



TIRZ No. 1 & No. 2 Board of Directors Regular Meeting

City of Dripping Springs Council Chambers

511 Mercer Street – Dripping Springs, Texas

Monday, March 18, 2024, at 4:00 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of the Board present, Chair Starcher called the meeting to order at 4:00 p.m.

Board Members present were:

Place 2 Craig Starcher, Chair
Place 3 Taline Manassian, Vice Chair
Place 1 Dave Edwards
Place 4 Miles Mathews
Place 5 Missy Atwood
Place 6 Susan Kimball
Place 7 Walt Smith

Board Members absent were:

Advisory Member Bob Richardson

Staff, Consultants & Appointed/Elected Officials present were:

City Administrator Michelle Fischer
Deputy City Administrator Shawn Cox
Planning Director Tory Carpenter
City Attorney Laura Mueller
Deputy City Attorney Aniz Alani
Deputy City Secretary Cathy Gieselman
TIRZ Project Manager Keenan Smith, AIA

PRESENTATION OF CITIZENS

A member of the public that wishes to address the Board 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 Board 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 Board must present the documents to the City Secretary or City Attorney providing at least eight (8) copies; if eight (8) copies are not provided, the Board 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.

No one spoke during Presentation of Citizens.

PRESENTATIONS

Presentations are for discussion only and no action shall be taken.

MINUTES

- 1. Discuss and consider approval of the February 12, 2024, TIRZ No. 1 & No. 2 Board regular meeting minutes.**

A motion was made by Board Member Edwards to approve the February 12, 2024, TIRZ No. 1 & No. 2 Board regular meeting minutes. Board Member Mathews seconded the motion which carried unanimously 7 to 0.

BUSINESS AGENDA

- 2. Presentation of the Fiscal Year 2025 Budget Calendar and consideration of the appointment of a Budget Committee.**

Shawn Cox presented the Budget Calendar which is on file. Keenan Smith recommended the Budget Committee consider meeting the first or second week of April prior to the April TIRZ meeting.

A motion was made by Board Member Atwood to appoint Chair Starcher and Board Members Smith and Mathews to the Budget Committee. Board Member Edwards seconded the motion which carried unanimously 7 to 0.

- 3. Discuss and consider possible action regarding TIRZ Priority Project Subcommittee member appointments and meetings.**

A motion was made by Board Member Atwood to establish a standing committee for TIRZ Priority Projects and to appoint Chair Starcher, Vice Chair Manassian, and Board Member Smith to the Committee. Board Member Edwards seconded the motion which carried unanimously 7 to 0.

- 4. Update and consider possible approval of TIRZ Priority Projects. TIRZ Project Manager, Keenan Smith**

Keenan Smith presented TIRZ Priority Projects which are on file.

A motion was made by Board Member Smith to direct the TIRZ Project Manager to coordinate with City staff to identify funds and move forward with both the survey and feasibility study on the downtown bathroom priority project. Board Member Kimball seconded the motion which carried unanimously 7 to 0.

5. Update and discussion regarding Old Fitzhugh Road Project.

Report is on file.

6. Discuss and consider approval of a Professional Services Agreement between the City of Dripping Springs and Co'design, LLC for Landscape Architectural Services for the parking lot area adjacent to the Stephenson School Building; approval of using available funds from the "Miscellaneous Consulting" TIRZ FY 2024 expense line item for the Agreement; and approval for the City Administrator to finalize and execute the Agreement and issue a Notice to Proceed.

Keenan Smith discussed the scope of work and recommended approval. Report is on file.

A motion was made by Vice Chair Manassian to approve the Professional Services Agreement between the City of Dripping Springs and Co'design, LLC for Landscape Architectural Services for the parking lot area adjacent to the Stephenson School Building, approve of using available funds from the "Miscellaneous Consulting" TIRZ FY 2024 expense line item for the Agreement, and approve of the City Administrator to finalize and execute the Agreement and issue a Notice to Proceed. Board Member Mathews seconded the motion which carried unanimously 7 to 0.

Board Member Smith stepped down from the dais and exited the Council Chambers.

A motion was made by Chair Starcher to adjourn into Closed Session under Texas Government Codes Sections 551.071, Consultation with Attorney and 551.072, Deliberation Regarding Real Property. Vice Chair Manassian seconded the motion which carried 6 to 0.

Board Member Smith returned to the dais.

CLOSED SESSION

The Board 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.

7. Consultation with Attorney and Deliberation Regarding Real Property related to TIRZ Priority Projects. (551.071, Consultation with Attorney; 551.072, Deliberation Regarding Real Property)

The Board met in Closed Session from 5:09 p.m. – 6:17 p.m.

No vote or action was taken during Closed Session. Chair Starcher returned the meeting to Open Session at 6:17 p.m.

OPEN SESSION

The Board returned to Open Session.

UPCOMING MEETINGS

TIRZ No. 1 & No. 2 Board Meetings

April 15, 2024, at 4:00 p.m.

May 13, 2024, at 4:00 p.m.

June 10, 2024, at 4:00 p.m.

City Council Meetings

March 19, 2024, at 6:00 p.m.

April 2, 2024, at 6:00 p.m.

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

May 7, 2024, at 6:00 p.m.

ADJOURN

A motion was made by Board Member Edwards to adjourn the meeting. Vice Chair Manassian seconded the motion which carried unanimously 7 to 0.

This regular meeting adjourned at 6: 18 p.m.