



City of Liberty Hill, TX
Liberty Hill Downtown Revitalization Committee Minutes
Tuesday, May 23, 2023, 5:30 PM
City Council Chamber / Municipal Courthouse
2801 Ranch RD 1869, Liberty Hill, TX 78642

1. CALL TO ORDER

The Downtown Revitalization Committee Workshop was called to order at 5:32 PM by Chair Daniel Scott

Downtown Revitalization Committee Members Present:

Lonnie Wendling
Daniel Scott, Chair
Kellie Olisky, Vice-Chair
Danyel Cake
Kristan LeBaron, Secretary

Members absent:

None

City Staff:

Paul Brandenburg – City Administrator
Jerry Millard – Director of Planning and Development
Elaine Simpson – City Secretary
Liz Branigan – Mayor
Katie Amsler – Communications Manager
McKenzi Hicks – Planner II

2. PUBLIC COMMENTS

Regarding items not on this agenda/Public Comments: Those desiring to speak on a topic not listed on the agenda, please complete a speaker form, and present it to the City Secretary before the meeting. Speakers will have three minutes each to speak, this time cannot be transferred or shared. Council members may not take action during this item and any responses will be limited to factual statements, recitation of existing policy, or request for the topic to be placed on a future agenda.

Regarding topics listed as an agenda item/During specific agenda item: Council requests that speakers complete a speaker form, indicate which agenda item they are interested in speaking about, and submit form to the City Secretary before the agenda item is addressed. Speaker forms may be emailed to the City Secretary before the meeting at esimpson@libertyhilltx.gov.

There were no Public Comments.

3) REGULAR SESSION

- a) Discussion, consideration and possible approval of Downtown Revitalization Committee Regular Meeting April 25, 2023 meeting minutes. (K. LeBaron)

Motion by Danyel Cake, seconded by Lonnie Wendling, to approve, as presented, the meeting minutes from April 25, 2023, meeting of the Committee. Vote on the Motion: Motion carried by a unanimous vote of 5-0. Ayes: Wendling, Scott, Cake, Olisky and LeBaron. Nays: None.

- b) Discussion, consideration, and possible action on Downtown Revitalization Committee membership to Downtown Association. (K. LeBaron)

Kristan LeBaron commented that she believed all of the Committee should have membership. Kristan asked Paul Brandenburg who else should have membership and Paul responded Mary Poche. Paul commented that the City Council approved to fund this membership for this fiscal year and the subsequent fiscal year. No action was taken.

- c) Discussion, consideration, and possible action on Downtown Wayfinding Signage. (D. Scott)

Daniel Scott commented that he placed this item on the agenda because he wanted to bring it to forefront because it had been floating around for a while, but we have not made a formal motion on it. Daniel mentioned that Kimley Horn was leaning on the Committee for some context and some preliminary design for the signage. Daniel and Katie suggested some options to the Committee. Paul suggested that the Committee narrow down what they are looking for in signage such as design, color, font, and number of signs. Kristan suggested the Committee make selection in stages, first determine how many and then figure out a look. Danyel Cake asked when Loop 332 will be changed to Main Street. Jerry Millard responded that City Council has approved and have held the public hearing. We are waiting on figuring out a reimbursement to property owners that will be affected by the name change. Also waiting on Public Works for the total number of signs, costs and man hours and making sure we have funding for all that. Jerry commented that as for the signs on Highway 29 we are regulated by TXDOT for the size and color. Paul recommended that the Committee stay with the scope of services with the consultant and anything above and beyond that with costs we try to identify that in the operational budget. Paul mentioned to the board about the creation of a TIRZ for downtown to finance for the future.

It was recommended that Director of Planning will resend ideas to City Secretary, to send to Chair Scott to be taken to the Cross committee coordination committee.

There was no official action taken.

- d) Review, discussion, and possible action to select Main Street sign colors. (K. Amsler)

The Committee reviewed the options they were provided from Public Works Director Thomison. They chose as their favorite, the option with the white background and red border, option named 'B3'. Lonnie Wendling moved, and Kristan LeBaron seconded, to approve selection of 'B3' for the downtown signage. Vote on the Motion: Motion carried by a unanimous vote of 5-0. Ayes: Wendling, Scott, Cake, Olisky and LeBaron. Nays: None.

- e) Update on Downtown Master Plan. (P. Brandenburg)

City Administrator Brandenburg explained that at their May 24th City Council meeting, the Council will consider approval of the financing of the Downtown Master Plan. The Liberty Hill Economic Development Corporation (LHEDC) has approved to pay for the plan which will be \$125,000.

There was no formal action taken on this item.

- f) Update on Downtown Streetscape and designated use of ARPA funding. (P. Brandenburg)

City Administrator Brandenburg presented a brief report regarding the ARPA project, which can be spent on almost any type of infrastructure. This will go toward the seed money to be applied toward the Streetscape plan. This is another project that will be under consideration for the downtown TIRZ in the future.

There was no formal motion on this item.

- g) Update on the potential relocation of Downtown Powerlines by PEC. (P. Brandenburg)

Mr. Brandenburg noted that this item is very similar to item 'f.'. These projects must be correctly planned and bid out. On Thursday of next week, the PEC will meet with City Administrator Brandenburg to discuss options for the Streetscape as far as the electric line locations.

There was no formal action on this item.

- h) Update and report regarding information shared at the Cross Committee Communications meeting(s). (D. Scott)

Chair Scott provided the Committee an update on the activities of the other Boards and Commissions from the most recent meeting of the Cross Committee Communications group.

No official action was taken regarding this report.

- i) Discussion, consideration, and possible recommendation to City Council on filling the Committee vacancy of Lonnie Wendling.

City Secretary Simpson was directed to share the applications previously received for the opening. They will contact the Council members individually to make recommendations, instead of making them as a group.

No formal action was taken on this item.

4) FUTURE AGENDA ITEMS

Issues, topics, items for consideration at a future meeting may be identified and scheduled for a future agenda. No deliberations on the items may occur.

- DRC members will consider the three options for the 'Monsters' logo for the upcoming 'Monsters On Main' event.
- Wayfinding Signage.

5) ADJOURNMENT

Issues, topics, items for consideration at a future meeting may be identified and scheduled for a future agenda. No deliberations on the items may occur.

With no other items on the agenda, and no objections from the committee members, Chair Scott adjourned the Downtown Revitalization Committee at 6:38 PM.

PASSED AND APPROVED BY THE Downtown Revitalization Committee of the City of Liberty Hill, Texas on 27th June of , 2023 on vote of 3 ayes, 0 nays, and 0 abstentions.

DJSH

Chair Daniel Scott

Elaine Simpson

City Secretary Elaine Simpson