**AGENDA**

THE REGULAR MEETING OF THE LIVE OAK ECONOMIC DEVELOPMENT CORPORATION WILL BE HELD AT THE CITY COUNCIL CHAMBER, 8001 SHIN OAK DRIVE, LIVE OAK, TEXAS 78233

**TUESDAY, MAY 26, 2026, AT 6:00 P.M.**

***The public may watch the meeting live at www.liveoaktx.net under the Live Meetings button or 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 – March 31, 2026 (Regular Meeting)
   - **B.** Economic Development Corporation to approve an excused absence for Board Director Rod Streets for March 31, 2026, Economic Development Corporation meeting.
6. **NEW BUSINESS**
   - **A.** Discussion and possible action regarding approval of a Resolution and application for the Visual Improvement Program (VIP) by Blondes Brunettes & Redheads Salon for the visual improvements of the property, authorizing a payment directly to the contractor in accordance with the VIP requirements - Mrs. D. Lowder
   - **B.** Discussion and possible action regarding approval of a Resolution and application the approval for Economic Development marketing funds for advertising and promotional purposes made by the Big Brothers Big Sisters of South Texas for the 2026 Bowl for Kids Tournament– Mrs. 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.
   - Upcoming EDC Regular Meeting – **June 30, 2026 - CANCELLED**
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 May 19, 2026, 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
HELD AT THE LIVE OAK COUNCIL CHAMBERS
8001 SHIN OAK DRIVE
**TUESDAY, MARCH 31, 2026, AT 6:00 P.M.**

The public may watch the meeting live at www.liveoaktx.net by clicking "Live Meetings" button.

1. **CALL TO ORDER –** Board President Mary M. Dennis called the regular meeting of the Live Oak 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**
   Mary M. Dennis, Board President
   Cynthia Audelo, Board Vice President
   Paras Arora, Board Secretary
   Council Director Bob Tullgren
   Council Director Ed Cimics
   Citizen Director Rebecca Kochan
   **Absent**
   Rod Streets, Board Treasurer

   **Staff Present**
   Anas Garfaoui, City Manager
   Ron Ruthven, Asst. City Manager
   Donna Lowder, EDC Manager
   Isa Gaytan, City Secretary
   Clarissa Rodriguez, EDC Attorney
4. **CITIZENS TO BE HEARD –** No citizens registered to speak.
5. **CONSENT AGENDA**
   A. Approval of Minutes
      - January 27, 2026- Regular Meeting
   B. Approval of the cancellation for the June 30, 2026, regular meeting of the Economic Development Corporation – Mrs. Lowder

Council Director Tullgren made a motion to approve the CONSENT agenda as presented; seconded by Citizen Director Arora.

**VOTE FOR:** Council Directors Tullgren and Cimics, and Citizen Directors Arora, and Kochan; and Board Vice President Audelo and Board President Dennis **PASSED 6/0**

## 6. NEW BUSINESS

A. Discussion and possible action regarding the project completion and reimbursement payment associated with the Business Improvement Grant (BIG) to the owner The Forum at Olympia Parkway located at 8215 & 8222 Agora Parkway, in accordance with the BIG requirements - Mrs. Lowder

Mrs. Lowder provided the following during the staff presentation:

- This item is the final step of the BIG program once the applicant has applied and has been approved for grant assistance.
- Dumpster enclosures was proposed for two locations inside the Forum, 8215 and 8222 back in August.
- A total of three dumpster enclosures were constructed: one single enclosure and 1 double.
- Applicant has fulfilled the guideline obligations by providing the necessary documentation to include permits, inspection reports, and contractor's waiver and release of payment once the construction was completed.
- Staff has no objections to supporting the reimbursement payment in the amount of $50,000.00

Board Vice President Audelo made the motion to approve the reimbursement payment in the amount of $50,000.00 directly to the owner associated with the Business Improvement Grant (BIG) located at 8215 & 8222 Agora Parkway, in accordance with the BIG requirements: seconded by Council Director Cimics.

**VOTE FOR:** Council Directors Tullgren and Cimics, and Citizen Directors Arora, and Kochan; and Board Vice President Audelo and Board President Dennis **PASSED 6/0**

B. Discussion and possible action regarding a Resolution authorizing a Professional Services Agreement with Willdan Financial Services for services to develop an Economic Development Strategic Plan – Mrs. Lowder

Mrs. Lowder provided the following during the staff presentation:

- After publishing the RFQ, Willdan Financial Services was selected to serve as a professional consultant to the Live Oak EDC.
- A Resolution will authorize a Professional Services Agreement with Willdan Financial Services to develop a Strategic Plan for the Live Oak EDC.
- As the Live Oak Community grows and evolves, the strategy reflects current market conditions and future opportunities.

- This agreement, in an amount not to exceed $80,180.00 will allow staff to engage in professional consultants as they provide a clear roadmap that will guide economic development efforts and position Live Oak for continued success moving forward.
- Staff has no objections.

**Q&A**

Board President Dennis asked staff if the other proposals that were received were similar in the service fees and scope of work; Mrs. Lowder ensured the proposals received were provide the same Scope of Work in the RFQ process and the service fees ranged.

Council Director Tullgren made a motion to approve the Resolution authorizing the City Manager to execute a Professional Services Agreement for the purpose of providing consulting services to the Live Oak Economic Development Corporation by Willdan Financial Services not to exceed $80,180.00 and authorizing any additional actions reasonably necessary therewith; Providing a severability clause and establishing an effective date; seconded by Council Director Cimics.

**VOTE FOR:** Council Directors Tullgren and Cimics, and Citizen Directors Arora, and Kochan; and Board Vice President Audelo and Board President Dennis **PASSED 6/0**

C. Discussion and possible action regarding a Resolution authorizing a Professional Services Agreement with Retail Strategies, Inc. for retail and commercial advisory services – Mrs. Lowder

Mrs. Lowder provided the following during the staff presentation:

- After publishing an RFQ, Retail Strategies, Inc. was selected to serve as a professional consultant to the Live Oak Economic Development Corporation strengthening both recruitment and retention.
- A Resolution authorizes a Professional Services Agreement with Retail Strategies, Inc. to provide retail and commercial advisory services for the Live Oak EDC.
- Their work will focus on three key areas: market retail trade research, real estate analysis, and outreach to brokers.
- This agreement, in an amount not to exceed $150,000.00 for a three-year term, will provide the expertise and market insight needed to position Live Oak competitively and support thoughtful, strategic retail growth.

