



## ***Founders Day Commission Regular Meeting***

*City of Dripping Springs Council Chambers*

*511 Mercer Street – Dripping Springs, Texas*

*Monday, January 08, 2024, at 6:30 PM*

---

# **MINUTES**

## **CALL TO ORDER AND ROLL CALL**

With a quorum of the Commission present, Commission Vice Chair Debish called the meeting to order at 6:31 pm.

### **Commission Members Present**

Darrell Debish, Vice Chair  
Susan Warwick, Secretary  
Brian Daniel  
Lisa Garza  
Sharon Goss  
Mark Handley  
Clinton Holtzendorf  
Dee Marsh  
Michael Monaghan  
Brad Thomas  
Brian Varnell

### **Commission Members Absent**

Brenda Medcalf, Chair  
Jeff Shindler

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

Deputy City Administrator Shawn Cox  
Parks & Community Services Director Andy Binz  
Community Events Coordinator Johnna Krantz  
Content Marketing Specialist Stephanie Hartnett  
Deputy Public Works Director Craig Rice  
Emergency Management Coordinator Roman Baligad  
Council Member Sherrie Parks

Mark Handley was welcomed as a new member of the Commission.

A motion was made by Commissioner Daniel to excuse tonight's absences of Chair Medcalf and Commissioner Shindler. Commissioner Debish 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 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 one spoke during the Presentation of Citizens

## **MINUTES**

- 1. Discuss and consider approval of the November 13, 2023, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Daniel to approve the November 13, 2023, Founders Day Commission regular meeting minutes with the following corrections:

- (1) Item 9:** Remove Daniel from and add Varnell to the Parade Committee; and
- (2) Item 14:** Remove Adams from Sponsorship committee, and correct Sponsorship goal amount from \$82,500 to \$90,000.

Commissioner Marsh seconded the motion which carried unanimously 10 to 0.

## **BUSINESS AGENDA**

- 2. Discuss and consider possible action regarding the rental of a generator to provide electrical access for Texas Lottery Commission 2024 Founders Day Event Sponsor Booth to be located near Bluff Springs Shopping Center.**

Exact power supplies need to be determined before decision can be made.

- 3. Discuss and consider possible action regarding the rental of a portable restroom trailer unit during the 2024 Founders Day Festival.**

Item was discussed. A motion was made by Commissioner Daniel to postpone this item. Commissioner Thomas seconded the motion which carried unanimously 10 to 0.

## **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.*

**4. Arts & Crafts Committee**

*Commissioner Monaghan*

Emails have been sent to returning vendors. Returning vendors and sponsors desiring a booth can now request a booth. Applications will be made available for new vendors February 5.

**5. Food and Carnival Committee**

*Commissioners Goss and Warwick*

Food vendors are full. Carnival is a go. Extra security in the carnival area should deter line-cutting, rude behavior, etc.

**6. Entertainment Committee**

*Commissioners Thomas, Daniel and Holtzendorf*

Discussions are ongoing with Masonic Lodge members as to our use of their parking area. As soon as contracts with major music acts are signed, the Commission requests they be highlighted on social media. The Entertainment Committee prefers local acts on the Buddy stage.

**7. Parade Committee**

*Commissioners Varnell and Medcalf*

Committee is asking for suggestions for the theme for the parade. Applications will be posted on possibly March 1 and entries will be limited to 50.

**8. Publicity Committee**

*Commissioners Marsh, Thomas, Daniel, and Holtzendorf*

Early bird sponsorships are coming in.

**9. Sanitation Committee**

*Commissioners Shindler, Holtzendorf, and Debish*

Committee is getting bids on rentals and also on clean-up during and after the event. Church of the Springs will no longer be handling the trash clean-up during the event.

**10. Security Committee**

*Commissioners Debish, Handley, and Medcalf*

One additional officer will be added. We are getting panel fencing and bike racks from Viking. We have a credit with Viking because we cancelled the bike racks last year.

**11. Site Plan Committee**

*Commissioners Metcalf, Debish, Shindler, and Monaghan*

Committee is finalizing location of dumpsters. The location for the Lottery Commission trailer is approved as long as water barriers are placed behind the trailer. The City (not the Fire Department) will fill the water barriers.

**12. Sponsorship & Underwriting Committee**

*Commissioners Debish, Marsh and Daniel*

Early bird sponsorships will end around January 31. Two sponsorship packets will be given to each commissioner at the next meeting in hopes that each member will be able to get sponsorships. We will reach out to new businesses. Ads for sponsorships will be placed in the Chamber of Commerce newsletters. There will be no party for major sponsors this year.

**13. Traffic Committee**

*Commissioners Medcalf and Debish*

Emergency Management Coordinator Baligad will provide the Emergency Management Plan. The Traffic Control plan is in progress, waiting on site plan changes from the Site Plan Committee. The DS Rotary Club will assist with the Shuttle Bus service on Saturday of the event.

**14. Volunteer Committee**

*Community Events Coordinator Johnna Krantz*

Signup Genius will be used for volunteers to sign up.

**15. Budget Committee**

*Commissioner Medcalf, Garza, and Community Events Coordinator Johnna Krantz*

Commissioner Garza asked that the City pass along to her the expenditures and sponsorship amounts so that she can keep current figures in the budget.

**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.*

The Commission did not meet in Closed Session.

## UPCOMING MEETINGS

### Founders Day Commission Meetings

January 22, 2024, at 6:30 p.m.

February 12, 2024, at 6:30 p.m.

February 26, 2024, at 6:30 p.m.

### City Council Meetings

January 16, 2024 at 6:00 p.m.

February 6, 2024 at 6:00 p.m.

February 20, 2024 at 6:00 p.m.

## ADJOURN

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

This regular meeting of the Founders Day Commission was adjourned at 7:46 pm.

*Susan Warwick*

---

Susan Warwick, Secretary  
Founders Day Commission