



City of Liberty Hill, TX
Liberty Hill Downtown Revitalization Committee Minutes
Tuesday, July 25, 2023, at 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 5:31 PM by Chair Daniel Scott

Downtown Revitalization Committee Members Present:

Daniel Scott, Chair
Danyel Cake
Kristan LeBaron, Secretary

Members absent:

Kellie Olisky, Vice-Chair

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. Committee members may not act 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: The Committee 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 citizen comments.

3.) REGULAR SESSION

- a) Discussion, consideration, and possible action regarding the Downtown Revitalization Committee Meeting Minutes from June 27, 2023. (E. Simpson)

Danyel Cake moved, Kristin LeBaron seconded, to approve, as presented, the Downtown Revitalization Committee Meeting Minutes from June 27, 2023. Motion carried unanimously by a vote of 3-0. Ayes: Cake, Scott and LeBaron. Nays: 0. Absent: Olisky

- b) Discussion, consideration, and possible action to nominate two Downtown Revitalization Committee members to attend the Texas Downtown Conference on October 24-27, 2023. (P. Brandenburg)

The Committee discussed nominating two members.

Motion: Motion by Danyel Cake to nominate Kristen LeBaron, seconded by Daniel Scott. Vote on the Motion: Motion carried unanimously by a 3-0 vote. Ayes: Cake, Scott and LeBaron. Nays: 0. Absent: Olisky

Motion: Motion by Kristin LeBaron, seconded by Daniel Scott to make 'member of city staff' the other nominee. The committee will invite Katie Amsler to be the second to attend. If Amsler cannot attend, then Danyel Cake will take her spot. Vote on the motion: motion carried unanimously by a 3-0 vote. Ayes: Cake, Scott and LeBaron. Nays: 0. Absent: Olisky

- c) Discussion, consideration and possible action regarding Texas Downtown Association, grant opportunity for Anice Read Grant. (K. LeBaron, D. Scott)

The Committee discussed the grant and the grant application. This is a flexible grant and is a 'reimbursement' grant. It could provide 'seed money' for projects identified in the Downtown Master Plan.

There was not a formal motion. It was, by consensus, agreed that it would be on the next agenda.

The members asked city staff to research:

- Definition of 'non-charitable' / 'charitable' - make sure City qualifies for grant(s)
- Determination of how many grant applications could be received from one city, if applicants were different – DRC, LHEDC, P&Z – could they all apply for a grant that would benefit Liberty Hill?
- How many applications can one entity (DRC) make?

The Committee determined that once the answers for these questions were available, they could determine the type of grant that they would like to apply for, be it an artistic mural, or the street scape, or the way-finding signage, or an application for a grant to pay an engineer for building schematics/structural study of the VFW Building – if this project was considered non-profit. The DRC members were told that the Planning and Development Department would contact the grant director and find out the answers to these questions.

There was no formal motion.

- d) Discussion, updates, consideration, and possible action on Downtown Wayfinding Signage. (D. Scott)
- Update on the discussions with Halff
 - Process for how to engage the sculpture festival with commissioning pieces for architectural pieces incorporated into wayfinding or streetscape.

There was a short discussion of wayfinding signage. Chair Scott explained that Executive Director of the EDC – Mary Poche is working with Halff to include Wayfinding signage in the Downtown Master Plan.

There was a brief discussion about public art. This item will be taken to Katie Amsler, Director of Communications and Community Engagement. She oversees the Sculpture Festival.

There was no formal action taken.

- e) Discussion, updates, consideration, and possible action on a new mural. (D. Scott)
 - Verification of location, process for approval, and next steps.
 - Ideas on who to engage.
 - Theme.
 - Cost allocation.

There was a discussion about possible themes of the mural, including a brief discussion about incorporation of sunflowers into the mural.

City Manager Paul Brandenburg explained that for the city to name an official city flower, the process should be like the adoption of the new city motto. The Committee considers the item, gets input from the public, and makes a recommendation to the City Council.

There was a discussion that this new mural should be different from the existing mural. Perhaps there could be a nostalgic theme?

There was an extended discussion regarding putting out requests for the citizens to submit their ideas. Also, the Committee could approach Mr. Spivey for some ideas about history relevant to the city, such as the railroad, or Fort Tumbleweed.

There was a discussion about the side of the old Liberty Hill Independent building. To have a mural, it will need to be re-pointed, replastered, and otherwise repaired. Also, the paint will need to be selected for the appropriateness to working on limestone.

Kristan LeBaron volunteered to contact some neighboring cities which have murals and to see what the cost was to create/install.

Chair Scott explained that there may be an opportunity here to do a 'Façade Easement'.

This item will return on a future agenda. There was no formal action.

- f) Discussion, Update, and Possible Action on the following Downtown Projects/Initiatives:

- Main Street Signs

On or about August 15th, the Main Street street signs will be put up.

- Roundabout

The construction has started and will take approximately eight months to complete for this roundabout. The construction company has a good traffic management plan and will try to make sure there is always a lane of traffic coming through.

- **Main Street Signalization in 1869**

Last week the lights turned to 'flashing' red. The lights are supposed to be fully functioning before school starts August 16th.

- **Designated Truck Route**

The city's Public Works Commission is reviewing this.

- **Downtown Masterplan**

The City Council will sign the contract for this plan at their next Council meeting, and at the 'Water Tower Concert' on August 10th, city staff will start to collect citizen input.

- **Downtown Streetscape**

This Streetscape feature will be added to the scope of the Halff masterplan project on a 'contract addendum'. City Council has already identified some ARPA money to apply to this project – to move electric utilities.

There was no formal action taken.

4) REPORTS

- a) **Approve Cross Communication Committee Reports. (P. Brandenburg)**

The Cross Committee Communications group met 7-20-2026. This is the report compiled from the individual notes of the meeting. P&Z report was unavailable.

The Committee reviewed the 'complete' report.

There was no formal action taken.

5.) 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.

None identified.

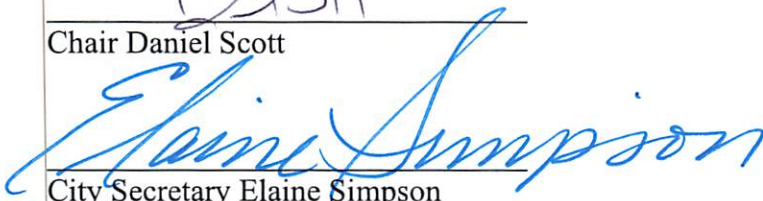
6.) ADJOURNMENT

With no other items on the agenda, and no objections from the committee members, Chair Scott adjourned the Downtown Revitalization Committee at 6:42 PM.

PASSED AND APPROVED BY THE Downtown Revitalization Committee of the City of Liberty Hill, Texas on 26th day of, September, 2023 on vote of 5 ayes, 0 nays, and 0 abstentions.



Chair Daniel Scott



City Secretary Elaine Simpson

