LIBERTY HILL ECONOMIC DEVELOPMENT CORPORATION
WEDNESDAY - OCTOBER 21, 2026 - 5:00 PM

Council Chamber/Municipal Court Building
2801 Ranch Road 1869
Liberty Hill, Texas 78642

Tiffany Stillwell	Mark Hutton
Ashley Vaughan	Daniel Duckworth
Robert Baughn	Branden Maiorano
Amy Gandy	

LIVE VIDEO ACCESS AND RECORDINGS

The meeting will be streamed live via the link on the City's official Facebook page.

Following the meeting, a recording will be made available on the City's website at https://www.libertyhilltx.gov/agendacenter.

PLEASE SILENCE YOUR ELECTRONIC DEVICES

MAYOR OR CHAIR MAY REORDER AGENDA ITEMS AS NECESSARY

1) CALL TO ORDER

A. Establish Quorum
B. Invocation
C. Pledge of Allegiance
D. Texas Pledge

2) PUBLIC COMMENTS

Comments on Non-Agenda Items:
Individuals wishing to address the governing body on matters not listed on the agenda must complete a Public Comment Form and submit it prior to the meeting. Each speaker is limited to three (3) minutes. No action may be taken during this portion of the meeting. Members of the governing body may respond only with factual information, references to existing policy, or requests that the subject be placed on a future agenda.

Comments on Agenda Items:
Individuals wishing to address an item listed on the agenda must complete a Public Comment Form, identify the specific agenda item, and submit the form prior to the item being considered. Speaker request forms may also be submitted electronically, to citysecretary@libertyhilltx.gov prior to the meeting.

3) CONSENT AGENDA

A) Approval of the Economic Development Corporation meeting minutes from March 23, 2026.
Minutes

B) Approval of the Economic Development Corporation meeting minutes from June 8, 2026.
Minutes

C) Approval of the Economic Development Corporation Special meeting minutes from July 2, 2026.
Minutes

D) Approval of the Economic Development Corporation meeting minutes from July 15, 2026.
Minutes

E) Approval of the Economic Development Corporation Special meeting minutes from July 30, 2026.
Minutes

F) Approval of the Economic Development Corporation meeting minutes from August 19, 2026.
Minutes

G) Approval of the Economic Development Corporation meeting minutes from September 16, 2026.
Minutes

4) REGULAR AGENDA

A) Public hearing to receive comments regarding the approved programs, projects, and expenditures included in the Fiscal Year 2026-2027 Budget of the Liberty Hill Economic Development Corporation as approved by the Board of Directors, City Council and published general notice of projects.

B) Public hearing, discussion and consideration of possible action to ratify and authorize a project for expenditures in an amount not to exceed $39,425.00 for demolition of improvements on EDC-owned property located at 202 W. Myrtle, Liberty Hill, Texas, and to approve the related agreement with Absolute Demolition.

C) Public hearing, discussion and consideration of possible action to ratify and authorize a project for expenditures in an amount not to exceed $31,700.00 for demolition of improvements on EDC-owned property located at 102 W. Myrtle, Liberty Hill, Texas, and to approve the related agreement with Absolute Demolition.

D) Discussion and consideration of possible action on approval of a legal services agreement

with Josh Brockman-Weber to provide general counsel and economic development legal services to the Liberty Hill Economic Development Corporation, and authorization of its execution.
Lawyers Creed
Agreement

E) Discussion regarding Downtown Project updates.

5) ADJOURNMENT

CERTIFICATION

I certify that the above notice of meeting was posted on the bulletin board at Liberty Hill City Hall, located at 926 Main Street, Liberty Hill, Texas 78642, and on the City website (https://www.libertyhilltx.gov/agendacenter) on or before 5:00 p.m., on October 15, 2026.

_____
Beatrice Canseco, City Secretary

NOTICE
The City Council, Boards, and Commissions reserve the right to convene, recess, realign, or adjourn into Executive Session at any me during the meeting, prior to adjournment, as authorized by Chapter 551 of the Texas Government Code.

In compliance with the Americans with Disabilities Act, the City of Liberty Hill provides reasonable accommodations for individuals attending meetings. Requests for accommodation should be made at least forty-eight (48) hours prior to the meeting. For assistance, contact the City Secretary at citysecretary@ libertyhilltx.gov or (512) 778-5449.

AGENDA ITEM 3.A

Approval of the Economic Development Corporation meeting minutes from March 23, 2026.

LIBERTY HILL EDC BOARD OF DIRECTORS MEETING
MINUTES
Monday, March 23, 2026, 5:00 PM
Municipal Courtroom / City Council Chamber
2801 Ranch Road 1869, Liberty Hill, TX 78642

Board of Directors present:
Amy Gandy, President
Branden Maiorano, Vice President
Tiffany Stillwell
Mark Hutton
Robert Baughn

Board Directors Absent:
Ashley Vaughan, Secretary
Daniel Duckworth

City Staff:
Christian Kurtz, Exec. Director Liberty Hill Economic Development Corporation
Yvonne Castillo, Economic Development Project Manager
Thomas Hunter, City Manager

1. CALL TO ORDER

Chair Amy Gandy called the meeting to order at 5:00 PM.. Robert Baughn gave the invocation and led the pledge of allegiance to the US and Texas flags.

2) PUBLIC COMMENTS

Public comments are welcome by the LHEDC Board. Individuals who wish to speak must complete a Public Comment Form and present the form to the City Secretary before the meeting is called to order. Individuals will be allowed to speak up to three (3) minutes. Public Comments related to posted agenda items may be submitted by email to citysecretary@libertyhilltx.gov before 3:00 PM the day of the meeting for comments to be read at the 5:00 PM meeting by the City Secretary.

Chair Gandy opened the Public Comments at 5:54 p.m. and with no comments, Chair Gandy closed the Public Comments at 5:54 p.m.

3) EXECUTIVE DIRECTOR'S UPDATE

Christian Kurtz, EDC Director, reported to the Board that he received 67 leads from the Team Texas Trade Show. He highlighted that the TEDC event went very well and noted that the organization received a Certificate of Achievement for Economic Excellence. Christian informed the Board that the April and May meeting dates will need to be changed. Proposed options are April 20th, 21st, or 23rd, and for May, May 12th or 14th. He will send a Doodle poll with these options. Christian also thanked Rob for his work at ICSC–Red River, which resulted in additional meetings with several determined people.

4) REPORTS

At this time, the Board of Directors will consider regular reports which do not require action. Regular Reports could be reports from the Cross-Committee Communications Group or the Liberty Hill Chamber of Commerce. They may be written or presented at the meeting.

- LHISD Update by Superintendent, Travis Motal
- Financial Report
- Liberty Hill Chamber of Commerce Report

Travis Motal, LHISD Superintendent, provided the board with a district update and accompanying presentation. Before spring break, enrollment reached 10,498 students—an increase of 519 from the same time last year—reflecting continued but slower growth. The attendance rate is 95.3 and the budget is based off 94.5% attendance. Mr. Motal highlighted recent board involvement in district events and reviewed ongoing activities across campuses. Mr. Motal also presented the new school boundaries and calendar, discussed long-range planning priorities—including the potential development of a CTE center—and shared the latest demographic report and growth projections. Additionally, he covered updates from the recent legislative session.

