



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

Dripping Springs ISD Center for Learning and Leadership

Maple Room, 300 Sportsplex Drive – Dripping Springs, Texas

Monday, March 10, 2025, at 4:00 PM

AGENDA

CALL TO ORDER AND ROLL CALL

Board Members

Place 2 Craig Starcher, Chair

Place 3 Taline Manassian, Vice Chair

Place 1 Dave Edwards

Place 4 Miles Mathews

Place 5 Missy Atwood

Place 6 Susan Kimball

Place 7 Walt Smith

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

TIRZ Project Manager Keenan Smith, AIA

TIRZ Administrator Jon Snyder

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.

MINUTES

- 1. Consider approval of the February 10, 2025 TIRZ No.1 & No.2 Board meeting minutes.**

BUSINESS AGENDA

- 2. Discuss and consider possible action regarding the TIRZ No.1 & No.2 Board Fiscal Year 2026 Budget.** *Shawn Cox, Deputy City Administrator*
- 3. Discussion regarding the Downtown Masterplan and Design Phases.** *Chad Gilpin, City Engineer*
- 4. Discuss and consider current and potential future TIRZ Priority Projects.** *Keenan Smith, TIRZ Projects Manager and Laura Mueller, City Attorney*
- 5. Update regarding TIRZ Priority Projects.** *Leslie Pollack, Transportation Engineer; Chad Gilpin, City Engineer; Keenan Smith, TIRZ Project Manager*
 - Stephenson Building
 - Downtown Parking
 - Downtown Restrooms
 - Downtown Roadway, Drainage, & Sidewalks
 - Old Fitzhugh Road

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.

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

UPCOMING MEETINGS

TIRZ No. 1 & No. 2 Board Meetings

April 14, 2024, at 4:00 p.m.

May 12, 2025, at 4:00 p.m.

City Council Meetings

March 25, 2025, at 6:00 p.m.

April 1, 2025, at 6:00 p.m.

ADJOURN

TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION OF MEETING

*I certify that this public meeting is posted in accordance with Texas Government Code Chapter 551, Open Meetings. This meeting agenda is posted on the bulletin board at the City of Dripping Springs City Hall, located at 511 Mercer Street, and on the City website at, www.cityofdrippingsprings.com, on **March 7, 2025 at 3:00 PM**.*

Diana Boone, City Secretary

This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.



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

Dripping Springs ISD Center for Learning and Leadership

Maple Room, 300 Sportsplex Drive – Dripping Springs, Texas

Monday, February 10, 2025, at 4:00 PM

DRAFT MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of Commissioners present, Chair Starcher called the meeting to order at 4:02 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, *arrived at 4:41 p.m.*

Advisory Member Bob Richardson

Staff, Consultants & Appointed/Elected Officials

City Administrator Michelle Fischer

Deputy City Administrator Shawn Cox

City Attorney Laura Mueller

Deputy City Attorney Aniz Alani

City Secretary Diana Boone

City Engineer Chad Gilpin

TIRZ Project Manager Keenan Smith, AIA

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 the Presentation of Citizens.

MINUTES

1. Approval of the January 13, 2025 TIRZ No. 1 & No. 2 regular meeting minutes.

A motion was made by Board Member Mathews and seconded by Board Member Kimball, to approve the January 13, 2025 meeting minutes with one correction to the attendance.

The motion to approve carried 5 to 0, with 1 abstention.

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*

A motion was made by Board Member Mathews and seconded by Board Member Thomas, to accept the Quarterly TIRZ Administrator's Report.

The motion carried unanimously 6 to 0.

3. Discuss and Consider possible action regarding the TIRZ No.1 & No.2 Board Fiscal Year 2026 Budget Process and Approval Timeline. *Shawn Cox, Deputy City Administrator*

No action was taken.

4. Discuss and consider appointment or re-appointment of TIRZ Projects Subcommittee and TIRZ Budget Subcommittee.

Subcommittees will remain the same. TIRZ Projects Subcommittee: Vice Chair Manassian and Board Member Smith, TIRZ Budget Subcommittee: Board Member Mathews and Board Member Smith.

