



FOUNDERS DAY COMMISSION REGULAR MEETING
City of Dripping Springs
Council Chambers, 511 Mercer St, Dripping Springs, TX
Monday, June 14, 2021 at 6:30 PM

MINUTES

With a quorum of the Commission present, Vice Chair Adams called the meeting to order at 6:31 p.m.

CALL TO ORDER AND ROLL CALL

Commission Members

Brenda Medcalf, Chair
Jake Adams, Vice Chair
Susan Warwick, Secretary
Darrell Debish
Martin Garza
Sharon Goss
Clinton Holtzendorf
Michael Monaghan
Brian Varnell
Dee Marsh
Jeff Shindler

Commission Members absent were:

Brian Daniel
Brad Thomas

Staff, Consultants and Appointed/Elected Officials

Parks & Community Services Director Kelly Schmidt
Parks & Community Services Coordinator Melanie Blakely

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 the minutes of May 10, 2021, Founders Day Commission regular meeting minutes and the May 24, 2021 special meeting minutes.**

A motion was made by Commissioner Garza to approve the May 10, 2021 Founders Day Commission regular meeting minutes with the following clarification in Business, Item 3. Commission members are solely responsible for the content included in the Social Media Marketing Plan for the Founders Day Festival. In conjunction with the Commission, all content is disseminated/filtered through Communications Director Sullivan. Commissioner Debish seconded the motion which carried unanimously 9 to 0.

A motion was made by Commissioner Monaghan to approve the May 24, 2021, Founders Day Commission special meeting minutes. Commissioner Debish seconded the motion which carried 7 to 2, with Commissioners Garza and Shindler abstaining.

BUSINESS

- 2. Discuss and consider possible action regarding Donations related to Founders Day Participants.**

Founders Day Commissioners representing the DS Cook-Off Club and St. Martin de Porres are to submit recipients' names, contact information and the public purpose for which the funds will be used so that City Attorney Mueller can complete the Donation Agreements to present to City Council. The DS Lions Club will not accept the \$4000 if that money can be retained by the Commission to help alleviate the parking problem during the event. The monies could be used to rent busses and hire drivers to shuttle festival goers to the event and back to their cars on Friday night and Saturday. The DS Rotary Club has agreed to provide the manpower to direct traffic in and out of the parking lot and to help load and unload the busses. This would provide much needed free parking for the event. Based on this discussion, event parking needs to be put on the agenda for the July 12 Founders Day Commission regular meeting.

No action was taken on this item.

- 3. Discuss and consider possible action related to the Founders Day Event website.** *Communications Director, Lisa Sullivan*

The website will launch at the end of July or in August. It will be almost the same as what we have. It is not an overhaul, just a transition to a new website host.

Communications Director Sullivan will post on Facebook that the Commission is in the planning stages for Founders Day 2022. She will also update the cover. Commissioners need to let her know when booth space and parade applications will be available so that she can let people know when to expect them.

No action was taken on this item.

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** – No report at this time.
Commissioner Monaghan
5. **Carnival & Food Committee** – No report at this time.
Commissioners Goss and Warwick
6. **Entertainment Committee** – No report at this time.
Commissioners Thomas and Daniel
7. **Parade Committee**
Commissioners Medcalf and Holtzendorf

The Theme for the 2022 Founders Day parade is ‘Drippin’ through the Decades’. Final details, rules, etc. will be released at a later date.

8. **Publicity Committee**
Commissioners Medcalf, Adams, Holtzendorf, Daniel, and Lisa Sullivan

Commissioner Marsh presented ideas for Social Media Content Development. Commissioners are encouraged to contribute interesting facts, questions and answers, true/false questions, interviews and other information for the social media campaign.

9. **Sanitation Committee**
Commissioner Garza

As this is Commissioner Garza’s last meeting on the Commission, he will pass on to his replacement all information, quotes, etc. on sanitation for the event.

10. **Security Committee**
Commissioners Medcalf and Debish

The plans for Viking Fence will be the same as planned for the 2019 Founders Day. Commissioner Debish will visit with the new administration at Gary Job Corp about their providing security for Founders Day event. If they can’t help us, the budget for security may need to be increased to cover the expense of hiring Hays County Sheriff’s deputies.

11. **Site Plan Committee**
Commissioners Monaghan and Medcalf

New site plan will be developed beginning in August.

12. **Sponsorship & Underwriting Committee**
Commissioners Adams, Debish, Daniel and Marsh, and Melanie Blakely

Committee is continuing work on sponsorship letters, emails, contact lists. Mailing list of businesses in the area will be purchased from the DS Chamber of Commerce.

13. Traffic & Parking Committee

Commissioners Medcalf and Debish

Commissioner Debish has asked Park & Community Services Director Schmidt to submit the application to TxDOT for another 5 years of closing a one-lane west-bound portion of 290 from Mercer to Sportsplex during the parade. Also, the Founders Day Commission is requesting that a discussion about parking during the event be placed on the agenda for the next Founders Day Commission meeting.

14. Volunteer Committee

PCS Coordinator, Melanie Blakely

A list of volunteer positions for the event is in the process of being compiled.

UPCOMING MEETINGS

Founders Day Commission Meetings

July 12, 2021 at 6:30 p.m.

August 9, 2021 at 6:30 p.m.

September 13, 2021 at 6:30 p.m.

City Council Meetings

June 15, 2021 at 6:00 p.m.

July 6, 2021 at 6:00 p.m.

July 20, 2021 at 6:00 p.m.

A motion was made by Commissioner Debish to excuse tonight's absence of Commissioners Daniel and Thomas. Commissioner Marsh seconded the motion which carried unanimously 10 to 0.

ADJOURN

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

This regular meeting of the Founders Day Commission was adjourned at 8:10.

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission