



Founders Day Commission Regular Meeting

City of Dripping Springs Council Chambers

511 Mercer Street – Dripping Springs, Texas

Monday, January 08, 2024, at 6:30 PM

AGENDA

CALL TO ORDER AND ROLL CALL

Commission Members

Brenda Medcalf, Chair
Darrell Debish, Vice Chair
Susan Warwick, Secretary
Brian Daniel
Lisa Garza
Sharon Goss
Mark Handley
Clinton Holtzendorf
Dee Marsh
Michael Monaghan
Jeff Shindler
Brad Thomas
Brian Varnell

Staff, Consultants, & Appointed/Elected Officials

Deputy City Administrator Shawn Cox
Parks & Community Services Director Andy Binz
Community Events Coordinator Johnna Krantz
Content Marketing Specialist Stephanie Hartnett
Deputy Public Works Director Craig Rice

PRESENTATION OF CITIZENS

A member of the public that wishes to address the Commission on any issue, regardless of whether it is posted on this agenda, may do so during Presentation of Citizens. It is the request of the Commission that individuals wishing to speak on agenda items with a public hearing hold their comments until the item is being considered. Individuals are allowed two (2) minutes each to speak and may not cede or pool time. Those requiring the assistance of a translator will be allowed additional time to speak. Individuals are not required to sign in; however, it is encouraged. Individuals that wish to share documents with the Commission must present the documents to the City Secretary or City Attorney providing at least fifteen (15) copies; if fifteen (15) copies are not provided, the Commission will receive the documents the following day. Audio Video presentations will not be accepted during Presentation of Citizens. By law no action shall be taken during Presentation of Citizens; however, the Chair may provide a statement of specific factual information, recitation of existing policy, or direction or referral to staff.

MINUTES

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

BUSINESS AGENDA

- 2. Discuss and consider possible action regarding the rental of a generator to provide electrical access for Texas Lottery Commission 2024 Founders Day Event Sponsor Booth to be located near Bluff Springs Shopping Center.**
- 3. Discuss and consider possible action regarding the rental of a portable restroom trailer unit during the 2024 Founders Day Festival.**

COMMITTEE REPORTS

Reports are for purposes of planning and providing staff direction for activities related to the Founders Day Event, and no action shall be taken.

- 4. Arts & Crafts Committee**
- 5. Carnival Committee**
- 6. Entertainment Committee**
- 7. Parade Committee**
- 8. Publicity Committee**
- 9. Sanitation Committee**
- 10. Security Committee**
- 11. Site Plan Committee**
- 12. Sponsorship & Underwriting Committee**
- 13. Traffic Committee**
- 14. Volunteer Committee**
- 15. Budget Committee**

CLOSED SESSION

The Commission has the right to adjourn into closed session on any item on this agenda and at any time during the course of this meeting to discuss any matter as authorized by law or by the Open Meetings Act, Texas Government Code Sections 551.071 (Consultation With Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gifts), 551.074 (Personnel Matters), 551.076 (Deliberation Regarding Security Devices or Security Audits), and 551.087 (Deliberation Regarding Economic Development Negotiations), and 551.089 (Deliberation Regarding

Security Devices or Security Audits). Any final action or vote on any Closed Session item will be taken in Open Session.

UPCOMING MEETINGS

Founders Day Commission Meetings

January 22, 2024, at 6:30 p.m.

February 12, 2024, at 6:30 p.m.

February 26, 2024, at 6:30 p.m.

City Council Meetings

January 16, 2024 at 6:00 p.m.

February 6, 2024 at 6:00 p.m.

February 20, 2024 at 6:00 p.m.

ADJOURN

TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION OF MEETING

*I certify that this public meeting is posted in accordance with Texas Government Code Chapter 551, Open Meetings. This meeting agenda is posted on the bulletin board at the City of Dripping Springs City Hall, located at 511 Mercer Street, and on the City website at, www.cityofdrippingsprings.com, on **January 5, 2024, at 4:00 p.m.***

Andrea Cunningham, 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, November 13, 2023, at 6:30 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Community Events Coordinator Krantz called the meeting to order at 6:31 pm.