5. Update regarding TIRZ Priority Projects. *Leslie Pollack, Transportation Engineer; Chad Gilpin, City Engineer; Keenan Smith, TIRZ Project Manager*

Updates are informational, no action taken.

- a. Stephenson Building
- b. Downtown Parking
- c. Downtown Restrooms
- d. Downtown Roadway, Drainage, & Sidewalks
- e. Old Fitzhugh Road

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.

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

A motion was made by Board Member Atwood and seconded by Board Member Thomas, to go into Closed Session for agenda item 6, under Sections 551.071 and 551. 072

The motion carried unanimously 6 to 0.

Closed Session began at 5:28 p.m. and ended at 6:06 p.m.

No action was taken.

ADJOURN

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

The meeting adjourned at 6:07 p.m.



DRIPPING SPRINGS Texas



**City of Dripping Springs
FY 2025-2026 Budget
Important Dates & Deadlines**

The attached Budget Calendar outlines the statutory dates and planning activities for City Staff, Boards, Commissions, Committees and City Council as they relate to the Budget Process for Fiscal Year 2026. Calendar activities in RED note deadlines for staff & City Council, and Public Notifications. The Finance Director will coordinate with City Administration, the City Attorney and City Secretary regarding all notices, ordinances and resolutions as adopted, to include filing the proper documents with County and State Entities. The City Council will hold the following meetings regarding the Tax Rate and Budget Adoption:

- June 03, 2025: Budget Workshop
- June 17, 2025: Budget Workshop
- July 01, 2025: Budget Workshop
- July 15, 2025: Budget Workshop
- August 05, 2025: Budget Workshop, Set Proposed Tax Rate, and Discussion
- August 19, 2025: Budget Workshop
- September 02, 2025: Budget Workshop, Public Hearings on Tax Rate and Budget, and Possible Adoption of the Budget*
- September 16, 2025: Adoption of Approved Budget and Tax Rate, and Ratification of Tax Rate**

**The Council may choose to either adopt the budget or postpone adoption to the following meeting on September 16, 2025.*

***If the total property tax revenue is raised, the Council will need to Ratify the Tax Rate with a resolution.*

All other calendar dates are related to the budget planning process for City staff to include recommendations from boards, commissions, and committees. Budget process activities are listed below each calendar for reference. The following boards, commissions and committees will submit budget recommendations:

- DSRP Board of Directors
- Economic Development Committee
- Emergency Management Committee
- Farmers Market Committee
- Founders Day Commission
- Historic Preservation Commission
- Parks & Recreation Commission
- TIRZ No. 1 & No. 2 Board
- Transportation Committee

The Finance Director will provide staff with the proper forms and budget planning materials related to individual requests and department requests. Staff will work with their supervisor and the Finance Director to draft and submit their requests, and Staff Liaisons to Boards, Commissions and Committees will hold meetings to discuss and provide recommendations for requests. The City Secretary will make sure that each meeting following approval of the Budget Calendar has a budget review/recommendation added to the abovementioned board and commission agendas. The City Secretary does not draft committee agendas but is available to staff for assistance. Please make sure you attach, or forward for attachment documents for agenda discussion items.



City of Dripping Springs

FY 2026 Tax Rate & Budget Adoption

Important Dates & Deadlines

Item 2.

March 4, 2025	City Council Approval of Budget Calendar and Presentation on Legislative Changes to the Budget Process
May 16, 2025	City Staff Department Budget Requests Due to Administration (includes individual staff member requests submitted to supervisors and IT related requests)
May 30, 2025	Board, Commission and Committee Budget Recommendations Due; City Staff Employee Pay Recommendations Due from Department Heads
June 3, 2025	City Council Budget Workshop
June 17, 2025	City Council Budget Workshop
June 27, 2025	Finance files Proposed Budget with City Secretary
July 1, 2025	City Council Budget Workshop
July 15, 2025	City Council Budget Workshop
August 5, 2025	City Council Budget Workshop, Set Proposed Tax Rate, and Discussion
August 14, 2025	Publication of Notice of Proposed Tax Rate, and Tax Rate and Budget Public Hearings (<i>Submit for publication August 6, 2025</i>)
August 14, 2025	Begin Continuous Notice of Proposed Tax Rate on City Website with Public Hearing Dates for Budget and Tax Rate Hearing, and Notice of Tax Rate
August 19, 2025	City Council Budget Workshop
September 2, 2025	City Council Budget Workshop – Public Hearings on Tax Rate and Budget (<i>Must take action to either adopt or postpone adoption of the Budget to the September 16, 2025, City Council meeting</i>)
September 16, 2025	City Council Meeting – Adoption of Budget, Ratification of the Tax Rate (if total property tax revenue is raised) and Adoption of the Tax Rate
September 17, 2025	Publication of Tax Rate and Budget on City Website, File Tax Rate and Budget with County and State Entities
September 25, 2025	Publication of Notice of Approved Tax Rate and Budget (<i>Submit for publication on September 17, 2025</i>)

March 2025

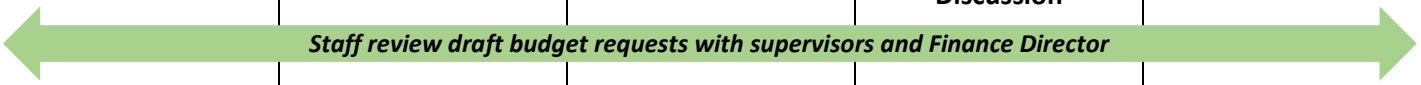

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3	4	5	6	7
	CC Meeting: Budget Presentation & Budget Calendar Approval		Historic Preservation Commission Budget Discussion	
10	11	12	13	14
TIRZ Board Budget Discussion Founders Day Commission Budget Discussion		DSRP Board Budget Discussion Parks & Recreation Commission Budget Discussion		**Staff obtain proper budget request forms from Finance Director
17	18	19	20	21
Founders Day Commission Budget Discussion				
24	25	26	27	28
Transportation Committee Budget Discussion Founders Day Commission Budget Discussion			Farmers Market Committee Discussion Emergency Management Committee Budget Discussion	Departmental IT budget requests due to City Administrator
31				

Budget Activities

- Finance provides necessary budget information and request forms to develop individual and department budget requests.
- Staff begins meeting with boards, commissions, committees, and council members to discuss budget recommendations and form budget planning committees, if that is usual practice.
- Staff department heads review IT related software and equipment requests with Administration, Finance & IT and determine any additional costs related to infrastructure. Requests due to Administration & Finance by March 28th.

***Dates may vary according to progress*

April 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1	2	3	4
			Historic Preservation Commission Budget Discussion	HOT Grant Application Available
 <i>Staff review draft budget requests with supervisors and Finance Director</i>				
7	8	9	10	11
		DSRP Board Budget Discussion		
 <i>Staff review draft budget requests with supervisors and Finance Director</i>				
14	15	16	17	18
TIRZ Board Budget Discussion Founders Day Commission Budget Discussion		Parks & Recreation Commission Budget Discussion	Farmers Market Committee Budget Discussion Emergency Management Committee Budget Discussion	
21	22	23	24	25
28	29	30		
Transportation Committee Budget Discussion				

Budget Activities

- Staff continues meeting with boards, commissions, committees, and council members to discuss budget recommendations and form budget planning committees, if that is usual practice.
- Staff reviews draft budget requests with supervisors and Finance.

