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, April 18, 2017 | **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	Arrived
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

A. LCDC Information Item (ID # 3765)

Project Updates - Gen. Mgr. G. Broz

B. LCDC Information Item (ID # 3766)

Financial Report - Gen. Mgr. G. Broz

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. Tuesday, February 21, 2017

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action (ID # 3767)

Review preliminary plans for the Trails Upgrade at the Liberty Municipal Park, and take any action deemed necessary.

2. LCDC Public Hearing (ID # 3768)

Public Hearing on the expenditure of LCDC funds on a grant for Liberty Complete LP.

3. LCDC Corporation Action (ID # 3769)

Consider and take action regarding a grant to Liberty Complete LP.

4. LCDC Public Hearing (ID # 3770)

Public Hearing on the expenditure of LCDC funds on a grant for PLC Construction, Inc.

5. LCDC Corporation Action (ID # 3771)

Consider and take action regarding a grant to PLC Construction, Inc.

6. LCDC Resolution (ID # 3772)

Consider a Resolution supporting the Texas Department of Transportation Alternatives Set-Aside Project.

- Resolution-TxDOT Alternativs Set-Aside Program(PDF)

VI. ADJOURNMENT

A. 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 13th day of April, 2017 at 2:00 p.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.

____

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 ____________________, 2017.*

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

Meeting: 04/18/17 06:00 PM

Department: Administration
Category: LCDC Reports

LCDC INFORMATION ITEM (ID # 3765)

DOC ID: 3765

.

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

Meeting: 04/18/17 06:00 PM

Department: Administration
Category: LCDC Reports

LCDC INFORMATION ITEM (ID # 3766)

DOC ID: 3766

.

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

Dianne Tidwell
City Secretary
(936) 336-3684

The City of Liberty

Liberty Community Development Corporation

Meeting

~ Minutes ~

Tuesday, February 21, 2017 | **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	Absent	
Louie Potetz	Board Member	Present	6:07 PM
Barbara Norwood	Board Member	Present	
Leslie Herndon	Board Member	Present	
David Arnold	Board Member	Present	
Mark Campbell	Board Member	Present	
Gary Broz	General Manager	Present	
Dianne Tidwell	Corp Secretary	Present	
Brandon Davis	City Attorney	Present	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

There were no guests/visitors.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 3720)

Project Updates - Gen. Mgr. G. Broz

COMMENTS - Current Meeting:

General Manager Gary Broz reported on current and upcoming economic development activities:

1) park trail design to be ready for bid in May

2) working with individual with major franchise for 40-room hotel at FM 2683 and Hwy. 90

3) Six new homes currently under construction

4) working on brochures/handouts

5) attending downtown seminars.

B. LCDC Information Item (ID # 3721)

Financial Report - Gen. Mgr. G. Broz

COMMENTS - Current Meeting:

General Manager Gary Broz reviewed the Corporation's revenues and expenditures, reported that sales tax revenues are down, and the current fund balance is $2.9 million.

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. Tuesday, January 17, 2017

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2017-2

Consider a proposed Engineering Agreement with Whiteley and Associates for engineering/design of a sidewalk on the east side of Main Street.

COMMENTS - Current Meeting:

General Manager Gary Broz reported on a proposed sidewalk improvement plan for the east side of Main Street, between Sam Houston and Trinity Street. Mr. Broz stated that this project is a joint effort with the Texas Department of Transportation. Mr. Broz presented an engineering agreement from Whiteley and Associates that would include a topographic survey of the existing sidewalk and preparation of construction plans in accordance with TxDOT standards. Cost of these professional services is $21,312.52.

After further discussion, a motion was made to approve the agreement with Whiteley and Associates.

RESULT:	**APPROVED [5 TO 1]**
MOVER:	Leslie Herndon, Board Member
SECONDER:	David Arnold, Board Member
AYES:	Beasley, Norwood, Herndon, Arnold, Campbell
NAYS:	Louie Potetz
ABSENT:	Mike McCarty

2. LCDC Corporation Action 2017-3

Discussion of a campaign for business development with current and future businesses, and take any action deemed necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz presented a Google Program entitled "Let's Put Our Cities on the Map" to assist local businesses increase their online presence. This program will help the businesses create an online listing in order to get their business information on Google Search and Google Maps. This is a free program.

Mr. Broz continued by stating there will be public service announcements and the City will hold several sessions in which the business owner may receive assistance with their efforts in "Let's Put Liberty on the Map". A motion was made to support the program.

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

3. LCDC Corporation Action (ID # 3724)

Discussion of the sale of the old Mercy Hospital property on Travis Street, and take any action deemed necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz led a discussion on the current and future status of the old Mercy Hospital property on Travis Street. The property consists of 27,777 square feet and in 2010 was appraised for $93,000. The City has expended approximately $100,000 on the survey and demolition project. Discussion included a previous attempt to sell the property, minimum bid, restrictions, quitclaim deed, possible use as a parking lot, and other related issues.

Consensus of the Board was to direct Mr. Broz to speak with the County Judge to inquire about the County's interest in leasing the property for use as a parking lot. Mr. Broz was also instructed to discuss with realtors and/or appraisers to seek opinions on the property and the success of a proposed sale.

ATTACHMENTS:

- Mercy Hosp Property Sale (PDF)

RESULT:	**NO ACTION TAKEN**

B. Executive Session

Deliberation Regarding Economic Development Negotiation. Gov. Code §551.087

Consultation with Attorney-Closed Session. Gov. Code §551.071

1. Discussion regarding an economic development prospect/negotiations, and/or to deliberate

the offer of a financial incentive - Prospective Businesses.

