The City of Liberty

Liberty Community Development Corporation

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

April Gilliland
City Secretary
936-336-3684

Meeting

~ Minutes ~

Thursday, July 21, 2022 | **6:00 PM** | **City Council Chambers**

I. CALL TO ORDER

This meeting was called to order on July 21, 2022 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:00 p.m. by President Barbara Norwood.

A.

ATTENDEE NAME	PRESENT	ABSENT	LATE	ARRIVED
President Barbara Norwood	X			
Vice-President Michael Dorsett Jr.	X			
Secretary Kathrine McCarty	X			
Board Member Mark Campbell	X			
Board Member Dan VanDeventer		X		
Board Member Marsha LaFour	X			
Board Member Betty Runkle	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 Norwood welcomed guests and visitors in attendance, opening the floor for public comment to those individuals wishing to address the board. Mrs. Martha Goodwin requested to speak to LCDC about saving Liberty's history.

III. PRESENTATIONS / REPORTS

A. General Manager’s Report -Topics include Facade Grant Program, Projects

Assistant City Manager Chris Jarmon reviewed the General Manager's report, discussing the following:

- FY22 Budget
- Recently Completed Projects

- Projects under Construction
- Upcoming Projects
- Municipal Airport
- Municipal Golf Course - Projected to open October 4 after renovations are completed

B. Finance Report

Assistant City Manager / Chief Financial Officer Naomi Herrington reported on the corporation's financials through May 31, 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 Board Member Runkle. The motion passed 6 to 0 with Board Member VanDeventer being absent.

A. Minutes Approval

1. 06.21.2022 LCDC Minutes

V. REGULAR AGENDA

A. Regular Session

1. Consider awarding a grant to Cynthia Smith in the amount of $1,300 related to the Business Façade Improvement Grant Program.

Cynthia Smith owns the building located at 314 Main and operates The Liberty Gazette at that location. Ms. Smith is requesting reimbursement for façade improvements pursuant to the Business Façade Grant Program, which reimburses 50% of the cost of façade projects. Applicants are not reimbursed until after completion of the project. Ms. Smith has received two bids for her proposed project:

Exterior Painting:

1. Brock Construction = $4,285
2. Omar Ortiz = $2,600

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

A motion was made by Board Member Campbell to award a business facade improvement grant to Cynthia Smith in the amount of $1,300. The motion was seconded by Board Member LaFour. The motion passed 6 to 0, with Board Member VanDeventer being absent.

2. Consider awarding a grant to Timberline Products in the amount of $30,000 for various utility upgrades.

This item was discussed but was tabled to a further meeting date as advised by City Attorney Brandon Davis a Public Hearing must be held first before the board can hold a vote.

B. Work Session

1. FY 2022 - 2023 Proposed LCDC Budget Work Session

Assistant City Manager and CFO Naomi Herrington presented the budget presentation for the Proposed 2022-2023 Fiscal Year. Mrs. Herrington started the presentation with a recap of the 2021-2022 Fiscal Year. Then Mrs. Herrington went over the proposed 2022-2023 Fiscal Year Budget, talking about revenues down 11.5%, no transfer from the fund balance, and interest earned will increase. Mrs. Herrington did discuss the proposed revenues and expenditures in detail with the board members to conclude her presentation.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 7:11 p.m.

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Barbara Norwood, President

ATTEST:

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Kathrine McCarty, Board Secretary