



# FOUNDERS DAY COMMISSION REGULAR MEETING

City of Dripping Springs  
Council Chambers, 511 Mercer St, Dripping Springs, TX  
Monday, December 13, 2021 at 6:30 PM

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## 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

Parks & Community Services Director Kelly Schmidt  
Events Coordinator Caylie Houchin

### 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 November 8, 2021, Founders Day Commission regular meeting minutes.**

## BUSINESS

2. **Discuss and consider possible action regarding Shuttles related to the 2022 Founders Day Event.** *Presenters: Joe Peterson and Glenn Walsh, Dripping Springs Rotary Club*
3. **Update and discussion regarding the 2022 Founders Day Event.**

## 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*
5. **Carnival & Food Committee**  
*Commissioners Goss and Warwick*
6. **Entertainment Committee**  
*Commissioners Thomas and Daniel*
7. **Parade Committee**  
*Commissioners Medcalf and Holtzendorf*
8. **Publicity Committee**  
*Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan*
9. **Sanitation Committee**  
*Commissioner Hans*
10. **Security Committee**  
*Commissioners Medcalf and Debish*
11. **Site Plan Committee**  
*Commissioners Monaghan, Shindler and Medcalf*
12. **Sponsorship & Underwriting Committee**  
*Commissioners Adams, Debish, Daniel and Marsh*
13. **Traffic & Parking Committee**  
*Commissioners Medcalf and Debish*
14. **Volunteer Committee**

## UPCOMING MEETINGS

### *Founders Day Commission Meetings*

January 10, 2022, at 6:30 p.m.

February 14, 2022, at 6:30 p.m.

March 14, 2022, at 6:30 p.m.

**City Council Meetings**

December 14, 2021, at 5:00 p.m. (Waiver/Exception)

December 21, 2021, at 6:00 p.m. (Regular)

December 28, 2021, at 5:00 p.m. (Waiver/Exception)

January 4, 2022, at 6:00 p.m. (Regular/BOA)

**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](http://www.cityofdrippingsprings.com), on **December 7, 2021, at 1:00 p.m.***

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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 REGULAR MEETING

### City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, November 08, 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 6:37 pm.

**Commission Members present were:**

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

**Commission Member absent was:**

Jeff Shindler

**Staff, Consultants & Appointed/Elected Officials present**

Parks & Community Services Director Kelly Schmidt  
 City Council Member Sherri Parks

A motion was made by Commissioner Debish to excuse tonight's absence of Commissioner Jeff Shindler. Commissioner Monaghan seconded the motion which carried unanimously 12 to 0.

### PRESENTATION OF CITIZENS

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*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 October 25, 2021, Founders Day Commission regular meeting minutes.**

A motion was made by Commissioner Debish to approve the October 25, 2021, Founders Day Commission regular meeting minutes with a correction of the date on report #12 (Nov 15, 2022 should have been Nov 15, 2021). Commissioner Monaghan seconded the motion which carried unanimously 12 to 0.

## BUSINESS

- 2. Discuss and consider possible action regarding Shuttles related to the 2022 Founders Day Event.** *Presenters: Joe Peterson and Glenn Walsh, Dripping Springs Rotary Club*

Discussion included location(s) for parking of cars of shuttle riders (the high school parking lot, and possibly a location east of the event). Drop-off and pick-up of shuttle riders at the event could possibly be at the Stephenson building. Shuttles will be provided on Saturday only of the event. Shuttles will be free for the riders. The Founders Day Commission has \$4000 budgeted for shuttles and drivers. There will be no charge to use the DSHS parking lot as long as the shuttle rides are free. We will hire commercial drivers. The Rotarians will look into the cost of the shuttles and drivers, and will report back to the Commission at the December 13, 2021 meeting.

## 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*

Arts & Crafts vendor applications will be emailed to past vendors on December 1, 2021. Applications will be available to new vendors on January 1, 2022.

- 4. Carnival & Food Committee**  
*Commissioners Goss and Warwick*

Carnival and food vendors are committed.

- 4. Entertainment Committee**  
*Commissioners Thomas and Daniel*

Commissioners Thomas and Daniel are working on the line-up.

**5. Parade Committee.***Commissioners Medcalf and Holtzendorf*

Parade information will be posted on the city website in January, 2022.

**6. Publicity Committee***Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan*

FAQs will be posted on the city website.

**8. Sanitation Committee – No Report at this time.***Commissioner Hans***9. Security Committee – No report at this time.***Commissioners Medcalf and Debish***10. Site Plan Committee***Commissioners Monaghan, Shindler and Medcalf*

Commissioners looked at the new site plan before it is finalized.

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

Committee is working on securing sponsorships.

**12. Traffic & Parking Committee***Commissioners Medcalf and Debish***13. Volunteer Committee**

Requests for volunteers will be sent to Parks & Community Service Director Schmidt and Communication Director Sullivan.

**UPCOMING MEETINGS****Founders Day Commission Meetings**

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

January 10, 2022, at 6:30 p.m.

January 24, 2022, at 6:30 p.m.

**City Council & Board of Adjustment Meetings**

November 16, 2021, at 6:00 p.m.

December 7, 2021, at 6:00 p.m.

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

**ADJOURN**

A motion was made by Commissioner Holtzendorf to adjourn the meeting. Commissioner Thomas seconded the motion which carried unanimously 12 to 0.

This regular meeting of the Founders Day Commission was adjourned at 8:11 pm.

*Susan Warwick*

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Susan Warwick, Secretary  
Founders Day Commission