May 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
			Historic Preservation Commission Approve Recommendation	HOT Grant Applications Due
5	6	7	8	9
12	13	14	15	16
TIRZ Board Budget Approve Recommendation Founders Day Commission Discussion		DSRP Board Approve Recommendation	Farmers Market Committee Approve Recommendation Emergency Management Committee Approve Recommendation	City Staff Department Budget Requests Due (Includes individual staff requests)
19	20	21	22	23
Transportation Committee Approve Recommendation		Parks & Recreation Commission Approve Recommendation		
City Administration Budget Development				
26	27	28	29	30
City Administration Budget Development				Board, Commission, Committee, & Council Member Budget Recommendations Due

Budget Activities

- City Staff continues meeting with boards, commissions, committees, and council members to review and approve budget requests and recommendations.
- City Staff continues to develop individual and department budget requests and updates them with feedback provided by Administration & Finance. Staff/Departmental requests due by May 16th.
- Administration, Finance & IT work with vendors and staff on options and costs for IT related expenses.
- Administration & Finance draft proposed budget and review with staff and council members as necessary.
- All board, commission, committee, and council member recommendations due to Administration & Finance by May 30th.

June 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	2	3	4	5
	CC Meeting: Budget Workshop			HOT Grant Program Recommendation Due
← Budget Review w/Mayor →				
9	10	11	12	13
Founders Day Commission Approve Recommendation				
← Budget Review w/Mayor →				
16	17	18	19	20
	CC Meeting: Budget Workshop			
← Budget Review w/Mayor →				
23	24	25	26	27
				Proposed Budget Filed with City Secretary & Post to Website
30				

Budget Activities

- Administration & Finance begin budget review with the Mayor.
- City Council holds 1st budget workshop to review and discuss proposed budget on June 2nd.
 - Review of Budget Process – Review of Assumptions
- City Council holds 2nd budget workshop to review and discuss proposed budget on June 17th.
 - Review of General, Agriculture, Landscaping, Sidewalk, & PEG Funds
- Finance files proposed budget with City Secretary on June 27th.
- City Secretary posts proposed budget on city website and copy given to reception for public inspection.

July 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1	2	3	4
	CC Meeting: Budget Workshop			
7	8	9	10	11
14	15	16	17	18
	CC Meeting: Budget Workshop			
21	22	23	24	25
				Certified Tax Rolls Due
28	29	30	31	

Budget Activities

- City Staff continues to meet with council members assigned to discuss recommendations.
- City Council holds 3rd Budget Workshop on July 1st.
 - Review of Utilities, Impact Fees & TWDB project.
- City Council holds 4th Budget Workshop on July 15th.
 - Review of Parks (General Fund), DSRP, Parkland Dedication & Development & HOT

August 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1
4	5	6	7	8
	CC Meeting: Budget Workshop **Set Proposed Tax Rate			
11	12	13	14	15
			**Publication of Proposed Tax Rate & Budget Public Hearings Begin Continuous Notice on City website	
18	19	20	21	22
	CC Meeting: Budget Workshop			
25	26	27	28	29