**Q&A**

Board President Dennis asked staff if the other proposals that were received were similar in the service fees and scope of work; Mrs. Lowder ensured the proposals received were provide the same Scope of Work in the RFQ process and the service fees ranged.

Council Director Tullgren commented on the timing of the initiative and consulting opportunities, and he stated the scope of work was thoughtfully intentional.

Council Director Cimics asked for clarification on the 3-year term of $50,000 per year with a total of $150,000; Mrs. Lowder confirmed the amount of $150,000 has been allotted and budgeted.

Council Director Tullgren made a motion to approve the Resolution authorizing the City Manager to execute a Professional Services Agreement for the purpose of providing consulting services to the Live Oak Economic Development Corporation by Retail Strategies, LLC and authorizing any additional actions reasonably necessary therewith; Providing a severability clause and establishing an effective date; seconded by Board Director Arora.

**VOTE FOR:** Council Directors Tullgren and Cimics, and Citizen Directors Arora, and Kochan; and Board Vice President Audelo and Board President Dennis **PASSED 6/0**

## 7. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF

A. EDC Board Members

- Upcoming City Events, Special meetings and workshops, conferences and special acknowledgments.

Council Director Cimics thanked staff for the work and efforts on the Pat Booker Gateway Monument, Mrs. Lowder confirmed the monument is finished with the completion of the landscaping.

B. Staff

- Upcoming City Events, Special meetings and workshops, conferences and special acknowledgments.
- EDC Regular Meeting – April 28, 2026, at 6:00 p.m.

## 8. ADJOURNMENT at 6:15 p.m.

ATTEST:

Donna Lowder
Economic Development Manager

APPROVED:

Mary M. Dennis
Economic Development Corporation President

# ECONOMIC DEVELOPMENT CORPORATION
# AGENDA ITEM FORM

**Meeting Date:** May 26, 2026 **Agenda item:** 6A

**Prepared by:** Donna Lowder, EDC Manager **Reviewed by:** R. Ruthven Asst. City Manager

**Department:** Economic Development Corp.

---

**Agenda Item Description**: Discussion and possible action regarding approval of a Resolution and application for the Visual Improvement Program (VIP) by Blondes Brunettes & Redheads Salon for the visual improvements of the property, authorizing a payment directly to the contractor in accordance with the VIP requirements - Mrs. D. Lowder

---

**Staff Briefing:** Mrs. Debbie Murdock, owner and operator of Blondes, Brunettes, and Redheads Salon, has been a long-standing presence in the Pat Booker Business District, operating at 8080 Pat Booker Road for the past 27 years.

Mrs. Murdock has recently made notable improvements to the property, including upgrades to the parking lot, interior renovations, pylon signage, and exterior painting to modernize the building. She is now requesting assistance through the VIP Grant Program to construct a dumpster enclosure, addressing the currently exposed waste container located behind the building and improving the overall appearance of the site.

The request is for a direct payment to the selected contractor, J&S Iron Works, LLC in an amount not to exceed $5,000 for the construction of the enclosure.

---

**Action:**

☐ Ordinance ■ Resolution

☐ Proclamation ☐ Special Presentation

☐ Finance Report ☐ Public Hearing

☐ Other

| **Cost: $** | |
|---|---|
| **Budgeted** | $150,000 |
| **Actual** | $150,000 |
| **Acct. Name** | |
| **Acct. Fund** | 50-400.486 |
| **Other Funding** | Other ED Initiatives |
| **Strategic Goal #** | 1, 2, 3, & 4 |

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

---

**Staff Recommended Motion:** Motion to approve application and Resolution **2026-03** of the Live Oak Economic Development Corporation authorizing a payment directly to the contractor J&S Iron Works LLC in the amount of $5,000.00 in connection with the Visual Improvement Program on behalf of the Blondes Brunettes and Redheads Salon with an effective date.

# Visual Improvements Program (VIP) Checklist

- [x] Attend Pre-Application Meeting with City Staff
- [x] Complete Visual Improvements Program Application with Agreement
- [x] Submit an Outline and/or Illustration of Proposed Improvements
- [x] **Property Owners:** Show Certificate of Ownership
- [ ] **Tenants:** Obtain Property Owner's Letter of Authorization
- [ ] Proof of Insurance *(Contractor's responsibility when permits obtained)*
- [ ] Proof of Contractor's License *(Contractor's responsibility when permits obtained)*
- [x] Provide Photos of existing structure and area(s) for improvements

Contact Information

| | |
|---|---|
| Live Oak Economic Development Corporation | (210) 653-9140 ext. 2219 |
| Development Services Department | (210) 653-9140 ext. 2244 |
| Permits & Inspections | (210) 653-9140 ext. 2244 |

## Evaluation Criteria

Below is the evaluation criteria and point system that will be used to judge each of the submitted projects.

| Evaluation Factor | Possible Points | Score |
|---|---|---|
| Professional quality of design | 10 | 10 |
| Consistency of design with business activity, design guidelines, and surrounding commercial structures | 20 | 20 |
| Proposed improvements are sufficient to improve the aesthetics of the structure/site | 30 | 30 |
| Improvement of property will significantly impact the re-vitalization efforts of the City | 40 | 40 |
| TOTAL SCORE RECEIVED | 100 | 100 |



Applications may be downloaded on our website at: www.liveoaktx.net

# Application

## APPLICANT – TENANT

Applicant's Name: DEBBIE MURDOCK

Applicant's Daytime Phone: 210-654-7400

Name of Business: BLONDES BRUNETTES + REDHEADS

Business/Building Address: 8080 PAT BOOKER RD

## APPLICANT – BUILDING / PROPERTY OWNER

Building/Property Owner's Name: DEBBIE MURDOCK
(if a partnership, corporation, etc., list each officer name and title)

Address: 8080 PAT BOOKER

Daytime Phone: 210-654-7400

Is the building / property owner interested in making improvements? [x] Yes [ ] No

Does building / property owner have a business in the building? [x] Yes [ ] No

If yes, what is the Business Name? _____

## OTHER BUSINESSES IN BUILDING

Please list other businesses in building and check those interested in participating in the Visual Improvements Program (VIP):

| Name of Business | Name of Owner |
|---|---|
| | |
| | |
| | |
| | |

# Application
## *Continued*

Applications may be downloaded on our website at: www.liveoaktx.net

Please describe the improvements you will complete as specifically as possible. If available, provide an illustration of the work to be completed or sample materials to be used.
Attach a separate page if more room is needed. Attach contractor bids (a minimum of 3 required)

ENCLOSE THE TRASH RECEPTACLE.
I WOULD LIKE TO USE JES
IRON WORKS, THE WHOLE ENCLOSER IS
IRON & METAL TO LAST.
THE OTHERS ARE A LITTLE METAL/WOOD.

**FUNDING STRUCTURE** Please designate dollar amount requested:

☑ I am interested in applying for a Visual Improvements Grant up to a maximum $ 5000.00 grant funds as a reimbursement to me upon submission of invoices and a request for payment to the **LOEDC**.

Estimated **TOTAL PROJECT COST** to complete all of the work specified above. $ 5000.00

**PROJECT TIME FRAME** Estimated start: 6-1-26 Estimated completion: 6-7-26

I have read and agree to the terms and conditions set forth above. I understand that my project will be evaluated and recommendations made as to the scope of work to be included in the Visual Improvements Program. I understand that the submittal of this application in no way guarantees me a grant from the Live Oak Economic Development Corporation. I understand that additional information may be requested as needed. The Live Oak Economic Development Corporation reserves the right to reject any and all applications at its sole discretion.

***If property is owned by a corporation, partnership, or joint venture, an individual legally authorized to represent the entity must sign below on behalf of the entity.***

Debbie Murdock 5-13-26
Signature of Applicant — Date

Debbie Murdock 5-13-26
Signature of Building Owner — Date

OWNER
Applicant Title

OWNER
Building Owner Title

**Attachments:**

- ❑ Property Owners: *Certificate of Ownership*
- ❑ Business Owners: *Property Owner's Letter of Authorization*
- ❑ Project Outline and/or Illustration *(include sample materials)*
- ❑ Proof of insurance *(Contractor's responsibility when permits obtained)*
- ❑ Proof of Contractor's License *(Contractor's responsibility)*
- ❑ Photos of existing storefront

Return the completed application, attachments, photos, and related materials to
The City of Live Oak
Attn: LOEDC
Visual Improvements Program
Live Oak, TX 78233


For more information, please contact Donna Lowder at 210-653-0140, ext. 2219 or dlowder@liveoaktx.net

Live Oak TX edc ECONOMIC DEVELOPMENT CORPORATION

# J & S IRON WORKS LLC

**JUAN S. DIAZ**
**SAN ANTONIO,TEXAS**
**Spanish (210) 394-6809 English (210) 815-7987**

| INVOICE NO. |
|---|
| DATE May/06/2026 |

| | |
|---|---|
| SOLD TO : Blondes, Brunettes & Redheads<br>ATT: Debbie Murdock | BY : Juan S. Diaz |
| ADDRESS : 8080 Pat Booker Rd | ADDRESS : 219 Ranch Valley Dr |
| CITY,STATE,ZIP : Live Oak , Tx 78233 | CITY,STATE,ZIP ; San Antonio , Tx 78227 |

TERMS / CONDITIONS :

| QUANTITY : | DESCRIPTION : | UNIT PRICE : | TOTAL PRICE : |
|---|---|---|---|
| | | | |
| | 12' long x 10' wide x 6' high metal dumpster enclosure. | | |
| | | | |
| 4 | • 4"x4"x3/16" square metal post with caps | | |
| 9 | • 2"x2" square metal crossmembers<br>• ( Top, Middle, Bottom ) | | |
| 2 | • 2"x2" square metal frame swing doors<br>(6' long x 6' high) | | |
| | • Wrap dumpster enclosure with white galvanized R panel | | |
| 2 | • Heavy duty gate canes | | |
| 1 | • Heavy duty metal slide bolt gate latch | | |
| 2 | • Metal handles | | |
| | *NOTE: primer & black paint used on all metal* | TOTAL | $5,000.00 |

WHITE
BLACK
BLACK

# The Fence Doctor

DATE COMPLETED _____ INVOICE: _____

Amir Bradshaw
(210) 643-2134
amirbradshaw1@gmail.com

Debbie Murdoch
Customer

8080 Patbooker Rd.
Property Address

Live Oak, Tx 78233
City, State, Zip

830-433-0969
Phone Number

Specifications: * 9x6 Dumpster enclosure
- Cedar Pickets
- treated Pine for framing.
- 54" Double gates.

* Remove 2 concrete Car stops.

- Dump fee Included.

$1500

**"CASH Payment"**
**When complete**
***-and you are happy-***
***unless previously agreed term***

Any alterations to above specifications could result in additional cost. All dates of service are conditional based on adverse weather. All proposal amounts are valid for up to 30 days after submitted. Not responsible for utility and water lines.

## Acceptance of Service Contract

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Customer Signature _____

Date of Acceptance _____

[redacted]

**Northwest Fence & Iron**
A Division of Sundance Metal Fabricators, LLC

2909 Dessau Rd.
Austin , TX 78754
512.219.5901
www.nwiron.com

JOB #: RR-5526

DATE: 05/05/2026

CUSTOMER: Debbie Murdock PHONE: 830-433-9069 FAX: _____

ADDRESS: _____ CITY: _____ ST: _____ ZIP: _____

JOB ADDRESS: 8080 Pat Booker Road CITY: Live Oak ST: TX ZIP: 78232

EMAIL: Debbie.murdock@yahoo.com

*FENCE:*

| | 1 | 2 | 3 |
|---|---|---|---|
| STYLE: | Wood | | |
| LENGTH: | 31 | | |
| HEIGHT: | 6' | | |
| COLOR: | WesternRedCed | | |
| FINIAL: | dog eared | | |
| PICKET SIZE: | 5.5" | | |
| PICKET SPACING: | side by side | | |
| POST SIZE: | 2.5" galvanized | | |
| POST CAP: | dome cap | | |
| **COST PER LF** | $65.00 | | |
| **FENCE TOTAL** | $2,015.00 | $0.00 | $0.00 |

SPECIAL: 3 - 2.5" Galvanized Bollards — $950.00

SPECIAL: _____

SPECIAL: _____

SPECIAL: _____

☐ RACKABLE / STAIRSTEP ☐

SPECIAL INST. _____

tear and haul away 2 existing concrete car stops

-------FREE OF CHARGE-------

one bollard on left side, right side and back of dumpster(3 total)

