

MINUTES
THE REGULAR MEETING OF THE LIVE OAK ECONOMIC DEVELOPMENT CORPORATION
WAS HELD AT THE CITY COUNCIL CHAMBER,
8001 SHIN OAK DRIVE, LIVE OAK, TEXAS 78233
TUESDAY, APRIL 29, 2025, AT 6:00 P.M.

1. **CALL TO ORDER-** Board President Mary Dennis called the regular meeting 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**

Board President Mary M. Dennis, present
Board Vice President Cynthia Audelo, present
Board Secretary Paras Arora, present
Council Director Bob Tullgren (arrived at 6:05 p.m.)
Council Director Ed Cimics, present
Citizen Director Rod Streets, present
Citizen Director Angela Green, present

STAFF

Anas Garfaoui, City Manager
Ron Ruthven, Assistant City Manager
Donna Lowder, EDC Manager
Clarissa, Rodriguez, EDC Attorney
Michael Fratus, Police Chief
Linc Surber, Fire Chief
Mark Wagster, Director of Public Works
Leroy Kowalik, Director of Finance
Isa Gaytan, City Secretary

4. **CITIZENS TO BE HEARD** – None

5. **CONSENT AGENDA**

- A. Approval of Minutes – February 25, 2025 (Regular Meeting)
- B. Economic Development Corporation to consider an excused absence for Board member Cynthia Audelo for February 25, 2025, Economic Development Corporation regular meeting.

A motion was made by Citizen Director Streets to approve the CONSENT AGENDA as presented; seconded by Citizen Director Arora.

VOTE FOR: Citizen Directors, Arora, Streets, and Green, and Council Director Cimics, and Board Vice President Audelo and President Dennis **6/0 PASSED**

6. NEW BUSINESS

- A. Discussion and possible action regarding approval of a Resolution and application for the Business Improvement Grant (BIG) by Prime-Time Restoration located at 11495 Toepperwein Road, Live Oak, Texas for the approval authorizing a reimbursement payment directly to the owner in accordance with the BIG requirements - Mrs. D. Lowder

Ms. Lowder provided the following during the Staff presentation:

- **Heath Pipes**, President/owner of Prime-Time Restoration (PTR) has applied for the Business Improvement Grant (BIG) to assist with building façade, painting, roofing, and parking lot improvements at his commercial property located at **11495 Toepperwein Road, Live Oak, Texas 78233**. The improvements will not only repair the damage to Building 2 but will provide a cohesive look to the buildings.
- Scope of Work
- Contractor information and total amount of the project **\$51,967.48**
- Applicant's obligations in accordance with the Performance Agreement within the 180 days
- City's obligations are in accordance with the Performance Agreement within the 30 days of being in receipt of all inspections, reports, paid receipts, and Reimbursement Request letter.
- The City will make a final on-site inspection by the City Building Official to ensure safety and quality improvements upon completion.
- Staff committed to presenting the project to the Board at a future meeting prior to issuing any grant payments.

It was the consensus of the Board that the scoring sheet provided was useful and assisted the Board in making the final decision.

City Manager Garfaoui added that the project was derived as an incentive for property owners to be attracted to Live Oak and retain. Property values will increase because of the beautification and not decrease, which is the LOEDC's purpose of the beautification grant.

Board President Dennis asked for updates for each of the BIG applicants throughout the progress of the updates.

A motion was made by Council Director Tullgren to approve Resolution 2025-05 authorizing a reimbursement pay of \$50,000 in connection with the Business Improvement Grant (BIG) to Prime Time Restoration with an effective date; seconded by Citizen Director Green.

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

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.
- Upcoming EDC Regular Meeting – **May 27, 2025, at 6:00 p.m.**
 - Tri-County Chamber Presentation included in packet
 - SAVE THE DATE -15th Annual Business Appreciation Luncheon – **July 9, 2025**
 - Live Oak Fiesta Medal winners 2025.

8. ADJOURNMENT at 6:31 p.m.

APPROVED:


Mary M. Dennis, Board President

ATTEST:


Donna Lowder, EDC Manager

