The City of Liberty

Liberty Community Development Corporation

Meeting

~ Agenda ~

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

Dianne Tidwell
City Secretary
(936) 336-3684

Tuesday, August 3, 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

Attendee Name	Present	Absent	Late	Arrival
President Dennis Beasley	¨	¨	¨	
Vice-President Mike McCarty	¨	¨	¨	
Board Member Billy Page	¨	¨	¨	
Board Member Louie Potetz	¨	¨	¨	
Board Member Juan Venegas	¨	¨	¨	
Board Member Robert Ward	¨	¨	¨	
General Manager Gary Broz	¨	¨	¨	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

III. 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.

A. Minutes Approval

1. Tuesday, June 22, 2010

2. Tuesday, July 13, 2010

IV. REGULAR AGENDA

A. Regular Session

1. LCDC Public Hearing (ID # 1756)

Public Hearing on the Liberty Community Development Corporaton Budget for Fiscal Year 2010-2011.

- LCDC Proposed Budget 2010-11 (PDF)

2. LCDC Resolution (ID # 1757)

Consider Approval of a Resolution Regarding the Liberty Community Development Corporatioin Budget for Fiscal Year 2010-2011.

3. LCDC Corporation Action (ID # 1759)

Consider Approval of the Final Report by Retail Coach LLC Regarding Retail Development in the City of Liberty.

4. LCDC Corporation Action (ID # 1758)

Consider Approval of a Process for Selection of an Engineering Firm for the Texas Street Expansion Project.

V. ADJOURNMENT

A. Motion To: Adjourn

CERTIFICATION

I certify that the attached Notice of Meeting was posted on the bulletin board and in the Message Centers located on the east and west sides of the City Hall Administration Building, located at 1829 Sam Houston on the 29th day of July, 2010 at 3:00 p.m. This notice will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

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Dianne Tidwell, City Secretary

Notice given to The Vindicator, Liberty Gazette, and KSHN Radio.

NOTICE

In compliance with the Americans with Disabilities Act, the City of Liberty will provide reasonable accommodation for persons attending and/or participating in this Corporation Meeting. To better serve you, requests must be made at least 24 hours prior to the meeting. Contact the City at (936) 336-3684 or by Fax at (936) 336-9846. The building is wheelchair accessible, with parking available, on the west side of the building.

I certify that the attached Notice and Agenda of items to be considered by the City Council was removed by me from the bulletin board at the City Hall on the ________ day of ____________________, 2010.

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

Tuesday, June 22, 2010 | **5:00 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 June 22, 2010 at the City Council Chambers, 1829 Sam Houston, Liberty,TX at 5:10 PM by President Dennis Beasley.

Attendee Name	Title	Status	Arrived
Dennis Beasley	President	Present	
Mike McCarty	Vice-President	Present	
Billy Page	Board Member	Absent	
Louie Potetz	Board Member	Present	
Juan Venegas	Board Member	Present	
Robert Ward	Board Member	Present	
Gary Broz	General Manager	Present	

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 Board regarding non-agenda items. There were no comments from the audience.

III. 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 McCarty, Vice-President
SECONDER:	Robert Ward, Board Member
AYES:	Beasley, McCarty, Potetz, Venegas, Ward, Broz
ABSENT:	Billy Page

A. Minutes Approval

1. Tuesday, June 08, 2010

IV. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action (ID # 1711)

Consider Action on Acquisition and Demolition of Mercy Hospital, 521 Travis Street, as Part of a Joint Effort of Taxing Authorities to Address Dangerous Condition of a Building Pursuant to General Direction Received at Joint Meeting of Taxing Authorities Held Thursday, May 6, 2010, at City Hall and Authorize the General Manager to Negotiate Acquisition of Building from Taxing Authorities and Begin Demolition Upon Execution of Appropriate Agreements.

COMMENTS - Current Meeting:

General Manager Gary Broz reported that a decision from Liberty County Commissioner's Court regarding their portion of the cost (25%) for the proposed demolition of the old Mercy Hospital, had been delayed. Commissioner's Court will meet on June 29th to consider this issue. Mr. Broz stated that the Liberty Independent School District had voted to pay their portion of this cost (25%), as discussed at previous meetings.

Brief discussion was held regarding an offer from Mr. Frank Jordan for purchase of the property, controlled land use, effective use of property for the downtown area, process to demo followed by letting of bids for sale of real property, getting the property back onto the tax roll, 10-day reprieve for demolition, and other related topics.

RESULT:	**NO ACTION TAKEN**

V. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Corporation, the meeting was adjourned at 5:21 p.m.

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

Dennis Beasley, President

ATTEST:

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Dianne Tidwell, City Secretary

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

Tuesday, July 13, 2010 | **5:00 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 July 13, 2010 at the City Council Chambers, 1829 Sam Houston, Liberty,TX at 5:05 PM by Vice-President Mike McCarty.

