The City of Liberty

Liberty Community Development Corporation

Meeting

~ Minutes ~

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

April Gilliland
City Secretary
936-336-3684

Tuesday, May 17, 2022 | **6:00 PM** | **City Council Chambers**

I. CALL TO ORDER

This meeting was called to order on Tuesday, May 17, 2022 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:00 p.m. by President Dennis Beasley.

A.

ATTENDEE NAME	PRESENT	ABSENT	LATE	ARRIVED
President Dennis Beasley	X			
Vice-President Barbara Norwood	X			
Secretary Kathrine McCarty	X			
Board Member Mark Campbell	X			
Board Member Dan VanDeventer	X			
Board Member Julie Hebert		X		
Board Member Michael Dorsett Jr.	X			

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 citizens' 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.

President Beasley 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. General Manager's Report - Topics include Facade Grant Program, various commercial projects, Liberty Municipal Airport, Liberty Municipal Golf Course, subdivision plats, Minglewood Sanitary Sewer Project and LCDC Economic Strategic Plan.

General Manager Tom Warner reviewed the General Manager's report, discussing the following:

- FY2022 Budget - Business Facade Grant
- Recently Completed Project
- Projects under Construction
- Upcoming Projects
- Airport
- Golf Course
- Liberty Ranch Subdivision
- Water and Wastewater improvement projects
- Economic Development Strategic Plan

B. Finance Report

Assistant City Manager and CFO Naomi Herrington reported on the corporation's financials through March 2022.

IV. CONSENT AGENDA

All consent items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council 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 motion was made by Secretary McCarty to approve all items on the consent agenda. The motion was seconded by Vice President Norwood. The motion passed 6 to 0.

A. Minutes Approval

1. April 19, 2022

V. REGULAR AGENDA

A. Regular Session

1. Consider awarding a Façade Grant to Mr. Frank Biehunko in the amount of $5,192.50.

Mr. Frank Biehunko owns the shopping center located at 2106 Sam Houston. Mr. Biehunko is requesting reimbursement pursuant to the LCDC Façade Grant Program. The Façade Grant for Mr. Biehunko is to repave and re-stripe the shopping center parking lot. Two bids were received for the proposed project:

1. SouthTex Asphalt Services ($10,385)
2. Cowboy Asphalt Services, LLC ($11,498)

LCDC’s 50% reimbursement is based on the lowest bid for each project.

A motion was made by Vice President Norwood to award a business facade improvement grant to Frank Biehunko in the amount of $5,192.50. The motion was seconded by Board Member VanDeventer. The motion passed 6 to 0, with Board Member Hebert being absent.

2. Consider awarding a Façade Grant to Mr. Brandon Smith in the amount of $14,651.59.

Mr. Brandon Smith owns the building being constructed at 2708 Jefferson. Mr. Smith is requesting reimbursement pursuant to the LCDC Façade Grant Program. The Façade Grant is for the installation of a multi-tenant sign on the property. Two bids were received for the proposed sign:

1. Core Displays ($33,610.00)
2. Sign Express ($29,303.17)

LCDC's 50% reimbursement is based on the lowest bid for each project.

A motion was made by President Beasley to award a business facade improvement grant to Brandon Smith in the amount of $14,651.59. The motion was seconded by Board Member Campbell. The motion passed 6 to 0, with Board Member Hebert being absent.

3. Consider awarding a Façade Grant to Mr. Milton Fregia in the amount of $3,725.

Mr. Fregia owns the building located at 1399 N. Main and operates Fregia Insurance Services at that location. Mr. Fregia is requesting reimbursement for façade improvements pursuant to the Business Façade Grant Program. The proposed improvements include signage and painting. The Grant Program reimburses 50% of the cost of façade projects. Applicants are not reimbursed until after completion of the project. All permits must be pulled and approved by the City.

Mr. Fregia has received two bids for his proposed project:

Signage

- Fast Signs = $2,600
- Hardin Sign Company = $2,905

Painting

- Meek Cherry Artistry, LLC = $4,850
- Kalyn Dunks = $7,500

LCDC's proposed reimbursement is based on the lowest bid for each project. Mr. Fregia was previously awarded a grant of $5,112.32 for asphalt work and lighting improvements. If approved, this would bring Mr. Fregia's total grant amount to $8,837.32.

A motion was made by Secretary McCarty to award a business facade improvement grant to Milton Fregia in the amount of $3,725.00. The motion was seconded by Board Member VanDeventer. The motion passed 6 to 0, with Board Member Hebert being absent.

B. Executive Session

At 6:25 p.m., President Beasley closed the open meeting and opened the Executive Session as authorized by Title 5, Chapter 551 of the Texas Government Code.

1. Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.

- To discuss or deliberate regarding commercial or financial information received from a business prospect.

2. Texas Government Code §551.074 - Personnel Matters.

- Discussion regarding the appointment of LCDC Board members.

C. Reconvene into Regular Session

At 7:04 p.m., President Beasley closed the Executive Session and reconvened the open meeting.

1. Consider and take action, if any, on the items as discussed in the Executive Session.

No action was taken.

2. Consider and take action, if any, on the Bylaws of the LCDC Board.

No action was taken.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Beasley adjourned the meeting at 7:05 p.m.

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Dennis Beasley, President

ATTEST:

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Kathrine McCarty, Board Secretary