Commission Members present were:

Susan Warwick, Secretary
Brian Daniel
Darrell Debish
Lisa Garza
Sharon Goss
Clinton Holtzendorf
Dee Marsh
Michael Monaghan
Jeff Shindler
Brian Varnell

Commission Members absent were:

Brenda Medcalf, Chair
Mark Handley
Brad Thomas

Staff, Consultants & Appointed/Elected Officials present were:

Parks & Community Services Director Andy Binz
Community Events Coordinator Johnna Krantz
Content Marketing Specialists Stephanie Hartnett
Emergency Management Coordinator Roman Baligad
Council Member Sherrie Parks

A motion was made by Commissioner Debish to excuse tonight's absences of Commissioners Medcalf, Handley and Thomas. Commissioner Monaghan seconded the motion which carried unanimously 10 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 the Presentation of Citizens

MINUTES

- 1. Discuss and consider approval of the October 23, 2023, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Debish to approve the October 23, 2023, Founders Day Commission regular meeting minutes. Commissioner Monaghan seconded the motion which carried unanimously 10 to 0.

BUSINESS

- 2. Discuss and consider the Appointment of a Vice Chair to serve a term ending June 30, 2024.**

A motion was made by Commissioner Marsh to appoint Commissioner Darrell Debish to the position of Vice Chair of the Founders Day Commission to serve a term ending June 30, 2024. Commissioner Holtzendorf seconded the motion which carried unanimously 10 to 0.

- 3. Discuss and consider possible alternative use of the Roxie's Parking Lot for the 2024 Founders Day Festival.**

If no construction is happening, the CERT cooling tent, Emergency Management Center, trailers with food storage for College Street food vendors, and possibly an RV for the Green Room and utility vehicles will be in the Roxie parking lot. If the Sutton Building on San Marcos is unavailable to house the Cook-Off judging, then that judging could occur under a tent in the parking lot also. The Founders Day Commission and the Cook-Off Club have nothing to do with any private arrangement to set up tents in the lot between individual cook-off teams and the owners. If construction is occurring, the cooling tent and Emergency Management Center will move over by Stephenson Building. We have set March 1 as the deadline to know if the Roxie parking lot is under construction or is available.

- 4. Discussion and review of property line surveys between the City right-of-ways and private property surrounding the Masonic Lodge at 103 Old Fitzhugh Rd.**

It is possible the stage and sponsors Abacus and Deep Eddy were on Masonic Lodge property last year. If we are going to be on Lodge property, we need an agreement with the Lodge, or we need to re-locate. A subcommittee will walk the parking lot and consider the location of the stage for site planning.

5. Discuss and consider possible locations for the Texas Lottery Commission booth during the 2024 Founders Day Festival.

Possible location for their 20-foot trailer might be the Spring Bluff Center driveway opening onto Mercer (between Anytime Fitness and the Carnival). Water barriers would be placed behind the trailer. The dumpsters that have been in that area would be moved to the carnival area. Deputy Public Works Director Craig Rice will be consulted about supplying a 30-amp power drop at that location.

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.

6. Arts & Crafts Committee
Commissioner Monaghan

Vendor applications are on schedule to be posted in January. Sponsorship has asked that 12 vendor spots be held for interested sponsors.

7. Carnival & Food Committee
Commissioners Goss and Warwick

Food and carnival arrangements are on schedule. Another dumpster and more portapotties will be in the carnival area.

8. Entertainment Committee
Commissioners Thomas, Daniel and Holtzendorf

Committee hopes to get contracts with major bands out in December.

9. Parade Committee
Commissioners Medcalf and Daniel

No report given.

10. Publicity Committee
Commissioners Holtzendorf, Daniel, Marsh and Lisa Sullivan

Committee will not put an insert flyer in *Community Impact* this year.

