



Founders Day Commission Regular Meeting

City of Dripping Springs Council Chambers

511 Mercer Street – Dripping Springs, Texas

Monday, February 12, 2024, at 6:30 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Vice Chair Debish called the meeting to order at 6:33 pm.

Commission Members present

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

Commission Members absent

Brenda Medcalf, Chair
Brian Daniel
Dee Marsh

Staff, Consultants, & Appointed/Elected Officials present

Parks & Community Services Director Andy Binz
Community Events Coordinator Johnna Krantz
Content Marketing Specialist Stephanie Hartnett
Deputy City Administrator Shawn Cox
City Council Member Sherrie Parks

A motion was made by Vice Chair Debish to excuse tonight's absences of Commissioners Medcalf, Marsh, and Daniel. Commissioner Holtzendorf seconded the motion which carried unanimously 9 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 January 22, 2024, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Monaghan to approve the January 22, 2024, Founders Day Commission regular meeting minutes. Commissioner Thomas seconded the motion which carried unanimously 9 to 0.

BUSINESS AGENDA

- 2. Discuss and consider City Council recommendation regarding the 2024 Founders Day Festival Traffic Control Plan.**

As soon as maps are completed and attached to the Traffic Control Plan, it will be submitted to the City Council.

- 3. Discuss and consider possible action regarding the layout for Roxie's Parking Lot, located at 299 Mercer Street, for the 2024 Founders Day Festival.**

After discussion of the layout for Roxie's Parking Lot, a motion was made by Commissioner Thomas to postpone this item. Commissioner Holtzendorf seconded the motion which carried unanimously 9 to 0.

- 4. Discussion regarding Sanitation Services for the 2024 Founders Day Festival to include trash management, street sweeping, and parade barrier set up assistance.**

Commissioner Shindler is negotiating with a local clean-up firm CleanX Professional Services to provide manpower of 4 to 8 workers to pick up and empty all trash and clean areas in designated trash sites, set up and break down the bike racks on Friday, haul all trash and debris to the trash site on the premises throughout the event, to street sweep the parade route after the parade and possibly Sunday evening, to do whatever we need for them to do to help us, and to stay Sunday evening until the area is clean. There will be one foreman. Only Commissioners Shindler or Holtzendorf will communicate with the foreman. This will cost \$13,850 and would replace the volunteers, and the paid Church of the Springs workers. In the Cook-Off area, CleanX will empty the public cans and the Boy Scouts will continue to pick up the trash from the cook-off teams. We would offer CleanX an in-kind Silver Sponsorship. BPI would continue to sweep the streets early Monday morning after the carnival leaves. Because the quote for portable toilets from Viking is coming in low, our expenses for Sanitation should be under budget.

5. Discuss and consider possible action regarding a 3-week radio ad spot with Sun Radio regarding 2024 Founders Day Festival sponsorship opportunities.

After discussion, no action was taken. The Commission feels that the radio ads would not reach the desired audience of potential sponsors.

6. Discuss and consider possible action regarding the selection of a vendor and the quantity and placement of tents, tables, and chairs for the 2024 Founders Day Festival.

Tents: Large tent (30 by 60) in front of the main stage, VIP tent (20 by 30) by the main stage, tent (10 by 20) over the small Mercer Street stage, tent (20 by 30) in front of small stage, and tent (10 by 20) by Pure Water Stop for possible sponsor.

Tables: 8 round tables, 8 rectangular tables (8')

Chairs: 150 chairs (gray)

The Commission wants to be certain that the chosen table and chair vendor will deliver and pick up the tables and chairs.

7. Discuss and consider approval of the 2024 Founders Day Festival Parade Theme.

A motion was made by Commissioner Monaghan to name 'Celestial Celebration' as the 2024 Founders Day Festival Parade Theme. Commissioner Shindler seconded the motion which carried unanimously 9 to 0.

8. Discuss and consider approval of refund requests related to the cancelled 2023 parade entries.

The entry form stipulates that the parade is a Rain or Shine event, that no refunds will be given for the parade entries. A motion was made by Commissioner Thomas to NOT refund parade entries' fees. Commissioner Holtzendorf seconded the motion which carried unanimously 9 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.

9. Arts & Crafts Committee
Commissioner Monaghan

Vendor applications for new vendors opened up on Monday, Feb 5, and were filled within 24 hours. Applications are now being placed on a waitlist.

10. Carnival & Food Committee
Commissioners Goss and Warwick

Food vendor slots are filled. Applications are now being placed on a waitlist. Poster for the carnival is being designed. Carnival needs to finalize reservation to be housed at the Ranch

Park during the event. The Committee is requesting the picnic tables from the Triangle be moved to College Steet between Wallace and 290 in front of Short Mamas so that people have a place to sit and eat.

11. Entertainment Committee

Commissioners Daniel, Holtzendorf and Thomas

Both stages are booked. Entertainment is considerably under budget. Committee is considering leasing and utilizing a video wall during the event. Committee wishes to be consulted about measurements of banners for the stages before they are ordered.

12. Parade Committee

Commissioners Medcalf and Varnell

Applications for parade entries will be posted on March 1. Entries will be capped at 60 or 65. The theme is 'Celestial Celebration'. The mandatory parade entry meeting will be held on Thursday, April 11, at 6:30 pm at the Dripping Springs Ranch Park.

13. Publicity Committee

Commissioners Daniel, Holtzendorf, Marsh and Thomas

Discussed in item #5.

14. Sanitation Committee

Commissioners Debish, Holtzendorf and Shindler

Discussed in item #4.

15. Security Committee

Commissioners Debish, Handley and Medcalf

Paperwork needs to be completed with DS Rentals for the lease of the Scissor Lift for the carnival area. Paperwork for both Speir Security and Viking is almost complete. Work continues on determining specifications for and obtaining a generator from Sun Belt for the Lottery trailer.

16. Site Plan Committee

Commissioners Debish, Medcalf, Monaghan and Shindler

It is possible we will not have to accommodate Hays County Early Voting at the DSISD Administration Building during the event.

17. Sponsorship & Underwriting Committee

Commissioners Daniel, Debish and Marsh

Legacy Bone and Joint Orthopedics, Pedernales Electric Cooperative, and Ascension Seton sponsorships are in the works.

18. Traffic Committee

Commissioners Debish and Medcalf

Traffic Control Plan is being updated, will be presented to City Council, and upon approval, will be forwarded to Imperial Traffic.

19. Volunteer Committee

Community Events Coordinator Johnna Krantz

All committees need to be sure requests for volunteers are turned in to Coordinator Krantz.

20. Budget Committee

Commissioners Garza and Medcalf, and Community Events Coordinator Johnna Krantz

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.

The Commission did not meet in Executive Session.

UPCOMING MEETINGS

Founders Day Commission Meetings

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

March 11, 2024, at 6:30 p.m.

March 25, 2024, at 6:30 p.m.

April 20, 2024, at **9:00 a.m.**

City Council Meetings

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

March 5, 2024, at 6:00 p.m.

March 19, 2024, at 6:00 p.m.

April 2, 2024, at 6:00 p.m.

ADJOURN

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

This regular meeting of the Founders Day Commission was adjourned at 8:09 pm.

Susan Warwick

Susan Warwick, Founders Day Commission Secretary