



Agenda Item Report

Legislative Board: City Council
Date: April 7, 2026
Contact: Angela Kennedy, Director
Agenda Item ID / Number: 2026-344- / J.4

ITEM TITLE: Deliberation and possible action to adopt a resolution appointing members to an Ad-hoc Committee to serve as the Code Advisory Committee for the Unified Development Update project (Director of Development Services / City Engineer Angela Kennedy P.E., CFM) [PUBLIC TESTIMONY]

1. EXECUTIVE SUMMARY

On September 17, 2025, the City issued a Request for Proposals (RFP) for qualified planning consultants to undertake a comprehensive update of the Unified Development Code (UDC), ensuring consistency with adopted plans including the Our Buda Our Future 2024 Comprehensive Plan, Trails Master Plan, and the 2023 Downtown Master Plan. The Contract to update the City's UDC was awarded to Kendig Keast at the February 17, 2026 Council meeting. The attached schedule outlines the timeline and major milestones for the project. The process will include a Code Advisory Committee (CAC) that will meet four times over the next 18 months to review and provide feedback on proposed UDC changes. This item is to appoint members to the CAC.

2. BACKGROUND/HISTORY

The City of Buda is undertaking a comprehensive update to its Unified Development Code (UDC) to ensure consistency with the City's Strategic Plan, the Our Buda Our Future 2024 Comprehensive Plan, the Downtown Master Plan, and the Trails Master Plan. On September 17, 2025, the City issued a Request for Proposals (RFP) for qualified planning consultants to undertake a comprehensive update of the Unified Development Code (UDC). The Contract to update the City's UDC was awarded to Kendig Keast at the February 17, 2026 Council meeting.

3. ANALYSIS

The City of Buda is undertaking a comprehensive update to its Unified Development Code (UDC) to better manage growth while preserving the community's distinctive character. This effort is intended to modernize development regulations, streamline review processes, and ensure that new projects are consistent with the City's Strategic Plan, the Our Buda Our Future 2024 Comprehensive Plan, the Downtown Master Plan, and the Trails Master Plan, including their emphasis on walkability, diverse housing options, enhanced public spaces, and the historic development pattern of the Downtown District. Because these goals touch on a wide range of technical, policy, and community issues, an ad hoc Code Advisory Committee is proposed to provide focused, stakeholder-informed guidance throughout the UDC update and to help ensure that the revised code reflects the needs and priorities of the broader Buda community.

Membership of the Ad-hoc committee is outlined in the attached Resolution. The representatives nominated include:

Member of City Council: To be Determined
Commission on Aging: Jeff Kaufman and Winnie Rutledge (alternate)
EDC Board: Jim Niemie
Planning and Zoning Commission: David Nuckels

Parks Commission: Wendy Scott
Historic Preservation Commission: Belinda Ellis
Main Street Board: Monica Mills
Development, Residential: Rob Archer
Development, Commercial: Kayl Goebler
Development, Engineering: Matt Dringenberg
HOA West: Amanda Wallis
HOA East: Sinéad Whiteside

City staff, including the Assistant City Manager for Development, the Development Services Director, and the Assistant Director of Development Services, shall serve as ex officio members. The CAC will have four formal meetings with the consultant team over the 18-month project timeline. There is also a placeholder in the schedule for as needed virtual meetings. These are highlighted on the attached working schedule.

4. FINANCIAL IMPACT

Not Applicable

5. STRATEGIC PLAN/GOALS
EXCEPTIONAL CITY SERVICES

6. STRATEGIC PLAN OBJECTIVES

Become a more business-friendly City Government - regulations, codes and processes.

7. PROS AND CONS

Pro: The committee will provide plan continuity, community perspective, and balanced guidance throughout the code development process.

Con: None foreseen

8. ALTERNATIVES

The City Council may choose to change the composition of the committee.

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Staff recommends that the City Council make appointments from the nominations provided above or from their own selection.

Attachments:

[Buda UDC Update - Project Schedule 03.24.26.pdf](#)
[Resolution - Code Advisory Ad Hoc.docx](#)