Budget Activities

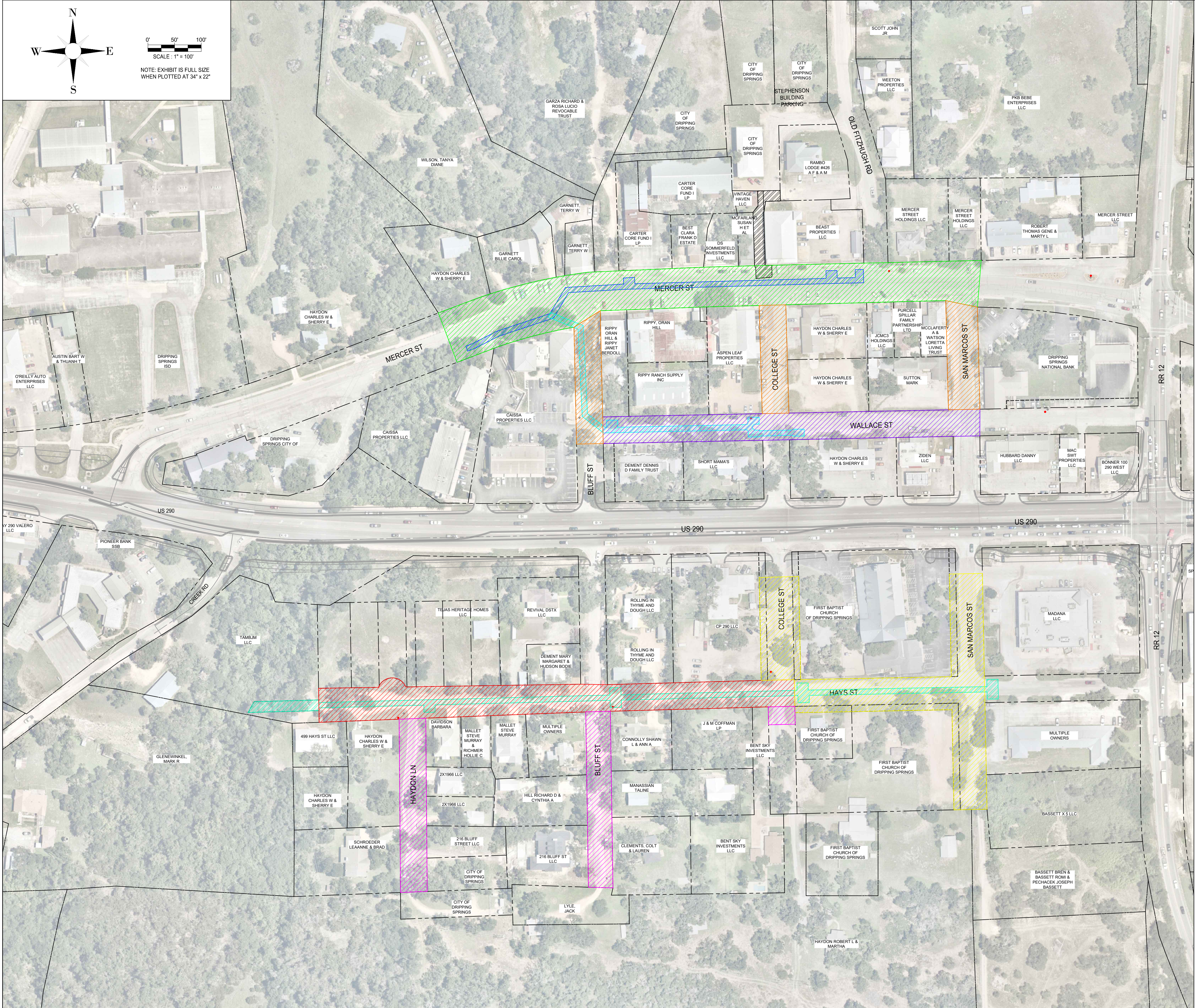
- City Staff continues to meet with council members assigned to discuss recommendations.
- City Council holds 5th Budget Workshop on August 5th.
 - Review of outstanding or requested items.
- Council sets Proposed Tax Rate on August 5th.
- City Secretary submits notice to News-Dispatch regarding Public Hearing dates for proposed Tax Rate and Budget on August 6th for publication on August 14th.
- City Secretary & Communications begin continuous notification of public hearing on city website on August 14th.
- City Council holds 6th Budget Workshop on August 19th.
 - Review of outstanding or requested items.

September 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1	2	3	4
	CC Meeting: Budget Workshop Public Hearing on Tax Rate & Budget			
8	9	10	11	12
15	16	17	18	19
	CC Meeting: 2 nd Public Hearing on Tax Rate & Budget Budget Adoption Tax Rate Ratification & Adoption	Publication of Tax Rate & Budget on City website File Tax Rate & Budget with County and State Entities		
22	23	24	25	26
			Publication of Notice of Approved Tax Rate & Budget	
29	30			

Budget Activities

- City Staff continues to meet with council members assigned to discuss recommendations.
- City Council holds 7th Budget Workshop on September 1st.
- Council holds public hearings for Proposed Tax Rate & Budget on September 1st.
- City Council adopts Budget and Tax Rate on September 16th.
- Finance Director prepares Approved Budget for Fiscal Year 2026 with prescribed cover page.
- City Secretary submits notice to News-Dispatch regarding Approved Tax Rate and Budget on September 17th for publication on September 25th.
- City Secretary files Approved Tax Rate and Budget with Hays County and State Entities.