Attendee Name	Title	Status	Arrived
Dennis Beasley	President	Absent	
Mike McCarty	Vice-President	Present	
Billy Page	Board Member	Absent	
Louie Potetz	Board Member	Present	
Juan Venegas	Board Member	Present	
Robert Ward	Board Member	Present	
Gary Broz	General Manager	Present	

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 Board of Directors. There were no comments.

III. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2010-13

Consider Action on Acquisition and Demolition of Mercy Hospital, 521 Travis Street, as Part of a Joint Effort of Taxing Authorities to Address Dangerous Condition of a Building Pursuant to General Direction Received at Joint Meeting of Taxing Authorities Held Thursday, May 6, 2010, at City Hall and Authorize the General Manager to Negotiate Acquisition of Building from Taxing Authorities and Begin Demolition Upon Execution of Appropriate Agreements.

HISTORY:

07/06/10 **Liberty Community Development Corporation** **MEETING CANCELLED**
Next: 07/13/10

COMMENTS - Current Meeting:

Vice-President McCarty reported that the LCDC, Liberty ISD, and Liberty County have agreed to share in the cost of the demolition of the old Mercy Hospital located at 521 Travis Street. Mr. McCarty further explained that each entity agrees that LCDC be allowed to purchase the property at a cost of $1689 and pay fifty percent of the cost of demolition ($113,500). Liberty

County and Liberty ISD will each assume 25%, of the remaining 50%, of the cost. LCDC, upon selling the property, would recover any additional costs related to the sale before division of the sale proceeds among the three entities.

Motion was made that LCDC purchase the property for $1689, thereby controlling the land use of the property.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Robert Ward, Board Member
SECONDER:	Juan Venegas, Board Member
AYES:	Mike McCarty, Louie Potetz, Juan Venegas, Robert Ward
ABSENT:	Dennis Beasley, Billy Page

2. LCDC Corporation Action 2010-14

Consider Approval of a Downtown Analysis and Strategy Program.

HISTORY:

07/06/10 **Liberty Community Development Corporation** **MEETING CANCELLED**
Next: 07/13/10

COMMENTS - Current Meeting:

General Manager Gary Broz reported on a proposal from Retail Coach LLC for an Analysis and Strategy Program for improvements to the City's downtown area.

Mr. Broz reported that an assessment of the downtown would consist of visiting with business owners, review of the city's land use plan and available property, and other related issues. At the conclusion of the assessment, Retail Coach would present a powerpoint with their recommendations. Recommendations will include assistance with marketing, parking, facade enhancement, city code modifications, and incentives to assist with revitalization. This project would provide the City with guidelines to begin with the rehabilitation process of the downtown area. Lengthy discussion was held regarding the future value of this proposed $14,000 project, which would take approximately three-months to complete.

Motion was made to approve LCDC funding this project in the amount of $14,000.

ATTACHMENTS:

- Downtown Analysis and Strategy Program (PDF)

RESULT:	**APPROVED [3 TO 1]**
MOVER:	Robert Ward, Board Member
SECONDER:	Juan Venegas, Board Member
AYES:	Mike McCarty, Juan Venegas, Robert Ward
NAYS:	Louie Potetz
ABSENT:	Dennis Beasley, Billy Page

3. LCDC Corporation Action (ID # 1749)

Discuss Approval of a Process for Evaluation of the Engineering Proposals for the Texas Street Extension Project.

COMMENTS - Current Meeting:

General Manager Gary Broz reported that the City received five proposals, for engineering services, for the Texas Street Extension Project. Mr. Broz asked for direction on a preferred process to evaluate these proposals and make a selection.

Mr. Broz stated that he recommends that each proposer be given ten minutes to make a presentation on their firm and how they intend to proceed with the project. Any proposer using more than ten minutes is automatically disqualified. Mr. Broz suggested that each Board Member have a score sheet to rank the firms and then begin the negotiation of fees, etc. with the highest ranking proposer. If that negotiation does not come to fruition, then move to the next highest ranked firm until an agreement is made.

Mr. Broz went on to report that engineering fees for this approximate $6 million project is approximately $750,000. The Board approved of the plan and directed him to move forward with the process for evaluation.

RESULT:	**NO ACTION TAKEN**

IV. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Corporation, the meeting was adjourned at 5:39 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Louie Potetz, Board Member
SECONDER:	Robert Ward, Board Member
AYES:	Mike McCarty, Louie Potetz, Juan Venegas, Robert Ward
ABSENT:	Dennis Beasley, Billy Page

Dennis Beasley, President

ATTEST:

Dianne Tidwell, City Secretary

Minutes Acceptance: Minutes of Jul 13, 2010 5:00 PM (Minutes Approval)

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 08/03/10 06:00 PM

Department: Administration
Category: LCDC Budgets

LCDC PUBLIC HEARING (ID # 1756)

DOC ID: 1756

Public Hearing on the Liberty Community Development Corporaton Budget for Fiscal Year 2010-2011.