11. Sanitation Committee
Commissioners Holtzendorf (Chair), Debish, and Shindler

Committee is adding more dumpsters. Sanitation committee will handle the utility vehicles.

12. Security Committee
Commissioners Medcalf and Debish

One additional security officer will be added. Committee will provide a schedule to the City on when to fill the water barriers.

13. Site Plan Committee*Commissioners Monaghan, Shindler and Medcalf*

Site plan committee will meet with DSISD. Some Cook-Off teams need be reminded to lower their awnings for the passage of the parade. Considerations to the site plan that are still pending are as follows: possible voting at a DSISD building, the Roxie parking lot, and the Masonic Lodge parking lot.

14. Sponsorship & Underwriting Committee*Commissioners Adams, Debish, Daniel and Marsh*

Sponsorship goal is \$82,500. Plans include Early bird sponsorships, Chamber of Commerce ads, 1-2-3 Steps, and the request that each commission member ask 3 to 5 businesses to sponsor. On-line sponsorship sign-ups have encouraged many more small sponsors. The sponsorship packet will be re-designed to encourage each sponsor to sign up for a booth spot and parade entry (if they want them) at the time they commit to being a sponsor (1-2-3 Steps).

15. Traffic & Parking Committee*Commissioners Medcalf and Debish*

The DS Rotary Club will handle the park and ride buses again this year. We will reach out to Ninja Buses again this year.

16. Volunteer Committee*Community Events Coordinator Johnna Krantz*

Committees should submit any needs for volunteers including duties and age requirement to Event Coordinator Krantz.

17. Budget Committee Report*Commissioner Medcalf (Chair) and Garza, and Community Events Coordinator Johnna Krantz*

No report given.

UPCOMING MEETINGS**Founders Day Commission Meetings**

December 11, 2023, at 6:30 p.m.

January 8, 2024, at 6:30 p.m.

January 22, 2024, at 6:30 p.m.

City Council Meetings

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

December 5, 2023, at 6:00 p.m.

December 19, 2023, at 6:00 p.m.

ADJOURN

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

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

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission



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

Submitted By: Johnna Krantz, Community Events Coordinator

FDC Meeting Date: January 8, 2024

Agenda Item Wording: **Discuss and consider renting a generator to provide electrical access for Texas Lottery Commission Sponsor Booth at the proposed location near Bluff Springs Shopping Center.**

Agenda Item Requestor: Johnna Krantz, Community Events Coordinator

Summary/Background: The Texas Lottery Commission has expressed interest in participating in FDF24. FDC has previously discussed placing their Sponsor booth near the entrance of Bluff Springs Shopping Center in order to meet booth size and distance from alcohol sales requirements. However, the City is unable to provide the required electrical access (30 amps) from the City power grid at that location.

Staff Recommendations: Recommend FDC amend the FD24 budget plan to include rental of a generator capable of providing 30 amp electrical access at this location.

**Recommended
Commission Actions:**

Attachments: Texas Lottery Commission letter
 Price Comparison from multiple vendors.

Next Steps/Schedule: Determine the best price and execute a rental agreement from the selected vendor.

Commissioners:

Robert G. Rivera,

Chairman

Cindy Fields

Mark A. Franz

Erik C. Saenz

Jamey Steen



TEXAS LOTTERY COMMISSION

Item 2.

Gary Grief, *Executive Director*

LaDonna Castañuela, *Charitable Bingo Operations Director*

November 7, 2023

Dee Marsh
Marsh + Mihaly Marketing Group, LLC
PO Box 1681
Dripping Springs, TX 78620

Dear Dee,

Before we discuss further the possible involvement of the Texas Lottery Commission (TLC) with your organization, and its upcoming event, **Founders Day Festival**, please be aware of the following information.

We understand that the date of this event is **April 26-28, 2024**. If the TLC decides to participate in the event, the TLC or a TLC licensed retailer may sell Texas Lottery tickets, award lottery promotional prizes and distribute promotional coupons to event attendees.