CURRENT LEAD TIME _____ WEEKS

*Begins upon receipt of down payment

*GATES:*

WALK GATE 1 QTY 6' H 11' W LATCH: DropRod HINGE: 180's STYLE: Cedar wood — $1,950.00

WALK GATE ____ QTY _____ H _____ W LATCH: _____ HINGE: _____ STYLE: _____

DRIVE GATE ____ QTY _____ H _____ W _____

OPERATOR: _____

SPECIAL INST. Gate is to be a double drive with drop rod latch, WITH 3" GATE POSTS

TOTAL: $ $4,915.00

DOWN PAYMENT: $ $2,450.00

SUBMITTED BY: Roman Rocha DATE: 05/05/2026

ACCEPTED BY: _____ DATE: _____

PROPOSAL BECOMES VOID UNLESS ACCEPTED WITHIN 7 DAYS. THE ABOVE WORK WILL BE COMPLETED IN A PROFESSIONAL MANNER FOR THE AMOUNT SHOWN. PAYABLE AT 50% DOWN WITH BALANCE UPON COMPLETION. ANY ALTERATIONS OR DEVIATION FROM THE ABOVE SPECIFICATIONS WILL BECOME AN EXTRA CHARGE OVER THE SUM STATED IN THIS CONTRACT. I/WE AGREE TO THE ABOVE LISTED PROPOSAL AND AUTHORIZE NORTHWEST FENCE & IRON TO START AND COMPLETE THE SAID PROPOSAL. I/WE ALSO AGREE TO PAYMENTS AND TERMS STATED IN THIS PROPOSAL. ALL MATERIALS REMAIN THE PROPERTY OF NORTHWEST FENCE & IRON UNTIL PAID IN FULL.
**CUSTOMER IS RESPONSIBLE FOR ANY DAMAGE TO UNDERGROUND LINES. CAST IRON PRODUCTS ARE NOT WARRANTED.**

## What to expect and how to move forward with your project:

I would like to thank you for giving us the opportunity to earn your business. I've included a detailed estimate of your project with as many details as possible. Customer is responsible for any HOA approvals and/or city permits.

If you have any questions about the proposal, material, service, pricing or any other questions, please don't hesitate to reach out. My cell is 512-844-7062.

To accept the estimate and move forward with your project, please sign and return ALL pages to me. We also require 50% down and accept check or card payments. If you prefer, I can send the documentation in a Adobe sign as well as a link to pay with a card online. Another option is to call our accounting dept. at 512-219-5901 and pay over the phone.

Once signed up we will get materials ordered and fabricate any necessary items for your project. We only schedule about 7-10 days ahead. Our schedule is always getting tweaked but will try to give as much notice as possible to your installation date(s)

We will schedule 811 to come out and mark all public utilities which include: electric, gas and cable/internet. They will put red, yellow, and orange flags in your yard with some spray paint markings. This is required by State law before digging.

Please remove all personal items on or within 3 feet of the fence prior to your install date. This may include any small trees, vines, or limbs that may interfere with the fence installation.

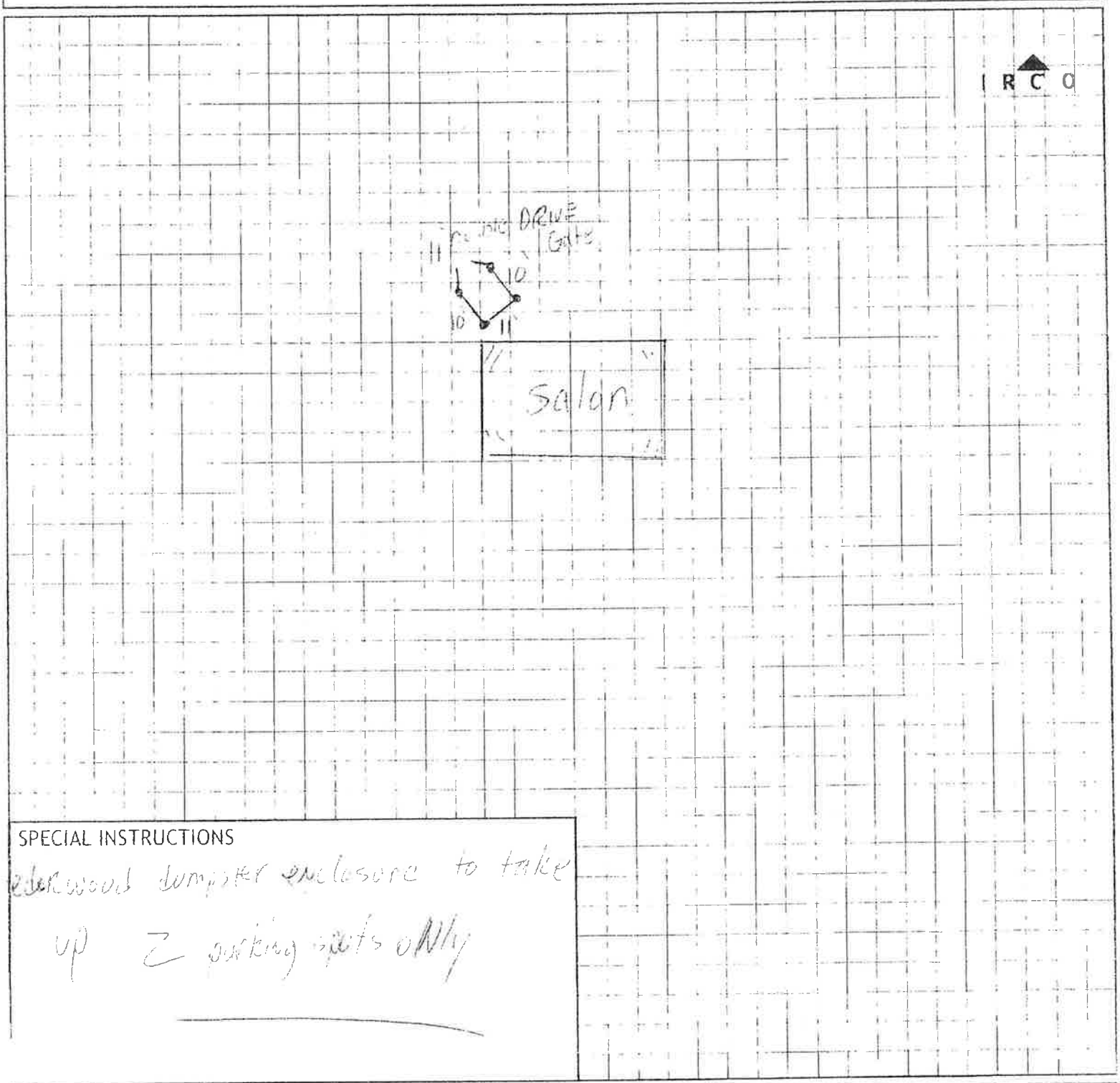
Northwest Fence & Iron
A Division of Sundance Metal Fabricators, LLC
12909 Dessau Rd
Austin, TX 78754
P: 512-219-5901
F: 512-219-0414
www.nwiron.com

