



# Founders Day Commission Regular Meeting

City of Dripping Springs Council Chambers

511 Mercer Street – Dripping Springs, Texas

Monday, February 26, 2024, at 6:00 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 6:31 pm.

#### Commission Members present

Brenda Medcalf, Chair  
Darrell Debish, Vice Chair  
Susan Warwick, Secretary  
Lisa Garza  
Sharon Goss  
Mark Handley  
Clinton Holtzendorf  
Dee Marsh  
Michael Monaghan  
Jeff Shindler  
Brian Varnell

#### Commission Members absent

Brian Daniel  
Brad Thomas

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

Parks & Community Services Director Andy Binz  
Community Events Coordinator Johnna Krantz  
Content Marketing Specialist Stephanie Hartnett  
Emergency Management Coordinator Roman Baligad  
City Council Member Sherrie Parks

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

Austin Gandy addressed the Commission on the possibility of expanding his Cook-Off space into the Roxie parking lot.

## **MINUTES**

- 1. Discuss and consider approval of the February 12, 2024, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Monaghan to approve the February 12, 2024, Founders Day Commission regular meeting minutes. Commissioner Goss seconded the motion which carried unanimously 10 to 0.

## **BUSINESS AGENDA**

- 2. Presentation, discussion and possible action regarding the 2024 Founders Day Event Emergency Action Plan.** *Roman Baligad, Emergency Management Coordinator*

Emergency Management Coordinator Roman Baligad presented the 2024 Founders Day Event Emergency Action Plan. He still needs the vendors time table, the Site Plan, the zone map, the Cook-Off Club time table, and the water barrier time table. The Safety and Security meeting with all first responders will be held probably the end of March. Coordinator Baligad will meet with Homeland Security one week before the event. Coordinator Baligad will get daily weather reports during the week before the event.

- 3. Discuss and consider City Council recommendation regarding the 2024 Founders Day Traffic Control and Parade Maps.**

Events Coordinator Krantz presented the 2024 Founders Day Traffic Control and Parade Map and asked the commissioners to review them for accuracy

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

The layout for Roxie's Parking Lot was discussed. Further discussion is necessary. No action taken. Vice Chair Debish asked that this item be placed again on the March 11 meeting agenda.

- 5. Discuss and consider possible action regarding alternate locations for the Texas Lottery Commission booth during the 2024 Founders Day Festival.**

After discussion, the Commission plans to locate the Texas Lottery Commission booth in the parking lot at Mercer and Old Fitzhugh behind the Flower Shop, keeping in mind the fifty foot minimum distance from points where alcohol is sold or sampled.

## **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.*

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

All Arts & Crafts booth spots are full.

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

All food vendor booths are full. The carnival poster is finished and will be distributed.

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

Both stages are booked. Agreements are being worked on.

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

The application form for parade entries is being prepared for posting. There is no parade sponsor. Pedernales Electric Cooperative is the 35<sup>th</sup> Anniversary Sponsor and will be designated as the acting parade sponsor for Founders Day 2024.

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

The Founders Day event will be included (for no charge) in the Hill Country Sun, the Dripping Springs Magazine, and City Lifestyles.

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

We are awaiting an updated bid from CleanX Professional Services as we have removed their Sunday night street sweeping from the proposal. BPI will sweep the streets Monday morning after the carnival has departed.

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

All arrangements have been made. Paperwork is being completed.

**13. Site Plan Committee**

*Commissioners Debish, Medcalf, Monaghan and Shindler*

Discussed in items #4 and #5.

**14. Sponsorship & Underwriting Committee**

*Commissioners Daniel, Debish and Marsh*

We are on track to reach our fundraising goal. Vice Chair Debish thanked Commissioner Marsh for her hard work.

**15. Traffic Committee**

*Commissioners Debish and Medcalf*

Discussed in item #3.

**16. Volunteer Committee**

*Community Events Coordinator Johnna Krantz*

Coordinator Krantz asked that any additions and/or changes to the Volunteer Sign-Up Genius page be sent to her or Content Marketing Specialist Hartnett.

**17. Budget Committee**

*Commissioners Garza and Medcalf, and Community Events Coordinator Johnna Krantz*

Commissioner Garza requested that any expenditure numbers be sent to her. The Ninja bus expense will be the same as last year.

**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 Closed Session.

**UPCOMING MEETINGS**

**Founders Day Commission Meetings**

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

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

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

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

**City Council Meetings**

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

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

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

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

**ADJOURN**

A motion was made by Commissioner Holtzendorf to adjourn the meeting. Commissioner Monaghan seconded the motion which carried unanimously 10 to 0.

This regular meeting of the Founders Day Commission was adjourned at 7:52 pm.

***Susan Warwick***

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*Susan Warwick, Founders Day Commission Secretary*