Austin Palmer, Communications Director for the Liberty Hill Chamber of Commerce, reported that Chamber membership stands at 348. The Chamber is developing a business training program, and the Business Expo has been rescheduled to April 4th at the Santa Rita Ranch House. Last month, the Chamber hosted a Candidate Forum for County Commissioner candidates, which has now resulted in a run-off. The Chamber is partnering with *The Independent* to host another Candidate Forum on April 23rd for the County Commissioner run-off candidates and School Board candidates.

Christian Kurtz, EDC Director, presented the Financial Report prepared by Finance Director Josh Armstrong. Robert Baughn asked about the year-over-year numbers listed on the back of page 1 under FY 2025–2026 and how they compare. Christian explained that due to understaffing in the Finance Department, some data is incomplete. Chair Gandy asked whether the issue with the Comptroller had been resolved, and Christian replied that it remains unclear.

DRAFT

5) REGULAR AGENDA

a) Approval of Liberty Hill Economic Development Corporation Board of Directors Meeting January 21, 2026 minutes. (Y. Castillo/R. Harness)

MOTION: Motion by Tiffany Stillwell, seconded by Branden Maiorano, to approve the Liberty Hill Economic Development Corporation Board of Directors Meeting Minutes from January 21, 2026. The motion passed by a vote of 5–0.

b) Discussion, consideration, and possible action regarding the proposed demolition of Project Vintage (202 Myrtle). (C. Kurtz)

Christian Kurtz, EDC Director, informed the Board that he was revisiting this item to receive direction on Project Vintage so he can present it to City Council on Wednesday.

MOTION: Motion by Robert Baughn, seconded by Mark Hutton, to accept Absolute Demolition bid for $29,425 for demolition of 202 W. Myrtle and add an additional authorization to spend up to $10,000 in contingency if necessary. The motion passed unanimously by a vote of 5–0.

c) Discussion, consideration, and possible action regarding the election of Board Officers, including President, Vice President, and Secretary, for the Liberty Hill Economic Development Corporation Board of Directors. (C. Kurtz/A. Gandy)

Christian Kurtz, EDC Director, informed the Board that he had heard from Ashley Vaughan and he would like to be considered for the same position he had last year which was Secretary. Brandon Maiorano asked if Amy Gandy would stay in her current position as President. Brandon also said that he could continue carrying the title of Vice-President unless someone else would like to.

MOTION: Motion by Tiffany Stillwell to nominate Amy Gandy for President of the Liberty Hill EDC Board, seconded by Robert Baughn. No other nominations. The motion passed unanimously by a vote of 5–0.

MOTION: Motion by Robert Baughn to nominate Branden Maiorano for Vice-President of the Liberty Hill EDC Board, seconded by Tiffany Stillwell. No other nominations. The motion passed unanimously by a vote of 5–0.

MOTION: Motion by Tiffany Stillwell to nominate Ashley Vaughan for Secretary of the Liberty Hill EDC Board, seconded by Branden Maiorano. No other nominations. The motion passed unanimously by a vote of 5–0.

d) Discussion, consideration and possible action regarding LHEDC strategic planning. (C. Kurtz)

Christian Kurtz, EDC Director, informed the Board that Lorie Vincent with Acceleration by Design was present. Christian also introduced Thomas Hunter, City Manager.

City Manager Thomas Hunter briefed the Board on the importance of aligning strategic planning efforts and aligning processes. Mr. Hunter noted that the City Council discussed strategic planning during its Valentine's Day weekend retreat and will consider a contract for a new Strategic Plan at Wednesday night's meeting. The proposed plan outlines accelerated goals and is expected to be completed before

the FY 2027 budget is approved. Mr. Hunter explained the need for alignment between plans, and Board members asked questions about how the two planning efforts will integrate.

Mr. Hunter reviewed the next steps, including scheduling an EDC Board retreat, coordinating a joint EDC–City Council meeting to discuss goals and priorities, and collecting input from all City Council members for the strategic planning consultants.

Lorie Vincent of Acceleration by Design told the Board that discussions about the EDC stuff can begin once there is consensus and coordination with the City to ensure alignment of plans.

Mr. Baughn asked Ms. Vincent that once City has identified its consultant if she would sketch out a new timeline. Mr. Baughn asked Ms. Vincent to give a rundown of what she has done so far and if she needs a contract modification to add the additional scope and time for this. Ms. Vincent responded that she would be better able to answer that questions after she meets with the consultants and what their accelerated timeline would be and if the volume is going to change. Ms. Vincent stated that she is going to try to get some more current data. Mr. Baughn asked Ms. Vincent if she has spoken to the County EDP about our specific EDC Strategic Plan and are they going to provide you with some sort of scope so we can mesh our objectives with theirs. Ms. Vincent will reach out and get preliminary information.

6) CONVENE TO EXECUTIVE SESSION

The LHEDC Board President will convene the EDC Board to Executive Session pursuant to Texas Government Code Section 551.071 (Consultation with Attorney), Section 551.072(Deliberations about Real Property), Section 551.073 (Deliberations about Gifts and Donations), Section 551.074 (Personnel Matters), Section 551.076 (Deliberations about Security Devices), and/or Section 551.087 (Economic Development).

Chair Gandy recessed the Open Meeting at 6:41 PM.

Chair Gandy calls the Executive / Closed Session to order at 6:41 PM.

Chair Gandy adjourns the Executive / Closed Session at 7:38 PM.

Chair Gandy reconvenes the Open Meeting at 7:38 PM.

a) Pursuant to Texas Government Code Section 551.087 (Economic Development discussions) the LHEDC Board will meet in Executive/Closed Session to discuss the following:

- Project Topaz
- Project Ground Control

7) RECONVENE TO REGULAR SESSION

The LHEDC Board President will reconvene the EDC Board into Regular Session for deliberation and possible action resulting from Executive Session(s) held in the previous agenda item.

No action was taken in Executive Session.

8) ADJOURNMENT

With no further business on the agenda, and no objections from the Board, Amy Gandy adjourned the meeting at 7:38 PM.

PASSED AND APPROVED on _____ day of April, 2026 by the Liberty Hill Economic Development Board of Director on vote of _____ AYES, ____ NAYS, and _____ ABSTENTIONS.

_____
LHEDC Board President/Presiding Officer

_____
Board or City Secretary

DRAFT

AGENDA ITEM 3.B

Approval of the Economic Development Corporation meeting minutes from June 8, 2026.

Economic Development Corporation Regular Meeting Minutes

Monday – June 8, 2026 – 5:30 p.m.
City Council Chamber/Municipal Court Building
2801 Ranch Road 1869 Liberty Hill, Texas 78642

Presiding: President Amy Gandy

Attending: Directors Daniel Duckworth, Mark Hutton, Robert Baughn, and Tiffany Stillwell

Absent: Vice President Brandon Maiorano and Director Ashley Vaughan

Also attending were Economic Development Corporation Director Christian Kurtz, Economic Development Corporation Program Manager Yvonne Castillo, and City Secretary Beatrice Canseco.

CALL TO ORDER

President Gandy called the meeting to order at 5:35 p.m.

PUBLIC COMMENTS

No one signed up to speak during public comments.

REPORTS

3C) Liberty Hill Chamber of Commerce Report
(K. Michael, Executive Director of Liberty Hill Chamber of Commerce)

Executive Director Michael presented this item to the Board including updates related to Chamber membership and upcoming events.

3B) Financial Report
(J. Armstrong, Finance Director)

Mr. Armstrong presented this item to the Board including updates related to the EDC budget.

3A) Director's Report
(C. Kurtz, Economic Development Corporation Director)

Mr. Kurtz presented this item to the Board, including updates related to staff continuing education and economic development opportunity leads.

REGULAR AGENDA

4A) Discussion, consideration, and possible action regarding the proposed demolition of Project Vintage (202 Myrtle).
(C. Kurtz, Economic Development Corporation Director)

Mr. Kurtz presented this item to the Board for discussion and consideration. Mr. Kurtz was available to provide additional information and to answer questions.

Motion made by President Gandy to approve the proposed demolition of Project Vintage at 202 Myrtle.

Seconded by Director Stillwell.

Motion carried unanimously (5-0).

4B) Discussion regarding the FY 2026 Draft Budget

This item was not discussed.

CONVENE TO EXECUTIVE SESSION

At 6:00 p.m., President Gandy recessed the meeting into Executive Session.

5A) Pursuant to Texas Government Code Section 551.087 (Economic Development Discussions), the Liberty Hill Economic Development Board will meet in Executive/Closed Session to discuss Project Topaz.

RECONVENE TO REGULAR SESSION

At 7:25 p.m., President Gandy reconvened the meeting in open session.

No action was taken following Executive Session.

ADJOURNMENT

With no further business, and without objection, President Gandy adjourned the meeting at 7:26 p.m.

_____
Amy Gandy, President

_____
Beatrice Canseco, City Secretary

AGENDA ITEM 3.C

Approval of the Economic Development Corporation Special meeting minutes from July 2, 2026.

Economic Development Corporation Special Meeting Minutes

Thursday – July 2, 2026 – 5:00 p.m.
City Council Chamber/Municipal Court Building
2801 Ranch Road 1869 Liberty Hill, Texas 78642

Presiding: President Amy Gandy

Attending: Vice President Brandon Maiorano, Directors Daniel Duckworth, Mark Hutton, and Robert Baughn

Absent: Directors Ashley Vaughan and Tiffany Stillwell

Also attending were City Manager Thomas Hunter, Economic Development Corporation Director Christian Kurtz, Economic Development Corporation Program Manager Yvonne Castillo, and City Secretary Beatrice Canseco.

CALL TO ORDER

President Gandy called the meeting to order at 5:00 p.m.

PUBLIC COMMENTS

No one signed up to speak during public comments.

REGULAR AGENDA

3A) Discussion and consideration of possible action approving amendments to the Liberty Hill Economic Development Corporation Bylaws as approved by City Council at their June 24, 2026 Regular Meeting.
(T. Hunter, City Manager)

Mr. Hunter presented the amended bylaws. The Board discussed the proposed reporting structure, the Board's role in providing input regarding appointments and personnel, and the respective authority of the Board and City Council.

Motion made by President Gandy to approve item 3A, as presented.

Seconded by Director Baughn.

Motion carried (4-1), with Director Duckworth in opposition.

ADJOURNMENT

With no further business, and without objection, President Gandy adjourned the meeting at 5:15 p.m.

_____
Amy Gandy, President

_____
Beatrice Canseco, City Secretary

AGENDA ITEM 3.D

Approval of the Economic Development Corporation meeting minutes from July 15, 2026.

Economic Development Corporation Regular Meeting Minutes

Wednesday – July 15, 2026 – 5:00 p.m.
City Council Chamber/Municipal Court Building
2801 Ranch Road 1869 Liberty Hill, Texas 78642

Presiding: President Amy Gandy

Attending: Vice President Brandon Maiorano, Directors Daniel Duckworth, Mark Hutton, Robert Baughn, Ashley Vaughan, and Tiffany Stillwell *(arrived at 6:00 p.m.)*

Also attending were City Manager Thomas Hunter, Economic Development Corporation Program Manager Yvonne Castillo, and City Secretary Beatrice Canseco.

CALL TO ORDER

President Gandy called the meeting to order at 5:05 p.m.

PUBLIC COMMENTS

No one signed up to speak during public comments.

REGULAR AGENDA

3A) Presentation and discussion regarding activities and updates from the Liberty Hill Chamber of Commerce.
(Y. Castillo, Program Manager)

Ms. Castillo provided an update regarding an upcoming Liberty Hill Chamber of Commerce luncheon. No action was taken.

3D) Presentation and discussion regarding the Downtown District project.
(T. Hunter, City Manager)

Mr. Hunter presented this item to the Board for discussion. No action was taken.

3B) Presentation and discussion of the monthly financial report.

(J. Armstrong, Finance Director)

Mr. Armstrong presented the monthly financial report and discussed sales-tax collections, revenue projections, and the status of a prior allocation correction. No action was taken.

3C) Discussion regarding budget goals and priorities for Fiscal Year 2026-2027.
(J. Armstrong, Finance Director)

Mr. Armstrong presented proposed Fiscal Year 2026-2027 budget goals and priorities. The Board discussed proposed funding for downtown redevelopment, parks, a rideshare pilot program, economic-development agreements, and the availability of fund balance for future projects. No action was taken.

CONVENE TO EXECUTIVE SESSION

At 6:55 p.m., President Gandy recessed the meeting into Executive Session.

4A) Pursuant to Texas Government Code Section 551.074 (Personnel Matters), the Liberty Hill Economic Development Corporation Board shall convene into Executive Session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

4B) Pursuant to Texas Government Code Section 551.072 (Real Property), the Liberty Hill Economic Development Corporation Board shall convene into Executive Session to deliberate the purchase, exchange, lease, or value of real property.

RECONVENE TO REGULAR SESSION

At 8:28 p.m., President Gandy reconvened the meeting in open session.

No action was taken following Executive Session.

ADJOURNMENT

With no further business, and without objection, President Gandy adjourned the meeting at 8:28 p.m.

_____
Amy Gandy, President

_____
Beatrice Canseco, City Secretary

AGENDA ITEM 3.E

Approval of the Economic Development Corporation Special meeting minutes from July 30, 2026.

Economic Development Corporation Special Meeting Minutes

Thursday – July 30, 2026 – 5:00 p.m.
City Council Chamber/Municipal Court Building
2801 Ranch Road 1869 Liberty Hill, Texas 78642

Presiding: President Amy Gandy

Attending: Directors Daniel Duckworth, Ashley Vaughan, and Tiffany Stillwell

Absent: Vice President Brandon Maiorano, Directors Mark Hutton, and Robert Baughn

Also attending were Economic Development Corporation Program Manager Yvonne Castillo and City Secretary Beatrice Canseco.

CALL TO ORDER

President Gandy called the meeting to order at 5:02 p.m.

PUBLIC COMMENTS

No one signed up to speak during public comments.

REGULAR AGENDA

3A) Discussion and consideration of possible action on the Liberty Hill Economic Development Corporation Fiscal Year 2026-2027 Budget.
(J. Armstrong, Finance Director)

Mr. Armstrong presented the proposed Fiscal Year 2026-2027 Budget and identified a calculation error in the administrative-services allocation that would be corrected in the final document.

Motion made by Director Stillwell to approve the Fiscal Year 2026-2027 Budget as presented, with the administrative-services calculation corrected as described by Mr. Armstrong.

Seconded by Director Duckworth.

Motion carried unanimously (4-0).

ADJOURNMENT

With no further business, and without objection, President Gandy adjourned the meeting at 5:09 p.m.

_____
Amy Gandy, President

_____
Beatrice Canseco, City Secretary

AGENDA ITEM 3.F

Approval of the Economic Development Corporation meeting minutes from August 19, 2026.

