



# FOUNDERS DAY COMMISSION MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, January 10, 2022 at 6:30 PM

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## Agenda

### CALL TO ORDER AND ROLL CALL

#### Commission Members

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

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

Parks & Community Services Director Kelly Schmidt  
Community Events Coordinator Caylie Houchin

### 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.*

### MINUTES

- 1. Discuss and consider approval of the December 13, 2021, Founders Day Commission regular meeting minutes.**

## **BUSINESS**

- 2. Discuss and consider possible action regarding Shuttles related to the 2022 Founders Day Event.** *Presenters: Joe Peterson and Glenn Walsh, Dripping Springs Rotary Club*

## **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*
- 4. Carnival & Food Committee**  
*Commissioners Goss and Warwick*
- 5. Entertainment Committee**  
*Commissioners Thomas and Daniel*
- 6. Parade Committee**  
*Commissioners Medcalf and Holtzendorf*
- 7. Publicity Committee**  
*Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan*
- 8. Sanitation Committee**  
*Commissioner Hans*
- 9. Security Committee**  
*Commissioners Medcalf and Debish*
- 10. Site Plan Committee**  
*Commissioners Monaghan, Shindler and Medcalf*
- 11. Sponsorship & Underwriting Committee**  
*Commissioners Adams, Debish, Daniel and Marsh*
- 12. Traffic & Parking Committee**  
*Commissioners Medcalf and Debish*
- 13. Volunteer Committee**

## **UPCOMING MEETINGS**

### **Founders Day Commission Meetings**

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

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

February 28, 2022, at 6:30 p.m.

**City Council Meetings**

January 11, 2022, at 5:00 p.m. (Waivers)

January 18, 2022, 6:00 p.m. (CC)

January 25, 2022, at 5:00 p.m. (Waivers)

**ADJOURN**

**TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION & POSTING OF MEETING**

*All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. This notice of meeting is posted in accordance with Chapter 551, Government Code, Vernon's Texas Codes. Annotated. In addition, the Commission may consider a vote to excuse the absence of any Commissioner for absence from this meeting.*

*I certify that this notice of meeting was posted at the City of Dripping Springs City Hall and website, [www.cityofdrippingsprings.com](http://www.cityofdrippingsprings.com), on **January 7, 2022, at 1:00 p.m.***

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City Secretary

*This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.*



## FOUNDERS DAY COMMISSION REGULAR MEETING

### City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, December 13, 2021 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 were:

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

#### Commission Members absent were:

Dee Marsh  
 Brad Thomas

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

Parks & Community Services Director Kelly Schmidt  
 Events Coordinator Caylie Houchin  
 Communications & Marketing Director Lisa Sullivan

A motion was made by Commissioner Debish to excuse tonight's absence of Commissioners Thomas, Marsh and Hans. Commissioner Adams seconded the motion which carried unanimously 10 to 0. Commissioner Hans arrived at the meeting at 7:45 pm.

### 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 one spoke during Presentation of Citizens.

## MINUTES

- 1. Discuss and consider approval of the November 8, 2021, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Daniel to approve the November 8, 2021, Founders Day Commission regular meeting minutes. Commissioner Debish seconded the motion which carried unanimously 10 to 0.

## BUSINESS

- 2. Discuss and consider possible action regarding Shuttles related to the 2022 Founders Day Event.** *Presenters: Joe Peterson and Glenn Walsh, Dripping Springs Rotary Club*

An update from Rotarians Peterson and Walsh was read to the Commission. The Commission discussed the logistics of a possible shuttle system. Rotarians Peterson and Walsh will be invited back to the January 10, 2022 Founders Day regular meeting and the discussion will continue at that time. No action was taken at this meeting.

- 3. Update and discussion regarding the 2022 Founders Day Event.**

Update and discussion was conducted through the Standing Committee Reports.

## 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.*

- 4. Arts & Crafts Committee**  
*Commissioner Monaghan*

Applications will be posted on the city website in January. Applications have already been emailed to last year's Arts & Crafts vendors.

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

Food vendors and carnival are committed.

- 6. Entertainment Committee**  
*Commissioners Thomas and Daniel*

Commissioners Thomas and Daniel are working on the bookings for entertainment.

**6. Parade Committee**

*Commissioners Medcalf and Holtzendorf*

Rules and applications for parade entries will be posted on the city website in January.

**8. Publicity Committee – No report at this time.**

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

**9. Sanitation Committee**

*Commissioner Hans*

Commissioner Hans is in the process of getting quotes.

**10. Security Committee**

*Commissioners Medcalf and Debish*

Security meeting with DS Emergency Management will be held the first week in March (tentative date and time: March 3, 9:00 am).

**11. Site Plan Committee – No report at this time.**

*Commissioners Monaghan, Shindler and Medcalf*

**12. Sponsorship & Underwriting Committee**

*Commissioners Adams, Debish, Daniel and Marsh*

Commissioners are working on procuring sponsorships for the event. Sponsorship banner will go up in January. Event banner will go up in March.

**13. Traffic & Parking Committee – No report at this time.**

*Commissioners Medcalf and Debish*

**14. Volunteer Committee – No report at this time.**

**UPCOMING MEETINGS**

**Founders Day Commission Meetings**

January 10, 2022, at 6:30 p.m.

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

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

**City Council Meetings**

December 14, 2021, at 5:00 p.m. (Waiver/Exception)

December 21, 2021, at 6:00 p.m. (Regular)

December 28, 2021, at 5:00 p.m. (Waiver/Exception)

January 4, 2022, at 6:00 p.m. (Regular/BOA)

**ADJOURN**

A motion was made by Commissioner Holtzendorf to adjourn the meeting. Commissioner Daniel seconded the motion which carried unanimously 11 to 1.

This regular meeting of the Founders Day Commission was adjourned at 8:20 pm.

*Susan Warwick*

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Susan Warwick, Secretary  
Founders Day Commission