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 24, 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 July 24, 2012 at the City Council Chambers, 1829 Sam Houston, Liberty,TX at 6:00 PM by President Dennis Beasley.

Attendee Name	Title	Status	Arrived
Dennis Beasley	President	Present	
Mike McCarty	Vice-President	Present	
Louie Potetz	Board Member	Present	
Robert Ward	Board Member	Present	
Barbara Norwood	Board Member	Absent	
Leslie Herndon	Board Member	Absent	
David Arnold	Board Member	Present	
Gary Broz	General Manager	Present	
Diane Huddleston	Councilperson	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. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2012-12

Consider Proposals for Airport Fencing, and Take Any Action Deemed Necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz reported that three proposals were received for fencing various areas of the Liberty Municipal Airport. Mr. Broz presented a schematic of the four portions to be fenced and conveyed the results to Council:

1) Foster Fence Co. $85,838.61

2) Hagan Fence Co.	$83,485.00
3) Astro Fence Co.	$95,485.00

Mr. Broz reviewed a LCDC Airport projects list stating that fencing the proposed areas would solve the current Airport fencing needs. Expenses for this project are reimbursable, in the amount of $50,000, through a Texas Department of Aviation Division Ramp Grant. Further discussion related to fencing materials and vendors.

Motion was made to approve the City Manager's recommendation and award the contract for fencing at the Liberty Municipal Airport to Hagan Fence Company, in the amount of $83,485.00, contingent upon verification of commercial fencing products.

ATTACHMENTS:

- Airport Fencing Bid (PDF)

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

2. LCDC Corporation Action 2012-13

Consider Proposals for Airport Paving, and Take Any Action Deemed Necessary.

COMMENTS - Current Meeting:

Mr. Broz addressed the Board regarding a proposal from Craig & Heidt, Inc. for apron repairs at the Liberty Municipal Airport. C & H has presented a repair plan to cost $42,680, for the crumbling apron in front of the terminal building by use of a 1.5" asphalt overlay. Mr. Broz explained that by using this contractor to relieve the apron of ponding water, who is currently working on dirt work for the airport hangars, would minimize some costs due to equipment already being in place. Expenses for this project are reimbursable to the City, in the amount of $20,000, through a Texas Department of Aviation Division Ramp Grant.

Motion was made to approve the proposal from Craig & Heidt, Inc. for apron repairs in the amount of $42,680.

ATTACHMENTS:

- Airport Paving Bid (PDF)

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

3. LCDC Corporation Action 2012-14

Consider an Expenditure for Airport Jet Fuel Tanks, and Take Any Action Deemed Necessary.

COMMENTS - Current Meeting:

Mr. Broz reviewed the need for fuel tanks at the Liberty Municipal Airport and compared costs and conditions of several fuel systems that were located in Jasper, Texas, Kentucky, Florida and New York. Mr. Broz recommended the two fuel tanks located in Texas. This whole system is complete with two 12,000 gallon tanks, plumbing, pumps, filters, and a credit card system for a total cost of $125,000. Mr. Broz reported on the need for Jet A fuel for airplanes and JP8 fuel for helicopters and military equipment. Mr. Broz reported that this system is three years old and belongs to the vendor who lost the contract at the Jasper County Airport. Lengthy discussion ensued regarding the various tanks, relocation costs, possible military contracts for fuel, and other related topics.

Motion was made to authorize Mr. Broz to negotiate, up to the asking price of $125,000, for the purchase of the fuel system in Jasper, Texas and authorize execution of the transaction.

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

4. LCDC Corporation Action 2012-15

Consider an Expenditure for a Hotel Needs Assessment Study, and Take Any Action Deemed Necessary.

COMMENTS - Current Meeting:

Mr. Broz and President Beasley reported on conversations with hotel/motel vendors at the recent International Council of Shopping Centers Convention. Mr. Broz and President Beasley visited with representatives of Holiday Inn Express, Best Western, Marriott hotel brands, and Radisson hotel brands. It was discovered that these vendors all require the use of a hotel needs assessment study to determine their interest in the community. Mr. Broz has received a proposal from DP Consulting, Houston, Texas for evaluation of market justification for the development of hotels in the City. Mr. Broz reported that this evaluation, at a cost of $7500 plus minimal out-of-pocket expenses, will assist in bringing economic development opportunities to the City of Liberty. Lengthy discussion was held regarding the need for an independent outside agency to verify this need, a narrative report that can submitted to prospective developers, and other related topics.

Motion was made to approve the expenditure for the Hotel Needs Assessment Study by DP Consulting.

ATTACHMENTS:

- Hotel Needs Assessment Study 2012 (PDF)

RESULT:	**APPROVED [4 TO 1]**
MOVER:	David Arnold, Board Member
SECONDER:	Robert Ward, Board Member
AYES:	Dennis Beasley, Mike McCarty, Robert Ward, David Arnold
NAYS:	Louie Potetz
ABSENT:	Barbara Norwood, Leslie Herndon

5. LCDC Information Item (ID # 2449)

Joint Session with the Liberty City Council on the Proposed Street Extension Project, to Include the Engineers, Financial Advisor, Potential Business Owners and Landowners.

COMMENTS - Current Meeting:

At this time, the Liberty Community Development Corporation and the Liberty City Council held a joint meeting in which discussion was led by General/City Manager Gary Broz regarding the future of the Proposed Street Extension Project. Mr. Broz began by thanking landowners Mary Cain, Martha Ager, and Bob Ager for the donation of property for right-of-way for this project. Mr. Broz reviewed the various landowners and their acreage, discussed concluding discussion with the landowners for right-of-way donation, and cost of Phase I of this project being $2.7 million. Funding was reviewed for Phase I to consist of borrowing $1.5 million and using $1.2 million of the LCDC fund balance. Lengthy discussion was held regarding the project timeline of 18 months, independent property appraisals, the City providing, by letter, acknowledgement of the gift of right-of-way with it being represented to the City as a $35,000 per acre donation, sales tax revenue, utilities, and additional related issues.

Consensus of the Council was that Mr. Broz will move forward with obtaining the remaining right-of-way for the project and City Attorney Randy Gunter will prepare a letter of acknowledgement, for the property owners, regarding the donation of the various right-of-ways.

6. LCDC Corporation Action (ID # 2450)

Consider and Take Any Action Deemed Necessary as a Result of the Joint Session with the Liberty City Council, Regarding the Proposed Street Extension Project.

COMMENTS - Current Meeting:

This agenda item was passed on.

RESULT:	**NO ACTION TAKEN**

IV. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Board, the meeting was adjourned at 7:20 p.m.

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

Dennis Beasley, President

ATTEST:

Dianne Tidwell, City Secretary