



FOUNDERS DAY COMMISSION MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, May 09, 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

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 April 11, 2022, Founders Day Commission regular meeting minutes.**

BUSINESS

- 2. 2022 Founders Day Event wrap-up discussion.**
- 3. Discuss and consider approval of the Founders Day Commission Fiscal Year 2023 budget recommendation.**

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**
Community Events Coordinator Caylie Houchin

UPCOMING MEETINGS

Founders Day Commission Meetings

June 13, 2022, at 4:00 p.m.

July 11, 2022, at 4:00 p.m.

August 8, 2022, at 4:00 p.m.

City Council Meetings

May 10, 2022, at 5:00 p.m.

May 17, 2022, at 6:00 p.m.

June 7, 2022, at 6:00 p.m.

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

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 **May 6, 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, April 11, 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 6:33 pm.

Commission Members present were:

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

Staff, Consultants & Appointed/Elected Officials present were:

Community Events Coordinator Caylie Houchin
 Communications Director Lisa Sullivan
 City Council Place 5 Sherrie Parks

PRESENTATION OF CITIZENS

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No one spoke during Presentation of Citizens

MINUTES

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

A motion was made by Commissioner Debish to approve the March 28, 2022, Founders Day Commission regular meeting minutes. Commissioner Holtzendorf seconded the motion which carried unanimously 13 to 0.

BUSINESS

- 2. Discuss and consider a recommendation regarding the reappointment of At-Large Members Dee Marsh, Brian Varnell, and Jake Adams to the Founders Day Commission for terms ending June 30, 2023.**

A motion was made by Commissioner Daniel to approve the reappointment of At-Large Members Dee Marsh, Brian Varnell, and Jake Adams to the Founders Day Commission for terms ending June 30, 2023. Commissioner Goss seconded the motion which carried unanimously 13 to 0.

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

Commissioner Adams will check with major sponsors to be sure that any one of them wanting a booth will have one before remaining booths are assigned to those on the waiting list.

Commissioner Monaghan will be on Mercer Saturday, April 23, at 4:30 am to prepare to admit the Arts & Crafts booths. He asked any other available commission members to be there at 5:00 am to assist him.

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

Food vendors go in on Friday, 4/22. Carnival will begin setting up Thursday evening.

- 5. Entertainment Committee**
Commissioners Thomas and Daniel

Line-ups of entertainment for both stages are finalized and ready for the event.

- 6. Parade Committee**
Commissioners Medcalf and Holtzendorf

Volunteers are needed to help stage the parade Friday afternoon.

7. Publicity Committee

Commissioners Adams, Holtzendorf, Daniel, Marsh and Lisa Sullivan

No report given.

8. Sanitation Committee

Commissioner Hans

Dumpsters and portable toilets are scheduled to be delivered early at various times. Portable toilets will be cleaned between 5 and 6 am on Saturday and Sunday mornings.

9. Security Committee

Commissioners Medcalf and Debish

Security is arranged.

10. Site Plan Committee

Commissioners Monaghan, Shindler and Medcalf

All is ready.

11. Sponsorship & Underwriting Committee

Commissioners Adams, Debish, Daniel and Marsh

The high-achieving Sponsorship Committee reached and surpassed the \$70,000 goal of sponsorships by raising \$81,750.

12. Traffic & Parking Committee

Commissioners Medcalf and Debish

City Councilwoman Parks brought a message from the City of Dripping Springs stressing the importance of safety for all event participants, particularly on Highway 290 and RR 12. The Commission has arranged for increased presence of Hays County Sheriffs at the event and on surrounding roads. There will be no parking on RR 12. Free parking at the high school and the free shuttle all day Saturday are ready for the event.

13. Volunteer Committee

Community Events Coordinator Caylie Houchin

Commissioners should continue to request volunteers for the event. Request should include a description of duties.

UPCOMING MEETINGS**Founders Day Commission Meetings**

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

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

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

City Council & Board of Adjustment Meetings

April 5, 2022, at 6:00 p.m. (CC & BOA)

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

April 19, 2022, at 6:00 p.m. (CC)

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

ADJOURN

A motion was made by Commissioner Thomas to adjourn the meeting. Commissioner Hans seconded the motion which carried unanimously 13 to 0.