Economic Development Corporation Regular Meeting Minutes

Wednesday – August 19, 2026 – 5:00 p.m.
City Council Chamber/Municipal Court Building
2801 Ranch Road 1869 Liberty Hill, Texas 78642

Presiding: Vice President Brandon Maiorano

Attending: Directors Daniel Duckworth, Ashley Vaughan, Tiffany Stillwell, Mark Hutton, and Robert Baughn

Absent: President Amy Gandy

Also attending were Economic Development Corporation Program Manager Yvonne Castillo and Executive Director of Management Services Abby Morrison.

CALL TO ORDER

Vice President Maiorano called the meeting to order at 5:00 p.m.

Vice President Maiorano delivered the invocation and led the Pledge of Allegiance.

PUBLIC COMMENTS

No one signed up to speak during public comments.

REGULAR AGENDA

3B) Presentation and discussion regarding an update from the Liberty Hill Chamber of Commerce.

The Chamber provided updates regarding the student entrepreneur program, membership growth, its new office location, upcoming events, sponsorship opportunities, and volunteer opportunities. No action was taken.

3A) Presentation and discussion regarding the LHEDC Financial Report.
(J. Armstrong, Finance Director)

Mr. Armstrong presented the financial report and provided updates regarding the Fiscal Year 2026-2027 Budget and funding for the Project Vintage demolition. No action was taken.

3C) Discussion, consideration, and possible action regarding downtown enhancement initiatives. ***(T. Hunter, City Manager)***

Mr. Hunter presented proposed short-term downtown enhancement initiatives, including planters, lighting, benches, and other improvements intended to add color and activity to the downtown area. The Board discussed coordinating the improvements with the Downtown Revitalization Committee and the longer-term Downtown District project. No action was taken.

CONVENE TO EXECUTIVE SESSION

At 5:27 p.m., Vice President Maiorano recessed the meeting into Executive Session.

4A) Pursuant to Texas Government Code Section 551.087 (Economic Development Negotiations), the Liberty Hill Economic Development Corporation Board shall convene into closed executive session to discuss Project Topaz and Project Gem.

RECONVENE TO REGULAR SESSION

At 6:28 p.m., Vice President Maiorano reconvened the meeting in open session.

No action was taken following Executive Session.

ADJOURNMENT

With no further business, and without objection, Vice President Maiorano adjourned the meeting at 6:28 p.m.

_____
Amy Gandy, President

_____
Beatrice Canseco, City Secretary

AGENDA ITEM 3.G

Approval of the Economic Development Corporation meeting minutes from September 16, 2026.

Economic Development Corporation Regular Meeting Minutes

Wednesday – September 16, 2026 – 5:00 p.m.
City Council Chamber/Municipal Court Building
2801 Ranch Road 1869 Liberty Hill, Texas 78642

Presiding: President Amy Gandy

Attending: Vice President Brandon Maiorano, Secretary, Ashley Vaughan, Directors Tiffany Stillwell, and Robert Baughn

Absent: Directors Mark Hutton and Daniel Duckworth

Also attending were City Manager Thomas Hunter and City Secretary Beatrice Canseco.

CALL TO ORDER

President Gandy called the meeting to order at 5:04 p.m.

Director Baughn delivered the invocation. The Pledge of Allegiance and Texas Pledge followed.

PUBLIC COMMENTS

No one signed up to speak during public comments.

CONSENT AGENDA

3A) Approval of the Economic Development Corporation meeting minutes from March 23, 2026.

3B) Approval of the Economic Development Corporation meeting minutes from June 8, 2026.

3C) Approval of the Economic Development Corporation Special meeting minutes from July 2, 2026.

3D) Approval of the Economic Development Corporation meeting minutes from July 15, 2026.

3E) Approval of the Economic Development Corporation Special meeting minutes from July 30, 2026.

DRAFT

3F) Approval of the Economic Development Corporation meeting minutes from August 19, 2026.

Consideration of Consent Agenda Items 3A–3F was deferred until the next meeting to allow additional time for review. No formal motion or vote was recorded.

REGULAR AGENDA

4A) Discussion regarding the Liberty Hill Economic Development Corporation Financial Report.

The financial report was deferred until the next meeting due to the Finance Director's absence.

4B) Discussion regarding the Liberty Hill Strategic Plan.
(T. Hunter, City Manager)

Mr. Hunter presented options for closing out the existing strategic planning agreement with Acceleration by Design.

Motion made by President Gandy directing staff to proceed with Option 2 of the Contract Resolution Agreement with ACCELERATION by design LLC.

Seconded by Director Baughn.

Motion carried unanimously (5-0).

4C) Discussion regarding the Liberty Hill Chamber of Commerce Gala.
(A. Gandy, Board President)

The Board discussed the budgeted gala sponsorship, attendance commitments, and purchasing an additional table if needed. Members were asked to confirm attendance and guests by the October meeting.

No action was taken.

4D) Discussion regarding Downtown Streetscape Updates.
(T. Hunter, City Manager)

Mr. Hunter presented updates regarding downtown lighting, planters, irrigation, and decking, including coordination with PEC's utility pole relocation project.

The Board reached consensus supporting continued staff work on the project with an anticipated EDC contribution limited to the lesser of $120,000 or 40% of the total project cost. Staff would pursue the required project notices and Council approval and return with a budget amendment.

DRAFT

No formal motion or vote was taken.

4E) Discussion regarding an Economic Development Corporation Grant Program.
(T. Hunter, City Manager)

Mr. Hunter presented a proposed grant program to assist businesses with bringing signs into compliance with dark sky requirements. The Board discussed program eligibility, funding limits, matching funds, reimbursement requirements, and potential impacts from other code requirements.

Staff would return with a proposed program framework and additional information regarding affected signs, estimated costs, and potential code variances.

No action was taken.

CONVENE TO EXECUTIVE SESSION

At 6:10 p.m., President Gandy recessed the meeting into Executive Session.

5A) Pursuant to Texas Government Code Section 551.072 (Deliberations about Real Property), the Economic Development Corporation Board shall convene into closed executive session to deliberate the purchase, exchange, lease, or value of real property related to Project Gem.

5B) Pursuant to Texas Government Code Section 551.074 (Personnel Matters), the Economic Development Corporation Board shall convene into Executive Session to deliberate the appointment and employment of the Executive Director of Strategic Development.

RECONVENE TO REGULAR SESSION

At 7:06 p.m., President Gandy reconvened the meeting in open session.

No action was taken following Executive Session.

ADJOURNMENT

With no further business, and without objection, President Gandy adjourned the meeting at 7:06 p.m.

_____
Amy Gandy, President

_____
Beatrice Canseco, City Secretary

DRAFT

ECONOMIC DEVELOPMENT CORPORATION LIBERTY HILL ECONOMIC DEVELOPMENT CORPORATION

WEDNESDAY - OCTOBER 21, 2026

2801 Ranch Road 1869 - Liberty Hill

AGENDA ITEM 4.A

Public hearing to receive comments regarding the approved programs, projects, and expenditures included in the Fiscal Year 2026-2027 Budget of the Liberty Hill Economic Development Corporation as approved by the Board of Directors, City Council and published general notice of projects.

ECONOMIC DEVELOPMENT CORPORATION LIBERTY HILL ECONOMIC DEVELOPMENT CORPORATION

WEDNESDAY - OCTOBER 21, 2026

2801 Ranch Road 1869 - Liberty Hill

AGENDA ITEM 4.B

Public hearing, discussion and consideration of possible action to ratify and authorize a project for expenditures in an amount not to exceed $39,425.00 for demolition of improvements on EDC-owned property located at 202 W. Myrtle, Liberty Hill, Texas, and to approve the related agreement with Absolute Demolition.

ECONOMIC DEVELOPMENT CORPORATION LIBERTY HILL ECONOMIC DEVELOPMENT CORPORATION

WEDNESDAY - OCTOBER 21, 2026

2801 Ranch Road 1869 - Liberty Hill

AGENDA ITEM 4.C

Public hearing, discussion and consideration of possible action to ratify and authorize a project for expenditures in an amount not to exceed $31,700.00 for demolition of improvements on EDC-owned property located at 102 W. Myrtle, Liberty Hill, Texas, and to approve the related agreement with Absolute Demolition.

AGENDA ITEM 4.D

Discussion and consideration of possible action on approval of a legal services agreement with Josh Brockman-Weber to provide general counsel and economic development legal services to the Liberty Hill Economic Development Corporation, and authorization of its execution.

THE TEXAS LAWYER'S CREED—
A MANDATE FOR PROFESSIONALISM
Adopted November 7, 1989
Table of Contents

ORDER OF ADOPTION
THE TEXAS LAWYER'S CREED–A MANDATE FOR PROFESSIONALISM

I. Our Legal System
II. Lawyer to Client.
III. Lawyer to Lawyer.
IV. Lawyer to Judge.

ORDER OF ADOPTION

The conduct of a lawyer should be characterized at all times by honesty, candor, and fairness. In fulfilling his or her primary duty to a client, a lawyer must be ever mindful of the profession's broader duty to the legal system.

The Supreme Court of Texas and the Court of Criminal Appeals are committed to eliminating a practice in our State by a minority of lawyers of abusive tactics which have surfaced in many parts of our country. We believe such tactics are a disservice to our citizens, harmful to clients, and demeaning to our profession.

The abusive tactics range from lack of civility to outright hostility and obstructionism. Such behavior does not serve justice but tends to delay and often deny justice. The lawyers who use abusive tactics instead of being part of the solution have become part of the problem.

The desire for respect and confidence by lawyers from the public should provide the members of our profession with the necessary incentive to attain the highest degree of ethical and professional conduct. These rules are primarily aspirational. Compliance with the rules depends primarily upon understanding and voluntary compliance, secondarily upon re-enforcement by peer pressure and public opinion, and finally when necessary by enforcement by the courts through their inherent powers and rules already in existence.

These standards are not a set of rules that lawyers can use and abuse to incite ancillary litigation or arguments over whether or not they have been observed.

We must always be mindful that the practice of law is a profession. As members of a learned art we pursue a common calling in the spirit of public service. We have a proud tradition. Throughout the history of our nation, the members of our citizenry have looked to the ranks of our profession for leadership and guidance. Let us now as a profession each rededicate ourselves to practice law so we can restore public confidence in our profession, faithfully serve our clients, and fulfill our responsibility to the legal system.

The Supreme Court of Texas and the Court of Criminal Appeals hereby promulgate and adopt "The Texas Lawyer's Creed–A Mandate for Professionalism" as attached hereto and made a part hereof.

In Chambers, this 7th day of November, 1989.

THE TEXAS LAWYER'S CREED–A MANDATE FOR PROFESSIONALISM

I am a lawyer. I am entrusted by the People of Texas to preserve and improve our legal system. I am licensed by the Supreme Court of Texas. I must therefore abide by the Texas Disciplinary Rules of Professional Conduct, but I know that professionalism requires more than merely avoiding the violation of laws and rules. I am committed to this creed for no other reason than it is right.

I. OUR LEGAL SYSTEM

A lawyer owes to the administration of justice personal dignity, integrity, and independence. A lawyer should always adhere to the highest principles of professionalism.

1. I am passionately proud of my profession. Therefore, "My word is my bond."
2. I am responsible to assure that all persons have access to competent representation regardless of wealth or position in life.
3. I commit myself to an adequate and effective pro bono program.
4. I am obligated to educate my clients, the public, and other lawyers regarding the spirit and letter of this Creed.
5. I will always be conscious of my duty to the judicial system.

II. LAWYER TO CLIENT

A lawyer owes to a client allegiance, learning, skill, and industry. A lawyer shall employ all appropriate legal means to protect and advance the client's legitimate rights, claims, and objectives. A lawyer shall not be deterred by any real or imagined fear of judicial disfavor or public unpopularity, nor be influenced by mere self-interest.

1. I will advise my client of the contents of this creed when undertaking representation.
2. I will endeavor to achieve my client's lawful objectives in legal transactions and in litigation as quickly and economically as possible.
3. I will be loyal and committed to my client's lawful objectives, but I will not permit that loyalty and commitment to interfere with my duty to provide objective and independent advice.
4. I will advise my client that civility and courtesy are expected and are not a sign of weakness.
5. I will advise my client of proper and expected behavior.
6. I will treat adverse parties and witnesses with fairness and due consideration. A client has no right to demand that I abuse anyone or indulge in any offensive conduct.
7. I will advise my client that we will not pursue conduct which is intended primarily to harass or drain the financial resources of the opposing party.
8. I will advise my client that we will not pursue tactics which are intended primarily for delay.
9. I will advise my client that we will not pursue any course of action which is without merit.
10. I will advise my client that I reserve the right to determine whether to grant accommodations to opposing counsel in all matters that do not adversely affect my client's lawful objectives. A client has no right to instruct me to refuse reasonable requests made by other counsel.
11. I will advise my client regarding the availability of mediation, arbitration, and other alternative methods of resolving and settling disputes.

III. LAWYER TO LAWYER

A lawyer owes to opposing counsel, in the conduct of legal transactions and the pursuit of litigation, courtesy, candor, cooperation, and scrupulous observance of all agreements and mutual understandings. Ill feelings between clients shall not influence a lawyer's conduct, attitude, or demeanor toward opposing counsel. A lawyer shall not engage in unprofessional conduct in retaliation against other unprofessional conduct.

1. I will be courteous, civil, and prompt in oral and written communications.
2. I will not quarrel over matters of form or style, but I will concentrate on matters of substance.
3. I will identify for other counsel or parties all changes I have made in documents submitted for review.
4. I will attempt to prepare documents which correctly reflect the agreement of the parties. I will not include provisions which have not been agreed upon or omit provisions which are necessary to reflect the agreement of the parties.
5. I will notify opposing counsel, and, if appropriate, the Court or other persons, as soon as practicable, when hearings, depositions, meetings, conferences or closings are cancelled.

6. I will agree to reasonable requests for extensions of time and for waiver of procedural formalities, provided legitimate objectives of my client will not be adversely affected.

7. I will not serve motions or pleadings in any manner that unfairly limits another party's opportunity to respond.

8. I will attempt to resolve by agreement my objections to matters contained in pleadings and discovery requests and responses.

9. I can disagree without being disagreeable. I recognize that effective representation does not require antagonistic or obnoxious behavior. I will neither encourage nor knowingly permit my client or anyone under my control to do anything which would be unethical or improper if done by me.

