The City of Liberty

Liberty Community Development Corporation

Meeting

~ Agenda ~

1829 Sam Houston Street
Liberty, TX 77575
www.cityofliberty.org

Dianne Tidwell
City Secretary
(936) 336-3684

Tuesday, January 7, 2014 | **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	Present	Absent	Late	Arrival
President Dennis Beasley	☐	☐	☐	
Vice-President Mike McCarty	☐	☐	☐	
Board Member Louie Potetz	☐	☐	☐	
Board Member Barbara Norwood	☐	☐	☐	
Board Member Leslie Herndon	☐	☐	☐	
Board Member David Arnold	☐	☐	☐	
Board Member Mark Campbell	☐	☐	☐	
General Manager Gary Broz	☐	☐	☐	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

III. PRESENTATIONS / REPORTS

1. LCDC Information Item (ID # 2898)

Financial Report

2. LCDC Information Item (ID # 2899)

Project Updates

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. Thursday, December 05, 2013

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action (ID # 2900)

Discuss placement of funds in an escrow account for proposed condemnation of property, through the eminent domain process, and take any action deemed necessary.

2. LCDC Corporation Action (ID # 2901)

Consider approval of designating RBC Capital Markets as the Liberty Community Development Corporation's Financial Advisors, and take any action deemed necessary.

3. LCDC Corporation Action (ID # 2902)

Discussion with Financial Advisor Bob Henderson regarding proposed financing of the Street Extension Project, and take any action deemed necessary.

VI. ADJOURNMENT

1. Motion To: Adjourn

CERTIFICATION

I certify that the attached Notice of Meeting was posted on the bulletin board and in the Message Centers located on the east and west sides of the City Hall Administration Building, located at 1829 Sam Houston on the 3rd day of January, 2014 at 10:00 a.m. This notice will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

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Dianne Tidwell, Corp. Secretary

NOTICE

In compliance with the Americans with Disabilities Act, the City of Liberty will provide reasonable accommodation for persons attending and/or participating in this Council Meeting. To better serve you, requests must be made at least 24 hours prior to the meeting. Contact the City at (936) 336-3684 or by Fax at (936) 336-9846. The building is wheelchair accessible, with parking available, on the west side of the building.

I certify that the attached Notice and Agenda of items to be considered by the City Council was removed by me from the bulletin board at the City Hall on the ________ day of _____________________, 2014.

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

Thursday, December 5, 2013 **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	
Louie Potetz	Board Member	Present	
Barbara Norwood	Board Member	Present	
Leslie Herndon	Board Member	Present	6:03 PM
David Arnold	Board Member	Present	
Mark Campbell	Board Member	Present	
Gary Broz	General Manager	Present	
Dianne Tidwell	Corp. Secretary	Present	
Randay 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

1. LCDC Information Item (ID # 2871)

Financial Report - Gen. Mgr. Gary Broz

COMMENTS - Current Meeting:

General Manager Gary Broz reviewed the Corporation's year-to-date financials through October 31, 2013. Mr. Broz stated that expenditures were in excess of revenues due to the road extension project, with expenditures being $125,000 and revenues of $80,000. Mr. Broz further stated that recent expenditures included tote bags for the International Council of Shopping Centers Convention and ICSC dues.

Mr. Broz concluded by reporting that the Corporation budget had not yet been amended to include the fees for the engineering contract for the road extension.

2. LCDC Information Item (ID # 2872)

Project Updates - Gen. Mgr. Gary Broz

COMMENTS - Current Meeting:

Mr. Broz reported on the condemnation timeline for property associated with the street extension project. Mr. Broz stated that the special commissioners have been appointed and a court date set for January 8th. Completion for the condemnation process will be approximately February 1st.

