



FOUNDERS DAY COMMISSION MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX
Monday, January 24, 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 6:36 pm.

Commission Members present were:

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

Commission Members absent were:

Jake Adams, Vice Chair
Brian Varnell

Staff, Consultants & Appointed/Elected Officials present were:

Community Events Coordinator Caylie Houchin
Emergency Management Coordinator Roman Baligad

Staff, Consultant & Appointed/Elected Official absent was:

Parks & Community Services Director Kelly Schmidt

A motion was made by Commissioner Debish to excuse tonight's absence of Commissioners Adams and Varnell. Commissioner Holtzendorf seconded the motion which carried unanimously 11 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. 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.

Dripping Springs Rotary Club President Joe Peterson returned to update the Commission on proposed plans for the free parking at Dripping Springs High School parking lot and the bus shuttle service to the Founders Day Festival on Saturday, April 23, 2022, from 9:00 am until 11:30 pm. Two air-conditioned buses holding 44 passengers each will shuttle the eventgoers from the parking lot to the event and return them back to the parking lot. The cost will be slightly under the \$4000 budgeted. Communications Director Sullivan will post information one month prior to the event and publicize heavily in the two weeks prior to the event. The Rotary Club will also publicize the free parking and the shuttle service.

MINUTES

1. Discuss and consider approval of the January 10, 2022, Founders Day Commission regular meeting minutes.

A motion was made by Commissioner Debish to approve to approve the January 10, 2022, Founders Day regular meeting minutes. Commissioner Daniel seconded the motion which carried unanimously 11 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.

2. Arts & Crafts Committee *Commissioner Monaghan*

Vendor applications are coming in. Nine of the 200 vendor booths have been reserved for sponsors.

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

Food vendors are full. Presale tickets for the carnival will begin two weeks prior to the event. List of locations will be given to Communications Director Sullivan for publication.

4. Entertainment Committee *Commissioners Thomas and Daniel*

Templates for contracts for entertainers are needed so that contracts can be prepared.

5. Parade Committee *Commissioners Medcalf and Holtzendorf*

The parade theme ‘Drippin’ through the Decades’, the rules and policies relating to the parade will be posted one week prior to the posting of the application to participate. Tentative date for posting of the application is February 15, 2022. Parade will be limited to 75 participants (50 general entries and 25 reserved for city, sheriffs, constables, fire department, high school band, Hi-Steppers, etc, and sponsors.)

6. Publicity Committee

Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan

Communications Director Sullivan will post FAQs, information about the parade, foods at the event, parking and the Saturday shuttle service, presale carnival tickets sales, etc. for our 33rd Founders Day Festival.

7. Sanitation Committee

Commissioner Hans

Bids from 3 companies for 50 standard portable toilets with lights, 6 handicapped portable toilets with lights and many hand sanitizing stations were presented. We will again hire the young people from Church of the Springs for clean-up during the event and hire a street sweeper for very early Monday, April 25 morning.

8. Security Committee

Commissioners Medcalf and Debish

Commissioner Debish gave update on arrangements for sheriffs, constables, and Gary Job Corps for the event. A meeting is scheduled in March to further discuss security plans.

9. Site Plan Committee

Commissioners Monaghan, Shindler and Medcalf

Individual site plans are being prepared for separate areas including Arts & Crafts vendors, food vendors, sanitation, cook-off club, etc.

10. Sponsorship & Underwriting Committee

Commissioners Adams, Debish, Daniel and Marsh

Sponsorship banner has been placed at the triangle. Communications Director Sullivan has been posting information about sponsorships. Committee members have been working on securing sponsorships.

11. Traffic & Parking Committee

Commissioners Medcalf and Debish

General parking, handicapped parking, free parking at the high school and shuttle service were discussed during the Presentation of Citizen portion of the meeting.

12. Volunteer Committee

Commissioners should continue to turn in lists of volunteers needed to Community Events Coordinator Houchin.

UPCOMING MEETINGS

Founders Day Commission Meetings

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

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

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

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

City Council Meetings

February 1, 2022, at 6:00 p.m.

February 15, 2022, at 6:00 p.m.

March 1, 2022, at 6:00 p.m.

March 15, 2022, at 6:00 p.m.

ADJOURN

A motion was made by Commissioner Daniel to adjourn the meeting. Commissioner Debish seconded the motion which carried unanimously 11 to 0.

This regular meeting of the Founders Day Commission was adjourned at 7:51 pm.

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission