



FOUNDERS DAY COMMISSION REGULAR MEETING
City of Dripping Springs
Council Chambers, 511 Mercer St, Dripping Springs, TX
Monday, September 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 6:34 p.m.

Commission Members

Brenda Medcalf, Chair
Susan Warwick, Secretary
Brian Daniel
Darrell Debish
Sharon Goss
Clinton Holtzendorf
Dee Marsh
Michael Monaghan
Brad Thomas

Commission Members absent were:

Jake Adams, Vice Chair
Jeff Shindler
Brian Varnell

Staff, Consultants & Appointed/Elected Officials

Parks & Community Services Director Kelly Schmidt
Parks & Community Services Coordinator Melanie Blakely
Mayor Pro Tem Taline Manassian
Council Member Sherrie Parks

A motion was made by Commissioner Debish to excuse tonight's absence of Commissioners Adams, Shindler, and Varnell. Commissioner Daniel seconded the motion which carried unanimously 8 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.

Pam Owens addressed the Commission to say that she is withdrawing her application to serve as a Founders Day Commissioner but that she asked to be able to serve on any committee to which she could contribute.

MINUTES

- 1. Discuss and consider approval of the June 14, 2021 Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Debish to approve the June 14, 2021, Founders Day Commission regular meeting minutes. Commissioner Daniel seconded the motion which carried unanimously 8 to 0.

BUSINESS

- 2. Discuss and consider recommendation regarding Appointments to the Founders Day Commission.**
 - a. (1) At-Large seat for a term ending June 30, 2022**
 - b. (2) At-Large seats for terms ending June 30, 2023**
 - c. (2) Representatives of St. Martin de Porres for terms ending June 30, 2023**
 - d. (1) Representative of the Cook-Off Club for a term ending June 30, 2023**
 - e. (1) Representative of the Lions Club for a term ending June 30, 2023**

A motion was made by Commissioner Debish to appoint Clinton Holtzendorf to the At-Large seat for the term ending June 30, 2022. Commissioner Marsh seconded the motion which carried unanimously 8 to 0.

The Commission tabled the appointment of the At-Large seat for a term ending June 30, 2023.

Commissioners Debish (St. Martin de Porres) and Warwick (DS Lions Club) are re-appointed to the Commission. Danny Rowe (DS Cook-Off Club, pending letter of recommendation from Cook-Off Club) will be appointed to the Commission. These appointments do not require a vote. The Commission is waiting for St. Martin de Porres to submit their recommendation for their third member of the Commission.

- 3. Discuss and consider possible action related to the Founders Day Commission regular meeting date for October 2021.**

The October regular meeting of the Founders Day Commission will be Monday, October 25, 2021, at 6:30 p.m.

The time for the November 8, 2021, meeting has been corrected to 6:30 p.m.

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

Arts & Crafts vendor forms will be available mid-November for former vendors and shortly thereafter for new vendors.

5. Carnival & Food Committee

Commissioners Goss and Warwick

Carnival and Food Vendors are eager for the event.

6. Entertainment Committee

Commissioners Thomas and Daniel

Budget, permission for use of parking lot, and use of Stepheson Building ere discussed.

7. Parade Committee

Commissioners Medcalf and Holtzendorf

Parade will have a total of 75 entries of which the first 50 will be first come-first serve and the remaining 25 will be for band, high-steppers, sheriff, fire department, elected officials, high level sponsors, etc).

Theme will be “Drippin’ through the Decades” and the parade entry fee will be \$75. Applications will be available February 1, 2022.

Parade rules will be publicized.

8. Publicity Committee

Commissioners Medcalf, Adams, Holtzendorf, Daniel, and Lisa Sullivan

Commissioner Marsh will replace Commissioner Medcalf on the Publicity Committee.

Publicity of the event will begin in the next few weeks. Videos from previous years will be incorporated into the publicity.

9. Sanitation Committee

Commissioner Garza

No report was given.

10. Security Committee

Commissioners Medcalf and Debish

The Viking fencing for the parade will be picked up after midnight on Friday night.

18-hour security will be provided on all three days of the event by Vendor for traffic control points. Hays County Sheriff's Department will provide 24-hour coverage and Gary Job Corps will support traffic control points.

11. Site Plan Committee

Commissioners Monaghan and Medcalf

Commissioner Shindler has been added to the Site Plan Committee. He will prepare the site plan after decisions about locations are made.

12. Sponsorship & Underwriting Committee

Commissioners Adams, Debish, Daniel and Marsh, and Melanie Blakely

The document outlining Sponsorship Opportunities is being finalized.

13. Traffic & Parking Committee

Commissioners Medcalf and Debish

Handicapped parking will on Old Fitzhugh and in the parking lot at DSISD Admin. Building.

The Lions Club will apply their \$4000 to hiring shuttles and drivers for Saturday of the event. The DS Rotary Club will man the parking lot at the high school, helping people get on and off the shuttles, providing water, etc. The parking and the shuttle ride will be free. The shuttles will use the drop-off/pick-up area for Uber, Lyft, etc.

14. Volunteer Committee

PCS Coordinator, Melanie Blakely

PCS Coordinator Blakely will bring the list of volunteer positions so that commissioners can update volunteer needs.

UPCOMING MEETINGS

Founders Day Commission Meetings

October TBD

November 8, 2021, at 4:00 p.m.

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

City Council Meetings

September 21, 2021, at 6:00 p.m.

October 5, 2021, at 6:00 p.m.

October 19, 2021, at 6:00 p.m.

ADJOURN

A motion was made by Commissioner Daniel to adjourn the meeting. Commissioner Holtzendorf seconded the motion which carried unanimously 8 to 0.

This regular meeting of the Founders Day Commission was adjourned at 7:45 p.m.

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission