

AGENDA
CITY OF LIVE OAK
REGULAR MEETING OF THE ECONOMIC DEVELOPMENT CORPORATION
WILL BE HELD AT THE CITY COUNCIL CHAMBER
8001 SHIN OAK DRIVE, LIVE OAK, TEXAS 78233
TUESDAY, FEBRUARY 27, 2024, AT 6:00 P.M

The public may watch the meeting live at www.liveoaktx.net from the homepage by clicking the "Live Meetings" button or attending in person.

1. CALL TO ORDER
2. INVOCATION/PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZENS TO BE HEARD
5. CONSENT AGENDA
 - A. Approval of Minutes – January 30, 2024 – MINUTES (Regular Meeting)
6. NEW BUSINESS
 - A. Discussion and possible action regarding approval of a sponsorship request for the 21st Annual Live Oak Summer Open (LOSO) by the Alamo Community Disc Golf Association (ACDC) not to exceed \$10,000 of Economic Development marketing funds for promotional purposes. – D. Lowder
 - B. Discussion and possible action regarding approval of a sponsorship request for the 2024 Bowl For Kids Sake by the Big Brothers Big Sisters of South Texas not to exceed \$2,000.00 of Economic Development marketing funds for promotional purposes – D. Lowder
 - C. Update and discussion regarding the RBFCU and Pat Booker gateway monumentation projects. – D. Lowder
7. GENERAL ANNOUNCEMENTS
 - A. EDC Members - City event information, upcoming ribbon cutting/grand opening dates and times, and special acknowledgements.
 - B. STAFF - City event information, upcoming ribbon cutting/grand opening dates and times, and special acknowledgements.
 - Sports Medicine Associates of San Antonio (SMASA) Ribbon Cutting **March 7, 2024 @ 4:30 p.m.**
 - Next EDC Regular meeting – **March 26, 2024 @ 6:00 p.m.**
 - Alterman Inc. Ribbon Cutting **April 4th or April 18th TBD**
8. ADJOURNMENT - *I certify that the above notice of this meeting was posted on the bulletin board of the City Hall, 8001 Shin Oak Drive, Live Oak, Texas 78233, on February 22, 2024, by 5:00 p.m.*



Donna M. Lowder, EDC Manager
Economic Development Corporation

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretative services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office, for concerns or requests, at (210) 653-9140, ext. 2213 or 2219 or FAX (210) 653-2766. The Economic Development Corporation for the City of Live Oak reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act, Texas Governmental Code § 551.071 (Consultation with Attorney) and any other provision under the Texas Open Meetings Act that permits a governmental body to discuss a matter in a closed executive session. "It is possible that a quorum of the City of Live Oak Council could attend this meeting. The individual member will not engage in any discussion or deliberation on any matters presented by the agenda." REQUEST ALL PAGERS AND PHONES BE TURNED OFF, WITH THE EXCEPTION OF EMERGENCY ON-CALL PERSONNEL.

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, JANUARY 30, 2024 AT 6:30 P.M.

1. CALL TO ORDER – Council Director Bob Tullgren called the meeting to order at 6:30 p.m. in the absence of Board President Mary M. Dennis and Board Vice President Cynthia Audelo.
2. INVOCATION/PLEDGE OF ALLEGIANCE – A moment of silence was observed and the Pledge of Allegiance was recited.

3. ROLL CALL

PRESENT

Council Director Bob Tullgren
Council Director Ed Cimics
Board Secretary Paras Arora
Business Director Rod Streets
Citizen Direct Angela Green

ABSENT

Board President Mary M. Dennis
Board Vice President Cynthia Audelo

STAFF

City Manager Anas Garfaoui
EDC Director Donna Lowder
City Secretary Isa Gaytan
Director of Public Works Mark Wagster

4. CITIZENS TO BE HEARD - none

5. CONSENT AGENDA

- A. Approval of Minutes - December 12, 2023 – MINUTES (Special Meeting)
- B. Update on the San Antonio Stock Show & Rodeo Western Heritage Sponsorship Package

Council Director Ed Cimics made a motion to approve the CONSENT AGENDA as presented; seconded by Citizen Director Angela Green.

VOTE FOR: Council Directors Cimics and Tullgren; and Citizen Directors Green, Arora, and Streets. **PASSED 5/0**

6. NEW BUSINESS

- A. Update and Discussion regarding the 2024 Water Rights purchases and availability for future needs of the City of Live Oak – M. Wagster

Director of Public Works Mark Wagster presented the following regarding Water Rights purchases and availability:

- EDC holds ownership of 390 Acre Feet of Edwards Aquifer Water Rights

- The current budget of \$300,000 could add 30 Acre Feet bringing the total to 420 acre-feet.
- Analysis of undeveloped and recently developed commercial property identifies approx. 640-acre feet.
- EDC will need to secure an additional 220 Acre Feet for future development.
- The severe drought last year caused the cost of water rights to nearly double in 2023. The increase prompted staff to delay any purchase of water rights until the market improves.
- The 2023 drought caused a 36% reduction of water rights with 44 days in Stage II, 218 in Stage III, and 103 days in Stage IV.

During the presentation, Mr. Wagster included the Water Rights acquisitions history from 2011-2023 indicating 537-acre feet purchased and 147-acre feet transferred to the City water system. He predicted an additional transfer in 2024 to the City water system.

Q&A

Council Director Tullgren stated Live Oak’s EDC boasts of having the ability to provide such a valuable incentive to new commercial development providing a cost-savings to the developers each year.

Council Director Cimics asked for clarification on the calculation of 390-acre feet available for future development; Mr. Wagster confirmed.

Hearing no further discussion on the presentation; Council Director Tullgren closed the item for discussion since no motion was necessary.

7. **GENERAL ANNOUNCEMENTS**

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

Council Director congratulated City Attorney Clarissa Rodriguez for being named Partner at the attorney’s firm DNRBS&Z, P.C.

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

* Next EDC Regular meeting – February 27, 2024 @ 6:00 p.m.

* Best of Live Oak Competition ends, January 31, 2024

8. **ADJOURNMENT AT 6:39 P.M.**

APPROVED:

Council Director Bob Tullgren

ATTEST:

Donna Lowder, EDC Director



ECONOMIC DEVELOPMENT CORPORATION AGENDA ITEM FORM

Meeting Date: February 27, 2024
Prepared by: Donna Lowder
Department: Economic Development

Agenda item: 6A
Reviewed by: A. Garfaoui, City Manager

AGENDA ITEM DESCRIPTION: Discussion and possible action regarding approval of a sponsorship request for the 21st Annual Live Oak Summer Open (LOSO) by the Alamo Community Disc Golf Association (ACDC) not to exceed \$10,000 of Economic Development marketing funds for promotional purposes. – D. Lowder

Staff Briefing: Amy Monahan, event coordinator for the ACDC group, has requested sponsorship from the Economic Development Corporation’s marketing funds. The annual event continues to grow each year which provides Live Oak with an economic boost with restaurant goers, shoppers, and some hotel accommodations. With our assistance, the disc golf event was the largest thus far for the organization.

The event will be held on May 3rd - 5th at the Live Oak Disc Golf Course within the City’s Main Park and on a portion of Universal City’s small disc golf course. The group will yield approximately 300-348 participants with the tournament concluding on Sunday. At no time will there be 300 players within a single park. Players will be divided between the two courses during the two-day elimination process.

Staff are working with the Alamo Community Disc Golf Association to continue to grow this event and market the premier City of Live Oak.

Presenting Sponsorship Includes:

- Advertised as the Presenting Sponsor on all marketing materials for hotels/restaurants/shops;
- Signage & promotional materials will have City/EDC logo on feather flags, Pole Koozies, & Large Banner;
- Featured on YouTube post productions video and pro players’ Instagram accounts & shout outs on Social Media;
- Advertisement on all 3 courses, caddy book, walking path and tee signage;
- Logo on swag provided to every participant;
- Presenter at the Award Ceremony

ACTION:

- Ordinance Resolution
- Proclamation Staff Presentation
- Finance Report Public Hearing
- Other

Cost: not to exceed \$10,000.00	
Budgeted	
Actual Balance	
Acct. Name	Marketing Services
Acct. Fund	50-400-401
Other Funding	

Staff Recommended Motion: To approve **EDC funding** not to exceed **\$10,000.00** from Economic Development Corporation marketing funds for promotional purposes to the 2024 Live Oak Summer Open and the Alamo Community Disc Golf Association.



ECONOMIC DEVELOPMENT CORPORATION AGENDA ITEM FORM

Meeting Date: February 27, 2024,

Agenda item: **6B**

Prepared by: Donna Lowder EDC Director

Reviewed by: Anas Garfaoui City Manager

Department: Economic Development

AGENDA ITEM DESCRIPTION: Discussion and possible action regarding approval of a sponsorship for the Big Brothers, Big Sister Program not to exceed \$2,000 of Economic Development marketing funds for promotional purposes. – D. Lowder

Mr. Hugh Farr with Big Brothers Big Sisters of South Texas has requested marketing funds from the Economic Development not to exceed \$2,000.00 for promotional purposes to the local chapter of the Big Brothers Big Sisters program.

The sponsorship for the Bowl for Kids Sake will support mentoring programs that impact approximately 2,000 local youth annually. The following would be opportunities through this sponsorship for the Live Oak EDC:

- **Medium Size banner with EDC logo at the event hanging over 2 lanes.**
- **Small banner with City logo at the event hanging over 1 lane.**
- **Name on digital marketing materials and communications, i.e. social media, website, and emails**
- **10 Pledge voucher prize tickets**

STAFF BRIEFING

ACTION:

- Ordinance Resolution
 Proclamation Staff Presentation
 Finance Report Public Hearing
 Other

Cost: \$2,000	
Budgeted	
Actual	
Acct. Name	Marketing Fund
Acct. Fund	50-400-401
Other Funding	

Staff Recommended Motion: Staff reserves recommending a motion at this time.



ECONOMIC DEVELOPMENT CORPORATION

AGENDA ITEM FORM

Meeting Date: February 27, 2024,

Agenda item: 6C

Prepared by: Donna Lowder EDC Director

Reviewed by: Anas Garfaoui City Manager

Department: Economic Development

AGENDA ITEM DESCRIPTION: Update and Discussion regarding the RBFCU and Pat Booker gateway monumentation projects. – D. Lowder

Staff received the scope of work for both the RBFCU and Pat Booker gateway monuments from the city’s engineers. The scope of work includes project management, bid phase support, subconsultant services, and geotechnical engineering. The City Council will have an item on the agenda regarding a Resolution to approve a Scope of Work/Services with 6S Engineering and authorize execution of the same for the RBFCU Monument, Landscape and Design by the City Manager.

The agreement will include construction documentation for the design of the RBFCU gateway monument located on the Northeast corner of the Randolph Brooks Federal Credit Union property, adjacent to Loop 1604 and the Bridlewood entrance not to exceed \$68,680.00.

Staff will keep you all updated on the progress, project and construction costs, and any contingencies that may arise as we move forward.

STAFF BRIEFING

ACTION:

- Ordinance Resolution
- Proclamation Staff Presentation
- Finance Report Public Hearing
- Other

Cost: \$68,680.00	
Budgeted	\$200,000
Actual	
Acct. Name	Capital Projects
Acct. Fund	46-691-530
Other Funding	

Staff Recommended Motion: No motion necessary; this is just a progress update only.