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Dianne Tidwell
City Secretary
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The City of Liberty

Liberty Community Development Corporation

Meeting

~ Minutes ~

Tuesday, July 5, 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	Absent	
Barbara Norwood	Board Member	Present	
Leslie Herndon	Board Member	Present	
Gary Broz	General Manager	Present	
Dianne Tidwell	Corp. Secretary	Present	
Randy Gunter	City Attorney	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. There were no comments.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 2095)

Financial Report

COMMENTS - Current Meeting:

General Manager Gary Broz reported on the corporation financials as of May 31, 2011. Mr. Broz reported that revenues were currently in the amount of $722,190, or 84% of the budgeted $850,000. Current expenditures to-date are approximately $500,000, or 55% of the budgeted amount, leaving $222,341 of excess revenues over expenditures. Mr. Broz also stated that sales tax revenues are at 80%.

Mr. Broz further reviewed year-to-date expenditures to include the following:

1) travel to several International Council of Shopping Centers events for economic development purposes,

2) legal expenses for various projects,

3) Tower Autoplex demo - $36,000

4) Fire Department Substation property - $5000

5) Airport project - $158,134

6) Street extension - $254,803

Mr. Broz closed by stating that the LCDC fund balance is now $2.2 million.

B. LCDC Information Item (ID # 2096)

Current Projects Update

COMMENTS - Current Meeting:

Mr. Broz reviewed the status of current on-going projects:

1) bids will open July 14 for the Fire Department Substation,

2) bids will open July 19 for two T-hangars and related dirt work for the Liberty Municipal Airport project, and

3) there is an overlapping acreage discrepancy regarding the City's proposed property purchase of either 52 or 62 acres, at the Liberty Municipal Airport. Tarver Abstract is working to resolve those issues.

4) Negotiations are in progress for the City's proposed property purchase south of the Liberty Municipal Airport.

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 [5 TO 0]**
MOVER:	Leslie Herndon, Board Member
SECONDER:	Billy Page, Board Member
AYES:	Beasley, McCarty, Page, Potetz, Herndon
ABSTAIN:	Barbara Norwood
ABSENT:	Robert Ward

A. Minutes Approval

1. Tuesday, June 07, 2011

2. Tuesday, June 14, 2011

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action (ID # 2097)

Consider Southeast Texas Drug Screening Business Expansion Plan, and Take Any Action as Deemed Necessary.

COMMENTS - Current Meeting:

Mr. Broz reported that the required public hearings were held on Southeast Texas Drug Screening's request for financial assistance from the Liberty Community Development Corporation. Mr. Broz stated that the Board could now consider the expenditure of funds for this project. Ms. Heather Price has requested $25,000 to expand her business by adding a conference room and two new offices. Mr. Broz further stated that an agreement had been written whereby LCDC would provided $20,000 of the requested funds, the project must be complete within six months, Ms. Price would be required to employ three additional employees and retain those employees, for a period of six months, and ensure that the property will remain on the tax roll for at least twenty-five years.

Lengthy discussion was held regarding the scope of the project, possible assistance from other financial institutions, those projects that benefit the public vs. private business owners, the requestor not being entitled to grant funds until completion of the project, and that Southeast Texas Drug Screening is an established business currently doing well.

No action was taken.

RESULT:	**NO ACTION TAKEN**

2. LCDC Information Item (ID # 2098)

Discussion of 2011-2012 Fiscal Year Budget.

COMMENTS - Current Meeting:

Mr. Broz discussed proposed figures for the LCDC FY 2011-2012 budget. Mr. Broz reported that current sales tax revenue is budgeted at $850,000, which for the new fiscal year will be increased to $1,000,000. $6000 will be budgeted for interest income, for total revenues of $1,006,000.

Mr. Broz further reviewed the proposed budgeted numbers for line item expenditures. Further discussion included airport hangars and associated dirt work, opposition to long term debt, and other related matters. Mr. Broz reported that no additional funds were placed in the current project line items, as those projects should be complete by October 1. Mr. Broz stated that $300,000 is encumbered for the purchase of the Fregia property on the north side of the Airport, and $150,000 for the purchase of property on the south side of the Airport. There is no transfer of funds to debt service, general fund, or the electric fund.

3. LCDC Information Item (ID # 2099)

Discussion of a 5-Year Capital Plan.

COMMENTS - Current Meeting:

Mr. Broz requested direction from the Board for long-range planning and a 5-year capital plan. Discussion included ideas for beautification and proposed plans of the Downtown Task Force. Initial plans include researching costs of a downtown monument and speaking with the owner of the railroad depot regarding future plans for this facility. Mr. Broz further reported that the City is working downtown on repair and painting of the curbing and ADA ramps, new striping, and conversation is being held with Liberty County on the downtown traffic flow and parking issues.

B. Executive Session

Deliberation Regarding Real Property. Gov. Code §551.072

1. Discussion of assorted land acquisitions.

At 6:31 p.m., President Beasley closed the open meeting and opened the Executive Session as authorized above.

C. Reconvene into Regular Session

At 7:00 p.m., President Beasley closed the Executive Session and reconvened the open meeting.

1. LCDC Corporation Action (ID # 2100)

Consider and Take Action, If Any, on the Items as Discussed in the Executive Session.

RESULT:	**NO ACTION TAKEN**

VI. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Board, the meeting was adjourned at 7:02 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Louie Potetz, Board Member
SECONDER:	Barbara Norwood, Board Member
AYES:	Beasley, McCarty, Page, Potetz, Norwood, Herndon, Broz
ABSENT:	Robert Ward

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Dennis Beasley, President

ATTEST:

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Dianne Tidwell, City Secretary