TIRZ No. 1 & No. 2 Board of Directors Regular Meeting

City of Dripping Springs City Hall

511 Mercer Street – Dripping Springs, Texas

Monday, May 12, 2025, at 4:00 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of board members present, Chair Starcher called the meeting to order at 4:05 p.m.

Board Members Present
Place 2 Craig Starcher, Chair
Place 3 Taline Manassian, Vice Chair
Place 1 Ryan Thomas
Place 4 Miles Mathews
Place 5 Missy Atwood
Place 6 Susan Kimball
Place 7 Walt Smith *(left @ 5:05 p.m.)*

Board MembersAbsent
Advisory Member Bob Richardson

Staff, Consultants & Appointed/Elected Officials
City Administrator Michelle Fischer
Deputy City Administrator Shawn Cox
City Attorney Laura Mueller
City Secretary Diana Boone
City Engineer Chad Gilpin
TIRZ Project Manager Keenan Smith, AIA
TIRZ Administrator Casey Sclar, P3 Works
Traffic Engineering Consultant Leslie Pollack

PRESENTATION OF CITIZENS

A member of the public that wishes to address the Board on any issue, regardless of whether it is posted on this agenda, may do so during Presentation of Citizens. It is the request of the Board that individuals wishing to speak on agenda items with a public hearing hold their comments until the item is being considered. Individuals are allowed two (2) minutes each to speak regarding issues not on the agenda and two (2) minutes per item on the agenda and may not cede or pool time. Those requiring the assistance of a translator will be allowed additional time to speak. Individuals are not required to sign in; however, it is encouraged. Individuals that wish to share documents with the Board must present the documents to the City Secretary or City Attorney providing at least eight (8) copies; if eight (8) copies are not provided, the Board will receive the documents the following day. Audio Video presentations will not be accepted *during Presentation of Citizens. By law no action shall be taken during Presentation of Citizens; however, the Chair may provide a statement of specific factual information, recitation of existing policy, or direction or referral to staff.*

No one spoke during Presentation of Citizens.

MINUTES

1. **Consider approval of April 14, 2025 TIRZ Board meeting minutes.**

   A motion was made by Board Member Smith and seconded by Board Member Kimball, to approve the April 14, 2025 meeting minutes. The motion to approve carried unanimously 7 to 0.

BUSINESS AGENDA

2. **Presentation, discussion, and consideration of acceptance of the Quarterly TIRZ Administrator's Report.** *TIRZ Administrator P3 Works, Casey Sclar; Deputy City Administrator Shawn Cox*

   TIRZ Administrator P3 Works Casey Sclar presented the Quarterly TIRZ Administrator's Report.

   A motion was made by Vice Chair Manassian and seconded by Board Member Mathews, to accept the Quarterly TIRZ Administrator's Report. The motion to approve carried unanimously 7 to 0.

3. **Presentation of Update to Dripping Springs Community Library Project.**

   Dripping Springs Library Director Mindy Laird spoke to the board in regard to future project plans for the library.

4. **Discuss and consider current and potential future TIRZ Priority Projects and Project Subcommittee Report.** *Keenan Smith, TIRZ Projects Manager*

   Item 4 was moved to consider after Closed Session.

   A motion was made by Board Member Mathews and seconded by Board Member Kimball, to elevate Creek Road and Ramirez Lane to priority projects. The motion carried unanimously 6 to 0. Board Member Smith left early and did not vote.

5. **Discussion regarding the Downtown Masterplan and Design Phases.** *Chad Gilpin, City Engineer*

   No action was taken.

6. **Update regarding TIRZ Priority Projects.** *Chad Gilpin, City Engineer; Keenan Smith, TIRZ Project Manager*

Project Manager Keenan Smith and Consultant Leslie Pollack provided the Priority Project updates to the board. No action was taken.

a. Stephenson Building
b. Downtown Parking
c. Downtown Restrooms
d. Old Fitzhugh Road

7. **Discuss and consider possible action regarding the TIRZ No.1 & No.2 Board Fiscal Year 2026 Budget and the Budget Subcommittee Report.** *Shawn Cox, Deputy City Administrator*

No action was taken.

8. **Approval of a Letter or Resolution of Support for the City's TxDOT Transportation Alternatives Grant Application for Citywide High Visibility Crosswalks.** *Leslie Pollack*

No action was taken.

9. **Approval of a Letter or Resolution of Support for the City's TxDOT Transportation Alternatives Grant Application for an ADA Transition Plan.** *Leslie Pollack*

No action was taken.

10. **Discuss and consider recommendation to City Council of appointment of Chair of TIRZ Board.** *Sponsor: Mayor Pro Tem Taline Manassian*

Discussion only, no action was taken.

CLOSED SESSION

A motion was made by Vice Chair Manassian and seconded by Board Member Mathews, to go into Closed Session for item 11 under section 551.071 and 551.072. The motion carried unanimously 7 to 0.

Closed Session began at 6:06 p.m. and ended at 6:15 p.m.

No action was taken while in Closed Session.

The Board has the right to adjourn into closed session on any item on this agenda and at any time during the course of this meeting to discuss any matter as authorized by law or by the Open Meetings Act, Texas Government Code Sections 551.071 (Consultation With Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gifts), 551.074 (Personnel Matters), 551.076 (Deliberation Regarding Security Devices or Security Audits), and 551.087 (Deliberation Regarding Economic Development Negotiations), and 551.089 (Deliberation Regarding Security Devices or Security Audits). Any final action or vote on any Closed Session item will be taken in Open Session.

11. **Consultation with Attorney and Deliberation Regarding Real Property, Interlocal Agreements, and Easements related to TIRZ Priority Projects.** *Consultation with Attorney, 551.071; Deliberation Regarding Real Property 551.072*

ADJOURN

A motion was made by Board Member Mathews and seconded by Board Member Atwood, to adjourn the meeting. The motion carried unanimously 6 to 0.

The meeting adjourned at 6:16 p.m.