



FOUNDERS DAY COMMISSION MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX
Monday, January 09, 2023 at 6:30 PM

MINUTES

CALL TO ORDER AND ROLL CALL

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

Commission Members present:

Brenda Medcalf, Chair
Jake Adams, Vice Chair
Susan Warwick, Secretary
Brian Daniel
Darrell Debish
Sharon Goss
Larry Hans
Clinton Holtzendorf
Dee Marsh
Michael Monaghan
Jeff Shindler
Brian Varnell

Commission Members absent:

Brad Thomas

Staff, Consultants & Appointed/Elected Officials present:

Community Events Coordinator Johnna Krantz
Parks & Community Services Director Andrew Binz
People & Communications Director Lisa Sullivan
Content Marketing Specialist Stephanie Hartnett

A motion was made by Commissioner Monaghan to excuse tonight's absence of Commissioner Thomas. Commissioner Daniel seconded the motion which carried unanimously 11 to 0.

1. Introduction of new Community Events Coordinator Johnna Krantz.

Director Binz introduced new Community Events Coordinator Johnna Krantz.

Director Sullivan introduced Content Marketing Specialist Stephanie Hartnett

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.

No citizens spoke during the Presentation of Citizens.

MINUTES

2. Discuss and consider approval of the November 14, 2022, Founders Day Commission regular meeting minutes.

A motion was made by Commissioner Monaghan to approve the November 14, 2022, Founders Day Commission regular meeting minutes. Commissioner Hans seconded the motion which carried unanimously 11 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.

3. Arts & Crafts Committee *Commissioner Monaghan*

Vendor applications were emailed to last year's vendors. Application is posted on city website. Vendors may submit applications and make payment online or they may mail application and check. Adherence to the City Canopy Ordinance will be emphasized in communication with vendors.

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

Food vendor booths are full.

Commissioner Goss and the Carnival will arrange with DS Ranch Park for designated area and electricity for RVs for the duration of the event and for staging of rides prior to setup.

Commissioner Adams asked if there is an opportunity for local restaurants to participate as food vendors. Discussion was tabled for another time.

5. Entertainment Committee

Commissioners Thomas and Daniel

The lineup should be set next month.

Since the Stephenson Building will not be available, an RV and a portable Restroom will be leased to serve as the Green Room.

6. Parade Committee

Commissioners Medcalf and Daniel

Applications for parade participation will be posted on March 1. The theme of this year's parade is still to be determined.

7. Publicity Committee

Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan

Director Sullivan will continue to promote early sponsorships on social media. The "Seeking Sponsors" banner needs to be placed by the 290/12 intersection as soon as possible.

8. Sanitation Committee

Commissioner Hans

Waste Connections will deliver the dumpsters. Texas Disposal System has presented the lowest bid for portable bathrooms. Additional portable bathrooms will be placed in the staging area for the parade on Friday.

9. Security Committee

Commissioners Medcalf and Debish

Commissioner Debish is arranging for security for the event. His cost estimates are running possibly \$6000 more than budgeted.

10. Site Plan Committee

Commissioners Monaghan, Shindler and Medcalf

Maps for various areas have been prepared.

Since there were only four to six Uber/Lyft drop-offs last year, the drop off area will be converted to parking for Mercer Street merchants.

11. Sponsorship & Underwriting Committee

Commissioners Adams, Debish, Daniel and Marsh

VIP party options are being explored. The sponsorship committee members need to be informed as soon as sponsorship checks have arrived.

The Founders Day Commission must see all contracts before they are sent out. Invoices need to be paid promptly. We have some outstanding invoices from last year.

12. Traffic & Parking Committee
Commissioners Medcalf and Debish

Coordinator Krantz will check to be sure we have TXDOT plan approval.

More barricades are needed Friday night to protect the parade participants as they travel Highway 290 from Bluff Street back to the staging area.

The DS Rotary Club is interested in running the shuttle busses on Saturday of the event. Joe Peterson (or another Rotarian) will attend our next meeting. A deposit needs to be made as soon as possible to reserve the busses.

13. Volunteer Committee
Community Events Coordinator Johnna Krantz

UPCOMING MEETINGS

Founders Day Commission Meetings

January 23, 2023, at 6:30 p.m.
February 13, 2023, at 6:30 p.m.
February 27, 2023, at 6:30 p.m.

City Council Meetings

January 21, 2023, at 6:00 p.m.
February 7, 2023, at 6:00 p.m.
February 21, 2023, 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 11 to 0.

This regular meeting of the Founders Day Commission was adjourned at 8:00 pm.

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission