



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

---

**Submitted By:** Andrew Binz, Parks and Community Services Director

---

**Parks & Recreation  
Commission Meeting  
Date:** April 3, 2023

**Agenda Item Wording:** Discuss and consider recommendation to City Council to select a firm and authorize staff to negotiate an agreement for the procurement of the Rathgeber Natural Resources Park Master Plan.

**Agenda Item Requestor:** Andrew Binz

---

**Summary/Background:** Nine firms submitted a Statement of Qualifications in response to the Rathgeber Natural Resources Park Master Plan RFQ. A City Staff committee reviewed the submittals and scored them based on the criteria in the RFQ. Two firms were chosen to be interviewed on Thursday, March 30<sup>th</sup> with an interview panel consisting of representatives from City Staff, City Council, and the Parks and Recreation Commission.

The FY 2023 Budget includes \$100,000 for the master plan which includes the site analysis. Site analysis would include identifying natural and cultural resources, topography, geology, drainage patterns, potential archaeological sites, etc. It is anticipated that additional funding in the FY 2024 Budget will be necessary to complete the master plan including visioning, program development and construction documents.

**Staff  
Recommendations:** Recommend an agency to City Council for approval to negotiate an agreement for the procurement of the Rathgeber Natural Resources Park Master Plan.

**Attachments:** Statement of Qualifications Scoresheet  
Statement of Qualification - Agency

**Next Steps/Schedule:** Place this item on the next available City Council meeting agenda for approval.