



FOUNDERS DAY COMMISSION MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, September 12, 2022 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 6:29 pm.

Commission Members present

Brenda Medcalf, Chair
Brian Daniel
Darrell Debish
Clinton Holtzendorf
Michael Monaghan
Danny Rowe
Jeff Shindler
Brian Varnell
Susan Warwick

Commission Members absent

Jake Adams, Vice Chair
Sharon Goss
Larry Hans
Dee Marsh
Brad Thomas

Staff, Consultants & Appointed/Elected Officials present

Parks & Community Services Director Andrew Binz
Community Events Coordinator Caylie Houchin
Council Member Sherrie Parks

A motion was made by Commissioner Monaghan to excuse tonight's absence of Commissioners Adams, Goss, Hans, Marsh and Thomas. Commissioner Debish seconded the motion which carried unanimously 8 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. Speakers 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 one spoke during the Presentation of Citizens

MINUTES

- 1. Discuss and consider approval of the June 13, 2022, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Debish to approve the June 13, 2022, Founders Day Commission regular meeting minutes. Commissioner Monaghan seconded the motion which carried unanimously 8 to 0.

BUSINESS

- 2. Presentation and possible action regarding CivicRec payment software for parade applications and sponsorship payment related to the Founders Day Event.**

Community Events Coordinator Houchin gave a presentation on CivicRec payment software and answered questions.

A motion was made by Commissioner Debish to accept CivicRec payment software for parade applications and sponsorship payment related to the Founders Day Event. Commissioner Monaghan seconded the motion which carried unanimously 8 to 0.

A motion was made by Commissioner Debish to assign Commissioner Holtzendorf as a single point of contact to set up the CivicRec software for parade and Commissioners Debish and Daniel to set up the CivicRec software for sponsorship. Commissioner Holtzendorf seconded the motion which carried unanimously 8 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

Commissioner Monaghan will meet with the Mercer Street Merchants group to discuss vendor booths during the event.

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

All is good.

5. Entertainment Committee
Commissioners Thomas and Daniel

No entertainment activity yet.

6. Parade Committee
Commissioners Medcalf and Holtzendorf

Commissioners are asked to submit suggestions for the 2023 parade theme. The theme is needed before the CivicRec software setup can be completed.

7. Publicity Committee
Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan

No report given.

8. Sanitation Committee
Commissioner Hans

No report given.

9. Security Committee
Commissioners Medcalf and Debish

Costs are not anticipated to increase this year.

10. Site Plan Committee
Commissioners Monaghan, Shindler and Medcalf

Slight changes will be made to the site plan because of new businesses/locations on Mercer. The Commission has asked Community Events Coordinator Houchin to let us know if the city becomes aware of any additional Mercer Street building or business changes that would affect the site plan.

11. Sponsorship & Underwriting Committee
Commissioners Adams, Debish, Daniel and Marsh

Sponsorship committee will continue to seek sponsorships but will wait to accept payments until the CivicRec software is set up.

11. Traffic & Parking Committee
Commissioners Medcalf and Debish

No report given.

12. Volunteer Committee
Community Events Coordinator Caylie Houchin

No report given.

UPCOMING MEETINGS

Founders Day Commission Meetings

October 24, 2022, at 6:30 p.m.

November 14, 2022, at 6:30 p.m.

December 12, 2022, at 6:30 p.m.

City Council & Board of Adjustment Meetings

September 13, 2022, at 5:30 p.m.

September 20, 2022, at 6:00 p.m.

September 27, 2022, at 5:30 p.m.

October 4, 2022, at 6:00 p.m.

ADJOURN

A motion was made by Commissioner Monaghan to adjourn the meeting. Commissioner Daniel seconded the motion which carried unanimously 8 to 0.

This regular meeting of the Founders Day Commission was adjourned at 7:45 pm.

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission