



To: Mayor Bill Foulds, Jr. and the City Council of the City of Dripping Springs
From: Howard J. Koontz, AICP
Date: May 10, 2022
RE: Comprehensive Plan 2045 – Steering Committee “CPAC”

I. Background

As Dripping Springs embarks on a Comprehensive Plan development process over the course of 2022, staff is preparing the required meetings, venues, and volunteers who assist the project team in facilitating each phase of the process. A key and critical role is the creation and utilization of an intermediary committee that can serve as a sounding board for the consultants as they process and refine the information gathered from stakeholder interviews and public input. Staff has named this group the Comprehensive Plan Advisory Committee, or “CPAC”.

It's important to try and establish as beneficial a balance as possible when considering the make-up of the committee. Staff has considered the institutional knowledge of a wide range of our development and operational partners, and other organizations that may not rely on city administration directly but may have a symbiotic interest in the development patterns in and around the city of Dripping Springs for the years to come.

To that end, staff recommends the committee be established with the knowledge and input of such disciplines as the business community at-large like the Chamber of Commerce and Visitors Bureau; local outside utility institutions such as water and electric providers; the Dripping Springs School District; the Dripping Springs Library; life safety professionals from the Emergency Services District and Constable’s Office; historic preservation specialists; transportation consultants; housing and home market authorities; and long-time and vested residents with a strong background of experience and knowledge about the city’s growth and development changes.

Notably, staff has purposefully not recommended City Councilmembers or Planning & Zoning commissioners, because at the end of the Comprehensive Planning process, those two entities will be directly responsible for the recommendation of the plan to move forward, and/or the actual ratification of the Plan. Instead, these groups can be regularly updated on the plan's progress during the usual and customary course of staff reports at their regularly scheduled monthly meetings.

II. Steering Committee Appointees

Staff recommends a committee of 11 persons, for a few reasons: it's large enough to comprise a wide range of disciplines, but not so large that consensus wouldn't be possible. Also, an odd number committee could prevent a tie in the event there's a straw poll for items in discussion. Lastly, if a minority of individual members aren't able to attend every meeting, there will still be a sufficient number of committee members in attendance to offer meaningful insight and direction to the plan consultants.

Staff's finalized list of preferred appointees is:

- *Pam Owens, Business Community, Tourism*
- *Kim Fernea, Business Community, EDC Chair*
- *Holly Morris-Kuentz, DSISD Representative*
- *Marcie Cochran, Dripping Springs Library*
- *Doug Fowler, Emergency Services Representative*
- *Ron Hood, Constable's Office—Pct. 4*
- *Tessa Schmidtzinsky, Pedernales Electric Cooperative*
- *Mary Margaret Dement, long-time city resident*
- *Wayne Simoneau, long-time city resident*
- *Betty Meyer, long-time city resident*
- *Margaret Scharold, new city resident*

III. Council Action

At the March 1, 2022 regular city council meeting, staff presented this information with a request for direction on how to fill the positions. Later at the March 15th meeting additional discussion was had about prospective actors to fill the roles. At tonight's meeting, staff requests of the Council to affirm the final choices with a vote.