1829 Sam Houston Street
Liberty, TX 77575
www.cityofliberty.org

Dianne Tidwell
City Secretary
(936) 336-3684

The City of Liberty

Liberty Community Development Corporation

Annual Meeting

~ Minutes ~

Tuesday, June 16, 2020 | **6:00 PM** | **City Hall - Liberty Center**

The Liberty Community Development Corporation of Liberty, Texas reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.

I. CALL TO ORDER

Those individuals listed in the Call to Order were physically present in the Liberty Center. The public was not yet allowed entrance into the meeting due to COVID-19.

The meeting was called to order on June 16, 2020 at the City Hall - Liberty Center, 1829 Sam Houston Liberty, TX at 6:00 PM by President Dennis Beasley.

Attendee Name	Title	Status	Arrived
Dennis Beasley	President	Present	
Barbara Norwood	Vice-President	Present	
Mark Campbell	Board Member	Absent	
Kathrine McCarty	Secretary	Present	
Dan VanDeventer	Board Member	Present	
Julie Hebert	Board Member	Present	
Michael Dorsett Jr	Board Member	Present	
Tom Warner	General Manager	Present	
Chris Jarmon	Asst. City Manager	Present	
Naomi Herrington	Asst. City Manager	Present	
Dianne Tidwell	City Secretary	Present	
Brandon Davis	City Attorney	Present	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

Citizen Forum is reserved for members of the public who would like to address the LCDC Board regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Board may not deliberate or take any action during Citizen's comments for items not on the agenda. In some situations, City Staff may be able to respond to the public comment with a factual statement or clarification. The LCDC Board of Directors may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

There were no comments.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 4804)

General Manager's Report - T. Warner- Projects and Activities - Airport AWOS - CARES Act Funding/Airport - Golf Course Pro Shop - Sales Tax

COMMENTS - Current Meeting:

General Manager Tom Warner reported on the following:

1) The City Council awarded a bid to DBT Transportation Services for the installation of an Automated Weather Observing System (AWOS) at the Liberty Municipal Airport.

2) The Liberty Municipal Airport was awarded $30,000 in federal funding through the Coronavirus Aid, Relied, and Economic Security (CARES) Act. These funds will be used on the Pavement and Taxiway Rehabilitation Project.

3) LCDC's proposed expenditure to renovate the Golf Course Pro Shop was not ratified by the City Council. The Council voted to approve that the expenditure to be funded through the Cambridge Fund.

4) Sales tax collections for April, 2020 were less than the same period last year, however, year to date payments were above last year's payments.

ATTACHMENTS:

- General Manager's Report (DOCX)

B. LCDC Information Item (ID # 4805)

Finance Report - Asst. City Mgr./CFO - N. Herrington

COMMENTS - Current Meeting:

Asst. City Mgr./CFO N. Herrington reported on the Corporation financials through April 30, 2020. Ms. Herrington stated that revenues are at 66% of budgeted amounts, with expenditures at 40%. Sales tax collections are on budget. Ms. Herrington concluded by stating that cash on hand is $2.5 million.

C. LCDC Information Item (ID # 4806)

Oath of Office to be administered to newly appointed Board Members.

COMMENTS - Current Meeting:

Mayor Carl Pickett issued the Oath of Office to newly appointed and re-appointed members of the LCDC Board of Directors: Dennis Beasley, Barbara Norwood, Julie Hebert and Michael Dorsett, Jr.

IV. CONSENT AGENDA

All consent items listed are considered to be routine by the LCDC and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member so requests, and if such a request is made, the item will be removed from the Consent Agenda and considered in a normal sequence on the agenda.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Barbara Norwood, Vice-President
SECONDER:	Kathrine McCarty, Secretary
AYES:	Beasley, Norwood, McCarty, VanDeventer, Hebert, Dorsett Jr
ABSENT:	Mark Campbell

A. Minutes Approval

1. Tuesday, April 21, 2020

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2020-3

Board of Directors to elect a President of the Liberty Community Development Corporation.

COMMENTS - Current Meeting:

A motion was made that Board Member Dennis Beasley be re-appointed to fill the position of LCDC President.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Barbara Norwood, Vice-President
SECONDER:	Dan VanDeventer, Board Member
AYES:	Beasley, Norwood, McCarty, VanDeventer, Hebert, Dorsett Jr
ABSENT:	Mark Campbell

2. LCDC Corporation Action 2020-4

Board of Directors to elect a Vice-President of the Liberty Community Development Corporation.

COMMENTS - Current Meeting:

A motion was made that Board Member Barbara Norwood be re-appointed to fill the position of LCDC Vice-President.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dennis Beasley, President
SECONDER:	Kathrine McCarty, Secretary
AYES:	Beasley, Norwood, McCarty, VanDeventer, Hebert, Dorsett Jr
ABSENT:	Mark Campbell

3. LCDC Corporation Action 2020-5

Board of Directors to elect a Secretary of the Liberty Community Development Corporation.

COMMENTS - Current Meeting:

A motion was made that Board Member Kathrine McCarty be re-appointed to fill the position of LCDC Secretary.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Barbara Norwood, Vice-President
SECONDER:	Dennis Beasley, President
AYES:	Beasley, Norwood, McCarty, VanDeventer, Hebert, Dorsett Jr
ABSENT:	Mark Campbell

4. LCDC Resolution 2020-2

Consider a Resolution approving the transfer of deed to five (5) tracts of land to the City of Liberty.

COMMENTS - Current Meeting:

General Manager Tom Warner reported that deed records disclose there are five tracts of property in LCDC's name. The Corporation does not own assets and has traditionally transferred any purchased assets to the City of Liberty. The properties proposed for transfer are the following: 1) Fire Substation on Hwy. 90, 2) three tracts near the Liberty Municipal Airport and 3) the Woodsprings Lift Station.

After brief discussion, a motion was made to approve the property deed transfer for the above-mentioned properties to the City of Liberty.

ATTACHMENTS:

- Warranty Deed-5 Properties (PDF)
- Exhibit-5 Properties (PDF)
- Photos-Transfer of Property-5 Tracts (PDF)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kathrine McCarty, Secretary
SECONDER:	Dan VanDeventer, Board Member
AYES:	Beasley, Norwood, McCarty, VanDeventer, Hebert, Dorsett Jr
ABSENT:	Mark Campbell

VI. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the LCDC Board of Directors, President Beasley adjourned the meeting at 6:20 p.m.

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Dennis Beasley, President

ATTEST:

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Kathrine McCarty, Corp. Secretary