JOB #: RC-5526

DATE: 5/3/26

CUSTOMER: Debbie Murdock PHONE: 830 935 0469

JOB ADDRESS: 8080 Pat Booker Rd CITY: Live Oak ST: TX :Zip 78233




SPECIAL INSTRUCTIONS

Redwood dumpster enclosure to take up 2 parking spots only

SUBMITTED BY: ACCEPTED BY: DATE:

RESOLUTION NO.**2026-03**

A RESOLUTION OF THE CITY OF LIVE OAK, TEXAS, ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING PAYMENT OF $5,000 DIRECTLY TO A CONTRACTOR IN CONNECTION WITH THE VISUAL IMPROVEMENT PROGRAM ON BEHALF OF BLONDES, BRUNETTES & REDHEADS SALON WITH AN EFFECTIVE DATE.

**WHEREAS,** the City of Live Oak City Council and Live Oak Economic Development Corporation adopted the Visual Improvement Program ("Program") in 2013; and

**WHEREAS**, the City of Live Oak and the Live Oak Economic Development Corporation held a public hearing and re-authorized the Program with an increased budget and increased the possible total amount of funds to award an applicant on September 30, 2025; and

**WHEREAS,** the Visual Improvement Program supports the revitalization and redevelopment of neighborhoods throughout the City through a grant program for businesses and promotes business development; and

**WHEREAS,** the Visual Improvement Program authorizes payment of up to $5,000.00 for an individual applicant for a specific project; and

**WHEREAS,** Debbie Murdock, owner/operator of Blondes, Brunettes, and Redheads Salon have applied for a Visual Improvement Program Grant in the amount of $5,000 for a dumpster enclosure for 8080 Pat Booker Road, Live Oak, Texas 78233 and

**WHEREAS**, the Economic Development Corporation has determined that the proposed improvements by the applicant benefit the revitalization and redevelopment of the immediate neighborhood in which the project is located as well as new and expanded business development; and

**WHEREAS,** the applicant selected J&S Iron Works, LLC as the contractor who will complete the work; and

**WHEREAS,** the Economic Development Corporation has determined that J&S Iron Works, LLC should be the direct recipient of the Visual Improvement Program funds to assist with the payment of the dumpster enclosure improvements.

**NOW, THEREFORE, BE IT RESOLVED BY THE ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF LIVE OAK, TEXAS:**

The Live Oak Economic Development Corporation supports the payment of $5,000 to J&S Iron Works LLC for a dumpster enclosure, located at 8080 Pat Booker Road, Live Oak, Texas 78233 for visual property improvements. Payment will be made as outlined in the Visual Improvement Program application and program guidelines with final payment upon conclusion and inspection of the project.

Section 1. The Live Oak Economic Development Corporation Board Members have reviewed the Agreement and hereby approves and accepts the Performance Agreement for Visual Improvements on said property not to exceed $5,000 as set out in **Exhibit "A".**

PASSED and APPROVED this the **26th** day of **May 2026**.

_____
Mary M. Dennis, EDC Board President

ATTEST:

_____
Isa Gaytan, City Secretary

APPROVED AS TO LEGAL SUFFICIENCY:

_____
Clarissa Rodriguez, EDC Attorney

**EXHIBIT “A”**

**STATE OF TEXAS** §
**COUNTY OF BEXAR** §

---

## CITY OF LIVE OAK ECONOMIC DEVELOPMENT CORPORATION VISUAL IMPROVEMENT PROGRAM GRANT AGREEMENT

---

### Authority

This Agreement is made under the authority of the TEX. LOC. GOV. CODE chapters 501, 502 and 505, as amended (the "Code").

### Parties

This Agreement is made and entered into by and between the City of Live Oak Economic Development Corporation (the "LOEDC") organized under the Code, and DEBBIE MURDOCK (the "GRANTEE"), and shall be effective when duly executed by signature of the authorized representatives of both LOEDC and Grantee at the end of this Agreement ("Effective Date").

### Preamble

WHEREAS, the LOEDC held a public hearing concerning the expenditure up to one hundred thousand dollars ($100,000.00) for the purpose of a Visual Improvement Program ("VIP") for the City of Live Oak (the "Program") on February 8, 2011; and

WHEREAS, the City Council of Live Oak, Texas on February 8, 2011 and February 22, 2011, read the resolution authorizing the Program; and

WHEREAS, after reading the resolution and upon the recommendation of the LOEDC the City Council of Live Oak, Texas approved the Program and the expenditure of up one hundred thousand dollar ($100,000.00) in support of the Program.

NOW THEREFORE, in view of the above and foregoing, and in consideration of the mutual agreements herein contained, LOEDC and Grantee hereby agree as follows:

### Terms

In consideration for the mutual promises and covenants given and the mutual benefits received, which is hereby acknowledged by LOEDC and Grantee ("the Parties"), agree as follows:

1) Purpose and Allocation

i) LOEDC shall allocate to Debbie Murdock the sum of $ 5000.00 ("Funds") to GRANTEE. Said Funds that have been allocated shall be used by GRANTEE for the following purpose DUMPTER ENCLOSURE (the "Project").

ii) The allocation of the Funds to GRANTEE shall be as follows:

(a) All projects must start construction within ninety (90) days of being awarded funding and completed within one (1) year of being awarded.

(b) Upon completion of the project in its entirety and upon completion of all requirements under "Reimbursable Expenditures" as stated in the VIP Application, GRANTEE may make written request for reimbursement.

(c) The written request shall indicate how the Funds were specifically used. The Funds may only be used for the purpose specified in Section 1(i) of this agreement and the date(s) of expenditure.

(d) Upon a determination by LOEDC that applicable requirements have been complied with, the LOEDC shall provide reimbursement to GRANTEE.

