



City of Liberty Hill, TX  
Liberty Hill Downtown Revitalization Committee Minutes  
Tuesday, October 24, 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 Meeting was called to order at 5:33 PM by Chair Daniel Scott

**Downtown Revitalization Committee Members Present:**

Kellie Olisky, Vice-Chair  
Daniel Scott, Chair  
Kristan LeBaron, Secretary  
Sheila Nardelli

**Committee Members Absent:**

Danyel Cake

**City Staff:**

Paul Brandenburg – City Manager  
McKenzi Hicks – Interim Director of Planning and Development  
Elaine Simpson – City Secretary  
Liz Branigan – Mayor  
Katie Amsler – Director of Communications and Community Involvement.  
Mary Poche’ – Executive Director of Liberty Hill Economic Development Corporation

**PLEASE SILENCE YOUR CELL PHONES**

**1) CALL TO ORDER**

a) Establish quorum

**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 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: Committee Members request 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](mailto:esimpson@libertyhilltx.gov).*

There were no citizen comments.

### **3) REGULAR SESSION**

- a) Discussion, consideration and possible action regarding the September 26, 2023, Regular meeting minutes. (K. LeBaron)

Chair Daniel Scott moved, and Sheila Nardelli seconded, to approve the meeting minutes from the September 26, 2023, DRC meeting, as presented. Motion carried unanimously by a vote of 4-0. Ayes: Olisky, Scott, LeBaron and Nardelli. Nays: None. With Danyel Cake absent.

- b) Hear Presentation regarding Downtown Strategic Master Plan review and update. (Ylda Capriccioso from Halff & Associates)

Ylda Capriccioso from Halff and Associates presented a brief PowerPoint (see Exhibit 'A' to these meeting minutes). She also reminded the Commission that 'Downtown Day' will be October 26, 2023.

Ms. Capriccioso discussed the Project schedule for completion of the Master Plan, the Community Wide Surveys, the Principles of Healthy Downtowns, and discussed 3 interactive Poll Questions.

The target date for Downtown Masterplan is Spring 2024.

There was no formal action taken on this item.

- c) Discussion, review, and possible recommendation to the City of Liberty Hill City Council to Provide Emergency Relief to Downtown Businesses due to the Downtown

**Construction. (K. Olisky)**

Vice Chair Olisky inquired whether the City has any plans to try to assist cover costs for businesses downtown which are being affected by the major road construction projects.

City Manager Brandenburg explained that the City was able to assist one business with some signage, but there have been no other requests received.

Mr. Brandenburg reported on the lessons learned as we have worked on the construction of the Roundabout project. The City did fall short of notifying some businesses and therefore will assist with the cost of directional signage if business owners wish to file for re-imbusement.

Vice Chair Olisky gave a report about the AMEX Shop Small Saturday event coming up next month.

There was a brief discussion of the changing of two-way streets temporarily to one-way streets and vice versa during the construction. There was also a report on the 'informational sessions' that James Herrera held with downtown stakeholders to give them information about the traffic patterns, project timelines and parking information.

Katie Amsler, Director of Communications and Community Outreach explained that the city is promoting information on parking downtown on all social media sites.

There was no formal action.

- d) Discussion, consideration, and possible action related to Murals and Public Art including in the downtown area, including update from Liberty Hill Sculpture Festival October 21, 2023. (D. Scott)

This concept is in the early stages. The idea is to eventually adopt, as needed a Mural Program or Arts and Culture Board with a policy and program.

The DRC desires to work with local artists. It might be possible to have several sites which would have artwork on a 'rotating' basis. There could be a 'rotating art fund' which would be paid into by developers. This is all in the beginning / concept phase.

The DRC members briefly discussed ideas such as art on/near shared use paths.  
Map of Murals/Art.

Community Engagement value of program.

Having QR codes at each site of art installation, to allow viewer to hear a short description of the art works. This would give you the feeling of being in a museum.

There was no formal motion taken on this item.

- e) Discussion, consideration, and possible action regarding making recommendations to the City Council on options for a decorative feature to be installed within the interior of the new Traffic Circle downtown. (P. Brandenburg).

City Manager Brandenburg discussed ideas for the feature which have been discussed so far:

- Welcome to Liberty Hill entryway sign, possibly in wrought iron.
- Use of Rocks and other xeriscape elements.
- Concept of matching wrought iron elements in middle of Roundabout to fencing at Central Park, to tie together.

The Committee then briefly discussed concerns such as adequate crosswalks, discouraging people from climbing on or into the middle of the Roundabout. The safety of the pedestrians and motorists is most important.