Depending on the agreed level of involvement, the TLC may participate in festival advertising and on-site signage. The TLC requires a 40' x 20' space for the promotional trailer, dedicated 30-amp fuse at any pedestal or power cable supplying power to the trailers with no higher than .400 millivolts on ground and neutral, and admission passes for TLC staff, vendors, and Lottery retailer employees.

The TLC cannot accept or pay for goods and services without a signed written contract. The TLC's Executive Director and the Lottery Operations Director are the only persons authorized to bind this agency. No other TLC employee or any representative of a TLC vendor is authorized to legally bind the TLC, either in writing or verbally. No discussion or proposal by a TLC employee or its representatives should be taken as a promise or guarantee, either express or implied, of the TLC's intention to enter into a legally binding agreement.

Furthermore, the TLC will not provide any artwork, banners, promotional items, tickets, or any other item of value without a signed agreement. The TLC is prohibited by law from making payment until services are rendered, and therefore, cannot pay in advance for space or promotional expenses. The TLC, as a state agency, is self-insured, and is not required to provide a certificate of insurance or authorized to indemnify the event against loss.

If your organization agrees to these conditions and chooses to continue negotiations regarding the TLC's possible involvement in this event, please sign this letter and scan or fax it to me. By signing, you are acknowledging your organization's receipt and understanding of the information provided herein.

Sincerely,

Dana Ross

Dana Ross
Promotions Coordinator
916-952-8484
Dana.ross@lottery.state.tx.us

A handwritten signature in blue ink that reads "Bill Foulds".

Event Organizer Signature

12/28/23

Date

United Rentals – generator for Texas Lottery Commission booth

Over \$100/day. Project Estimate: **\$306 + delivery & fees** (could be ~\$400) = **\$700+**
 -- requested a more detailed quote from United Rentals staff



Cat Class Code: 240-3051

5,500-5,900 W Portable Generator, Gas

Daily	Weekly	Monthly
\$101	\$310	\$743

[Quick View ^](#)

- 5,500-5,900 watt output depending on model
- 120/240V
- 5.5-6.6 gallon fuel capacity depending on model
- Inverter units may be available, depending on location
- Uses: Ideal for powering tools such as compressors, grinders and fusion welders



Cat Class Code: 240-3056

6,000-6,400 W Portable Generator, Gas

Daily	Weekly	Monthly
\$102	\$321	\$746

[Quick View ^](#)

- 6,000-6,400 W output depending on model
- 120/240V
- 5-7.3 gallon fuel capacity depending on model
- Inverter units may be available, depending on location
- Uses: Ideal for powering tools such as compressors, grinders and fusion welders



Cat Class Code: 240-3061

6,500-6,900 W Portable Generator, Gas

Daily	Weekly	Monthly
\$103	\$335	\$755

[Quick View ^](#)

- 6,500-6,900 watt output depending on model
- 120/240V
- 5-6.2 gallon fuel capacity depending on model
- Inverter units available
- Uses: Ideal for powering light towers and multiple tools or appliances

Sunbelt Rentals – generator for Texas Lottery Commission booth

Under \$100/day. Project Estimate: \$186 + \$470 delivery + \$97.62 misc. fees = **\$753.62**