2) Default and Recapture:

i) This Agreement may be terminated if GRANTEE refuses, fails or neglects to substantially comply with any of the terms of the Application, this Agreement or the ordinances of the City of Live Oak and the laws of State of Texas. If it is determined that GRANTEE has used the funds for any purpose other than those identified in Section 1(i) of this agreement or, if any representation made by GRANTEE is false or misleading in any material aspect the Agreement may be terminated. Termination of this Agreement may be effected if any such default is not cured within sixty (60) days after written notice by LOEDC to GRANTEE.

ii) In the event of termination, a bill for the full amount allocated under this Agreement or any portion thereof will be sent to GRANTEE, and GRANTEE agrees to pay the total amount due within sixty (60) days after receipt of the bill. Statutory penalty and interest will accrue if GRANTEE fails to timely pay the bill.

iii) In the event the LOEDC grants GRANTEE a greater amount than the costs of the Project when completed and all requirements are met, GRANTEE agrees

to accept a reimbursement of funds in the amount that were necessary to complete the project.

iv) GRANTEE shall repay all improper expenditures and shall remit 10% interest per annum on all improper expenditures from the time GRANTEE received funds from LOEDC within 30 days upon written notice by LOEDC for all improper expenditures.

3) Miscellaneous

i) Assignment. GRANTEE shall not assign this Agreement.

ii) No Right of Renewal. It is understood and agreed that the receipt of these funds by GRANTEE shall not imply any right of automatic renewal of this Agreement.

iii) Notice. Any notice required under the provisions of this Agreement shall be in writing and delivered in person, by fax or deposited in the United States Mail, registered or certified, return receipt requested. Any such notice must be addressed to LOEDC or GRANTEE at the following addresses. Any notice shall be deemed received three days after the date of deposit in the United States Mail, unless proof is offered to the contrary. Unless otherwise provided in this Agreement, all notices shall be delivered to the following addresses:

LOEDC: MARY M. DENNIS, President
City of Live Oak Economic Development Corporation
c/o EDC Manager DONNA LONDER
8001 Shin Oak Drive
Live Oak, Texas 78233
Phone: 210. 653-9140 x 2219
Fax: N/A

GRANTEE: DEBBIE MURDOCK
8080 PAT BOOKER RD.
LIVE OAK TX 78233

Either party may designate a different address or fax number by giving the other party written notice.

iv) Binding Agreement. This Agreement has been duly executed and delivered by both parties and constitutes a legal, valid and binding obligation of the parties. Each person executing this Agreement on behalf of each party represents and warrants that they have full right and authority to enter into this Agreement.

v) Amendment. This Agreement may not be amended except in a written instrument specifically referring to this Agreement and signed by the parties hereto.

vi) Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. The State of Texas shall have jurisdiction over this Agreement and the parties hereto, and venue of any legal action filed by either LOEDC or GRANTEE shall be in Bexar County, Texas.

vii) Severability. In the event that one or more of the provisions contained in the Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein, but shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

viii) Execution. LOEDC executes this Agreement by and through its President; GRANTEE executes this Agreement by and through DEBBIE MURDOCK, its authorized representative. The parties further agree that this Agreement may be executed in multiple counterparts, each of which shall be considered an original.

LIVE OAK ECONOMIC DEVELOPMENT CORPORATION:

_____, 2025
DATE

_____
MARY M. DENNIS
BOARD PRESIDENT

ATTEST:

_____
ISA GAYTAN
CITY SECRETARY

GRANTEE:

_____, 2025
DATE

_____
AUTHORIZED REPRESENTATIVE

# ECONOMIC DEVELOPMENT CORPORATION
# AGENDA ITEM FORM

**Meeting Date:** May 26, 2026 **Agenda item:** 6B

**Prepared by:** Donna Lowder, EDC Manager **Reviewed by:** R. Ruthven Asst. City Manager

**Department:** Economic Development Corp.

---

**Agenda Item Description**: Discussion and possible action regarding approval of a Resolution and application for Economic Development marketing funds for advertising and promotional purposes made by the Big Brothers Big Sisters of South Texas during the 2026 Bowl for Kids Tournament – Mrs. D. Lowder

---

**Staff Briefing: Applicant:** Mr. Hugh Farr with Big Brothers Big Sisters of South Texas has requested marketing funds from the Economic Development for promotional purposes to the local chapter of the Big Brothers Big Sisters program. This is the fourth year Big Brothers Big Sisters of South Texas has requested marketing funds from the LOEDC.

The sponsorship for the 2026 Bowl for Kids' Sake sporting event will support mentoring programs that impact approximately 2,000 local youth annually. The sponsorship opportunities to consider are as follows:

**Lucky Strike: $10,000**
**Perfect Score: $5,000**
**Alley Sponsor: $2,000**
**Lane Sponsor: $500**

---

**Action:**

☐ Ordinance ■ Resolution

☐ Proclamation ☐ Special Presentation

☐ Finance Report ☐ Public Hearing

☐ Other

| **Cost: $** | |
|---|---|
| **Budgeted** | $28,500 |
| **Actual** | $18,500 |
| **Acct. Name** | |
| **Acct. Fund** | 50-400.401 |
| **Other Funding** | Marketing |
| **Strategic Goal #** | 3 |

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

---

**Staff Recommended Motion:** A motion to approve a Resolution for the approval of $_____ in marketing funds for advertising and promotional purposes for the City of Live Oak made by the Big Brothers Big Sisters of South Texas during the 2026 Bowl for Kids Tournament.

# Live Oak Texas Economic Development Corporation

**State of the Program in Live Oak, Texas**

Currently serving 13 Matches (BIGs matched with Littles)
2 17 year-olds
3 16 year-olds
2 15 year-olds
3 13 year-olds
2 11 year-olds
1 9 year old

7 males & 6 females

4 White/Cuacasian
1 Hispanic
3 multi-ethnic
4 African American
1 Asian

We believe that our 1-1 youth mentoring program is critical infrastructure for our community!