City Manager Brandenburg explained that he will take some of these ideas and start making plans to propose to the City Council. This may have to be done in 'Phases' in order that the artwork is not rushed.

There was no formal action taken.

- f) Discussion, consideration, and possible action related to upcoming festivals, events, and meetings in the downtown area:
  - Monsters On Main - 14 businesses signed up to participate. There will be parking on Myrtle at the old VFW.
  - Veterans Recognition at Veterans Park – 11.11.2023 Saturday.
  - Christmas Festival and Parade – 12-9-2023.
  - Informational/Listening Meetings to be held regarding proposed Truck Routes around Main Street - It is expected that as soon as Truck Routes can be formulated and are being proposed, the City will host more of the informational meetings such as were held last month.
  - January 2024 - City 25th Anniversary 1-29-2024. Per Katie Amsler, the City has purchased a 'Time Capsule' that they will bury on the 25<sup>th</sup> anniversary and may leave plans to dig up on 50<sup>th</sup> anniversary. There will be local restaurants and bars providing commemorative drinkware for this anniversary.

There was no formal action taken.

- g) Discussion, consideration, and possible action regarding option for modifying Downtown Revitalization meeting schedule for December, because December 26, 2023, is a city holiday. (E. Simpson)

Motion to cancel the December meeting, made by Chair Scott, 2<sup>nd</sup> by Kristin LeBaron, carries unanimously by a 4-0 vote. Ayes: Olisky, Scott, LeBaron and Nardelli. Nays: None. With Danyel Cake absent.

- h) Discussion, consideration, and possible action to compose annual report on the achievements of the Downtown Revitalization Committee. (D. Scott)

The DRC members reviewed the draft list as composed by D. Scott. They decided to add that the City of Liberty Hill will be involved officially in AMEX Small Business Saturday program, and that they would correct the item regarding Downtown Association membership is for all city email holders. They will add that they have created a downtown map. They have approved a map for the proposed TIRZ.

They will add some more goals to the list and review.

No formal action was taken.

- i) Discuss report from the October 19, 2023, Cross-Committee Communications Group meeting. (D. Scott)

Katie Amsler discussed the 9-foot Eagle sculpture that is being sculpted out of the dead oak trees that used to stand in Veterans Park. It is possible that due to some unexpected flaws in the wood, the Eagle may have a prosthetic wing.

Chair Scott discussed proposed footage for traffic lanes. This was a major discussion recently at the City Council meeting when the City-Wide Comprehensive MasterPlan was adopted. On Downtown Day we will all have a better understanding of downtown lane widths. Some

downtown streets are too narrow. The Comprehensive Masterplan will affect new developments being built and these will need to conform to minimum 13' drive lane width requirements.

There was no formal action taken.

#### **4) STAFF ANNOUNCEMENTS**

##### **a) Staff Announcements / Items of Interest**

- City Comprehensive Master Plan adopted by City Council October 11, 2023 as Ordinance #2023-O-042 and posted on the city's website at this link <https://www.libertyhilltx.gov/DocumentCenter/View/2778/2023-O-042-Comp-Plan-LHTX2040>
- City Code of Ordinances - Updated Code adopted September 13, 2023 by City Council as Ordinance #2023-O-033 and posted on the city's website at this link <https://www.libertyhilltx.gov/DocumentCenter/View/2743/2023-O-033-Adopting-Recodification-9-13-2023>

These items are informational, and no formal action is required from the Committee. Reports were heard, no action was 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.

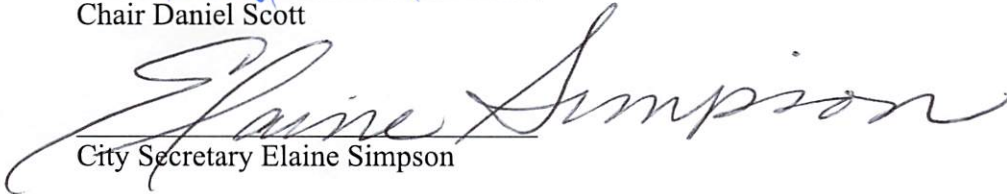
#### **6) ADJOURNMENT**

With no other items on the agenda, and no objections from the committee members, Chair Scott adjourned the Downtown Revitalization Committee at 7:06 PM.

PASSED AND APPROVED BY THE Downtown Revitalization Committee of the City of Liberty Hill, Texas on 29<sup>th</sup> day of ~~September~~ November 2023 on vote of 3 ayes, 0 nays, and 0 abstentions.



Chair Daniel Scott



City Secretary Elaine Simpson

