



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

Submitted By: Diana Boone, City Secretary

Commission Meeting Date: December 10, 2024

Agenda Item Wording: **Discuss and consider approval of the 2025 Planning & Zoning Commission meeting calendar.**

Agenda Item Requestor: Mim James, Chair

Summary/Background: Each year the Planning & Zoning Commission annual meeting calendar is drafted according to the commission's meeting frequency and the approved City Holiday Calendar. Currently, the PZC has been meeting once a month, on the 4th Tuesday of each month.

Attached for review is the 2025 meeting calendar with approved city holidays and the PZC meeting dates highlighted in green. No meeting dates conflict with city holidays; however, the November and December meetings fall on the same week as Thanksgiving and Christmas holidays. No changes were made to the November meeting date, but the Commission may choose to reschedule the meeting, if preferred. Meetings can also be rescheduled or canceled throughout the year. The suggested meeting date for December is the second Tuesday of the month:

December 9, 2025

Committee: *Should there be any changes to the attached meeting dates, please provide for those changes in a motion.*

Attachments: 1. PZC 2025 Draft Calendar

Next Steps/Schedule:

1. Update calendar if any changes
2. Add meetings to calendars:
 - a. Council Chamber calendar
 - b. Staff, City Council, and Commissioner calendar invite
 - c. City website main calendar
 - d. Municode Agenda (automatically populates Agendas and Minutes webpage with upcoming meetings)