10. I will not, without good cause, attribute bad motives or unethical conduct to opposing counsel nor bring the profession into disrepute by unfounded accusations of impropriety. I will avoid disparaging personal remarks or acrimony towards opposing counsel, parties and witnesses. I will not be influenced by any ill feeling between clients. I will abstain from any allusion to personal peculiarities or idiosyncrasies of opposing counsel.

11. I will not take advantage, by causing any default or dismissal to be rendered, when I know the identity of an opposing counsel, without first inquiring about that counsel's intention to proceed.

12. I will promptly submit orders to the Court. I will deliver copies to opposing counsel before or contemporaneously with submission to the Court. I will promptly approve the form of orders which accurately reflect the substance of the rulings of the Court.

13. I will not attempt to gain an unfair advantage by sending the Court or its staff correspondence or copies of correspondence.

14. I will not arbitrarily schedule a deposition, court appearance, or hearing until a good faith effort has been made to schedule it by agreement.

15. I will readily stipulate to undisputed facts in order to avoid needless costs or inconvenience for any party.

16. I will refrain from excessive and abusive discovery.

17. I will comply with all reasonable discovery requests. I will not resist discovery requests which are not objectionable. I will not make objections nor give instructions to a witness for the purpose of delaying or obstructing the discovery process. I will encourage witnesses to respond to all deposition questions which are reasonably understandable. I will neither encourage nor permit my witness to quibble about words where their meaning is reasonably clear.

18. I will not seek Court intervention to obtain discovery which is clearly improper and not discoverable.

19. I will not seek sanctions or disqualification unless it is necessary for protection of my client's lawful objectives or is fully justified by the circumstances.

IV. LAWYER AND JUDGE

Lawyers and judges owe each other respect, diligence, candor, punctuality, and protection against unjust and improper criticism and attack. Lawyers and judges are equally responsible to protect the dignity and independence of the Court and the profession.

1. I will always recognize that the position of judge is the symbol of both the judicial system and administration of justice. I will refrain from conduct that degrades this symbol.

2. I will conduct myself in Court in a professional manner and demonstrate my respect for the Court and the law.

3. I will treat counsel, opposing parties, the Court, and members of the Court staff with courtesy and civility.

4. I will be punctual.

5. I will not engage in any conduct which offends the dignity and decorum of proceedings.

6. I will not knowingly misrepresent, mischaracterize, misquote or miscite facts or authorities to gain an advantage.

7. I will respect the rulings of the Court.

8. I will give the issues in controversy deliberate, impartial and studied analysis and consideration.

9. I will be considerate of the time constraints and pressures imposed upon the Court, Court staff and counsel in efforts to administer justice and resolve disputes.

STANDARDS FOR APPELLATE CONDUCT

Lawyers are an indispensable part of the pursuit of justice. They are officers of courts charged with safeguarding, interpreting, and applying the law through which justice is achieved. Appellate courts rely on counsel to present opposing views of how the law should be applied to facts established in other proceedings. The appellate lawyer's role is to present the law controlling the disposition of a case in a manner that clearly reveals the legal issues raised by the record while persuading the court that an interpretation or application favored by the lawyer's clients is in the best interest of the administration of equal justice under law.

The duties lawyers owe to the justice system, other officers of the court, and lawyers' clients are generally well-defined and understood by the appellate bar. Problems that arise when duties conflict can be resolved through understanding the nature and extent of a lawyer's respective duties, avoiding the tendency to emphasize a particular duty at the expense of others, and detached common sense. To that end, the following standards of conduct for appellate lawyers are set forth by reference to the duties owed by every appellate practitioner.

Use of these standards for appellate conduct as a basis for motions for sanctions, civil liability or litigation would be contrary to their intended purpose and shall not be permitted Nothing in these standards alters existing standards of conduct under the Texas Disciplinary Rules of Professional Conduct, the Texas Rules of Disciplinary Procedure or the Code of Judicial Conduct.

LAWYERS' DUTIES TO CLIENTS

A lawyer owes to a client allegiance, learning, skill, and industry. A lawyer shall employ all appropriate means to protect and advance the client's legitimate rights, claims, and objectives. A lawyer shall not be deterred by a real or imagined fear of judicial disfavor or public unpopularity, nor be influenced by mere self-interest. The lawyer's duty to a client does not militate against the concurrent obligation to treat with consideration all persons involved in the legal process and to avoid the infliction of harm on the appellate process, the courts, and the law itself.

1. Counsel will advise their clients of the contents of these Standards of Conduct when undertaking representation.
2. Counsel will explain the fee agreement and cost expectation to their clients. Counsel will then endeavor to achieve the client's lawful appellate objectives as quickly, efficiently, and economically as possible.
3. Counsel will maintain sympathetic detachment, recognizing that lawyers should not become so closely associated with clients that the lawyer's objective judgment is impaired.
4. Counsel will be faithful to their clients' lawful objectives, while mindful of their concurrent duties to the legal system and the public good.
5. Counsel will explain the appellate process to their clients. Counsel will advise clients of the range of potential outcomes, likely costs, timetables, effect of the judgment pending appeal, and the availability of alternative dispute resolution.
6. Counsel will not foster clients' unrealistic expectations.
7. Negative opinions of the court or opposing counsel shall not be expressed unless relevant to a client's decision process.
8. Counsel will keep clients informed and involved in decisions and will promptly respond to inquiries.
9. Counsel will advise their clients of proper behavior, including that civility and courtesy are expected.
10. Counsel will advise their clients that counsel reserves the right to grant accommodations to opposing counsel in matters that do not adversely affect the client's lawful objectives. A client has no right to instruct a lawyer to refuse reasonable requests made by other counsel.
11. A client has no right to demand that counsel abuse anyone or engage in any offensive conduct.
12. Counsel will advise clients that an appeal should only be pursued in a good faith belief that the trial court has committed error or that there is a reasonable basis for the extension, modification, or reversal of existing law, or that an appeal is otherwise warranted.

13. Counsel will advise clients that they will not take frivolous positions in an appellate court, explaining the penalties associated therewith. Appointed appellate counsel in criminal cases shall be deemed to have complied with this standard of conduct if they comply with the requirements imposed on appointed counsel by courts and statutes.

LAWYERS' DUTIES TO THE COURT

As professionals and advocates, counsel assist the Court in the administration of justice at the appellate level. Through briefs and oral submissions, counsel provide a fair and accurate understanding of the facts and law applicable to their case. Counsel also serve the Court by respecting and maintaining the dignity and integrity of the appellate process.

1. An appellate remedy should not be pursued unless counsel believes in good faith that error has been committed, that there is a reasonable basis for the extension, modification, or reversal of existing law, or that an appeal is otherwise warranted.
2. An appellate remedy should not be pursued primarily for purposes of delay or harassment.
3. Counsel should not misrepresent, mischaracterize, misquote, or miscite the factual record or legal authorities.
4. Counsel will advise the Court of controlling legal authorities, including those adverse to their position, and should not cite authority that has been reversed, overruled, or restricted without informing the court of those limitations.
5. Counsel will present the Court with a thoughtful, organized, and clearly written brief.
6. Counsel will not submit reply briefs on issues previously briefed in order to obtain the last word.
7. Counsel will conduct themselves before the Court in a professional manner, respecting the decorum and integrity of the judicial process.
8. Counsel will be civil and respectful in all communications with the judges and staff.
9. Counsel will be prepared and punctual for all Court appearances, and will be prepared to assist the Court in understanding the record, controlling authority, and the effect of the court's decision.
10. Counsel will not permit a client's or their own ill feelings toward the opposing party, opposing counsel, trial judges or members of the appellate court to influence their conduct or demeanor in dealings with the judges, staff, other counsel, and parties.

