



FOUNDERS DAY COMMISSION MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX
Monday, February 27, 2023 at 6:30 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Vice Chair Adams called the meeting to order at 6:33 pm.

Commission Members present

Jake Adams, Vice Chair
Susan Warwick, Secretary
Darrell Debish
Lisa Garza
Sharon Goss
Larry Hans
Clinton Holtzendorf
Dee Marsh
Michael Monaghan
Jeff Shindler

Commission Members absent

Brenda Medcalf, Chair
Brian Daniel
Brian Varnell
Brad Thomas

Staff, Consultants & Appointed/Elected Officials present

Parks & Community Services Director Andy Binz
Community Events Coordinator Johnna Krantz
Content Marketing Specialist Stephanie Hartnett
Emergency Management Coordinator Roman Baligad
City Treasurer Shawn Cox

A motion was made by Commissioner Debish to excuse tonight's absences of Chair Medcalf, Commissioners Daniel, Thomas, and Varnell. Commissioner Marsh seconded the motion which carried unanimously 9 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.

No citizen spoke during the Presentation of Citizens.

MINUTES

- 1. Discuss and consider approval of the February 13, 2023, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Hans to approve the February 13, 2023, Founders Day Commission regular meeting minutes. Commissioner Holtzendorf seconded the motion which carried unanimously 9 to 0.

BUSINESS

- 2. Discuss and consider possible action regarding the use of Hotel Occupancy Tax (HOT) Funds for activities related to the Founders Day Festival.**

City Treasurer Cox discussed the nine categories that qualify for use of Hotel Occupancy Tax (HOT) by an organization. Consideration of the Founders Day Commission request for HOT funds would occur in May during the budget process for the next fiscal year. This year's funds have already been allocated. Treasurer Cox recommended an email be sent to him outlining the amount for which categories funds are requested and an explanation of how they might qualify. Our request would be reviewed by Treasurer Cox, City Attorney Mueller and other staff before it is presented to the City Council for consideration. (Because the Commission is a part of the City, the formal application does not need to be submitted.)

- 3. Discuss and consider recommendation regarding Founders Day Facility Use Agreement between the City of Dripping Springs, Dripping Springs Independent School District, and the Dripping Springs Lions Club during the 2023 Founders Day Festival.**

Community Events Coordinator Krantz presented the reviewed and updated Founders Day Facility Use Agreement for the Commission to look at before it goes to City Council and DSISD for their approval. The agreement includes the Rotary Club use of DSISD property for the shuttle bus and their booth at the drop-off area. The agreement also includes DSISD employees will have access to the parking lot until 4:00 pm on Friday, April 28, 2023.

- 4. Discuss and consider staff direction regarding sponsorship and vendor agreements for Founders Day Festival related to sale of food and beverage, including alcohol beverages.**

City Council has approved the sponsorship and vendor agreements for Founders Day Festival related to sale of food and beverage, including alcoholic beverages. This would provide an

opportunity for sponsors to sell food or beverages. No more than a total of 5 sponsorships for \$10,000 plus a percent of their proceeds or for \$15,000 plus zero percent of their proceeds will be offered. The location of these booths will be strategically located so as to not compete with the DS Lions Food Vendors on College Street or with St Martin de Porres Beer booth on Mercer Street. Community Events Coordinator Krantz relayed a message from City Secretary Cunningham that if alcoholic beverages are to be sold on city property that the vendor must obtain a license from TABC.

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.

5. Arts & Crafts Committee

Commissioner Monaghan

Arts & Crafts Booths are full with 37 on the waiting list. Commissioner Monaghan requests from the Sponsorship Committee the number of booths he needs to reserve for sponsors wanting a booth.

6. Carnival & Food Committee

Commissioners Goss and Warwick

Food Vendor Booths are full with a number on the waiting list. Arrangements are being made with the Ranch Park for the carnival workers and vehicles to be housed there.

7. Entertainment Committee

Commissioners Thomas, Daniel and Holtzendorf

The Entertainment Committee is meeting this next week to finalize the line-up of bands.

8. Parade Committee

Commissioners Medcalf and Daniel

Applications for entries to be in the parade “Founders 34, Celebrations Galore” will be posted on March 1.

9. Publicity Committee

Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan

The area magazines *Dripping Springs Neighbors* and *City Lifestyle* will feature a Founders Day article in their April issues. *Community Impact* will also include Founders Day in their publication.

10. Sanitation Committee

Commissioner Hans

Commissioner Hans reported he has arranged Waste Connections for dumpsters and Texas Disposal Systems for portable bathrooms and hand washing stations. Both expenditures are coming in higher than the funds budgeted. His supplies list has been turned into the city. Commissioner Marsh has arranged for two utility carts for Sanitation committee to use during

the event to pick up trash. Commission Hans continues to reach out to Church of the Springs for a commitment from their group to pick up trash during the event again this year. He is also contacting the street sweeper this week.

11. Security Committee

Commissioners Medcalf and Debish

Commissioner Debish stressed the urgency in processing the signed agreement for acquiring the security light sets and also in submitting the plan to TXDOT to close down one lane of Hwy 290 for the parade on Friday, April 28, 2023

12. Site Plan Committee

Commissioners Monaghan, Shindler and Medcalf

Commissioner Shindler has completed the site maps for Sanitation. He is working on the site map for Fire and EMS. A decision was made to move the fire truck and EMS onto Bluff Street at 290 so they have easy ingress and egress in case they have to make emergency runs.

13. Sponsorship & Underwriting Committee

Commissioners Adams, Debish, Daniel and Marsh

\$31,000 in-hand sponsorships as of today, February 27, with another \$2000 committed, for a total of \$33,000. Efforts continue to obtain more sponsorships. The new sponsorship forms (updated from Early Bird) are posted on the website.

14. Traffic & Parking Committee

Commissioners Medcalf and Debish

Because of the construction in the DSISD parking lot, our staging area for the parade is much smaller.

15. Volunteer Committee

Community Events Coordinator Johnna Krantz

Community Events Coordinator Krantz requested that committees send to her the number of volunteers needed, the days and times, and a short description of the tasks involved.

UPCOMING MEETINGS

Founders Day Commission Meetings

March 13, 2023, at 6:30 p.m.

March 27, 2023, at 6:30 p.m.

April 10, 2023, at 6:30 p.m.

April 24, 2023, at 6:30 p.m.

City Council Meetings

March 7, 2023, at 6:00 p.m.

March 21, 2023, at 6:00 p.m.

April 4, 2023, at 6:00 p.m.

April 18, 2023, at 6:00 p.m.

ADJOURN

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

This regular meeting of the Founders Day Commission was adjourned at 8:06 pm.

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission