The City of Liberty

Liberty Community Development Corporation

Meeting

~ Minutes ~

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

Dianne Tidwell
City Secretary
(936) 336-3684

Thursday, March 11, 2010 | **6:00 PM** | **City Council Chambers**

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

The Meeting was called to order on March 11, 2010 at the City Council Chambers, 1829 Sam Houston, Liberty,TX at 6:00 PM by President Dennis Beasley.

Attendee Name	Present	Absent	Late	Arrived
Dennis Beasley	þ	¨	¨	
Mike McCarty	þ	¨	¨	
Billy Page	þ	¨	¨	
Louie Potetz	þ	¨	¨	
Mike Van Etta	þ	¨	¨	
Juan Venegas	þ	¨	¨	
Robert Ward	þ	¨	¨	
Gary Broz	þ	¨	¨	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

President Beasley welcomed guests and visitors, opening the floor for public comment to those individuals wishing to address the Corporation regarding non-agenda items. There were no comments from the audience.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item 2010-9

Retail Coach LLC - Meeting with the Chamber of Commerce & Retail Businesses.

COMMENTS - Current Meeting:

President Beasley reported that the Liberty-Dayton Area Chamber of Commerce, together with Retail Coach LLC, would be scheduling a presentation to the community and local businesses for discussion of a recently completed market analysis, conducted by Retail Coach. This analysis reflects the categories in which sales are being lost by community retailers, and new opportunities for these local retailers.

B. LCDC Information Item 2010-10

January 2010 Financial Report.

COMMENTS - Current Meeting:

General Manager Gary Broz briefly recapped the financial report for February, 2010. Mr. Broz stated that each board member received the financial report and a balance sheet that reflects total assets and liabilities in the amount of $1.362 million. Mr. Broz further explained that budgeted revenues are $1.010 million, total to date is $356,000. Budgeted expenditures are $40,700, year to date expenditures are $650,000 due to the purchase of two properties; the former GM Building on Main Street for the Electric Department, and property for a Fire Department Substation on the south side of Hwy. 90.

Further discussion included interest income, miscellaneous line item of expenditures, and other related topics.

C. LCDC Information Item 2010-11

FEMA Reimbursements to the City of Liberty.

COMMENTS - Current Meeting:

Mr. Broz reported that all proper documentation has been submitted to FEMA, on the demolition of the power plant building. Payment is expected within thirty days.

D. LCDC Information Item 2010-12

Review of the City of Liberty FY 2008-2009 Audit Report, as it Relates to LCDC Funds.

COMMENTS - Current Meeting:

Mr. Broz apologized that copies of the Audit Report were not ready for the meeting, but would make sure that copies were available upon request.

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:	Mike Van Etta, Board Member
SECONDER:	Louie Potetz, Board Member
AYES:	Beasley, McCarty, Page, Potetz, Van Etta, Venegas, Ward

A. Minutes Approval

1. Tuesday, February 02, 2010

V. REGULAR AGENDA

A. Regular Session

1. LCDC Public Hearing 2010-1

Public Hearing on Proposed Projects and Related Expenditures for Future Corporation Projects, to Include: 1) Funding for the Liberty County Workforce Academy, 2) Construction of a Fire Department Substation, and 3) Street Extensions to Connect Downtown Areas to the Bypass.

COMMENTS - Current Meeting:

At 6:10 p.m., President Beasley opened the Public Hearing on proposed corporation projects and related expenditures. These projects are:

1) Funding for the Liberty County Workforce Academy

2) construction of a Fire Department Substation, and

3) a street extension to connect downtown areas to the bypass.

Mr. Broz reported that the Liberty County Workforce Academy had recently requested funding in the amount of $6000, that land had recently been purchased for a Fire Department Substation, and the proposed project is for construction of a facility on that property, and the City is in receipt of estimates on the street extensions in the amount of $3-6 million.

President Beasley asked for any comments or questions, and there were none. At 6:14 p.m., President Beasley closed the Public Hearing.

2. LCDC Corporation Action 2010-5

Consider Rules of Procedure and Protocol for the Handling or Proposed Projects for LCDC Consideration.

