. Final decision on BPI is pending.

**18. Site Plan Committee**

*Commissioner: Shindler*

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

Commissioner Shindler will update the electrical, Roxie’s lot, area behind Masonic Lodge, and the Entertainment area maps.

**19. Sponsorship & Hospitality Committee**

*Commissioners: Cornett, Garza, and Ward*

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

The Sponsorship Committee has receipts and pledges totaling more than the \$120,000 goal. HEB is coming in as a sponsor in addition to being in the parade. Custom or Diamond sponsors can be offered spots at the final table of Cook-Off Judging. Locally owned Bijan Mustardson is coming in as fun gold sponsor.

**20. Volunteer Committee**

*Commissioner: Rutherford*

*Staff: Community Events Coordinator Johnna Krantz*

Requests for volunteers have been received. There will be a meeting soon to set up the Sign-Up Genius.

**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.*

There was no closed session.

**UPCOMING MEETINGS**

**Founders Day Commission Meetings**

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

April 14, 2025, @ 6:30 p.m.

April 19, 2025, @ 6:30 p.m.

May 12, 2025, @ 6:30 p.m.

**City Council Meetings**

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

April 1, 2025, @ 6:00 p.m.

April 15, 2025, @ 6:00 p.m.

May 6, 2025, @ 6:00 p.m.

**ADJOURN**

A motion was made by Commissioner Garza to adjourn the meeting. Commissioner Cornett seconded the motion which carried unanimously 10 to 0.

This regular meeting of the Founders Day Commission was adjourned at 8:02 pm.

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