



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

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**Submitted By:** Michelle Fischer, City Administrator

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**Council Meeting Date:** December 6, 2022

**Agenda Item Wording:** **Approval of an Ordinance Amending Article 12.03 Criminal Enforcement to update city staff authorized to issue citations.** *Sponsor: Mayor Bill Foulds, Jr.*

**Agenda Item Requestor:** Michelle Fischer, City Administrator

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**Summary/Background:** The Citation Issuance Ordinance needs to be updated to reflect new staff positions and revised job titles for staff members that should be authorized to issue citations. The following changes are proposed:

Sec. 12.03.006. Authority to issue citations.

Pursuant to this article, and the scope of their assigned duties, a citation may be issued to a person by any of the following individuals so designated by the city council:

- (1) Environmental health inspector.
- (2) City inspector.
- (3) OSSF inspector.
- (4) Code enforcement ~~and construction~~ inspector.
- (5) Building official.
- (6) Public works ~~director, coordinator.~~
- (7) Deputy public works director.

**Commission Recommendations:** N/A

**Recommended  
Council Actions:**

Approve the ordinance

**Attachments:**

Draft Ordinance amending Chapter 12: Law Enforcement and Court

**Next Steps/Schedule:**

Finalize and codify ordinance.