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, October 23, 2012 | **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 October 23, 2012 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	
Louie Potetz	Board Member	Present	
Robert Ward	Board Member	Present	
Barbara Norwood	Board Member	Present	
Leslie Herndon	Board Member	Absent	
David Arnold	Board Member	Absent	
Gary Broz	General Manager	Present	
Dianne Tidwell	Corp. Secretary	Present	
Randy Gunter	City Attorney	Present	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

Vice-President McCarty welcomed guests and visitors, opening the floor for public comment to those individuals wishing to address the Board. There were no comments from the audience.

General Manager Gary Broz reported that President Beasley is doing well and should be home soon.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 2538)

Financial Report

COMMENTS - Current Meeting:

General Manager Gary Broz gave the Financial Report as of September 30, 2012. Mr. Broz reviewed the various budget line items and led discussion of major project expenditures to include the street extension, property purchase, and the Airport projects. Mr. Broz further detailed the cost of the Airport hangar project, which is near completion. Mr. Broz stated that this $559,873.00 project, along with the FEMA reimbursement in the amount of $214,576, and the insurance reimbursement of $162,000, received as a result of Hurricane Ike, leaves an

expenditure of $183,297.00. Mr. Broz stated that he is working with TXDOT to meet all requirements for receiving 90% reimbursement on the dirt work for the hangars.

Mr. Broz further discussed sales tax revenue to-date in the amount of $995,318.56, with interest income of $9,077.35, for a fund balance of $1,004,395.91. Brief discussion was also held regarding levee maintenance and WCID No. 5 Maintenance issues.

B. LCDC Information Item (ID # 2539)

Project Updates - City Manager G. Broz

COMMENTS - Current Meeting:

The project updates were passed on as the Airport and Street Extension Projects would be discussed later in this meeting.

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:	Louie Potetz, Board Member
SECONDER:	Barbara Norwood, Board Member
AYES:	Mike McCarty, Louie Potetz, Robert Ward, Barbara Norwood
ABSENT:	Dennis Beasley, Leslie Herndon, David Arnold

A. Minutes Approval

1. Tuesday, September 04, 2012

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2012-17

Consider a Request for Funds for Asbestos Removal and Demolition of Structures at the Liberty Municipal Airport, and Take Any Action Deemed Necessary.

COMMENTS - Current Meeting:

Mr. Broz gave a powerpoint presentation regarding the various projects at the Liberty Municipal Airport and their status. Mr. Broz stated that property recently purchased for the airport included a house and an old tavern. The tavern being a commercial building was inspected and it was found to contain asbestos. Bids were recently let for the asbestos removal and demolition of the two structures, with Mr. Broz recommending the following:

- NCM/Houston - Asbestos Abatement $6,200

- Johnson's/Liberty - Demolition of both + slab removal $10,000
- Vision Environmental - Air Monitoring and Paperwork $2,300

(for asbestos removal)

TOTAL $18,500

Additional discussion was held regarding negotiations for a .25 acre tract of property, adjacent to the house, to be possibly purchased for the Airport. Motion was made to approve the City Manager's recommendation for an expenditure of $18,500 for the asbestos removal, monitoring, and demolition of the two structures.

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

2. LCDC Corporation Action 2012-18

Consider a Request for Funds to Complete the Airport Hangar Project, and Take Any Action Deemed Necessary.

COMMENTS - Current Meeting:

Mr. Broz reported that in order to complete the hangar project, he must request additional funds to finish paving of the taxiway, between the hangars. As a result of having two separate contracts (hangars and paving), a three foot gap exists on three sides, due to hangar construction and the paving equipment working simultaneously. Mr. Broz requested the appropriation of $10,000 to complete the project.

Additional discussion included working with TXDOT to complete the paving project, hangar rental agreements, budget allocations for the various airport projects, and other airport related issues.

Motion was made to appropriate the $10,000 in funds to complete the project, if completion is not funded by TXDOT.

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

3. LCDC Corporation Action 2012-19

Discuss and Consider Approving the Publication of a Notice of Intent to Undertake a Street Project.

COMMENTS - Current Meeting:

Mr. Broz requested approval for publication of a Notice of Intent to undertake a project. Type B Corporation regulations require that advertisement must be published in the newspaper giving the public 60-days notice of the corporation's intent. This notice will relay that the LCDC intends to commence construction of a new street in an undeveloped area on the east side of the City, off of Hwy. 146 for the purpose of promoting new or expanded business enterprise in the City. This notice will also reflect the cost of the project will be funded with proceeds received from the issuance of approximately $1,600,000 in principal amount of Sales Tax Revenue Bonds, which will be secured with revenues received by the Corporation from the one-half percent sales and use tax collected for the Corporation.

City Attorney Randy Gunter explained that this notice is not binding, but must be published in order for the project to proceed. Motion was made to approve publication of intent.

ATTACHMENTS:

- Notice of Intent Street Project Oct 2012 (PDF)

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

VI. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Board, the meeting was adjourned at 5:34 p.m.

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

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Dennis Beasley, President

ATTEST:

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Dianne Tidwell, City Secretary