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PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2010

21 -LIBERTY COMM. DEV. CORP.

			(------- 2009-2010	--------)	(------- 2010-2011	--------)
REVENUES	2007-2008 ACTUAL	2008-2009 ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
21-321-0101 SALES TAX REVENUE	1,015,125	1,056,758	1,000,000	692,780	850,000	____________
21-321-0110 INTEREST INCOME	42,088	10,223	4,000	4,086	2,500	____________
21-321-0111 REVENUE WCID #5 DRAINAGE PR	0	0	0	0	0	____________
TOTAL REVENUES	1,057,213	1,066,981	1,004,000	696,866	852,500	
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4.A.1.a

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2010

21 -LIBERTY COMM. DEV. CORP.

421-LIBERTY COMMUNITY DEV

DEPARTMENTAL EXPENDITURES	2007-2008 ACTUAL	2008-2009 ACTUAL	(------- 2009-2010 --------) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	(------- 2010-2011 --------) REQUESTED BUDGET	PROPOSED BUDGET
3-CHARGES & SERVICES						
21-421-309 INSURANCE	500	500	500	0	2,000	___________
21-421-310 LEVEE MAINT.	12,000	12,000	12,000	0	18,000	___________
21-421-311 OFFICE SUPPLIES	200	200	200	0	1,000	___________
21-421-312 FLOOD MAP STUDY	0	0	0	0	0	___________
21-421-313 MISCELLANEOUS	48,884	5,435	33,000	29,281	5,000	___________
21-421-314 COMMUNITY DEVELOPMENT DIRECT	0	0	0	0	0	___________
21-421-315 ASBESTOS STUDY	0	5,000	0	0	0	___________
21-421-319 LEGAL FEES	0	1,980	15,000	14,843	15,000	___________
21-421-360 CAPITAL OUTLAY	0	0	0	0	0	___________
21-421-361 REFINANCE OF BONDS	0	0	0	0	0	___________
21-421-362 TX WORKFORCE CONTRIBUTION	0	27,312	25,000	8,333	10,000	___________
TOTAL 3-CHARGES & SERVICES	61,584	52,427	85,700	52,457	51,000	
4-OTHER						
21-421-415 PURCHASE OF PROPERTY	0	0	3,000	4,689	0	___________
21-421-416 FIRE DEPARTMENT PROPERTY	0	0	125,008	125,008	150,000	___________
21-421-417 AIRPORT PROJECT	0	0	0	0	450,000	___________
21-421-418 TEXAS ST. EXTENSION PHASE 1	0	0	11,000	11,000	50,000	___________
21-421-419 ADMINISTRATIVE PROJECTS	0	0	0	0	0	___________
TOTAL 4-OTHER	0	0	139,008	140,697	650,000	
7-TRANSFERS						
21-421-710 TRANSFER TO DEBT SERVICE	373,110	2,359,226	0	0	0	___________
TOTAL 7-TRANSFERS	373,110	2,359,226	0	0	0	
TOTAL 421-LIBERTY COMMUNITY DEV	434,694	2,411,653	224,708	193,155	701,000	
TOTAL EXPENDITURES	434,694	2,411,653	224,708	193,155	701,000	
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REVENUE OVER/(UNDER) EXPENDITURES	622,520	(1,344,672)	779,292	503,711	151,500	
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Attachment: LCDC Proposed Budget 2010-11 (1756 : PH Budget FY 2010-2011)

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 08/03/10 06:00 PM

Department: Administration
Category: LCDC Budget

LCDC RESOLUTION (ID # 1757)

DOC ID: 1757

Consider Approval of a Resolution Regarding the Liberty Community Development Corporatioin Budget for Fiscal Year 2010-2011.

A RESOLUTION OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION OF LIBERTY, TEXAS, APPROVING A BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2011.

WHEREAS, the Liberty Community Development Corporation was formed for the purpose of implementing certain flood prevention and drainage improvements, and related capital improvement projects; and,

WHEREAS, it is necessary for the Corporation to have at its disposal financial resources sufficient to fund these projects; and,

WHEREAS, state statutes require that said financial resources be provided for through a budget;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION:

That the Liberty Community Development Corporation adopt, for the fiscal year ending September 30, 2011, a budget anticipating revenues in the amount of $852,500.00 and expenditures in the amount of $701,000.

PASSED AND APPROVED THIS 3rd DAY OF AUGUST, 2010.

Dennis Beasley
President

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 08/03/10 06:00 PM

Department: Administration
Category: LCDC Miscellaneous

LCDC CORPORATION ACTION (ID # 1759)

DOC ID: 1759

Consider Approval of the Final Report by Retail Coach LLC Regarding Retail Development in the City of Liberty.

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The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 08/03/10 06:00 PM

Department: Administration
Category: Project

LCDC CORPORATION ACTION (ID # 1758)

DOC ID: 1758

Consider Approval of a Process for Selection of an Engineering Firm for the Texas Street Expansion Project.

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