



The City of Liberty

Liberty Community Development Corporation

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

Meeting

~ Minutes ~

April Gilliland
City Secretary
936-336-3684

Tuesday, July 20, 2021

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 20, 2021 at the City Council Chambers, 1829 Sam Houston Liberty, TX at 6:00 PM by Vice-President Barbara Norwood.

Attendee Name	Title	Status	Arrived
Dennis Beasley	President	Present	
Barbara Norwood	Vice-President	Present	
Mark Campbell	Board Member	Absent	
Kathrine McCarty	Secretary	Present	
Dan VanDeventer	Board Member	Present	
Julie Hebert	Board Member	Present	
Michael Dorsett Jr	Board Member	Present	
Tom Warner	City Manager	Present	
Naomi Herrington	Assistant City Manager / CFO	Present	
Chris Jarmon	Assistant City Manager	Present	
Brandon Davis	City Attorney	Present	
April Gilliland	City Secretary	Present	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

Citizen Forum is reserved for members of the public who would like to address the LCDC Board regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Board may not deliberate or take any action during Citizen's comments for items not on the agenda. In some situations, City Staff may be able to respond to the public comment with a factual statement or clarification. The LCDC Board of Directors may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

Vice-President Norwood welcomed guests and visitors in attendance, opening the floor for public comment to those individuals wishing to address the board. There were no comments.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 5162)

General Manager's Report - T. Warner- Projects and Activities - Business Facade Grant update, Projects under Construction, Upcoming Projects, Golf Course, AWOS, Sidewalk Project, and Airport

COMMENTS - Current Meeting:

General Manager Tom Warner reviewed the various City Projects as listed:

- Business Façade Grant Update
- Commercial Projects
- Downtown Sidewalk Project
- Golf Course
- AWOS
- Airport

ATTACHMENTS:

- LCDC General Manager's Report July 20 2021 (DOCX)

B. LCDC Information Item (ID # 5163)

Finance Report - Asst. City Mgr./CFO - N. Herrington

COMMENTS - Current Meeting:

Assistant City Manager / CFO Naomi Herrington reported on the Corporation financials through May 2021.

ATTACHMENTS:

- LCDC Financials May 2021 (PDF)
- LCDC Balance Sheet May 2021 (PDF)

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:	Kathrine McCarty, Secretary
SECONDER:	Michael Dorsett Jr, Board Member
AYES:	Beasley, Norwood, McCarty, VanDeventer, Hebert, Dorsett Jr
ABSENT:	Mark Campbell

A. Minutes Approval

1. Tuesday, June 15, 2021

V. REGULAR AGENDA

A. Regular Session

1. LCDC Information Item (ID # 5165)

Mr. Chad Finch will address the Liberty Community Development Corporation Board regarding the Business Facade Grant.

COMMENTS - Current Meeting:

Mr. Chad Finch addressed the LCDC Board in regards to 2208 Dr. MLK Dr. Mr. Finch has purchased the property at 2200 and 2208 Dr. MLK Dr. Mr. Finch has torn down the structure at 2200 and is requesting that LCDC expanding the Business Facade grant from the current area to a larger area or to business' citywide. His property is just outside the current business facade grant area and he would like to apply for assistance to upgrade the structure facade at 2208 Dr. MLK Dr.

ATTACHMENTS:

- Chad Finch Speaker Request (PDF)
- Chad Finch Request (PDF)

2. LCDC Corporation Action 2021-9

Consider awarding a Business Façade Improvement Grant to Kesha Pickney in the amount of \$12,012.50.

COMMENTS - Current Meeting:

Ms. Kesha Pickney owns the building that is located at 1211 N Main Street and is proposing to operate the facility as a transitional living center for youths ages 14 to 18. Ms. Pickney is requesting reimbursement for façade improvements pursuant to the Business Façade Grant Program.

Ms. Pickney has received two bids for her proposed project:

1 - Pick and Shovel Construction (\$29,525)

2 - Chicas Construction (\$43,887)

Ms. Pickney's application is attached for your review. LCDC's 50% reimbursement is based on the lowest bid for each project.

The \$12,012.50 reimbursement will be made from the Business Façade Grant Improvement Program in LCDC's Operating Budget. Reimbursements are made after a project is complete.

A motion was made to approve the Business Façade Improvement Grant to Kesha Pickney for the property located at 1211 N. Main Street in the amount of \$12,012.50.

ATTACHMENTS:

- EXHIBIT A - Quote 1 (Kesha Pickney) (PDF)

- EXHIBIT B - Quote 2 (Keshia Pickney) (PDF)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Dorsett Jr, Board Member
SECONDER:	Julie Hebert, Board Member
AYES:	Beasley, Norwood, McCarty, VanDeventer, Hebert, Dorsett Jr
ABSENT:	Mark Campbell

B. Work Session

1. LCDC Work Session (ID # 5166)

Work session regarding a proposal from Tiffany York.

COMMENTS - Current Meeting:

Ms. Tiffany York presented to the LCDC Board her business model for her furniture restoration business at 723 Main Street. Ms. York discussed with LCDC the possibility of financial incentives. The LCDC Board members want to know what they can fund and cant fund under the law before making a final decision.

2. LCDC Work Session (ID # 5164)

Work Session to discuss the LCDC Fiscal Year 2021-2022 Budget and Community Development Capital Improvement Plan (CDCIP).

COMMENTS - Current Meeting:

LCDC Board of Directors held a work session to discuss the LCDC Fiscal Year 2021-2022 Budget and Community Development Capital Improvement Plan (CDCIP).

The Fiscal Year 2021-2022 LCDC budget and capital improvement plan is currently being developed. The work session was an opportunity for the LCDC Board to review and comment on the preliminary budget prior to final adoption in August.

City Manager Tom Warner presented the proposed Revenues and Expenditures for the 2021-2022 budget and discussed the Community Development Capital Improvement Program with the LCDC board.

ATTACHMENTS:

- EXHIBIT A - Proposed LCDC FY22 Budget (PDF)
- EXHIBIT B - FY22 LCDC CDCIP (PDF)

VI. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the LCDC Board of Directors, Vice-President Norwood adjourned the meeting at 7:00 p.m.

Barbara Norwood, Vice President

ATTEST:

Kathrine McCarty, Board Secretary