# Live Oak Texas Economic Development Corporation

**Sponsorship Request**
**Bowl for Kids' Sake**
**$10K or "Lucky Strike" Level**
Name on all event t-shirts

- Logo included in all marketing materials
- Large banner at event registration
- Medium Banner over two lanes
- Small Banner of one lane
- Sponsor name on digital marketing materials
- Free Pizza

The funds will:

- Maintain Existing Matches
- Make New Matches (across Live Oak, TX & SA/Bexar County
- Provide Case Management Support
- Volunteer & Family Training
- Match Activities

**Application for Sponsorship Marketing Funds**

Name of Organization Big Brothers Big Sisters of South Texas

Name of Officer/Representative Hugh H Farr c/o Gable Crowder

Address 10843 Gulfdale

City, State, Zip San Antonio, Texas 78216

Contact Name Hugh H Farr

Contact Phone Number/Fax 210-225-6322 X 155

Contact E-Mail Address hfarr@bigmentor.org gcrowder@bigmentor.org

Alternative contact and Phone 210-316-4707

Website Address for Event or Sponsoring Entity www.bigmentor.org

Is Your Organization a Non-Profit 501 (c)(3)? 74-1897630

Tax ID # 74-1897630 Entity's Creation Date 1976

Purpose of Your Organization Our mission is to provide children facing adversity with strong and enduring, professionally supported one-to-one mentoring relationships that change their lives for the better, forever.

Name of Event or Project 2026 "Bowl for Kids' Sake"

Date of Event or Project (if applicable) Thu Aug 27, 2026, Fri Aug 28, 2026 & Sat Aug 29, 2026

Primary Location of Event or Project Lucky Strike bowling alley, Astro Super Bowl, & Bandera Bowling Center

Amount Requested $10K

How Will the Funds Be Used? All monies will be used to make new matches, moving youth from the ready-to-be-matched list, maintain existing matches, provide training to volunteers & families served, case management support through the life cycle of the match, resource referrals for those in the Alumni program, and production of match activities for matches to participate in.

Will The Requested Funds Be The Sole Funding Source for the event? **Yes** X or **No** _____

Primary Purpose of Funded Activity/Project: What are the objectives that will be accomplished with the Funds? How will those objectives benefit the City? The funds will directly support the 13 matched Littles and their BIGs as well as the families of those youth who reside in the Live Oak, Texas community. Additionally, the funds will similarly positively impact matches across the San Antonio & Bexar County community. The objectives of the funds is to match more youth with positive roles models and maintain existing matches across Live Oak, TX and the greater SA/Bexar County community.

**Sport Relating Event Funding:**

If the event is a sporting related function/facility, how many individuals are expected to participate? n/a

If the event is a sporting related function/facility, how many of the participants are expected to be from another city, state, or county? n/a

If the event is a sporting related function/facility, quantify how the funded activity will increase economic activity at hotels, motels, and restaurants within the city or its vicinity? n/a

How many years have you held this Event or Project? 50 years

Expected Attendance Count: 300

How many people attending the Event or Project will use City of Live Oak hotels, motels, or restaurants? Unknown

Do you (or are you aware of others) reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels? n/a

How many nights will they stay, if any? n/a

How will you measure the impact of your event on area hotel activity or the benefits for the City? All of the attendees & participants will get marketing materials including t-shirts and see the various banners/signs with sponsor information. They will also see that Live Oak, TX is directly involved in supporting youth & families.

Please list other organizations or government entities and contracts/grants that have offered financial support to your project: Bexar County Commissioner Grant Moody, HEB, Community First Health Plans, Security Service Federal Credit Union, Norton Rose Fulbright, Broadway Bank, Argo Group, FROST, Amegy Bank, Edwards Aquifer Authority, & Discount Tire

If applicable, please check all promotional efforts your organization is coordinating, and the amount financially committed to each media outlet:

Paid Advertising _____ Newspaper _____ Radio _____ TV _____ Press Releases to Media X

Direct Mailing to Out-of-Town Recipients _____ Other There is no paid media for this fundraising event. All legacy media coverage will be donated.

Specify who you are targeting in your advertising and promotion efforts. Volunteers, sponsor companies, Littles & their families, and the recruitment of new volunteers

H Hawthorne Farr

**Signature of Officer for Organization Applicant**

Hugh H Farr

**Printed Name**

05042026

**City Manager or Designee** **Date**

# BOWL FOR KIDS' SAKE

**JULY**

**HOW TO PARTICPATE**

Enjoy a night of bowling with friends or co-workers and support our mentoring programs that impact nearly 2,000 local youth annually.

Don't forget about the bowling pin decorating contest.

| Level Benefits | Lucky Strike Sponsor ($10,000) | Perfect Score Sponsor ($5,000) | Alley Sponsors ($2,000) | Lane Sponsor ($500) |
|---|---|---|---|---|
| Name on event t-shirts | ✓ | | | |
| Logo included in all marketing materials | ✓ | ✓ | | |
| Large banner at event registration | ✓ | ✓ | | |
| Medium banner at event hanging over 2 lanes | ✓ | ✓ | ✓ | |
| Small banner hanging on a lane | ✓ | ✓ | ✓ | ✓ |
| Name on digital marketing materials and communications (website, social media, email) | ✓ | ✓ | ✓ | ✓ |
| Free pizza at event; 10 pledge voucher prize tickets | ✓ | ✓ | ✓ | ✓ |

**RESOLUTION NO. 2026-04**

**A RESOLUTION OF THE CITY OF LIVE OAK ECONOMIC DEVELOPMENT CORPORATION APPROVING AND AUTHORIZING THE APPLICATION FOR MARKETING FUNDS IN THE AMOUNT OF $_____ FOR ADVERTISING AND PROMOTIONS FOR THE BIG BROTHERS BIG SISTERS OF SOUTH TEXAS' 2026 BOWL FOR KIDS' SAKE FOR THE CITY OF LIVE OAK PROMOTIONAL PURPOSES WITH AN EFFECTIVE DATE.**

**WHEREAS,** the City Council and Live Oak Economic Development Corporation ("EDC") adopted the 2025/2026 Annual Budget for the EDC; and

**WHEREAS**, the Live Oak EDC budget contains line items for the purposes of marketing and promotions; and

**WHEREAS,** Section 505.103 says that a Type B corporation may spend no more than 10 percent of the corporate revenues for promotional purposes; and

**WHEREAS**, the Big Brothers Big Sisters of South Texas have requested funds from the City as a sponsorship, which supports the annual bowling tournament sporting events, and specifically the sponsorship will be for advertising which will provide significant promotion of tourism and advertising to the City as outlined in Exhibit A; and

**WHEREAS**, the funding a sponsorship for the purpose of promoting the City of Live Oak with strategic marketing efforts as proposed by the Big Brothers Big Sisters of South Texas is consistent with the statutory authority for promotional purposes; and

**WHEREAS**, the Economic Development Corporation has determined that the expenditure of **$_____** in EDC marketing funds for the purpose of a sponsorship for the 2026 Bowl for Kids' Sake to promote Live Oak meets the criteria for expenditures of Type B revenue for promotional purposes which is consistent with all statutory and budget requirements.

