



FOUNDERS DAY COMMISSION MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, March 28, 2022 at 6:30 PM

Agenda

CALL TO ORDER AND ROLL CALL

Commission Members

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

Staff, Consultants & Appointed/Elected Officials

Community Events Coordinator Caylie Houchin
City Treasurer Shawn Cox
Communications & Marketing Director Lisa Sullivan
Maintenance Director Craig Rice
Emergency Management Coordinator Roman Baligad
Council Member Sherrie Parks

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.

MINUTES

- 1. Discuss and consider approval of the March 14, 2022, Founders Day Commission regular meeting minutes.**

BUSINESS

- 2. Discuss and consider recommendation regarding the Founders Day Fiscal Year 2022 Budget and Coronavirus Local Fiscal Recovery Funds.**

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.

- 3. Arts & Crafts Committee**
Commissioner Monaghan
- 4. Carnival & Food Committee**
Commissioners Goss and Warwick
- 5. Entertainment Committee**
Commissioners Thomas and Daniel
- 6. Parade Committee**
Commissioners Medcalf and Holtzendorf
- 7. Publicity Committee**
Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan
- 8. Sanitation Committee**
Commissioner Hans
- 9. Security Committee**
Commissioners Medcalf and Debish
- 10. Site Plan Committee**
Commissioners Monaghan, Shindler and Medcalf
- 11. Sponsorship & Underwriting Committee**
Commissioners Adams, Debish, Daniel and Marsh
- 12. Traffic & Parking Committee**
Commissioners Medcalf and Debish
- 13. Volunteer Committee**
Community Events Coordinator Caylie Houchin

UPCOMING MEETINGS

Founders Day Commission Meetings
April 11, 2022, at 6:30 p.m.

May 9, 2022, at 6:30 p.m.
June 13, 2022, at 6:30 p.m.

City Council Meetings

April 5, 2022, at 6:00 p.m.
April 12, 2022, at 5:00 p.m. (Moratorium Waivers)
April 19, 2022, at 6:00 p.m.
April 26, 2022, at 5:00 p.m. (Moratorium Waivers)

ADJOURN

TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION & POSTING OF MEETING

All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. This notice of meeting is posted in accordance with Chapter 551, Government Code, Vernon's Texas Codes. Annotated. In addition, the Commission may consider a vote to excuse the absence of any Commissioner for absence from this meeting.

*I certify that this notice of meeting was posted at the City of Dripping Springs City Hall and website, www.cityofdrippingsprings.com, on **March 25, 2022, at 1:00 p.m.***

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 MEETING
City of Dripping Springs
Council Chambers, 511 Mercer St, Dripping Springs, TX
Monday, March 14, 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 p.m.

Commission Members present were:

Brenda Medcalf, Chair
 Darrell Debish
 Sharon Goss
 Clinton Holtzendorf
 Dee Marsh
 Michael Monaghan
 Danny Rowe
 Brian Varnell

Commission Members absent were:

Jake Adams, Vice Chair
 Susan Warwick, Secretary
 Brian Daniel
 Larry Hans
 Jeff Shindler
 Brad Thomas

Staff, Consultants & Appointed/Elected Officials

Community Events Coordinator Caylie Houchin
 City Treasurer Shawn Cox
 Maintenance Director Craig Rice
 Communications & Marketing Director Lisa Sullivan
 Emergency Management Coordinator Roman Baligad
 Council Member Sherrie Parks

A motion was made by Commissioner Debish to excuse the absences of Vice Chair Adams, Secretary Warwick, and Commissioners Daniel, Hans, Shindler and Thomas. Commissioner Monaghan 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.

No one spoke during Presentation of Citizens.

MINUTES

1. Discuss and consider approval of the February 28, 2022, Founders Day Commission regular meeting minutes.

A motion was made by Commissioner Monaghan to approve the February 28, 2022, Founders Day Commission regular meeting minutes. Commissioner Debish seconded the motion which carried unanimously 8 to 0.

BUSINESS

2. Presentation, discussion and possible action regarding the Founders Day Commission Fiscal Year 2023 budget recommendations.

Shawn Cox presented the staff report which is on file.

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.

3. Arts & Crafts Committee

Commissioner Monaghan

- 182 booths filled, 16 left with 4-5 sponsorship booths
- Expressed concerns about water collection on Wallace Street to Craig Rice and he will work on a solution.

4. Carnival & Food Committee

Commissioners Goss and Warwick

- Food vendor spaces are full
- DSRP is holding 20 spaces for carnival workers to camp
- Pre-sale tickets \$20.00 per sheet

5. Entertainment Committee

Commissioners Thomas and Daniel

- No report at this time

6. Parade Committee

Commissioners Medcalf and Holtzendorf

- 33 entries have been received

7. Publicity Committee

Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan

- Lisa Sullivan has posters, stickers and banners designed and is creating a parking map.

8. Sanitation Committee

Commissioner Hans

- Caylie Houchin is sending out contracts this week.

9. Security Committee

Commissioners Medcalf and Debish

- CERT group would like a booth by EMS & Fire Department
- Commissioner Monaghan is saving a space for them

10. Site Plan Committee

Commissioners Monaghan, Shindler and Medcalf

- No report at this time.

11. Sponsorship & Underwriting Committee

Commissioners Adams, Debish, Daniel and Marsh

- 35 sponsorships received for a total of \$42,750.00
- Waiting on Tito's check
- Still accepting sponsors

12. Traffic & Parking Committee

Commissioners Medcalf and Debish

- Shuttle routes and VFW parking is set

13. Volunteer Committee

Community Events Coordinator Caylie Houchin

- Caylie Houchin asked committee to send number and ages of volunteers needed
- Wells Fargo volunteers will meet at Stephenson Building at 12:30 p.m. Friday

UPCOMING MEETINGS

Founders Day Commission Meetings

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

April 11, 2022, at 6:30 p.m.

May 9, 2022, at 6:30 p.m.

City Council & Board of Adjustment Meetings

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

April 5, 2022, at 6:00 p.m.

April 19, 2022, 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 adjourned at 7:56 p.m.



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Caylie Houchin, Community Events Coordinator

Commission Meeting Date: March 28, 2022

Agenda Item Wording: **Discuss and consider recommendation regarding the Founders Day Fiscal Year 2022 Budget and Coronavirus Local Fiscal Recovery Funds.**

Agenda Item Requestor: Brenda Medcalf, Commission Chairman

Summary/Background: Due to rising costs of goods and services and loss of revenue from canceled Founders Day Festivals over the past two years, the Founders Day Commission is seeking Coronavirus Local Fiscal Recovery Funds (CLFRF) to cover budget overages.

Staff Recommendations: Staff recommends the Commission work with Parks and Finance determine the amount of funds needed to be allocated to the Commission from CLFRF.

Attachments: N/A

Next Steps/Schedule: 1. Bring recommended budget amendment to City Council for consideration.