This regular meeting of the Founders Day Commission was adjourned at 8:25 pm.

Susan Warwick

Susan Warwick, Secretary
Founders Day Commission



Dripping Springs, TX

Item 3.
Budget Report
Account Summary

For Fiscal: 2021-2022 Period Ending: 05/31/2022

Fund: 100 - General Fund

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue							
100-404-45000	FD Craft/Business Booths	6,500.00	6,500.00	0.00	0.00	-6,500.00	100.00 %
100-404-45001	FD Food Booths	1,100.00	1,100.00	0.00	0.00	-1,100.00	100.00 %
100-404-45002	FD BBQ Cooker Registration Fees	4,600.00	4,600.00	0.00	0.00	-4,600.00	100.00 %
100-404-45003	FD Carnival	9,500.00	9,500.00	0.00	0.00	-9,500.00	100.00 %
100-404-45004	FD Parade Registration Fees	3,750.00	3,750.00	0.00	3,975.00	225.00	106.00 %
100-404-45005	FD Sponsorships	70,000.00	70,000.00	0.00	74,750.00	4,750.00	106.79 %
100-404-45006	FD Parking Fees	1,700.00	1,700.00	0.00	3,299.22	1,599.22	194.07 %
100-404-45007	FD Electric Fees	2,400.00	2,400.00	0.00	0.00	-2,400.00	100.00 %
100-404-47007	Transfer from General Fund	0.00	13,000.00	0.00	0.00	-13,000.00	100.00 %
	Revenue Total:	99,550.00	112,550.00	0.00	82,024.22	-30,525.78	27.12%
Expense							
100-404-63019	FD Clean Up	5,060.00	5,060.00	11,019.00	11,019.00	-5,959.00	-117.77 %
100-404-64016	FD Event Supplies	7,000.00	7,000.00	0.00	1,800.94	5,199.06	74.27 %
100-404-64017	FD Event Tent, Table, & Chairs	4,500.00	4,500.00	0.00	2,650.00	1,850.00	41.11 %
100-404-64018	FD Barricades	19,874.00	19,874.00	0.00	8,071.60	11,802.40	59.39 %
100-404-65007	Portable Toilets	7,150.00	7,150.00	0.00	0.00	7,150.00	100.00 %
100-404-65016	FD Electricity	6,400.00	6,400.00	0.00	0.00	6,400.00	100.00 %
100-404-66008	FD Parade	650.00	650.00	0.00	552.00	98.00	15.08 %
100-404-66009	FD Publicity	8,500.00	8,500.00	0.00	9,321.02	-821.02	-9.66 %
100-404-66010	Events, Entertainment & Activities	15,000.00	15,000.00	0.00	13,950.00	1,050.00	7.00 %
100-404-66012	FD Sponsorship	5,000.00	5,000.00	0.00	790.00	4,210.00	84.20 %
100-404-68005	FD Security	20,000.00	33,000.00	0.00	31,407.98	1,592.02	4.82 %
100-404-70002	FD Contingencies	416.00	416.00	0.00	6,387.27	-5,971.27	-1,435.40 %
	Expense Total:	99,550.00	112,550.00	11,019.00	85,949.81	26,600.19	23.63%
	Fund: 100 - General Fund Surplus (Deficit):	0.00	0.00	-11,019.00	-3,925.59	-3,925.59	0.00%
	Report Surplus (Deficit):	0.00	0.00	-11,019.00	-3,925.59	-3,925.59	0.00%

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - General Fund						
Revenue	99,550.00	112,550.00	0.00	82,024.22	-30,525.78	27.12%
Expense	99,550.00	112,550.00	11,019.00	85,949.81	26,600.19	23.63%
Fund: 100 - General Fund Surplus (Deficit):	0.00	0.00	-11,019.00	-3,925.59	-3,925.59	0.00%
Report Surplus (Deficit):	0.00	0.00	-11,019.00	-3,925.59	-3,925.59	0.00%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - General Fund	0.00	0.00	-11,019.00	-3,925.59	-3,925.59
Report Surplus (Deficit):	0.00	0.00	-11,019.00	-3,925.59	-3,925.59