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Dianne Tidwell
City Secretary
(936) 336-3684

The City of Liberty

Liberty Community Development Corporation

Meeting

~ Minutes ~

Tuesday, December 18, 2018 | **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	
Barbara Norwood	Vice-President	Present	
Leslie Herndon	Board Member	Absent	
Mark Campbell	Board Member	Present	
David Arnold	Board Member	Present	
Mike Page	Board Member	Present	
Courtney Daniel	Board Member	Present	
Tom Warner	General Manaager	Present	
Dianne Tidwell	Corp Secretary	Present	
Brandon Davis	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 from the audience.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 4316)

Project Updates - Gen. Mgr. T. Warner

COMMENTS - Current Meeting:

General Manager Tom Warner reported on various projects and activities to include that levee repairs are on hold due to the large amount of rain, and that the river has been above flood stage for approximately 50 days.

B. LCDC Information Item (ID # 4320)

Financial Report - Gen. Mgr. T. Warner

COMMENTS - Current Meeting:

Finance Director Naomi Herrington reported on the Corporation's financial activities, as of November 30, 2018. Ms. Herrington reviewed revenues and expenditures, and stated that payments continue on the bonds, firetruck and golf course. Ms. Herrington concluded by stating that the Corporation's cash on hand is $2.7 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.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Barbara Norwood, Vice-President
SECONDER:	Mike Page, Board Member
AYES:	Beasley, Norwood, Campbell, Arnold, Page, Daniel
ABSENT:	Leslie Herndon

A. Minutes Approval

1. Tuesday, October 16, 2018

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2018-10

Consider selection of professional engineering services for the sanitary sewer line extension on Hwy. 146 North, and authorize the funding of a section of the sanitary sewer line.

COMMENTS - Current Meeting:

General Manager Tom Warner reported on a proposed sewer line extension on Hwy. 146N, south of Feather Trace Drive. Two businesses have contacted the City inquiring if sanitary sewer service could be provided to their properties. HR Green, the City's engineers have determined this service could be provided at an estimated cost of $464,200, including engineering fees. Further discussion included the pro rata portion of local business, PLC Construction for an estimated cost of $84,200, the second business not yet confirming participation, line extension ordinance to be adopted by City Council in the near future, and estimated cost to the LCDC of $300,000 for approximately 2000 ft of sewer line.

A motion was made to fund the extension of the proposed sewer line for future development, to include PLC Construction and hire HR Green as project engineers.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dennis Beasley, President
SECONDER:	David Arnold, Board Member
AYES:	Beasley, Norwood, Campbell, Arnold, Page, Daniel
ABSENT:	Leslie Herndon

2. LCDC Corporation Action 2018-11

Consider approval of interim funding for completion of the Main B Levee repairs and the associated 25% match required by FEMA.

COMMENTS - Current Meeting:

General Manager Tom Warner reported on the slope failure on the north side of the Main "B" Levee, occurring during Hurricane Harvey, from Bowie Street west approximately 400 feet. Engineer's estimated project cost is $221,000 with a 15% contingency. FEMA has authorized a payment to the City in the amount of $119,377. FEMA has also indicated the remaining portion, and engineering fees, will be paid upon completion of the project. Furthermore, a 25% match is required by FEMA guidelines. Mr. Warner requested interim funding of $193,362.68, and responsibility for the 25% match of $78,175.

A motion was made to approve the interim funding of $221,000, to include the contingency of 15%, for a total project cost of $312,000.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Barbara Norwood, Vice-President
SECONDER:	Mark Campbell, Board Member
AYES:	Beasley, Norwood, Campbell, Arnold, Page, Daniel
ABSENT:	Leslie Herndon

3. LCDC Corporation Action 2018-12

Consider approval of the purchase of a tractor and slope mower for vegetative levee maintenance.

COMMENTS - Current Meeting:

General Manager Tom Warner reported that the Corps of Engineers had conducted an inspection of the City's Levee in June, 2018. An identified issue was unwanted vegetation along the side slopes of the levee. The City does not currently have a tractor with a mower capable of removing vegetation along this slope. The Street Department budget includes $31,00 for the purchase of a tractor and mower. The purchase cost of a tractor and mower capable of mowing the levee and deeper ditches in the City is $155,447.40. Mr. Warner requested that the Street Department and the LCDC fund $31,717 and $123,730.40, respectively.

A motion was made to fund the requested $123,730.40 towards the purchase of the tractor and slope mower.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Mike Page, Board Member
SECONDER:	Courtney Daniel, Board Member
AYES:	Beasley, Norwood, Campbell, Arnold, Page, Daniel
ABSENT:	Leslie Herndon

4. LCDC Corporation Action 2018-13

Consider approval of the transfer of funds from the Liberty Community Development Corporation to the Liberty Municipal Golf Course.

COMMENTS - Current Meeting:

General Manager Tom Warner explained that the 2018-2019 Golf Course budget is partially funded by the LCDC. In addition to the purchase of the Golf Course, by LCDC, the Corporation transferred $210,000 for operating expenses for a portion of the FY 2017-2018 budget year. Those funds have been expended, and additional funding is now required. The repaving of the parking lot and the purchase of greens mower has increased expenditures by $62, 402 above the initial funding amount of $210,000. Mr. Warner requested the transfer of $256,600 to the Golf Course, funds which are included in the LCDC FY 2018-2019 budget.

A motion was made to approve the transfer of the budgeted funds.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	David Arnold, Board Member
SECONDER:	Barbara Norwood, Vice-President
AYES:	Beasley, Norwood, Campbell, Arnold, Page, Daniel
ABSENT:	Leslie Herndon

VI. ADJOURNMENT

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Dennis Beasley, President

ATTEST:

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Dianne Tidwell, City Secretary