Mr. Broz also reported on a construction timeline for the street extension project. The City is currently in the design stage, with the engineers submitting bid packets for the City's review on approximately December 20th. Mr. Broz stated that with the Corporation funding the street extension project with sales tax revenue bonds, the Corporation must employ a financial advisor. Mr. Broz stated that he would recommend that the City's Financial Advisor, Mr. Bob Henderson, also be employed as the Corporation's financial advisor. This contract for services will be brought before the Board at its next 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:	Mike McCarty, Vice-President
SECONDER:	Leslie Herndon, Board Member
AYES:	Beasley, McCarty, Potetz, Norwood, Herndon, Arnold, Campbell

A. Minutes Approval

1. Tuesday, November 19, 2013

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2013-12

Consider proposal award for a commercial hangar at the Liberty Municipal Airport.

COMMENTS - Current Meeting:

Mr. Broz led discussion regarding the proposal award for a commercial hangar to be located at the Liberty Municipal Airport. Discussed was the letter of intent from the proposed Airport Mechanic Phil Robinson who wishes to open a business and lease the commercial hangar. Mr. Robinson is willing to commit to a five-year lease, with an additional 5-year option. Further discussion included Mr. Robinson's credentials, sales tax revenue, future runway extension, and the two bids received for construction of the hangar. Bid amounts were $223,580 from Arnold Construction to include the base bid and Alternate 1, and $245,200 from Pelco Construction for the base bid and Alternate 1. After lengthy discussion, a motion was made to award the bid to Arnold Construction for $223,580.

RESULT:	**APPROVED [5 TO 1]**
MOVER:	Mike McCarty, Vice-President
SECONDER:	Dennis Beasley, President
AYES:	Beasley, McCarty, Norwood, Herndon, Campbell
NAYS:	Louie Potetz
ABSTAIN:	David Arnold

2. LCDC Corporation Action (ID # 2874)

Discuss donation of an Automated Weather Observation Station (AWOS) to the Liberty Municipal Airport, and take any action deemed necessary.

COMMENTS - Current Meeting:

Mr. Broz explained that the City has been nominated to receive an Automated Weather Observation Station for the Liberty Municipal Airport, by the Southeast Texas Regional Advisory Council (SETRAC). The grant application for these federal funds was initiated by the Chief Life Flight Pilot for Memorial Hermann Hospital. This weather station is valued at approximately $90,000 and the grant will also fund the search for the site location and installation of the weather station. The City will be responsible for the site preparation, providing electricity to the weather station and a monthly maintenance fee of approximately $125.00.

Mr. Broz stated that this grant is in the application stage, and is due by December 6th and grants are to be awarded in late January, 2014.

RESULT:	**NO ACTION TAKEN**

3. LCDC Corporation Action (ID # 2875)

Discussion on the status of the proposed new business to be located in the old Wal-Mart Building on Main Street, and take any action deemed necessary.

COMMENTS - Current Meeting:

Mr. Broz reported that the owner of the proposed new business to be located in the old Wal-Mart building on Main Street, is currently working on obtaining insurance and may ask for an extension of the closing period. Mr. Broz stated that this process is slowly moving forward.

RESULT:	**NO ACTION TAKEN**

4. LCDC Corporation Action (ID # 2876)

Consider a partnership with Liberty County Hospital District No. 1 and the Dayton Community Development Corporation for funding a hospital feasibility study.

COMMENTS - Current Meeting:

Mr. Broz reported that at the previous LCDC meeting, the Liberty-Dayton Regional Medical Center had requested that the cities of Liberty and Dayton partner with the LDRMC in cost sharing of a feasibility study regarding the hospital's healthcare. This study would be used to improve and add services, open communication with various hospital systems as potential partners, and work toward a new facility to serve the community.

Brief discussion was held regarding the issues to be included in the study, potential hospitals wanting to conduct their own feasibility study, and that no action was taken at the previous meeting regarding this item. Mr. Broz stated that the LDRMC has now signed a contract for the conduct of the feasibility study to be paid with LDRMC funds only.

RESULT:	**NO ACTION TAKEN**

VI. ADJOURNMENT

1. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Board, President Beasley adjourned the meeting at 6:30 p.m.

Dennis Beasley, President

ATTEST:

Dianne Tidwell, City Secretary

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 01/07/14 06:00 PM

Department: Administration
Category: LCDC Misc.

LCDC CORPORATION ACTION (ID # 2900)

DOC ID: 2900

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