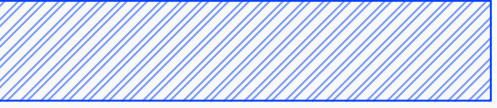


DESIGN PHASE LEGEND:

BREAK OUT PROJECTS:

MERCER ST PASEO 

STORM DRAIN TRUNK LINES:

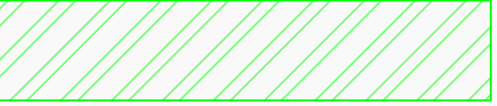
MERCER ST 

HAYS ST 


WALLACE ST 

ROADWAY, SIDEWALK & ON-STREET PARKING IMPROVEMENTS:

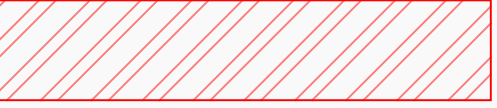
MERCER DISTRICT

MERCER ST (CREEK RD TO SAN MARCOS ST) 


WALLACE ST (BLUFF RD TO SAN MARCOS ST) 

BLUFF, COLLEGE & SAN MARCOS (FROM MERCER TO WALLACE) 

HAYS DISTRICT

HAYS ST 

FIRST BAPTIST CHURCH 

HAYS DISTRICT RESIDENTIAL 

PRELIMINARY - SUBJECT TO CHANGE

LEGEND:
PROPERTY / R.O.W. LINE -----



**CITY OF DRIPPING SPRINGS
DOWNTOWN MASTERPLAN
EXHIBIT J: DESIGN PHASING PLAN**

PRELIMINARY
THIS DOCUMENT IS RELEASED
UNDER THE AUTHORITY OF
CHAD GILPIN, P.E.
ON 05/25/2025
FOR THE PURPOSES OF INTERIM
REVIEW
PRELIMINARY



1. How are we connecting the areas on each side 290?

Having a crosswalk defeats the purpose of the type of road they are attempting to build and feels dangerous. In Arlington, VA there are walkable tunnels under the road to connect the Pentagon to Pentagon City, and the Pearl District has a parking lot under the highway that cuts through.

2. If these areas cannot be connected (walkable), should we prioritize the development on the Mercer side?
3. Can we directly connect these projects to economic development? Will they grow or bring new business to that area? They discussed parking for the church, while I think this is great for the community, will it grow the economy in this area? I am not saying that it wouldn't, but I was hoping to talk through how it might.
4. Is there a prioritization of these projects by importance or how they should be sequenced from a construction perspective?
5. Is there a recommendation for projects that could be paired to benefit from economies of scale?
6. Is there private development that is pending the completion or could have an improved impact to the area by any of these projects?

My only question is whether we might need some type of storm inlet(s) on the south side of Mercer Street, east of Bluff Street. I haven't seen how this area drains during a major rain event, but it looks some very small drains across a few of the parallel parking islands would have the potential of getting clogged and cause some backup. It is a small drainage area, so maybe it doesn't cause any significant issues.

