



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

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**Submitted By:** Andrea Cunningham, City Secretary

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**Council Meeting Date:** January 16, 2024

**Agenda Item Wording:** **Public hearing and consideration of approval of an Ordinance regarding an amendment to the meeting day of the Utility Commission.**

**Agenda Item Requestor:** Aaron Reed, Public Works Director

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**Summary/Background:** Currently the Utility Commission meets the 2<sup>nd</sup> Wednesday of each month at 4:00 p.m. in the City Hall Council Chambers, and their main activity at this time is review of the Wastewater Facilities Report. Due to the timing of the release of the report, it is not available until the Monday following the posting and distribution of the agenda and packet. Unfortunately, because of this, the Commission is not able to get information in a timely manner allowing them to review and prepare questions prior to the meeting.

At their January 10<sup>th</sup> meeting, the Commission discussed moving the meeting to an alternate day of the month to facilitate receipt of the report in the packet. Moving the meeting would also allow the Hays Trinity Groundwater Conservation District management access to the report via the online published agenda packet.

**Commission Recommendations:** The Commission approved moving meetings to the 3<sup>rd</sup> Thursday of each month.

**Recommended Council Actions:** Staff recommends approval of the Commission recommendation to move meetings to the 3<sup>rd</sup> Thursday of each month.

**Attachments:** 1. Ordinance

**Next Steps/Schedule:**

1. Publish Ordinance to Century News and send to Municode for codification.
2. Inform Commission, Staff, Consultants, and Appointed and Elected Officials of change and update calendar invite.
3. Update website calendar.
4. Update Municode Agenda meetings.
5. Follow up with City Attorney regarding obligations regarding related agreements.