



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

Submitted By: Cathy Gieselman, Deputy City Secretary

Commission Meeting Date: October 5, 2023

Agenda Item Wording: **Discuss and consider approval of the 2024 Historic Preservation Commission meeting calendar.**

Agenda Item Requestor: Michelle Fischer, City Administrator

Summary/Background: Each year the City Secretary prepares the next year's meeting calendar for approval by the Commission. Meeting dates are scheduled using the frequency as stated in the Commission ordinance. The HPC ordinance calls for monthly meetings which are currently scheduled for 4:00 p.m., the 1st Thursday of each month at City Hall in the Council Chambers.

Attached for review is the proposed 2024 meeting calendar with approved city holidays; HPC meetings are highlighted in **orange**. The July meeting conflicts with a holiday and may need to be rescheduled. Below is the proposed meeting date for this meeting. The Commission may select to cancel this meeting, and meetings may also be rescheduled throughout the year as the Board sees fit.

- July 4th: meeting is on Independence Day
 - Proposed meeting date of **Thursday, July 11th**

Commission Recommendations: Staff recommends approval of the calendar as presented. Should there be any changes to meeting dates, please provide for those changes in a motion.

Attachments: 1. HPC 2024 Proposed Calendar

Next Steps/Schedule:

1. Update calendar if any changes
2. Add meetings to calendars:
 - a. Commission, Staff and City Council Member liaison(s)
 - b. City website main calendar
 - c. Municode Agenda (automatically populates Agendas and Minutes webpage with upcoming meetings)
3. Provide final calendar to Commission, Staff and City Council Members