



DRIPPING SPRINGS  
Texas

# TIRZ NO. 1 & NO. 2 BOARD REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, November 13, 2023, at 4:00 PM

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## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Board present, Chair Edwards called the meeting to order at 4:02 p.m.

**Board Members present were:**

Dave Edwards, Chair  
Taline Manassian, Vice Chair  
James Alexander  
Missy Atwood  
Susan Kimball  
Craig Starcher  
Bob Richardson (Advisory Board Member)

**Board Member absent was:**

Walt Smith

**Staff, Consultants & Appointed/Elected Officials present were:**

Mayor Bill Foulds, Jr.  
City Administrator Michelle Fischer  
City Attorney Laura Mueller  
City Treasurer Shawn Cox  
Public Works Director Aaron Reed  
Deputy City Secretary Cathy Gieselman  
TIRZ Project Manager Keenan Smith  
Traffic Engineering Consultant Leslie Pollack P.E., HDR Engineering

### PRESENTATION OF CITIZENS

*A member of the public who desires to address the Board regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Board's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Board. It is the request of the Board that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens for the City Secretary. By law no action may be taken during Presentation of Citizens.*

No one spoke during Presentation of Citizens.

## MINUTES

- 1. Discuss and consider approval of the October 16, 2023, TIRZ No. 1 & No. 2 Board regular meeting minutes.**

A motion was made by Board Member Kimball to approve the October 16, 2023, TIRZ No. 1 & No. 2 Board regular meeting minutes with the correction to item #4 on the Business Agenda to strike, *“to include items such as downtown drainage”*. Board Member Starcher seconded the motion which carried unanimously 6 to 0.

## BUSINESS

- 2. Update and discussion regarding priority projects and initiatives.**

- a. Old Fitzhugh Road Project
- b. Downtown Drainage Studies Project

Keenan Smith and Aaron Reed provided a presentation which is on file. Due to grant requirements and timelines, plans are to bring a PSA Amendment to include scope, deliverables, and timeline to the Board in December for consideration of a recommendation to City Council to split the two projects.

Leslie Pollack noted the reason there is no set schedule at this time is that the utilities must be moved, and more conversations need to be had before setting a realistic timeline.

- 3. Discuss and consider possible action regarding the TIRZ Stephenson Building Project related to Task Order No. 2: Construction Documents Phase.**

Keenan Smith provided a presentation which is on file. Staff recommends acceptance of the Architectural Design Development (DD) Progress and requests that the TIRZ No. 1 & No. 2 Board recommend to City Council the authorization to issue Notice to Proceed with the Construction Documents Phase (Task Order #2).

A motion was made by Vice Chair Manassian to recommend to City Council the TIRZ Stephenson Building Project acceptance of the Architectural Design Development (DD) Progress and the authorization to issue Notice to Proceed with the Construction Documents Phase (Task Order #2). Board Member Starcher seconded the motion which carried 6 to 0.

- 4. Discuss and consider possible action regarding the TIRZ Downtown Parking Project related to a Professional Services Agreement between the City of Dripping Springs and Atlas Technical Consulting for Supplemental Geotechnical Investigations.**

Keenan Smith noted the \$8,900 for the Supplemental Geotechnical Investigation would be the first draw out of the miscellaneous consulting budget. Staff recommends approval.

A motion was made by Board Member Alexander to recommend approval to City Council the TIRZ Downtown Parking Project Professional Services Agreement between the City of Dripping Springs and Atlas Technical Consulting for \$8,900 for Supplemental Geotechnical Investigations. Board Member Kimball seconded the motion which carried 6 to 0.

## 5. Update and discussion regarding seat expirations.

Cathy Gieselmann presented the staff report which is on file. Staff recommends Craig Starcher, James Alexander, and Susan Kimball provide the City Secretary with appointment status. Should Susan seek reappointment, Walt Smith will need to provide the Commissioners Court minutes approving the appointment.

### **EXECUTIVE SESSION**

*The TIRZ No. 1 & No. 2 Board for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The TIRZ No. 1 & No. 2 Board for the City of Drippings Springs may act upon any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

The Board did not meet in Executive Session.

### **UPCOMING MEETINGS**

#### **TIRZ No. 1 & No. 2 Board**

December 11, 2023, at 4:00 p.m.

January 8, 2024, at 4:00 p.m.

February 12, 2024, at 4:00 p.m.

#### **City Council Meetings**

~~November 21, 2023, at 6:00 p.m.~~ – **Moved to November 14, 2023**

December 5, 2023, at 6:00 p.m.

January 2, 2024, at 6:00 p.m.

January 16, 2024, at 6:00 p.m.

### **ADJOURN**

A motion was made by Board Member Atwood to adjourn the meeting. Board Member Starcher seconded the motion which carried unanimously 6 to 0.

This regular meeting adjourned at 4:56 p.m.