**NOW, THEREFORE, BE IT RESOLVED BY THE ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF LIVE OAK, TEXAS, THAT:**

*SECTION 1.* The City of Live Oak Economic Development Corporation approves the application for funds submitted by Big Brothers Big Sisters of South Texas by and through the Bowl For Kids' Sake event for EDC promotional funds for a sponsorship which will promote Live Oak businesses in various manners during the 1-day tournament, in the amount of $_____ for the promotion of the City Live Oak.

*SECTION 2.* This Resolution shall take effect and be in full force from and after the date of its passage.

APPROVED AND ADOPTED on this the **26th** day of **May, 2026**.

_____
Mary M. Dennis, EDC Board President

Attest:

_____
Isa Gaytan, City Secretary

Approved as to Form:

_____
Clarissa Rodriguez, EDC Attorney

Big Brothers Big Sisters of South Texas

10843 Gulfdale
San Antonio, TX 78216
T (210) 225-6322
F (210) 225-1961
bigmentor.org

Donna Lowder

Economic Development Manager

Live Oak Economic Development Corporation

8001 Shin Oak Drive

Live Oak, Texas 78233

Dear Mrs. Lowder,

This year, **Big Brothers Big Sisters of South Texas** turned 50 years and we are holding our annual **"Bowl for Kids' Sake"** fundraising event. What is different is that this year, to celebrate our 50th anniversary, we have expanded the event to 3 locations. Our office is humbly requesting a **$10K** sponsorship or a **"Lucky Strike"** level for the **2026 "Bowl for Kids' Sake"** fundraising event. The schedule this year will be **Thu Aug 27**, **Fri Aug 28**, & **Sat Aug 29**, **2026**. Each location will have a different theme to coincide with the growth of the agency over the years.

Currently, we are serving 13 matched Littles in the Live Oak community, 10 of whom are teens. The funds requested will maintain these matches through training, case management, match support, and match activities for the matches to attend. The funds will also help match youth across the Live Oak community, who are on the ready-to-be-matched waiting list and youth who are similarly situated across San Antonio/Bexar County and their families.

We deeply appreciate ALL of the past support from the Live Oak Texas Economic Development Corporation as it has helped youth who reside in Live Oak, Texas and across San Antonio/Bexar County and their families chart their own bright future and develop their own post-high school plan. This transformative 1-1 youth mentoring program works and with the continued investment on behalf of the Live Oak Texas Economic Development Corporation will ensure that transformations continue and endure. Please let me know if there are any questions via e-mail at **hfarr@bigmentor**.org or phone at **210-225-6322 X155**.

Sincerely,

Hugh H. Farr

Chief Development Officer

BOARD OF DIRECTORS

OFFICERS

*Ken Olson*
Chair

Vice Chair
*Cynthia De La Pena*

Treasurer
*Lina Eklof*

Secretary
*Denise Barkhurst*

President & CEO

MEMBERS AT LARGE

*Thomas N. Cammack, III*
*William Garner*
*Nicki Elgie*
*Mike McNaughton*
*Chris Whan*
*Robert Anderson*
*Adah King*
*Dr. Chaunte Hall*
*Jake Shultz*
*John Phelps*
*Ruben Batista*
*Shane Sibenaler*
*Damon Childs*

BRANCH CHAIRS

*Virginia Delgado – Texas Coastal Bend*
*Hunter Shurtleff - Brazos Country*
*Kathy Sears Hall-Texas Hill Country*
*Rena Nilist– Comal & Guadalupe Counties*

**RESOLUTION NO. 2026-04**

**A RESOLUTION OF THE CITY OF LIVE OAK ECONOMIC DEVELOPMENT CORPORATION APPROVING AND AUTHORIZING THE APPLICATION FOR MARKETING FUNDS IN THE AMOUNT OF $_____ FOR ADVERTISING AND PROMOTIONS FOR THE BIG BROTHERS BIG SISTERS OF SOUTH TEXAS' 2026 BOWL FOR KIDS' SAKE FOR THE CITY OF LIVE OAK PROMOTIONAL PURPOSES WITH AN EFFECTIVE DATE.**

**WHEREAS,** the City Council and Live Oak Economic Development Corporation ("EDC") adopted the 2025/2026 Annual Budget for the EDC; and

**WHEREAS**, the Live Oak EDC budget contains line items for the purposes of marketing and promotions; and

**WHEREAS,** Section 505.103 says that a Type B corporation may spend no more than 10 percent of the corporate revenues for promotional purposes; and

**WHEREAS**, the Big Brothers Big Sisters of South Texas have requested funds from the City as a sponsorship, which supports the annual bowling tournament sporting events, and specifically the sponsorship will be for advertising which will provide significant promotion of tourism and advertising to the City as outlined in Exhibit A; and

**WHEREAS**, the funding a sponsorship for the purpose of promoting the City of Live Oak with strategic marketing efforts as proposed by the Big Brothers Big Sisters of South Texas is consistent with the statutory authority for promotional purposes; and

**WHEREAS**, the Economic Development Corporation has determined that the expenditure of $_____ in EDC marketing funds for the purpose of a sponsorship for the 2026 Bowl for Kids' Sake to promote Live Oak meets the criteria for expenditures of Type B revenue for promotional purposes which is consistent with all statutory and budget requirements.

**NOW, THEREFORE, BE IT RESOLVED BY THE ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF LIVE OAK, TEXAS, THAT:**

*SECTION 1.* The City of Live Oak Economic Development Corporation approves the application for funds submitted by Big Brothers Big Sisters of South Texas by and through the Bowl For Kids' Sake event for EDC promotional funds for a sponsorship which will promote Live Oak businesses in various manners during the 1-day tournament, in the amount of $_____ for the promotion of the City Live Oak.

*SECTION 2.* This Resolution shall take effect and be in full force from and after the date of its passage.

APPROVED AND ADOPTED on this the **26th** day of **May, 2026**.

_____
Mary M. Dennis, EDC Board President

Attest:

_____
Isa Gaytan, City Secretary

Approved as to Form:

_____
Clarissa Rodriguez, EDC Attorney