At 6:38 p.m., President Beasley closed the open meeting and opened the Executive Session as authorized above.

C. Reconvene into Regular Session

At 6:46 p.m., President Beasley closed the Executive Session and reconvened the open meeting.

VI. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Board, President Beasley adjourned the meeting at 6:46 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: 04/18/17 06:00 PM

Department: Administration
Category: LCDC Projects

LCDC CORPORATION ACTION (ID # 3767)

DOC ID: 3767

.

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

Meeting: 04/18/17 06:00 PM

Department: Administration
Category: LCDC Grant Funds

LCDC PUBLIC HEARING (ID # 3768)

DOC ID: 3768

.

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

Meeting: 04/18/17 06:00 PM

Department: Administration
Category: LCDC Grant Funds

LCDC CORPORATION ACTION (ID # 3769)

DOC ID: 3769

.

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

Meeting: 04/18/17 06:00 PM

Department: Administration
Category: LCDC Grant Funds

LCDC PUBLIC HEARING (ID # 3770)

DOC ID: 3770

.

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

Meeting: 04/18/17 06:00 PM

Department: Administration
Category: LCDC Grant Funds

LCDC CORPORATION ACTION (ID # 3771)

DOC ID: 3771

.

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

Meeting: 04/18/17 06:00 PM

Department: Administration
Category: LCDC Financial Issues

LCDC RESOLUTION (ID # 3772)

DOC ID: 3772 C

A RESOLUTION OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION TO CERTIFY LOCAL FUNDING AND SUPPORT OF CITY OF LIBERTY SIDEWALK IMPROVEMENTS TO THE TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM FOR FUNDING COMPETITION IN THE TEXAS DEPARTMENT OF TRANSPORTATION 2017 PROGRAM CALL FOR PROJECTS

Whereas, the Texas Department of Transportation issued a call for nominations in January 2017 for communities to apply for federal highway funding assistance made available through the Transportation Alternatives Program; and

Whereas, the City of Liberty Downtown Sidewalk Improvements Project will provide access and safety for pedestrians to access schools, business and governmental offices in the downtown area of the City of Liberty; and the LCDC proposes to submit a nomination requesting funding.

NOW, THEREFORE, BE IT RESOLVED BY THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION BOARD OF DIRECTORS;

Section 1. The Liberty community Development Corporation supports funding this project as described in the TASA 2017 Nomination Form (including the construction budget, the department's 15% administrative costs, and the required local match) and is willing to commit to the project's development, implementation, construction, maintenance, management and financing.

Section 2. That the LCDC adopts this resolution approving the submission of the project nomination; and the support and funding of the project should it receive federal funds.

Section 3. That the LCDC President is hereby authorized to act on behalf of the Liberty Community Development Corporation in all matters relating to this funding nomination and to execute all necessary applications, assurances, certifications, and other documents, relative to the submission, later acceptance, and administration of such funds.

Section 4. That it is hereby officially found and determined that this meeting at which this resolution is passed is open to the public as required by the law, and that public notice of the time, place and purpose of said meeting was given as required. The meeting of the Liberty Community Development Corporation was called to order at ___________p.m. on April 18, 2017 in the City Council Chambers by President Dennis Beasley.

PASSED AND APPROVED this the 18^{th} day of April, 2017.

____
Dennis Beasley, President

ATTEST:

____

Dianne Tidwell, City Secretary

A RESOLUTION OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION TO CERTIFY LOCAL FUNDING AND SUPPORT OF CITY OF LIBERTY SIDEWALK IMPROVEMENTS TO THE TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM FOR FUNDING COMPETITION IN THE TEXAS DEPARTMENT OF TRANSPORTATION 2017 PROGRAM CALL FOR PROJECTS

Whereas, the Texas Department of Transportation issued a call for nominations in January 2017 for communities to apply for federal highway funding assistance made available through the Transportation Alternatives Program; and

Whereas, the City of Liberty Downtown Sidewalk Improvements Project will provide access and safety for pedestrians to access schools, businesses and governmental offices in the downtown area of the City of Liberty; and the LCDC proposes to submit a nomination requesting funding.

NOW, THEREFORE BE IT RESOLVED BY THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION BOARD OF DIRECTORS;

Section 1. The Liberty Community Development Corporation supports funding this project as described in the TASA 2017 Nomination Form (including the construction budget, the department's 15% administrative costs, and the required local match) and is willing to commit to the project's development, implementation, construction, maintenance, management and financing.

Section 2. That the LCDC adopts this resolution approving the submission of the project nomination; and the support and funding of the project should it receive federal funds.

Section 3. That the LCDC President is hereby authorized to act on behalf of the Liberty Community Development Corporation in all matters relating to this funding nomination and to execute all necessary applications, assurances, certifications, and other documents, relative to the submission, later acceptance, and administration of such funds.

Section 4. That it is hereby officially found and determined that this meeting at which this resolution is passed is open to the public as required by the law, and that public notice of the time, place and purpose of said meeting was given as required. The meeting of the Liberty Community Development Corporation was called to order at ______p.m. on April 18, 2017 in the City Council Chambers by President Dennis Beasley.

PASSED AND APPROVED this the 18th day of April, 2017.

____
Dennis Beasley, President

ATTEST:

____
Dianne Tidwell, Corp. Secretary