LAWYERS' DUTIES TO LAWYERS

Lawyers bear a responsibility to conduct themselves with dignity towards and respect for each other, for the sake of maintaining the effectiveness and credibility of the system they serve. The duty that lawyers owe their clients and the system can be most effectively carried out when lawyers treat each other honorably.

1. Counsel will treat each other and all parties with respect.
2. Counsel will not unreasonably withhold consent to a reasonable request for cooperation or scheduling accommodation by opposing counsel.
3. Counsel will not request an extension of time solely for the purpose of unjustified delay.
4. Counsel will be punctual in communications with opposing counsel.
5. Counsel will not make personal attacks on opposing counsel or parties.
6. Counsel will not attribute bad motives or improper conduct to other counsel without good cause, or make unfounded accusations of impropriety.
7. Counsel will not lightly seek court sanctions.
8. Counsel will adhere to oral or written promises and agreements with other counsel.
9. Counsel will neither ascribe to another counsel or party a position that counsel or the party has not taken, nor seek to create an unjustified inference based on counsel's statements or conduct.
10. Counsel will not attempt to obtain an improper advantage by manipulation of margins and type size in a manner to avoid court rules regarding page limits.
11. Counsel will not serve briefs or other communications in a manner or at a time that unfairly limits another party's opportunity to respond.

THE COURT'S RELATIONSHIP WITH COUNSEL

Unprofessionalism can exist only to the extent it is tolerated by the court. Because courts grant the right to practice law, they control the manner in which the practice is conducted. The right to practice requires counsel to conduct themselves in a manner compatible with the role of the appellate courts in administering justice. Likewise, no one more surely sets the tone and the pattern for the conduct of appellate lawyers than appellate judges. Judges must practice civility in order to foster professionalism in those appearing before them.

1. Inappropriate conduct will not be rewarded, while exemplary conduct will be appreciated.
2. The court will take special care not to reward departures from the record.
3. The court will be courteous, respectful, and civil to counsel.
4. The court will not disparage the professionalism or integrity of counsel based upon the conduct or reputation of counsel's client or co-counsel.
5. The court will endeavor to avoid the injustice that can result from delay after submission of a case.
6. The court will abide by the same standards of professionalism that it expects of counsel in its treatment of the facts, the law, and the arguments.
7. Members of the court will demonstrate respect for other judges and courts.

STANDARDS OF PRACTICE TO BE OBSERVED BY ATTORNEYS APPEARING IN CIVIL ACTIONS

Adopted in *Dondi Properties Corp. v. Commerce Sav. and Loan Assn*,
121 F.R.D. 284 (N.D. Tex., July 14, 1988)

A. In fulfilling his or her primary duty to the client, a lawyer must be ever conscious of the broader duty to the judicial system that serves both attorney and client.
B. A lawyer owes, to the judiciary, candor, diligence and utmost respect.
C. A lawyer owes, to opposing counsel, a duty of courtesy and cooperation, the observance of which is necessary for the efficient administration of our system of justice and the respect of the public it serves.
D. A lawyer unquestionably owes, to the administration of justice, the fundamental duties of personal dignity and professional integrity.
E. Lawyers should treat each other, the opposing party, the court, and members of the court staff with courtesy and civility and conduct themselves in a professional manner at all times.
F. A client has no right to demand that counsel abuse the opposite party or indulge in offensive conduct. A lawyer shall always treat adverse witnesses and suitors with fairness and due consideration.
G. In adversary proceedings, clients are litigants and though ill feeling may exist between clients, such ill feeling should not influence a lawyer's conduct, attitude, or demeanor towards opposing lawyers.
H. A lawyer should not use any form of discovery or the scheduling of discovery, as a means of harassing opposing counsel or counsel's client.
I. Lawyers will be punctual in communications with others and in honoring scheduled appearances and will recognize that neglect and tardiness are demeaning to the lawyer and to the judicial system.
J. If a fellow member of the Bar makes a just request for cooperation, or seeks scheduling accommodation, a lawyer will not arbitrarily or unreasonably withhold consent.
K. Effective advocacy does not require antagonistic or obnoxious behavior and members of the Bar will adhere to the higher standard of conduct which judges, lawyers, clients, and the public may rightfully expect.

This engagement agreement ("Agreement") is made the 21st day of October, 2026 between **Liberty Hill Economic Development Corporation**, ("Client") and **Josh Brockman-Weber** ("Attorney") (Collectively referred to as the "Parties"). In consideration of the mutual promises, the Parties agree as follows:

1. **Purpose of Representation.** Client retains and employs Attorney to represent Client concerning the following matter(s):

General counsel and economic development legal services and additional legal services as assigned and services mutually agreed upon by the Client and Attorney until the Client terminates this agreement; however, either party may request an addendum to this Agreement in a form mutually agreeable to the parties prior to the provision of additional services hereunder. Unless otherwise agreed in writing, representation under this Agreement does not include bond counsel services, securities disclosure opinions, tax opinions, or other specialized federal or regulatory legal services.

2. **Scope of Representation.** Attorney's representation of the Client does not create an attorney-client relationship with any other related persons or entitles (i.e., the Client's employees, officers, or directors) unless specifically agreed otherwise in writing. Attorney may rely upon instructions and authorizations from the Client's Board of Directors, Executive Director/Chief Executive Officer, President, or other persons designated by the Client to communicate legal assignments and direction on behalf of the Client. Nothing herein prohibits individual councilmembers or board members from communicating with Attorney regarding legal questions, concerns, or requests for information relating to Client matters; provided, however, that individual councilmembers or board members acting independently shall not have authority to direct legal services, authorize major legal expenditures, initiate litigation, settle claims, or establish legal positions on behalf of the Client unless expressly authorized by the governing body

3. **Attorney / Paralegal Fees, Costs, Expenses.**

3.1 Fee Deposit(s). Attorney customarily collects an initial fee deposit upon the Parties' execution of the Agreement, and until such time no legal services are rendered to the Client. However, Attorney is waiving this requirement for the Client at this time. In the event Attorney finds it necessary to require a fee deposit in the future, such as to remedy issues of late or non-payment of invoices, then Attorney will hold the fee deposit and all future fee deposits paid in the IOLTA Trust Account until such time reasonable fees are earned or Attorney incurs other charges on Client's behalf. Funds held in IOLTA Trust Account draw interest the depository pays to the Texas Equal Access to Justice Foundation under orders of the Texas Supreme Court. Attorney receives none of the interest so earned and receives no benefit from the Foundation except those benefits that all Texas citizens receive as a result of the services rendered by the Foundation. Attorney may require future fee deposits based upon Client's payment history or other circumstances that require the collection of a fee deposit.

3.2 Hourly Fees. Client agrees to pay Attorney's hourly fees and charges billed in connection with Attorney's representation of the Client according to the Rate Schedule enclosed herewith. Attorney's hourly fees are subject to adjustment at any time upon written notice to the Client.

3.3 Flat Fees. Flat fee arrangements for any particular assignment, project or subject matter must be negotiated and agreed upon prior to Attorney initiating work on the assignment, project or subject matter to which the flat fee will apply.

