



# Founders Day Commission Regular Meeting

City of Dripping Springs Council Chambers

511 Mercer Street – Dripping Springs, Texas

Thursday, April 04, 2024, at 6:30 PM

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## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Commission Vice Chair Debish called the meeting to order at 6:30 pm. Then Commission Chair Medcalf presided over the meeting.

#### Commission Members present

Brenda Medcalf, Chair

Darrell Debish, Vice Chair

Susan Warwick, Secretary

Lisa Garza

Sharon Goss

Mark Handley

Dee Marsh

Michael Monaghan

Jeff Shindler

Brian Varnell

#### Commission Members absent

Brian Daniel

Clinton Holtzendorf

Brad Thomas

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

Parks & Community Services Director Andy Binz

Community Events Coordinator Johnna Krantz

Content Marketing Specialist Stephanie Hartnett

A motion was made by Commissioner Varnell to excuse tonight's absences of Commissioners Daniel, Holtzendorf, and Thomas. Commissioner Marsh 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. Approval of the March 25, 2024, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Garza to approve the March 25, 2024, Founders Day Commission regular meeting minutes. Commissioner Monaghan seconded the motion which carried unanimously 9 to 0.

### **Discussion of final preparations for the event.**

Mandatory meeting for parade entries will be in the small event room at the back of Dripping Springs Ranch Park on Thursday, April 11, at 6:30 pm. Only Commissioners Medcalf, Debish, Varnell, Holtzendorf, Handley, and possibly, Marsh will attend the parade meeting (so we will not have a quorum there).

Supplies have been ordered and are here, or should be here soon. Supplies are in the Stephenson Building. Window stickers acknowledging sponsorships will be given to sponsors to display. Parking passes and lanyards will be given out during the work meeting on Saturday, the 20<sup>th</sup>. Commissioners are asked to bring last year's lanyard pouches so they can be re-used.

All commissioners are expected to meet at the Stephenson Building on Saturday, April 20, at 9:00 am. The Burke boys are unable to help us. Johnna will reach out to DSHS counselors to post for volunteers and will also contact 4H and FFA to see if their members can help. Commissioner Debish will ask the Scouts to help. It would be helpful if commissioners would bring extra help. Men will drive the T-posts and women will follow with the orange netting and ties. Street closing signs will be posted. Letters have already been mailed to Mercer St merchants. Johnna plans to walk Mercer on Saturday, April 6, to talk with merchants. Sponsors and merchants will be able to park at the Stephenson Building lot and at the VFW lot. Limit of 2 passes for each merchant.

The Light sets from United should be delivered on Friday. Fence panels will be delivered on Thursday. The bike racks will be delivered on Friday. A city Skid Steer will be used to pick up the bike racks immediately after the parade.

City workers will set up bleachers and be sure electrical is ready. They will rope off RR 12 for No Parking. They will mow the easements along Wallace St. They will move picnic tables to College St near 290.

## **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.*

**2. Arts & Crafts Committee**  
*Commissioner Monaghan*

Emails will be sent tomorrow (April 5). Entry passes will be sent out on the 12<sup>th</sup>. Streets will be marked on Sunday before the event (or Thursday 4 am if rain on Sunday)

**3. Carnival & Food Committee**  
*Commissioners Goss and Warwick*

Carnival posters are ready. Carnival tickets will go on sale at noon on Friday, April 12<sup>th</sup>. Announcement about ticket sales will not be made until Tuesday, April 9.

**4. Entertainment Committee**  
*Commissioners Daniel, Holtzendorf and Thomas*

Everything is set. Plans are being made to remember Commissioner Brian Daniel and to acknowledge his contributions to Founders Commission and the Entertainment Committee on the stage during the event.

**5. Parade Committee**  
*Commissioners Medcalf and Varnell*

Parade is full. Numbered spots for the entries will be marked off in the parking lot on Thursday, April 25, at 6:30 pm. Bring headlamps.

**6. Publicity Committee**  
*Commissioners Daniel, Holtzendorf, Marsh and Thomas*

There is an article about Founders Day in magazine Dripping Springs Neighbor, including a memorial to Commissioner Daniel. Website is up and running. Posters have been printed. The updated poster will be printed closer to the event.

**7. Sanitation Committee**  
*Commissioners Debish, Holtzendorf and Shindler*

Everything is set. The Walk-Out meeting last Thursday went well. CleanX is providing all the tools for cleanup and we are providing the disposables. Commissioner Holtzendorf will be sure the Waste Connections dumpsters will be removed from behind Hudson's.

**8. Security Committee**  
*Commissioners Debish, Handley and Medcalf*

Spear SafeGuard is all set. Commissioner Debish will pick up the scissor-lift for the carnival area on Friday. Security meeting will be held on Friday, April 19, at 10:00 am. at City Hall.

**9. Site Plan Committee**  
*Commissioners Debish, Medcalf, Monaghan and Shindler*

Most Site Plan items were discussed in the event preparations discussion. Orange fencing must be placed around the newly planted flowers. All maps have been turned in. Cook-Off Club judging tent will be set up Thursday.

**10. Sponsorship & Underwriting Committee**  
*Commissioners Daniel, Debish and Marsh*

Thanks to Commissioner Marsh for the \$87,300 in sponsorships pledged. Also, to Commissioner Monaghan for moving Arts & Crafts booths around for sponsors.

The City LifeStyle Magazine VIP lounge will be open only Saturday from 10:00 am to 7:00 pm and will have food only from noon until 2:00. We are providing water, Gatorade, soda, and chips. We are providing turf for under their tent. Tent should be set up on Thursday. They will bring the RVs in before noon on Friday. If they come in between noon and 3 pm on Friday, they will need to have a pass and enter in the right lane on Old Fitzhugh. They will not be able to break down until Sunday after the crowds are cleared from the streets (after 6:00 pm).

Sponsor Legacy Bone & Joint will judge the Best Cook-Off Camp on Saturday. A PEC (the 35<sup>th</sup> annual parade sponsor) representative will be invited to attend the mandatory parade meeting to deliver a brief message to participants.

**11. Traffic Committee**  
*Commissioners Debish and Medcalf*

Plans with Imperial are set. Commissioner Shindler will give the time schedule for filling the water barriers to Roman Baligad.

**12. Volunteer Committee**  
*Community Events Coordinator Johnna Krantz*

Volunteer positions have been posted. Slots for teen volunteers have been filled. We still need adults to help with the parade on Friday and the shuttle bus Saturday night. Johnna will arrange for three or four city employees to help with parade.

**13. Budget Committee**  
*Commissioners Garza and Medcalf, and Community Events Coordinator Johnna Krantz*

Commissioner Garza requests that actual expenditure amounts be sent to her.

## **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**

April 20, 2024, at 9:00 a.m. (Stephenson Building)

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

May 13, 2024, at 6:30 p.m.

### **City Council Meetings**

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

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

May 7, 2024, at 6:00 p.m.

May 21, 2024, at 6:00 p.m.

## **ADJOURN**

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

This regular meeting of the Founders Day Commission was adjourned at 7:57 pm.

***Susan Warwick***

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*Susan Warwick, Founders Day Commission Secretary*