



Founders Day Commission Special Meeting

City of Dripping Springs Council Chambers

511 Mercer Street – Dripping Springs, Texas

Thursday, April 04, 2024, at 6:30 PM

AGENDA

CALL TO ORDER AND ROLL CALL

Commission Members

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

Staff, Consultants, & Appointed/Elected Officials

Parks & Community Services Director Andy Binz
Community Events Coordinator Johnna Krantz
Content Marketing Specialist Stephanie Hartnett

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.

MINUTES

- 1. Approval of the March 25, 2024, Founders Day Commission regular meeting minutes.**

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.

- 2. Arts & Crafts Committee**
Commissioner Monaghan
- 3. Carnival & Food Committee**
Commissioners Goss and Warwick
- 4. Entertainment Committee**
Commissioners Daniel, Holtzendorf and Thomas
- 5. Parade Committee**
Commissioners Medcalf and Varnell
- 6. Publicity Committee**
Commissioners Daniel, Holtzendorf, Marsh and Thomas
- 7. Sanitation Committee**
Commissioners Debish, Holtzendorf and Shindler
- 8. Security Committee**
Commissioners Debish, Handley and Medcalf
- 9. Site Plan Committee**
Commissioners Debish, Medcalf, Monaghan and Shindler
- 10. Sponsorship & Underwriting Committee**
Commissioners Daniel, Debish and Marsh
- 11. Traffic Committee**
Commissioners Debish and Medcalf
- 12. Volunteer Committee**
Community Events Coordinator Johnna Krant
- 13. Budget Committee**
Commissioners Garza and Medcalf, and 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

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

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

May 13, 2024, at 6:30 p.m.

City Council Meetings

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

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

May 7, 2024, at 6:00 p.m.

May 21, 2024, at 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 **March 29, 2024, at 2:45 p.m.***

Cathy Gieselman, Deputy 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 Street – Dripping Springs, Texas

Monday, March 25, 2024, at 6:30 PM

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

Darrell Debish, Vice Chair
 Susan Warwick, Secretary
 Lisa Garza
 Sharon Goss
 Clinton Holtzendorf
 Dee Marsh
 Michael Monaghan
 Jeff Shindler
 Brad Thomas
 Brian Varnell

Commission Members absent

Brenda Medcalf, Chair
 Mark Handley
 Brian Daniel

Staff, Consultants, & Appointed/Elected Officials present

Parks & Community Services Director Andy Binz
 Community Events Coordinator Johnna Krantz
 Content Marketing Specialist Stephanie Hartnett

A motion was made by Commissioner Monaghan to excuse tonight's absences of Commissioners Medcalf and Handley. Commissioner Marsh seconded the motion which carried unanimously 9 to 0.

PRESENTATION OF CITIZENS

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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.

No one spoke during the Presentation of Citizens

MINUTES

1. Approval of the March 11, 2024, Founders Day Commission regular meeting minutes.

A motion was made by Commissioner Monaghan to approve the March 11, 2024, Founders Day Commission regular meeting minutes with the following modifications:

The last sentence in Item 3 needs to read “The Commission NEEDS to be informed . . .”.

The last sentence in Item 4 needs to read “Commissioner Monaghan seconded the motion which carried 7 to 1, with Commissioner Garza voting NO as she felt a percentage would be more favorable to the Knights.”

In Item #13, the sentence “Meaty Boys BBQ will provide sandwiches.” needs to cut because that was not discussed during the meeting.

Commissioner Shindler seconded the motion which carried unanimously 9 to 0.

BUSINESS

2. Discuss and consider possible action regarding Founders Day Commission meetings for April and May.

A motion was made by Commissioner Garza to add a Founders Day Commission meeting on Thursday, April 4, 2023, at 6:30 pm. Commissioner Monaghan seconded the motion which carried unanimously 9 to 0.

The mandatory parade meeting will be at DS Ranch Park on Thursday, April 11. April 20 will stand as our Saturday Set-Up. There will be no regular FDC meeting on Monday, April 22.

The May 13 regular FDC meeting will be to discuss close-out issues and budget. The various subcommittees will have all reports ready and the Budget subcommittee will have the budget basically prepared.

A motion was made by Commissioner Garza to have only one meeting in May. Commissioner Holtzendorf seconded the motion which carried unanimously 9 to 0.

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
Commissioner Monaghan

The Arts & Crafts vendor booths have been set. The Texas Lottery Commission sponsorship booth has been repositioned near the stage. Power is available at that location.