Progress Report

Old Fitzhugh Road PS&E

February 2025

Description of Work Performed During the Past Period – February 2025

PROJECT MANAGEMENT

- Project management and administration
- Subconsultant coordination
- City of Dripping Springs Comment review meeting
- TxDOT progress meetings - 2

ROADWAY DESIGN / TRAFFIC CALMING / TRAFFIC CONTROL / PAVEMENT MARKING AND SIGNING

- Determine TCEQ disturbed acres for CZP
- Review comments on sawtooth curb design

DRAINAGE DESIGN

- Review City and TxDOT specs and provide a summary for TxDOT
- Reviews of drainage easements on Brandy Wolf Tract
- Review comments on sawtooth curb design

ILLUMINATION

- Update to 2024 specifications and resubmit to TxDOT

UTILITY COORDINATION

- Ongoing coordination meetings with City of Dripping Springs, Frontier, PEC, DSWS (biweekly)
- Additional coordination meetings with Spectrum
- General coordination to facilitate relocations
- Additional supporting documents for TxDOT
 - Utility conflict IDs form
 - Utility status report
 - Notice of Proposed Construction
- Construction Management Plan for TxDOT

ENVIRONMENTAL

- Prepare WPD and submit to TxDOT
- Revise TCEQ coordination memo to include drainage ponds
- No tasks pending City ROW acquisition

ROW SURVEYING

- No tasks this period

LANDSCAPE, STREETSCAPE, URBAN DESIGN

- Review City and TxDOT specs and provide a summary for TxDOT

PS&E PREPARATION

- No tasks this period

PUBLIC ENGAGEMENT

- No tasks this period

Anticipated Work to be Performed Next Period – March 2025

PROJECT MANAGEMENT

- Project management and administration
- Continued coordination with TxDOT on Construction Management Plan

ROADWAY DESIGN / TRAFFIC CALMING / TRAFFIC CONTROL / PAVEMENT MARKING AND SIGNING

- Construction easement map.
- Address City and TxDOT Comments on design plans

DRAINAGE DESIGN

- Address City and TxDOT Comments on design plans

ILLUMINATION

- Address City and TxDOT Comments on design plans

UTILITY COORDINATION

- Ongoing coordination meetings with City of Dripping Springs, Frontier, PEC, DSWs (biweekly)
- Continued coordination to facilitate relocations

ENVIRONMENTAL

- Prepare documents for TxDOT – no longer expedited CE
 - Species analysis
 - Historic PCR
 - Archeological ABS
- Pending THC coordination – determine if archeology analysis required

ROW SURVEYING

- Drainage easements metes+bounds (with City go ahead)
- Construction Staking (if approved – out of scope)

LANDSCAPE, STREETSCAPE, URBAN DESIGN

- Address City and TxDOT Comments on design plans

PS&E PREPARATION

- No tasks anticipated next period

PUBLIC ENGAGEMENT

- No tasks anticipated next period

Project Needs – This Period

- City support in continued coordination with DSWS - ongoing
- Obtain ROW for properties on Old Fitz to obtain CE - obtained
- Obtain drainage easements on Old Fitz prior to construction – in progress

Project Challenges and Resolutions – This Period

- Utility provider (DSWS) seeking funding for relocation of the utilities on Old Fitzhugh Road. Discussions on funding / responsibility will continue. City staff engaged.
- Utility provider (DSWS) schedule. DSWS has submitted design plans and the HDR team is reviewing.
- Utility provider coordination continuing on reassignments. Design plans reviewed from PEC and Frontier. Relocations scheduled to occur between March and July.
- PEC requesting construction staking outside scope. Need City support on next steps (ongoing).
- Drainage infrastructure could require small temporary easements or permanent easements on east side of Old Fitzhugh Road for minor swales with updated drainage modeling. Preparing map of construction easements. Need City support in obtaining construction easements.
- Additional adjustments to trees / landscaping plan will be needed once final DSWS plan received. No additional adjustments anticipated at this time; to be verified this month.
- TxDOT has concerns over utility relocations not completed in May. Working on a Construction Management Plan and coordinating with the Area Office to continue progressing the project.
- TxDOT reviews delayed. HDR provided supplemental information on utility items and non-TxDOT specifications.
- THC approvals did not include the drainage basins. Resubmitting to THC to determine if additional archeology analysis is required.

This progress report reflects work performed during the given month. Invoice periods may vary slightly. Subconsultant invoices may be delayed in the invoicing process.