



Founders Day Commission Regular Meeting

Dripping Springs Ranch Park Main Event Room

1042 Event Center Drive – Dripping Springs, Texas

Monday, February 24, 2025, at 6:30 PM

AGENDA

CALL TO ORDER AND ROLL CALL

Commission Members

Jeff Shindler, Chair
Clinton Holtzendorf, Vice Chair
Susan Warwick, Secretary
Jerome Borges
Justin Cornett
Lisa Garza
Sharon Goss
Mark Handley
Scott Phillips
Kimberley Rutherford
Jordan Searle
Eric Strang
Thomas Toms
Michael Ward

Staff, Consultants, & Appointed/Elected Officials

Parks & Community Services Assistant Director Emily Nelson
Community Events Coordinator Johnna Krantz
Content Marketing Specialist Stephanie Hartnett
Deputy City Attorney Aniz Alani
Maintenance Director Riley Sublett
Council Member Sherrie Parks

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 regarding issues not on the agenda and two (2) minutes per item on the agenda, 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.

MINUTES

- 1. Discuss and consider approval of the February 10, 2025, Founders Day Commission regular meeting minutes.**

BUSINESS AGENDA

- 2. Discuss and consider approval of quotes for equipment and services for the 2025 Founders Day Festival.**

DEPARTMENT 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.

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.

- 3. Arts & Crafts Committee**
Commissioners: Handley and Borges
Staff: Community Events Coordinator Johnna Krantz
- 4. Budget Committee**
Commissioners: Garza
Staff: Finance Director Shawn Cox
- 5. Carnival & Food Committee**
Commissioners: Goss, Warwick, and Phillips
- 6. Cook-Off Committee**
Commissioners: Garza, Cornett, and Toms
- 7. Downtown Relations Committee**
Commissioners: Holtzendorf and Searle
Staff: Community Events Coordinator Johnna Krantz
- 8. Entertainment Committee**
Commissioners: Holtzendorf and Cornett
Staff: Community Events Coordinator Johnna Krantz
- 9. Parade Committee**
Commissioners: Holtzendorf and Rutherford
Staff: Community Events Coordinator Johnna Krantz

10. Parking & Transportation Committee

Commissioners: Garza and Toms

Staff: Emergency Management Coordinator Roman Baligad and Community Events Coordinator Johnna Krantz

11. Publicity Committee

Commissioners: Ward

Staff: Content Marketing Specialist Stephanie Hartnett

12. Safety, Security & Traffic Control Committee

Commissioners: Handley and Strang

Staff: Emergency Management Coordinator Roman Baligad

13. Sanitation Committee

Commissioners: Phillips

Staff: Parks Maintenance Manager Patrick Baglietto

14. Site Plan Committee

Commissioner: Shindler

Staff: City Maintenance Director Riley Sublett (Electrical Setup and Road Closures)

15. Sponsorship & Hospitality Committee

Commissioners: Cornett, Garza, and Ward

Staff: City Attorney Laura Mueller, Deputy City Attorney Aniz Alani, and Community Events Coordinator Johnna Krantz

16. Volunteer Committee

Commissioners: Rutherford

Staff: Community Events Coordinator Johnna Krantz

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.

UPCOMING MEETINGS

Founders Day Commission Meetings

March 10, 2025, @ 6:30 p.m.

March 24, 2025, @ 6:30 p.m.

April 14, 2025, @ 6:30 p.m.

City Council Meetings

March 4, 2025, @ 6:00 p.m.

March 25, 2025, @ 6:00 p.m.

April 1, 2025, @ 6:00 p.m.

April 15, 2025, @ 6:00 p.m.

ADJOURN

TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION OF MEETING

*I certify that this public meeting is posted in accordance with Texas Government Code Chapter 551, Open Meetings. This meeting agenda is posted on the bulletin board at the City of Dripping Springs City Hall, located at 511 Mercer Street, and on the City website at, www.cityofdrippingsprings.com, on **February 21, 2025 at 4:00 p.m.***

Diana Boone, 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

Dripping Springs Ranch Park Main Event Room

1042 Event Center Drive – Dripping Springs, Texas

Monday, February 10, 2025, at 6:30 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair Shindler called the meeting to order at 6:34 p.m.

Commission Members present were:

Jeff Shindler, Chair
 Clinton Holtzendorf, Vice Chair
 Susan Warwick, Secretary
 Jerome Borges
 Justin Cornett
 Lisa Garza
 Sharon Goss
 Mark Handley
 Scott Phillips
 Kimberley Rutherford
 Jordan Searle
 Eric Strang
 Thomas Toms
 Michael Ward

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

Parks & Community Services Assistant Director Emily Nelson
 Community Events Coordinator Johnna Krantz
 Content Marketing Specialist Stephanie Hartnett
 Deputy City Attorney Aniz Alani
 Emergency Management Coordinator Roman Baligad
 Maintenance Director Riley Sublett
 Council Member Sherrie Parks

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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.

Carnival owner John Hansen spoke with the Commission about the 2025 carnival.

MINUTES

1. Discuss and consider approval of the January 27, 2025, Founders Day Commission regular meeting minutes.

A motion was made by Commissioner Holtzendorf to approve the January 27, 2025, Founders Day Commission regular meeting minutes. Commissioner Borges seconded the motion which carried unanimously 13 to 0.

BUSINESS AGENDA

2. Discuss and consider a theme for the 2025 Founders Day Parade.

After a discussion of suggested themes, a motion was made by Commissioner Warwick to designate Viva Las Drippin' as the theme for the 2025 Founders Day Parade. Commissioner Handley seconded the motion which carried 12 in favor, 0 against, with Commissioner Toms abstaining.

