



# FOUNDERS DAY COMMISSION MEETING

## City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX  
Monday, February 13, 2023 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 6:51 pm.

#### *Commission Members present*

Brenda Medcalf, Chair  
Jake Adams, Vice Chair  
Susan Warwick, Secretary  
Brian Daniel  
Lisa Garza  
Sharon Goss  
Dee Marsh  
Michael Monaghan  
Jeff Shindler  
Brad Thomas  
Brian Varnell

#### *Commission Members absent*

Darrell Debish  
Larry Hans  
Clint Holtzendorf

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

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

A motion was made by Vice Chair Adams to excuse tonight's absences of Commissioners Debish, Hans, and Holtzendorf. Commissioner Daniel seconded the motion which carried unanimously 10 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.*

Rotarian Joe Peterson discussed Business Item 5 with the Commission.

## **MINUTES**

- 1. Discuss and consider approval of the January 23, 2023, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Marsh to approve the January 23, 2023, Founders Day Commission regular meeting minutes. Vice Chair Adams seconded the motion which carried unanimously 10 to 0.

## **BUSINESS**

- 2. Discuss and consider recommendation regarding a Founders Day Participation Agreement with the Dripping Springs Cook-Off Club regarding Cooker's Booths.**

A motion was made by Commissioner Shindler to recommend City Council approval of the Founders Day Participation Agreement with the Dripping Springs Cook-Off Club regarding Cooker's Booths. Commissioner Monaghan seconded the motion which carried unanimously 10 to 0.

- 3. Presentation and possible action regarding the Founders Day Commission Fiscal Year 2024 budget recommendations.**

City Treasurer Cox gave the date for Founders Day Commission Fiscal Year 2024 budget to be ready to present to the city. The Commission requested that the May 8, 2023, date be moved later to allow time for final expenses and revenue from Founders Day 2023 to be considered. Treasurer Cox agreed to extend the time to end of May or middle of June.

Commissioners requested the following:

- Copies of the Fiscal Year 2023 Budget
- General ledger entries (line item detail) for Fiscal Year 2022
- Consideration for Hotel Occupancy Tax assistance for Founders Day

- 4. Discuss and consider recommendation regarding Founders Day Facility Use Agreement between the City of Dripping Springs, Dripping Springs Independent School District, and the Dripping Springs Lions Club during the 2023 Founders Day Festival.**

This item was tabled until the next meeting. The Founders Day Facility Use Agreement between the City of Dripping Springs, Dripping Springs Independent School District, and the Dripping Springs Lions Club during the 2023 Founders Day Festival includes only the area for the carnival and the area for the shuttle bus drop off. The Commission needs the agreement to include the parking lot used for staging the parade on Friday, April 28, 2023, also.

**5. Discuss and consider recommendation regarding Participation Agreement with the Dripping Springs Rotary Club regarding Transportation Bus Stop and Lemonade Stand during the 2023 Founders Day Festival.**

The DS Rotary Club will again manage the shuttle bus operation on Saturday of the event, leasing two school busses from Austin Charter Service. The route will be the same as last year (from DSHS to the parking lot by the old DSISD Administration Building and back, on Sportsplex, not on Hwy 290). Two busses will run from 9:00 a.m. until midnight. Rotary will set up a welcoming tent at the bus drop-off area with free water and lemonade and a wheel to spin for prizes.

A motion was made by Commissioner Marsh to recommend City Council approval of a Participation Agreement with the Dripping Springs Rotary Club regarding Transportation Bus Stop and Lemonade Stand during the 2023 Founders Day Festival, with the addition that water, lemonade, and spin be offered for donations. Vice Chair Adams seconded the motion which carried unanimously 10 to 0.

**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.*

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

Applications for Arts & Crafts vendor spaces continue to come in. Arts & Crafts should be full by the end of next week.

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

Arrangements are being made for the carnival trucks and the carnival workers to be housed at Dripping Springs Ranch Park. College Street Food Vendors are full.

**8. Entertainment Committee**  
*Commissioners Thomas, Daniel and Daniel*

The entertainment line-up is not yet finalized.

**9. Parade Committee**  
*Commissioners Medcalf and Daniel*

Theme for the 2023 Founders Day parade is “Founders 34, Celebrations Galore”. Applications for parade entries will be posted online by March 1, 2023.

**10. Publicity Committee**

*Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan*

Articles about Founders Day will be featured in new area magazines *Dripping Springs Neighbors and City Lifestyle*

**11. Sanitation Committee**

*Commissioner Hans*

No report given.

**12. Security Committee**

*Commissioners Medcalf and Debish*

No report given.

**13. Site Plan Committee**

*Commissioners Monaghan, Shindler and Medcalf*

Commissioner Shindler is working on the maps for electricity.

**14. Sponsorship & Underwriting Committee**

*Commissioners Adams, Debish, Daniel and Marsh*

\$23,500 in-hand sponsorships as of today, February 13. Acknowledgements and thank you's to sponsors are being posted on social media. Efforts are continuing to acquire much-needed additional sponsors. An immediate need is a parade sponsor.

**15. Traffic & Parking Committee**

*Commissioners Medcalf and Debish*

No report given.

**16. Volunteer Committee**

*Community Events Coordinator Johnna Krantz*

Any Founders Day Commission committee needing volunteers should let Community Events Coordinator Krantz know.

**UPCOMING MEETINGS**

**Founders Day Commission Meetings**

February 27, 2023, at 6:30 p.m.

March 13, 2023, at 6:30 p.m.

March 27, 2023, at 6:30 p.m.

April 10, 2023, at 6:30 p.m.

April 24, 2023, at 6:30 p.m.

May 8, 2023, at 6:30 p.m.

**City Council Meetings**

February 21, 2023, at 6:00 p.m.

March 7, 2023, at 6:00 p.m.

March 21, 2023, at 6:00 p.m.

April 18, 2023, at 6:00 p.m.

**ADJOURN**

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

This regular meeting of the Founders Day Commission was adjourned at 8:43 pm.

*Susan Warwick*

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Susan Warwick, Secretary  
Founders Day Commission