4. Carnival & Food Committee
Commissioners Goss and Warwick

Food vendors are set. Carnival tickets will go on sale Friday, April 12 at noon. Ticket sales could be slightly lower this year as last year's tickets might be used. DS Rotary Club is requesting two volunteers in each 2-hour block on Saturday of the event beginning at 10:30 am to assist people on and off the shuttle buses, with the added request that only adults (ages 18 or older) volunteer from 6:00 pm until midnight.

5. Entertainment Committee
Commissioners Daniel, Holtzendorf and Thomas

The agreement between the Masonic Lodge and the City will allow the Commission to use their parking lot. The travel trailer for the Green Room is set to be delivered Thursday, April 25. RV Land is providing the Green Room travel trailer for an in-kind Silver Sponsorship. Two extra portable toilets will be located nearby for the entertainers. Commissioner Thomas needs to be informed which entertainers have not returned their contracts so that he can follow up. Jeremy said the video wall isn't going to work. He will send the invoice for sound to Johnna.

Tents: RR12 Stage: 10 x 20 over the stage and 20 x 30 over the sound guys and the standing audience. Main Stage: 30 x 60. VIP sponsor tent: 10 x 20. LifeStyle tent in Roxies' lot: 20 x 30.

Turf: sent back to subcommittee for further research.

Banners: Abacus banner will be on the 10 x 20 tent over the RR 12 stage. Banners for Main Stage need to be changed. Commissioners Marsh, Debish and Thomas will meet soon with Stephanie about specifics as to size and design. The Lottery Commission is bringing two 4 x 8 banners to hang at a location to be determined.

6. Parade Committee
Commissioners Medcalf and Varnell

Fifty-eight entries have been received for the parade. There may be additional entries from sponsors. Sponsor Twisted X will be located on Spring Bluff driveway next to sponsor Amy's Ice Cream. Twisted X can sell merchandise from his booth but not alcohol.

7. Publicity Committee

Commissioners Daniel, Holtzendorf, Marsh and Thomas

Publicity is on-going and going well.

8. Sanitation Committee

Commissioners Debish, Holtzendorf and Shindler

A Walk-Out meeting with all sanitation vendors will be held Thursday, March 28, at 1:00 pm (meet at City Hall). CleanX will be recognized as an in-kind Silver Sponsor. CleanX is bringing their own utility carts and will use the city's two heavy-duty wheelbarrows during peak foot-traffic times. Quotes for three utility carts and five passenger golf carts are being obtained. Johnna will email a form to commission members to be signed permitting driving utility vehicles at the event and to be returned at the next meeting. Commissioner Shindler will forward the form to CleanX.

9. Security Committee

Commissioners Debish, Handley and Medcalf

Six light generator sets have been ordered.

10. Site Plan Committee

Commissioners Debish, Medcalf, Monaghan and Shindler

Arrangements for most everything (tent, tables, chairs, light sets, fencing, dumpsters, portable toilets, green room, stages, agreements, etc.) have been set-up and completed. We are awaiting DSISD Board approval for their agreement with us.

11. Sponsorship & Underwriting Committee

Commissioners Daniel, Debish and Marsh

\$62,850 in sponsorships have been received as of today. Sponsorship monies from PEC and City LifeStyle magazine have been pledged but not received yet.

12. Traffic Committee

Commissioners Debish and Medcalf

Imperial has all of our documents and our traffic control plan. They are sending their documents to us.

13. Volunteer Committee

Community Events Coordinator Johnna Krant

Volunteer requests have been updated and will be posted. The link for volunteer sign-ups has been send to DSHS counsellors. Sponsors Legacy Bone & Joint and PEC will be contacted to find out which cook-off judging spots they want. PEC will be contacted to see if they want to select the Best Cook-Off Camp on Saturday.

14. Budget Committee

Commissioners Garza and Medcalf, and Community Events Coordinator Johnna Krantz

Commissioner Garza requests that subcommittees continue to send actual expenditure amounts to her.

CLOSED SESSION

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There was no closed session.

UPCOMING MEETINGS

Founders Day Commission Meetings

April 4, 2024, at 6:30 p.m.

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

May 13, 2024, at 6:30 p.m.

City Council Meetings

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May 7, 2024, at 6:00 p.m.

May 21, 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 9 to 0.

This regular meeting of the Founders Day Commission was adjourned at 7:31 pm.

Susan Warwick

Susan Warwick, Founders Day Commission Secretary