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.

3. Presentation and discussion related to contract and payment procedures.

Aniz Alani, Deputy City Attorney

Deputy City Attorney Alani shared with the Commission the City's policies on Contracts and Purchases, Statutory Contract Requirements, Purchasing Policy, and the Contract Process. He strongly encouraged individual commissioners to submit information to the city to allow them to prepare the contracts rather than attempting to prepare contracts on their own.

4. PCS Community Events Coordinator Report

Johnna Krantz, Community Events Coordinator

Coordinator Krantz reported that City Council has approved the agreement with TxDot for the temporary one lane closure on HWY 290 during the parade. We are using the same route for the parade as before. North Hays EMS has requested 18-foot clearance down Mercer St during the event, which will necessitate moving 41 Arts & Crafts vendors from the middle of Mercer St to another location. We will be able to use the parking lot at Roxie's, and we will

need to develop a plan for its usage during the event so that it is not a dead zone. The plan could include a place for the Cook-Off Club's 20' X 40' judging tent. Locating vendors in this area is a possibility.

5. **Communications and Marketing Report**

Stephanie Hartnett, Content Marketing Specialist

Specialist Hartnett is preparing the Sign-Up Genius for volunteers for the event. Committees need to submit requests, including job description, times, etc., as soon as possible.

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**

Commissioners: Handley and Borges

Staff: Community Events Coordinator Johnna Krantz

140 returning vendors have signed up. Of those 140 returning, 27 have requested their spaces back in the middle of Mercer St. A decision will need to be made quickly about where to place these vendors.

7. **Budget Committee**

Commissioners: Garza

Staff: Finance Director Shawn Cox

Commissioner Garza has adjusted our budget to agree with the budget prepared by City Treasurer Cox, so all is well.

8. **Carnival & Food Committee**

Commissioners: Goss, Warwick, and Phillips

The Lions Club requested that it be included in planning sessions concerning the future layout of the festival grounds.

Cook-Off Club report

Commissioner Garza

Planning continues on the layout of the parking lot at the Veranda Center.

9. **Entertainment Committee**

Commissioners: Holtzendorf and Cornett

Staff: Community Events Coordinator Johnna Krantz

Commissioner Cornett has 20 bands ready to contact for performing. Coordinator Krantz has requested that entertainers' contact information be submitted soon or at least by early March

so that contracts can be prepared. The size and cost of the tent for the entertainment area was discussed.

10. Parade Committee

Commissioners: Holtzendorf and Rutherford

Staff: Community Events Coordinator Johnna Krantz

The application for parade entries will be posted on March 1st. Parade staging will be affected by parking for the early voting scheduled at the DSISD administration building. The parade may need to be shortened slightly.

11. Parking & Transportation Committee

Commissioners: Garza and Toms

Staff: Emergency Management Coordinator Roman Baligad and Community Events Coordinator Johnna Krantz

Adequate signage will be needed to direct people to the parking and shuttle at the high school and the location of handicapped parking. We will reach out to the owner of the Edward Jones parking lot on Old Fitzhugh to see if we can use the lot for Handicapped Parking.

12. Publicity Committee

Commissioners: Ward

Staff: Content Marketing Specialist Stephanie Hartnett

No report given.

13. Safety, Security & Traffic Control Committee

Commissioners: Handley and Strang

Staff: Emergency Management Coordinator Roman Baligad

The commission will continue to use Spiers for security. A meeting with Hays County Sheriff's Office will be held very soon. The Committee is waiting to hear if Guardsmen and CERT will be able to help, especially on Saturday evening. We are getting bids on cameras in case we need them.

14. Sanitation Committee

Commissioners: Phillips

Staff: Parks Maintenance Manager Patrick Baglietto

Commissioners Phillips and Shindler are getting bids.

15. Site Plan Committee

Commissioner: Shindler

Staff: City Maintenance Director Riley Sublett (Electrical Setup and Road Closures)

Chair Shindler is working with those committees that need help on the site plan.

16. Sponsorship & Hospitality Committee*Commissioners: Cornett, Garza, and Ward**Staff: City Attorney Laura Mueller, Deputy City Attorney Aniz Alani, and Community Events**Coordinator Johnna Krantz*

Sponsorships are coming in. Work continues on obtaining monetary and in-kind sponsorships.

17. Volunteer Committee*Commissioners: Rutherford**Staff: Community Events Coordinator Johnna Krantz*

Discussed in item #5.

18. Downtown Relations Committee*Commissions Holtzendorf and Searle**Staff: Community Events Coordinator Johnna Krantz*

Commissioner Searle discussed possible plans for an area at the event in which local Dripping Springs businesses could be featured and involved. Parking passes for Mercer St businesses were discussed.

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.

No closed session was held.

UPCOMING MEETINGS**Founders Day Commission Meetings**

February 24, 2025, @ 6:30 p.m.

March 10, 2025, @ 6:30 p.m.

March 24, 2025, @ 6:30 p.m.

City Council Meetings

February 18, 2025, @ 6:00 p.m.

March 4, 2025, @ 6:00 p.m.

March 25, 2025, @ 6:00 p.m.

April 1, 2025, @ 6:00 p.m.

ADJOURN

A motion was made by Commissioner Holtzendorf to adjourn the meeting. Commissioner Toms seconded the motion which carried unanimously 13 to 0.

This regular meeting of the Founders Day Commission was adjourned at 8:42 pm.

Susan Warwick

Susan Warwick, Founders Day Commission Secretary