



**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:** August 16, 2022

**Agenda Item Wording:** **Discuss and consider the appointment of one (1) member to Place 2 of the Tax Increment Reinvestment Zone (TIRZ) No. 1 & No 2 Board for an unexpired term ending December 31, 2023.**

**Agenda Item Requestor:** Andrea Cunningham, City Secretary

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**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 2.04.221:**

- (a) There is hereby created within the city a tax increment reinvestment zone board that consists of seven regular board members to be appointed by place as follows:
  - (1) City council appointment of places one through five at-large members; and
  - (2) County commissioners court appointment of places six and seven.

- (b) Board member seats appointed by the county commissioners court are contingent on the county's participation in the tax increment reinvestment zone. If the county does not participate, or ceases participation, in the tax increment reinvestment zone, the board member seats in subsection (a)(2) above shall be filled by city council.

**Member Qualifications**

**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 – There are no officer appointments at this time.**

**Section 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	Term	Seat
Dave Edwards, Chair	12/31/22	Place 1
<b>VACANT</b>	<b>12/31/23</b>	<b>Place 2</b>
Taline Manassian, Vice Chair	12/31/22	Place 3
James Alexander	12/31/23	Place 4
Missy Atwood	12/31/22	Place 5
Susan Kimball	12/31/23	Place 6
Walt Smith	12/31/22	Place 7
Bob Richardson	NA	Advisory Member

**Vacancies and Applications**

A vacancy was created on the board July 26, 2022, when Russell Collins resigned to serve on the Economic Development Committee. The city advertised the vacancy on the website July 18 – 22 and received no applications.

Two applicants who were not appointed by the Economic Development Commission were referred for interview for the TIRZ Board by Mayor Pro Tem Manassian, who participated in interviews for the EDC – Craig Starcher and Becky Atkins.

Both applicants were interviewed August 3<sup>rd</sup> and the TIRZ Board provided a recommendation for appointment at their August 8<sup>th</sup> meeting.

**Board  
Recommendations:**

The Board recommended the appointment of Craig Starcher by a vote of 5 to 0.

**Recommended  
Council Actions:**

Staff recommends the appointment of one (1) member to the TIRZ No. 1 & No. 2 Board for an unexpired term ending December 31, 2023.

**Attachments:**

1. Russell Collings Resignation Letter
2. Becky Atkins Application
3. Craig Starcher Application

**Next Steps/Schedule:**

1. Inform applicants of Council decision and email welcome and denial letters.
2. Update roster and website
3. Notify board of appointment