COMMENTS - Current Meeting:

Brief discussion was held regarding establishing guidelines for placing items on the agenda; a set of rules and procedures to carry forward in the future. Further discussion included various ideas for an application process by which proposed projects can be submitted.

Mr. Broz will provide an application form to the Board for their review. This item will be placed on the next meeting agenda for possible action.

RESULT:	**NO ACTION TAKEN**

3. LCDC Corporation Action 2010-6

Consider Approval of a Travel Budget, in the Amount of $1000, for the International Council of Shopping Centers (ICSC) Convention.

COMMENTS - Current Meeting:

President Beasley reported that Retail Coach, LLC has secured two booth spaces at the International Council of Shopping Centers Convention, to be held in Las Vegas, Nevada. Retail Coach will utilize one booth, and the other will be dedicated to three cities they are currently working with, including the City of Liberty. President Beasley commented that this is a unique opportunity to showcase the City and speak with major retailers, from all over the nation.

Motion was made to approve the travel budget of $1000 for the International Council of Shopping Centers Convention.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Louie Potetz, Board Member
SECONDER:	Mike McCarty, Vice-President
AYES:	Beasley, McCarty, Page, Potetz, Van Etta, Venegas, Ward

4. LCDC Information Item 2010-13

Discussion of a Proposed Option for a Street Extension to Connect the Downtown Area to the Bypass.

COMMENTS - Current Meeting:

President Beasley referred to the map of the various options for a proposed street extension to connect the downtown area to the bypass. Discussion centered on the Texas Street opportunity as it increases, more than the other options, the potential for future development. Discussed was utilizing undeveloped property, acreage for a new hospital facility, residential and commercial development, improved traffic flow, and other positives as a result of this extension.

Further discussion included cost, available grant funds, job creation, and a consensus to move forward with the Texas Street extension. City Manager Gary Broz reported that he will meet with Schaumburg & Polk, Inc. to obtain firm numbers for the project, to include engineering fees. Mr. Broz will also research financing options and place an item on the next LCDC meeting agenda for further discussion and possible action.

5. LCDC Information Item 2010-14

Discussion of Proposed Fire Department Substation Building to be Located on the South Side of Hwy. 90.

COMMENTS - Current Meeting:

Mr. Broz reported on the property recently purchased, at Bowie & Hwy.90, for the Fire Department Substation, and he requests direction on how to proceed in regard to a facility, cost, etc.

Discussion included construction of a basic building to keep cost at a minimum. Proposed was a metal building with three bays, approximately 40x60 or 40x80, with the proper rating, to be designed for future expansion. Further discussion included security fencing, a possible recycling facility to be located behind the new building, and a reminder that one corner of the property will be used for the new Washington Street Lift Station. Mr. Broz stated that, at the next meeting, he will have drawings and cost estimates for construction of this facility.

President Beasley remarked that a sign should be placed on the property announcing that this project is funded by the Liberty Community Development Corporation.

6. LCDC Corporation Action 2010-7

Consider Approval of Bank Depository Bids for the Liberty Community Development Corporation.

COMMENTS - Current Meeting:

City Manager Gary Broz reported that the City had recently approved a proposal from Prosperity Bank, for bank depository services. Mr. Broz stated that the City had received proposals from Prosperity Bank and First Liberty National Bank. Mr. Broz reported that Prosperity had the more favorable interest rates and provided a reduction in the cost of their normal fees. Mr. Broz recommended that as an arm of the City, that LCDC also approve using Prosperity Bank for corporation bank depository services.

Motion was made to approve the proposal from Prosperity Bank.

RESULT:	**APPROVED [5 TO 1]**
MOVER:	Dennis Beasley, President
SECONDER:	Mike McCarty, Vice-President
AYES:	Beasley, McCarty, Page, Venegas, Ward
NAYS:	Louie Potetz
ABSTAIN:	Mike Van Etta

VI. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Corporation, the meeting was adjourned at 6:50 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Louie Potetz, Board Member
SECONDER:	Mike Van Etta, Board Member
AYES:	Beasley, McCarty, Page, Potetz, Van Etta, Venegas, Ward, Broz

____
Dennis Beasley, President

ATTEST:

____
Dianne Tidwell, City Secretary