1829 Sam Houston Street
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Dianne Tidwell
City Secretary
(936) 336-3684

Tuesday, June 7, 2011 | **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	Title	Status	Arrived
Dennis Beasley	President	Present	
Mike McCarty	Vice-President	Present	
Billy Page	Board Member	Present	
Louie Potetz	Board Member	Present	
Robert Ward	Board Member	Present	
Barbara Norwood	Board Member	Absent	
Gary Broz	General Manager	Present	
Juan Venegas	Board Member	Absent	
Dianne Tidwell	Corp.Secretary	Present	
Brandon Davis	Counsel	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. President Beasley welcomed new Board Member Leslie Herndon, who was in the audience. On June 14, Ms. Herndon will assume her place on the Board.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 2041)

Financial Report

COMMENTS - Current Meeting:

General Manager Gary Broz reviewed the April financial report, stating that revenues are currently at 73%, or $623,775.89, of the budgeted amount of $852,500. Expenditures are currently at 53%, or $484,270.98, of the budgeted amount of $906,000.00. Mr. Broz further stated this leaves the Corporation with approximately $36,000 in revenue over expenditures. The sales tax revenues are currently at 69%, for the previous seven months.

Mr. Broz reviewed the various line items and expenditures of the Corporation, explaining that the new fiscal year budget will include additional budget detail, to provide better transparency.

B. LCDC Information Item (ID # 2042)

Current Project Updates

COMMENTS - Current Meeting:

Mr. Broz reported on current projects to include the following:

1) met with the architect and engineer in regard to the lift station, generator site, and fire department substation all on the same block, on Bowie Street. Site locations and details are being worked on.

2) there are landowner issues with the City's proposed property purchase, on the north side of the Airport. Tarver Abstract is working on solving these issues.

3) have received the $660,000 from TXDOT for dirtwork for hangars at the Airport. Specifications are ready to let bids on the hangars, but will wait until KSA Engineers have put out the bid for the dirtwork, to coordinate these two projects. Water lines will be in place soon.

4) President Beasley and Mr. Broz had a fruitful two days at the ICSC Conference in Las Vegas. Received ten solid leads on retail business and three leads on developers from the Houston area. Each are asking for additional information. Mr. Broz reported that the initial information each was given contained a CD that included demographics, properties for sale, buildings for lease, latest traffic count from the HGAC website, and other topics.

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.

A. Minutes Approval

1. Tuesday, May 03, 2011

V. REGULAR AGENDA

A. Regular Session

1. LCDC Public Hearing (ID # 2043)

Public Hearing on a Project to Provide Grant Assistance to Southeast Texas Drug Screening for Business Expansion, at 3820 Beaumont Avenue.

COMMENTS - Current Meeting:

At 6:20 p.m., President Beasley opened the Public Hearing on a proposed project for grant assistance to Southeast Texas Drug Screening. Mr. Broz reported that he met with Ms. Heather Price regarding her plans for the expansion of her business located at 3820 Beaumont Avenue.

Mr. Broz further reported that he requested that Ms. Price share her business plan and financials, explaining to her that she would not receive 100% percent of the requested funds. Mr. Broz, in speaking with Ms. Price referenced the Texas Capital Fund, and like requirements regarding job creation and retention, and other stipulations. Mr. Broz stated Southeast Texas Drug Screening provides a valuable service, and Ms. Price has several major contracts for her work. Mr. Broz reported at this time, information is still being exchanged.

This item will be brought back before the Board after the 60-day waiting period has passed, from the date of publication of this proposed project. At that time, the Corporation is free to make expenditures related to the project. President Beasley closed the Public Hearing at 6:24 p.m.

2. LCDC Resolution 2011-4

Consider a Resolution Amending the LCDC Budget for Fiscal Year 2010-2011.

COMMENTS - Current Meeting:

President Beasley read the caption of the Resolution into the record as follows:

"A RESOLUTION OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION OF LIBERTY, TEXAS AUTHORIZING AN AMENDMENT TO THE BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2011."

Mr. Broz reported that this amendment reflects an “economic development demolition” line item of $36,000, in the budget, for the recent Tower Autoplex demolition project.

Motion was made to approve the Resolution.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Mike McCarty, Vice-President
SECONDER:	Robert Ward, Board Member
AYES:	Beasley, McCarty, Page, Potetz, Ward
ABSENT:	Barbara Norwood, Juan Venegas

3. LCDC Resolution 2011-3

Consider a Resolution Amending Article II, Section 1(C) of the LCDC Bylaws Regarding Director Requirements.

COMMENTS - Current Meeting:

President Beasley read the Resolution into the record as follows:

"A RESOLUTION BY THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION OF THE CITY OF LIBERTY, TEXAS, AMENDING ARTICLE II SECTION 1(c) OF THE LCDC BYLAWS REGARDING DIRECTOR REQUIREMENTS."

Mr. Broz explained the bylaws currently allow four members of City Council to be members of the LCDC Board. As the Council approves actions taken by the LCDC Board, there are no checks and balances. Therefore, the Resolution changes the bylaws to reflect that only three members of Council may be members of the LCDC Board, preventing any conflict or misuse of the process.

Motion was made to approve the Resolution.

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

4. LCDC Corporation Action 2011-5

Consider Approval of the Retail Report Update and Extended Coaching Period, with Retail Coach.

COMMENTS - Current Meeting:

Mr. Broz reported on the Retail Report Update and Extended Coaching Period Agreement, with The Retail Coach. The proposed agreement, in the amount of $6500, will provide the city with continued assistance, from Retail Coach, in locating and retaining retail business. The term of this agreement is June, 2011 - June, 2012.

Mr. Broz stated that Retail Coach is a good working partner, and the coaching period will assist the City in becoming self-sufficient in locating and retaining, various retailers, restaurants and businesses to the community. Further discussion was held regarding the various Retail Coach services.

Motion was made to approve the agreement.

ATTACHMENTS:

- Retail Coach Update & Extended Coaching Period (PDF)

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

VI. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Board, the meeting was adjourned at 6:39 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Louie Potetz, Board Member
SECONDER:	Dennis Beasley, President
AYES:	Beasley, McCarty, Page, Potetz, Ward
ABSENT:	Barbara Norwood, Juan Venegas

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Dennis Beasley, President

ATTEST:

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Dianne Tidwell, City Secretary