

MINUTES
REGULAR MEETING OF THE ECONOMIC DEVELOPMENT CORPORATION
CITY OF LIVE OAK
WAS HELD AT THE LIVE OAK COUNCIL CHAMBERS
8001 SHIN OAK DRIVE
TUESDAY, AUGUST 27, 2024, AT 6:00 P.M.

1. CALL TO ORDER – Board President Mary M. Dennis called the regular session of the Economic Development Corporation to order at 6:00 p.m.
2. INVOCATION/PLEDGE OF ALLEGIANCE – A moment of silence was observed, and the Pledge of Allegiance was recited.
3. ROLL CALL
Present
Board President Mary M. Dennis
Board Vice President Cynthia Audelo
Council Director Bob Tullgren
Council Director Ed Cimics
Citizen Director Paras Arora
Citizen Director Rod Streets
Citizen Director Angela Green

4. CITIZENS TO BE HEARD – None.

5. CONSENT AGENDA
A. July 30, 2024 – Minutes (Reg Mtg)

Council Director Bob Tullgren made a motion to approve the CONSENT AGENDA as presented by staff; seconded by Citizen Director Angela Green.

VOTE FOR: Council Directors Tullgren and Cimics; and Citizen Directors Arora, Streets, and Green; and Board Vice President Audelo and Board President Dennis. **PASSED 7/0**

6. NEW BUSINESS

- A. Discussion and possible action regarding approval of an application for the Visual Improvement Program (VIP) by Toepperwein Office Park for the approval authorizing a payment directly to the contractor in accordance with the VIP requirements - Mrs. D. Lowder

Ms. Lowder provided the following during the staff presentation:

- Russell Kyse with Kyse & Associates Management Company has applied for the Visual Improvement Program (VIP) to assist with a parking lot improvement located at **11901 Toepperwein, Live Oak, Texas 78233**.
- **Scope of work:** Removing damaged an asphalt, base compacting to 95% density, tacking the area with tack oil and replacing with a hotmix asphalt. This will include capping off with 1 ½ inches required to bring the lot back to the proper level of sub grade. Then capping

off with 1 ½ inches of hot mix. Two coats of Gemseal sealcoat will cover 61,640 square feet of parking area, parking lot will be cleaned and all oil spots primed before sealer is applied.

- Three bids were received for the project and the applicant selected **South Texas Enterprises LLC. with a total project amount of \$15,940.95.**
- This request meets staff approval.
- Should you vote to approve this VIP application, payment will go directly to the contractor under Resolution **2024-08.**

Q&A

Council Director Tullgren asked when the work would begin; Ms. Lowder stated the work would commence immediately.

Council Director Cimics asked for clarification on the total amount for the project.

Council Director Bob Tullgren made a motion to approve Resolution 2024-08 of the Live Oak Economic Development Corporation authorizing a payment of \$5,000.00 directly to a contractor for parking lot improvements on behalf of Toepperwein Office Park in connection with the Visual Improvement Program with an effective date; seconded by Citizen Director Angela Green.

VOTE FOR: Council Directors Tullgren and Cimics; and Citizen Directors Arora, Streets, and Green; and Board Vice President Audelo and Board President Dennis. **PASSED 7/0**

- B. Presentation, discussion, and update regarding the EDC Monument & Landscaping Projects – Mrs. D. Lowder

Ms. Lowder provided updates for the four monumentation and beautification projects funded by the EDC during the 2023/2024 Fiscal year budget. The presentation included the following:

- RBFCU Gateway Monument located on RBFCU property - \$200,000 approved EDC expenditures, Bidding underway, and notice to proceed to be issued Fall 2024
- Pat Booker Gateway Monument located on TXDOT ROW property - \$200,000 approved EDC expenditures, plans are 100% complete, waiting for TXDOT & FAA application approval, next step will be to bid and award.
- Modernization of existing City Monuments located at Judson/Toepperwein xeriscape and Judson median update - \$60,000 approved EDC expenditures, new vegetation and decorative rock for the xeriscape area and the median project are nearing completion, metal elements will be added to the monuments to create continuity with the RBFCU and Pat Booker Triangle monuments at a later date.

Q&A

Board President Dennis asked who would maintain the Pat Booker Triangle monument; Ms. Lowder stated a TXDOT maintenance agreement is currently in place between the City and TXDOT for the entire strip of Pat Booker (SH 218). Plans are to implement the same type of agreement for the new Pat Booker triangle. She continued by thanking staff for the work on the monuments.

Council Director Tullgren asked for clarification regarding the plans for the outer portion of the triangle, Ms. Lowder stated TXDOT plans to place pavers in the voided areas around the perimeter of the triangle.

Council Director Tullgren asked for clarification regarding the clearance with the FAA, Ms. Lowder stated it is part of the application process for height and lighting. She continued by stating the height is not the main issue, the lighting would need their clearance so as not to interfere with the aircraft.

Council Director Tullgren continued his questions regarding the pavers at the Judson median whether they could be stained with Mr. Mark Wagster, Mr. Wagster stated the power washing should clean the pavers enough to see the color.

Council Director Cimics asked if irrigation had been added to the area near the electrical boxes, both Ms. Lowder and Mr. Wagster confirmed there was. He continued by requesting a memo to the Board with a recap of the funded amounts for each of the projects.

7. GENERAL ANNOUNCEMENTS

A. EDC Members - City event information, upcoming ribbon cutting/grand opening dates, times, and special acknowledgements.

B. STAFF - City event information, upcoming ribbon cutting/grand opening dates and times, and special acknowledgements.

* September 13th – Hogwild Conference 7:30a-6:30p @ Schertz Civic Center

* September 19th – Live Oak League of Arts Annual Art Show 6:00p-8:00p @ Clubhouse

* September 24th – EDC Public Hearing and meeting @ 6:00 p.m.

* October 8th – Scarecrow Invasion Judging @ 9:00 a.m.

8. ADJOURNMENT at 6:21 p.m.

APPROVED:

Mary M. Dennis
Mary M. Dennis, EDC Board President

ATTEST:

Donna M. Lowder
Donna M. Lowder, EDC Manager

