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 5, 2012 | **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 June 5, 2012 at the City Council Chambers, 1829 Sam Houston, Liberty,TX at 6:00 PM by President Dennis Beasley.

There are eight Board Member names on the Roll Call for this meeting, due to newly elected officials taking office and outgoing members stepping down.

Attendee Name	Title	Status	Arrived
Dennis Beasley	President	Present	
Mike McCarty	Vice-President	Present	
Louie Potetz	Board Member	Present	
Robert Ward	Board Member	Absent	
Barbara Norwood	Board Member	Present	
Leslie Herndon	Board Member	Absent	
David Arnold	Board Member	Present	
Gary Broz	General Manager	Present	
Dianne Tidwell	City/Corp. Secretary	Present	
Randy Gunter	City Attorney	Present	
Billy Page	Board Member	Absent	

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 # 2402)

Financial Report

COMMENTS - Current Meeting:

General Manager Gary Broz reviewed Corporation finances ending April 30, 2012. Mr. Broz reported on the financial statement reflecting revenues in the amount of approximately $576,000 and expenditures in the amount of approximately $706,000. The various line items were examined, with Mr. Broz stating that the largest expenditures were for the property purchase from Mr. Curtis Herman for the Liberty Municipal Airport and fees for the International Council of

Shopping Center Convention held in May, in Las Vegas. Mr. Broz concluded his report by stating that there is $2.2 million in the Corporation's fund balance.

B. LCDC Information Item (ID # 2404)

Various Project Updates

COMMENTS - Current Meeting:

Mr. Broz briefly reported that the Airport Project is progressing well. Currently, the 100 low lead fuel is out of service while the tank is being cleaned. Upon completion of the tank rehabilitation, it will be moved to its permanent location on the east side of the Airport.

Mr. Broz and President Beasley spoke regarding their recent trip to the International Council of Shopping Centers Convention in Las Vegas. Topics of discussion included the quality presentation of the City's booth at the convention, an encounter with a developer from Humble, Texas, and discussion with representatives from Dairy Queen and other establishments. Mr. Broz reported that numerous contacts were made, and that regular emails are being sent to these contacts in an effort to keep our community in the forefront of developer activities. Mr. Broz gave each Board Member a copy of "12 Ways to Expand Your Tax Base".

C. LCDC Information Item (ID # 2403)

Oath of Office to be Issued to Newly Appointed Board Members.

COMMENTS - Current Meeting:

Municipal Court Judge Bobby Rader issued the Oath of Office to the newly appointed Board Members:

Dennis Beasley, Louie Potetz, Barbara Norwood, Mike McCarty, and David Arnold.

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 McCarty, Vice-President
SECONDER:	Louie Potetz, Board Member
AYES:	Beasley, McCarty, Potetz, Norwood, Arnold
ABSENT:	Robert Ward, Leslie Herndon

A. Minutes Approval

1. Tuesday, April 03, 2012

2. Tuesday, April 10, 2012

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2012-6

Elect a President of the Liberty Community Development Corporation.

COMMENTS - Current Meeting:

Motion was made by Board Member McCarty, seconded by Board Member Norwood to appoint, by acclimation, Dennis Beasley President of the Liberty Community Development Corporation.

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

2. LCDC Corporation Action 2012-7

Elect a Vice-President of the Liberty Community Development Corporation.

COMMENTS - Current Meeting:

Motion was made by Board Member Beasley, seconded by Board Member Norwood to appoint Mike McCarty Vice-President of the Liberty Community Development Corporation.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dennis Beasley, President
SECONDER:	Barbara Norwood, Board Member
AYES:	Beasley, McCarty, Potetz, Norwood, Arnold
ABSENT:	Robert Ward, Leslie Herndon

3. LCDC Corporation Action 2012-9

Consider Award of a Contract Proposal for T-Hangars at the Liberty Municipal Airport.

COMMENTS - Current Meeting:

Mr. Tom Warner, City Engineer & Public Works Director reported that the City had advertised on May 4 for construction of 2-10 Unit Nested T-Hangars for the Liberty Municipal Airport. Mr. Warner stated that this is a design-build project, and that the successful proposer would construct the hangars, install insulation in the roof, and provide storage areas and partitions. Mr. Warner further reviewed additional requirements detailed in the bid specifications and stated that the plans would be sealed by a State of Texas licensed engineer, and that the structures able to withstand 150 mph winds.

Mr. Warner explained that each of the proposals were evaluated, and points given, based on certain criteria. Criteria included firm qualifications, design approach and methodology, T-Hangar construction experience, manufacturer T-Hangar experience, and delivery time. Results were as follows:

Arnold Construction	$559,873	91 Points
Pelco Construction	$563,950	86 Points
Bruce's General Construction, Inc.	$565,000	90 Points
Wendell Kelley Construction Co.	$595,433	70 Points
Civil Concepts Construction, LLC	$697,416	65 Points

After lengthy discussion regarding use of local contractors, taxes paid locally, delivery time, and cost, a motion was made to accept the proposal from Pelco Construction.

RESULT:	**APPROVED [4 TO 0]**
MOVER:	Louie Potetz, Board Member
SECONDER:	Barbara Norwood, Board Member
AYES:	Dennis Beasley, Mike McCarty, Louie Potetz, Barbara Norwood
ABSTAIN:	David Arnold
ABSENT:	Robert Ward, Leslie Herndon

4. LCDC Corporation Action 2012-8

Consider Approval of Intent to Proceed with Phase I of the Street Extension Project, and Take Any Action as Deemed Necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz reported that preliminary activity is taking place on the Street Extension Project. Mr. Broz led discussion that included progress on right-of-way acquisition, approximate $2.5 million dollar Phase I cost, 18-24 months for Phase I completion, and other related topics. Mr. Adam Ott, Administrator of Magnolia Manor Healthcare, was present to report on their intent to purchase property with road frontage on the new street in order to build a new facility. Mr. Ott stated that the new facility would consist of 56,000 square feet, with a country club setting, and would be finished 12-24 months after completion of the new street.

Further discussion included funds for the project being one-half from LCDC fund balance, and one-half from sales tax revenue, future growth of the area, new hospital, commitment from Magnolia Manor of intent to purchase property, firm construction costs, and counsel from the City's financial advisor regarding funding. City Attorney Randy Gunter stated that he forsees Magnolia Manor and the property owner entering into a contract for purchase of the property, conditioned on LCDC and the City moving forward with the street project, to include an escape clause, resulting in an enforceable purchase contract.

A meeting to further discuss and take possible action will be held in the near future.

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 6:44 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Louie Potetz, Board Member
SECONDER:	Dennis Beasley, President
AYES:	Beasley, McCarty, Potetz, Norwood, Arnold
ABSENT:	Robert Ward, Leslie Herndon

Dennis Beasley, President

ATTEST:

Dianne Tidwell, City Secretary