



DRIPPING SPRINGS
Texas

**Professional Services
Agreement:
TIRZ Project Manager
Services**

Laura Mueller, City Attorney

Agreement Overview & Scope of Work

Date: October 7, 2025

Parties:

- City of Dripping Springs, TX (Client)
- City Lights Design Alliance (Consultant: Keenan E. Smith, AIA)

Scope of Services: TIRZ Project Management

Consultant will support **TIRZ #1 & #2** priority projects:

- 1.Stephenson Building & Downtown Parking Lot**
- 2.Old Fitzhugh Road**
- 3.Mercer Street Paseo**

- Keenan Smith has been the TIRZ Project Manager since 2016.
- Will only continue with current projects.
- City will need to manage future TIRZ Projects.

Key Responsibilities

- **Project Management:**

- Team coordination, RFQ administration
- Oversight of tasks, budgets, and deliverables

- **Liaison & Staff Support:**

- Boards: TIRZ #1 & #2, City, County, Library, Landowners

- **Coordination Services:**

- With TIRZ Administrators, Legal Counsel, Financial Advisors

Compensation & Term

- **Rate:** \$150/hour
- **Avg. Hours:** 24/month
- **Cap:** \$43,200/year
- **Term:** Oct 7, 2025 – Sep 30, 2026
- **Renewal:** Annual, subject to negotiation

Staff Recommendations and Next Steps

Staff Recommends Approval

Keenan will continue with Current Projects.

City Administration will work with City Staff and Engineer on any future TIRZ Project Management.

QUESTIONS?