

**Tax Increment Reinvestment Zone (TIRZ) No. 1 & No. 2 Board  
Regular Meeting Minutes  
December 4, 2017 at 4:00 p.m.**

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A Regular Meeting of the TIRZ No. 1 & No. 2 Board was held Monday, December 4, 2017 beginning at 4:00 p.m. in the City Hall Council Chambers located at 511 Mercer Street, Dripping Springs, Texas.

**I. CALL TO ORDER AND ROLL CALL**

Board Members TIRZ 1 & 2

Dave Edwards - Chair

Mim James - Vice Chair

Missy Atwood

Mike Figer

Dr. Bruce Gearing

John McIntosh (left meeting at 5:25 p.m.)

Ray Whisenant (arrived at 4:49 p.m.)

City Staff/Officials

City Administrator Michelle Fischer

Keenan Smith, Project Manager

Assistant City Attorney Laura Mueller

Council Member Taline Manassian, Board Liaison

Council Member John Kroll, Board Liaison

With a quorum of the Board present, Chair Edwards called the meeting to order at 4:01 p.m.

**II. PRESENTATION OF CITIZENS**

*Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit as necessary.*

Marianne Simmons spoke on behalf of the Farmers Market Association regarding the Town Center Project. The Farmers Market is not opposed to relocating if necessary to assist with the TIRZ projects..

**III. MINUTES**

*Consideration and possible action on:*

**A. Approval of the Regular Meeting Minutes of November 6, 2017**

A motion was made by Board Member Atwood to approve the November 6, 2017 minutes with the following corrections: 1) Corrected spelling of Tom Higemier, and 2) References to John Kroll, should read "Council Member Kroll." Vice Chair James seconded the motion, which carried unanimously 5 to 0.

#### **IV. BUSINESS (TIRZ #1 and TIRZ #2)**

*Consideration and possible action on:*

##### **A. Approval of the 2018 meeting calendar of the TIRZ No. 1 & No. 2 Board**

A motion was made by Commission Figer to approve the 2018 Meeting Calendar. Vice Chair James seconded the motion, which carried unanimously 5 to 0.

##### **B. Project Manager's Report: Priority Projects Update**

###### *1. Task Order #1 Timeline & Work Plans*

###### a. Site Surveys

Keenan Smith presented the item, and expressed the importance of obtaining the right-of-way on Old Fitzhugh Road for which he will do additional checking.

###### b. Town Center Concept Plan-delivered 11/17/17

###### 1. "Joint Boards" Presentation @ DSISD 11/27

Keenan Smith presented the item noting that the Library Board, TIRZ Board, and the Dripping Springs Independent School Board were present.

###### 2. CODS Approval Process

Planning & Zoning Commission Presentation 11/28

Economic Development Committee presentation 11/29

Historic Preservation Commission hearing and action 12/4

City Council presentation during workshop 12/12

Planning & Zoning Commission hearing and action 12/18

City Council hearing and action 12/19

###### c. Old Fitzhugh Road Concept Plan

Keenan Smith presented the item. A Stakeholder Workshop was held in October. This project will resume priority focus pending completion of the Team's current efforts the Town Center Preliminary Concept Plan and as surveys are completed.

###### 1. Preliminary Draft Jan. 2018

A Preliminary Draft of the Concept Plan will be available for review in January 2018, pending survey completion.

## 2. CAMPO grant application

Grant Development Services, Inc. is working on the CAMPO grant application for the construction of improvements. The Concept Plan will be integrated with the CAMPO application for the transportation portions of the Concept Plan. February is the first call.

### d. Triangle + RR 12 / US 290 Development Feasibility Study

1. Pending Survey Feb. 2018
2. CAMPO planning grant application

These items were not taken up at this meeting.

## C. Town Center Preliminary Concept Plan

### 1. Presentation

Keenan Smith gave a presentation on the Preliminary Concept Plan. The Memorandum of Understanding as signed by the City of Dripping Springs, the Library District, and the Dripping Springs Independent School District will be the controlling factor in the project. Mr. Smith reviewed the project timeline and presented a model of preliminary plan.

### 2. Public Hearing

Teresa Strube, Lori Broughton, and Marianne Simmons spoke during the Public Hearing.

### 3. Consideration and Possible Action on Preliminary Concept Plan

A motion was made by Commissioner Figer to approve the Town Center Preliminary Concept Plan. Commissioner Atwood seconded the motion, which carried unanimously 5 to 0.

### 4. Stakeholder Review / Approval Timeline per MOU (DSISD, DSCL)

The Commission discussed the practicality of traffic devices such as traffic circles and their effect on traffic flow. HDR Engineering performed the traffic impact analysis and the Commission is confident in HDR's report.

Commission Gearing discussed plans for DSISD and the importance of long-range planning and partnering with the community. He discussed possible plans for Walnut Springs Elementary School to be used for DSISD Administration. Due to possible relocation, Commissioner Gearing recommends adjusting the Preliminary Concept Plan to include Walnut

Springs Elementary School. The DSISD Long Range Planning Committee is recommending moving forward with the campus being used for administration purposes. If DSISD Administration were to be moved to the Elementary School building, then the bus lines and track would be removed from the Concept Plan. Changes caused by DSISD plans would not affect the overall framework of the project and could be incorporated into the Development Plan.

Laura Mueller explained that approval of the Concept Plan by all partners is not a final approval or acceptance of every detail in the plan, rather just the general concept is being approved and the plan is moving forward to the next MOU/Interlocal. Next interlocal will be in February or March.

Council Member John Kroll commented that the Library will draw additional commercial activity and its presence is essential to the project. Keenan Smith suggested the possibility of the DSISD Administration Offices as presented in the Preliminary Concept Plan being used for commercial services.

Plan and interlocal will be contingent on bond passage.

Mim James requested a TIRZ financial overview at next TIRZ meeting, including accumulation of funds, expenditures, and balances.

#### **D. TIRZ Administrator Update and Kickoff**

This item was not taken up at this meeting.

#### **V. EXECUTIVE SESSION**

The Board did not recess into Executive Session.

#### **VII. ADJOURN**

A motion was made by Commission Gearing to adjourn the meeting. Vice Chair James seconded the motion, which carried unanimously 5 to 0.

This regular meeting adjourned at 5:34 p.m.