



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

Submitted By: Andrea Cunningham, City Secretary

Council Meeting Date: January 16, 2024

Agenda Item Wording: **Discuss and consider the Appointments Place 2, 4, and 6 to the TIRZ No. 1 & No. 2 Board of Directors for terms ending December 21, 2025; and the appointment of a Chair for a term ending December 21, 2024.**

Agenda Item Requestor: Michelle Fischer, City Administrator

Summary/Background: **Member Responsibilities - Section 2.04.224**

The TIRZ board shall act as an advisory board to the city council in the operation and administration of the TIRZ; all action by the board is subject to city council approval. The authority and responsibility of the board expressly includes:

- (1) Make recommendations to the city council regarding the administration of this division.
- (2) Make recommendations to the city council regarding agreements that are necessary or convenient to implement the project plan and reinvestment zone financing plan.
- (3) Make recommendations to the city council regarding agreements with local governments or political subdivisions for management of the zone or implementing the project plan and reinvestment zone financing plan.
- (4) Make recommendations to the city council regarding the expenditure of TIRZ funds related to development and redevelopment of land within the zone, in conformance with the following process.
- (5) Acting as the lead entity in working with other boards and commissions regarding incentives, regulations, infrastructure and all other physical and economic development decisions related to the TIRZ district.
- (6) Providing a progress report to the city council annually, or as requested by the city council.

Member Selection – Section 2.04.223

- (a) Beginning January 1, 2021, members shall initially serve staggering terms with even numbered places serving a two-year term and odd numbered places serving a one-year term, after which all places shall serve a two-year term. For members appointed by city council, when

appointed for each term, the city council will determine which member will be in each place. For members appointed by the county, the county will determine which member is in each place.

- (b) Vacancies on the board may be filled by appointment of the city council for the unexpired term.

Membership Requirements – Section 2.04.222

All regular board members shall be at least 18 years of age and a resident of the county. Any regular board member who ceases to possess such qualifications shall automatically be deemed to have vacated their membership on the board.

Officer Appointments – 2.04.225

The city council shall appoint a chair, as established in section 311.009.f of the Local Government Code, for a term of one year, beginning in January. The board may appoint other officers as it may establish in its bylaws.

Current Membership

Member	Place	Term
Dave Edwards, Chair	Place 1	12/31/24
Craig Starcher	Place 2	12/31/23
Taline Manassian, Vice Chair	Place 3	12/31/24
James Alexander	Place 4	12/31/23
Missy Atwood	Place 5	12/31/24
Susan Kimball	Place 6	12/31/23
Walt Smith	Place 7	12/31/24

Vacancies and Applicants

Place 2 – Current member Craig Starcher is requesting reappointment.

Place 4 – Current member James Alexander is stepping down and not seeking reappointment. Chair Dave Edwards and Vice Chair Taline Manassian conducted interviews with applicants Luke Caraway and Miles Matthews in December 2023. There was one additional applicant who did not submit their application in time for interviews and will be included in next year’s slate of candidates.

Place 6 – Current member Susan Kimball requested reappointment by the Hays County Commissioner’s Court. At the December 19, 2023, Commissioner’s Court meeting, Susan Kimball was approved for a term ending December 31, 2025.

Board Recommendations: The TIRZ Board recommend approval of the reappointment of Craig Starcher and Susan Kimball, and the appointment of Miles Matthews for terms ending December 31, 2025. The Board also recommend appointment of Craig Starcher as the Board Chair for a term ending December 31, 2025.

Recommended Council Actions: Staff recommends the approval of three members at the pleasure of the City Council and the appointment of a Chair.

Attachments: 1. Resolution

Next Steps/Schedule: 1. Inform board members of City Council decision.
2. Update website and roster.