-- requested a more detailed quote from Sunbelt Rentals staff

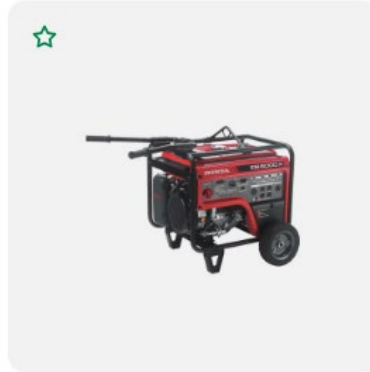


CAT CLASS: 0080002

3600 Watt Generator

\$76 /day

Add to Cart

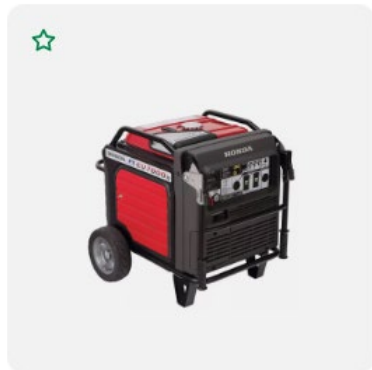


CAT CLASS: 0080003

5000 Watt Generator

\$99 /day

Add to Cart



CAT CLASS: 0080007

6500 Watt Generator

\$93 /day

Add to Cart

Location

511 Mercer Street, Dripping Springs,...
CITY OF DRIPPING SPRINGS, TX

Start date

4/26/24

End date

4/29/24

Rentals

6500 Watt Generator

1

Remove

\$186

Order summary

Taxes and fees will be calculated before rental confirmation.

Rental subtotal	\$186
Purchases subtotal	-
Round-trip delivery ⓘ	\$470
Rental protection plan ⓘ	-
Prepay Fuel Option ⓘ	-
Environmental Service Fee ⓘ	\$3.62
Other fees	\$94



228836779

Job site

FOUNDERS DAY
511 W MERCER ST
DRIPPING SPGS TX 78620-5316

Office: 512-858-4725 Job: 512-858-4725

CITY OF DRIPPING SPRINGS
PO BOX 384
DRIPPING SPGS TX 78620-0384

Customer # : 2823928
Quote Date : 01/04/24
Estimated Out : 04/26/24 09:00 AM
Estimated In : 04/29/24 09:00 AM
UR Job Loc : 511 W MERCER ST, DRI
UR Job # : 8
Customer Job ID:
P.O. # :
Ordered By : JOHNNA KRANTZ
Written By : RACHEL HOLMBERG
Salesperson :

**This is not an invoice
Please do not pay from this document**

RENTAL ITEMS:							
Qty	Equipment	Description	Minimum	Day	Week	4 Week	Estimated Amt.
1	2403056	GENERATOR 6.0-6.4 KW		90.00	300.00	700.00	270.00
Rental Subtotal:							270.00
SALES/MISCELLANEOUS ITEMS:							
Qty	Item		Price	Unit of Measure	Extended Amt.		
1	ENVIRONMENTAL SERVICE CHARGE	[ENV/MCI]	5.400	EACH	5.40		
1	DELIVERY CHARGE		225.000	EACH	225.00		
1	PICKUP CHARGE		225.000	EACH	225.00		
Sales/Misc Subtotal:							455.40
Agreement Subtotal:							725.40
Estimated Total:							725.40

COMMENTS/NOTES:

CONTACT: JOHNNA KRANTZ
CELL#: 512-708-0457

TO SCHEDULE EQUIPMENT FOR PICKUP, CALL 800-UR-RENTS (800-877-3687)
WE ARE AVAILABLE 24/7 TO SUPPLY YOU WITH A CONFIRMATION #
IN ORDER TO CLOSE THIS CONTRACT

This proposal may be withdrawn if not accepted within 30 days. The above referenced Rental Protection Plan, environmental, and tax charges are estimates and are subject to change.

NOTICE: This is not a rental agreement. The rental of equipment and any items listed above is subject to availability and subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.



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

Submitted By: Johnna Krantz, Community Events Coordinator

FDC Meeting Date: January 8, 2024

Agenda Item Wording: **Discuss and consider possible action regarding the rental of a portable restroom trailer unit during the 2024 Founders Day Festival.**

Agenda Item Requestor: Johnna Krantz, Community Events Coordinator

Summary/Background: The idea of renting a portable restroom trailer unit, specifically for use by entertainers and/or VIP guests has been suggested at previous meetings.

The Community Events Coordinator has requested a rental quote from one of our preferred vendors; Viking Rentals.

Staff Recommendations: Discuss likelihood of this item being within our available budget for 2024.

**Recommended
Commission Actions:**

Attachments:

Next Steps/Schedule: Obtain a quote and determine if this item fits the 2024 FDF budget.