3.4 Costs and Expenses. Attorney bills costs and expenses to the Client at their actual cost.

3.5 Travel Expenses. Attorney will charge hourly fees to the Client for time spent traveling.

3.6 Third-Party Fee Reimbursements and Deposits. When appropriate, Attorney encourages the Client to negotiate the reimbursement or advance deposit of anticipated legal fees from third-parties (i.e., economic incentive applicants, etc.) prior to Attorney performing work on any particular assignment, project or subject matter. However, Client's failure to negotiate said reimbursement or advance deposit shall not relieve Client of its obligation to timely pay Attorney's fees, costs and/or expenses.

3.7 Special Counsel and Third-Party Professionals. Client acknowledges that certain matters may require the retention of special counsel or third-party professionals, including litigation counsel, bond counsel, labor and employment counsel, special prosecutors, engineers, consultants, investigators, or expert witnesses. Such professionals may be retained directly by Client under separate agreements or, when appropriate, coordinated by Attorney on Client's behalf. Client shall remain responsible for all fees and expenses associated with such services. Time spent coordinating with such professionals shall be billable under this Agreement.

4. **No Guarantee of Results.** Any views Attorney expresses about a likely outcome are only expressions of judgment. Attorney does not make representations or guarantees to the Client as to the probability of ultimate success or any particular result. Client acknowledges and agrees that Attorney's entitlement to payment for fees and expenses shall not be contingent upon the results obtained or the final disposition of the services for which Attorney has been retained.

5. **Billing, Payments, Late Fees & Withdrawal.** Attorney will submit monthly invoices to Client detailing the legal services performed, fees earned, and all costs and expenses incurred on Client's behalf. Invoices may be delivered electronically to the email address(es) designated by Client, and Client shall be responsible for providing notice of any changes to such email address(es). Payment is due upon receipt. Attorney may accept payment by check, wire transfer, or debit/credit card, and reserves the right to impose a 2% processing fee for debit/credit card transactions. If any invoice remains unpaid for more than thirty (30) days, Attorney may suspend further legal services until the account is brought current and may withdraw as legal counsel, subject to applicable court rules and approval where required

6. **Fees and Billing.** Attorney shall bill Client monthly for legal services rendered and expenses incurred until this Agreement expires or is terminated. Attorney may separate invoices by matter, project, department, or funding source upon Client's request. Time for legal services and travel is billed in one-tenth (0.1) hour increments, with each one-tenth (0.1) hour increment equaling six (6) minutes.

Attorney's fees are based upon factors including the time and labor required, the complexity and urgency of the matter, the experience

and skill required, results obtained, and Attorney's customary hourly rates.

RATE SCHEDULE *(Effective October 5, 2026)*

Personnel	Base Rate	Litigation Rate*
Attorneys	$245/hr.	$275/hr.
Paralegals & Law Clerks	$125/hr.	$125/hr.
Administrative Assistants	$70/hr.	$70/hr.

The Litigation Rate applies to litigation, contested administrative proceedings, enforcement actions, and other adversarial matters.
Opinion letters relating to bond issuances or similar financing matters may be billed on a flat-fee basis payable from bond or transaction proceeds, if applicable. Market rates applicable to non-governmental clients may apply in matters where legal fees are reimbursed by third parties, including developers or bond/debt transactions.
Client acknowledges that legal fees and costs may be estimated in advance where appropriate; however, no particular outcome, budget, or amount of fees is guaranteed due to factors outside Attorney's control. Attorney's hourly rates may be adjusted periodically upon written notice to Client, provided annual increases shall not exceed ten percent (10%) of the then-current rates.

7. Conflicts of Interest. Attorney represents that it has reviewed its records and has no conflicts of interest involving the Client. Attorney will use reasonable efforts to identify and avoid conflicts of interest. In the event a conflict arises, Attorney shall promptly advise the Client of such, in writing, and shall notify the Client of Attorney's proposal to resolve the conflict.

Client understands and agrees that this is not an exclusive engagement, and Client is free to retain any other counsel for any aspect of this matter. Attorney recognizes it is disqualified from representing any other client with interests materially and directly adverse to the Client in accordance with the Texas Disciplinary Rules of Professional Conduct, as amended. Client acknowledges that Attorney represents and may continue to represent other municipalities, economic development corporations, and governmental entities, provided such representation does not create a conflict prohibited by the Texas Disciplinary Rules of Professional Conduct

8. Client Communication and Cooperation.

8.1. Client agrees to receive all attorney-client related communication concerning all legal services rendered on behalf of the Client via email at the email address(es) designated by the Client. It shall be the Client's sole obligation to provide Attorney with notice of any change in email address(es) designated for the purpose of receiving attorney-client communication.

8.2 Client agrees to cooperate with Attorney at all times. Attorney may, at its option, terminate this Agreement with Client for any reason associated with Client's failure to cooperate.

8.3. Client acknowledges that certain communications and records relating to Client matters may constitute public records subject to disclosure under the Texas Public Information Act, subject to applicable legal privileges and exceptions under Texas law.

8.4 Electronic Mail. Attorney may communicate with Client and others by electronic mail or other electronic means. While reasonable efforts are made to maintain confidentiality, no electronic communication system is completely secure. Unless otherwise instructed by Client, Attorney may use electronic communications in the course of representation.

9. Choice of Law; Venue. This Agreement shall be construed under and in accordance with the law of the State of Texas. Venue for any dispute arising out of this agreement shall be in Travis County, Texas.

10. Parties Bound. This Agreement shall be binding upon the Parties, and their respective successors and assigns where permitted by this Agreement.

11. Legal Construction. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement.

12. Client's Authority to Contract. The Client represents that it has full authority without encumbrance to execute and enter into this contract for legal services. This Agreement constitutes the sole and only agreement of the Parties hereto and supersedes any prior understandings or written or oral agreements between the Parties hereto.

13. Acceptance. This Agreement (i) constitutes the entire agreement between the Client and Attorney regarding this engagement and supersedes all prior understandings, written or oral, relating to its subject matter, (ii) is subject to no oral agreements or understandings, and (iii) can be modified or changed only by a further written agreement signed by the Client and Attorney. No obligation or undertaking not set forth expressly in this letter shall be implied on the part of either the Client or Attorney.

14. Records: Client should retain all originals and copies of documents the Client desires for future reference. Attorney will retain most of its file(s) for a certain period of time, but ultimately the file will be destroyed in accordance with our record retention schedule. Attorney may destroy the file in accordance with its record retention policies without further notice to Client. Client recognizes that internal notes, drafts, and working papers shall be assembled and accumulated by Attorney in connection with this representation, and that same shall belong to and remain the property of Attorney.

15. Termination: Either party may terminate Attorney's representation at any time by notifying the other in writing. In either case, Attorney's withdrawal will be accomplished pursuant to applicable ethical requirements. Upon termination of the representation, Client will be obligated to pay for all services rendered and expenses incurred.

16. Texas Lawyer's Creed: On November 7, 1989, the Texas Supreme Court adopted the Texas Lawyer's Creed - a Mandate for Professionalism. Paragraph II, subparagraph 1 of the Creed requires us to advise you of its contents when we undertake representation. A copy of the Creed is enclosed. Attorney intends to abide by the Creed.

EXECUTED on the day and year as noted above.

_____	_____	_____
By:	Title:	Date:

Printed Name:_____

	Attorney	10/21/2026
By:	Title:	Date:

Printed Name: Joshua Brockman-Weber

Attachment: Texas Lawyer's Creed

AGENDA ITEM 4.E

Discussion regarding Downtown Project updates.