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 ~

Tuesday, January 17, 2023	6:00 PM	City Council Chambers

I. CALL TO ORDER

This meeting was called to order on January 17, 2023 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. There were no comments.

III. PRESENTATIONS / REPORTS

A. General Manager's Report -Topics include the Economic Development Strategic Plan, Facade Grant Program, projects, golf course and airport.

Assistant City Manager Chris Jarmon gave the following updates:

- Economic Development Strategic Plan RFP
- Business Facade Grant
- New Construction Projects
- Renovations
- Upcoming Projects
- Popeyes

- Golf Course
- Airport

B. Finance Report

Assistant City Manager Chris Jarmon reported that the November 2022 reports were not ready due to technical issues with software and as soon as the issues were fixed, Assistant City Manager/CFO Naomi Herrington would get the reports out.

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 Board Secretary McCarty to approve all items on the consent agenda. The motion was seconded by Board Member LaFour. The motion passed 6 to 0.

A. Minutes Approval

1. December 20, 2022

V. REGULAR AGENDA

A. Regular Session

1. LCDC Board of Directors conduct a public hearing regarding the possible expenditure of funds.

At 6:07 p.m., President Norwood opened the Public Hearing regarding the expenditure of funds per Section 505.159 of the Local Government Code requires Type B Corporations to hold at least one public hearing prior to the expenditure of funds for projects. The administration recommends holding a public hearing regarding the possible expenditure of funds for the following projects:

1. Economic development agreement with KJ Chemical
2. Creation of an economic development strategic plan

The Public Hearing was closed at 6:08 p.m. with no public comments made.

2. The LCDC Board consider and take action authorizing the General Manager to negotiate and execute an economic development agreement with KJ Chemical, LLC.

KJ Chemical plans to operate a chemical formulations facility at 4003 Beaumont. This is a new business in the City of Liberty. KJ Chemicals plans to hire twelve (12) employees and, according to the owner, these jobs will pay $20 to $50 per hour. KJ Chemical also plans to invest at least $3,000,000 in land, new furniture, fixtures, equipment and utility upgrades. In return, LCDC will provide reimbursements for fire hydrant installations and utility upgrades in an amount not to exceed $30,000. The work must be completed and invoices provided before any reimbursement is made. This project was previously discussed with LCDC on December 22, 2022 in an executive session. A motion was made by Board Member Campbell to approve the economic development agreement with KJ Chemical, LLC in an amount not to exceed $30,000. The motion was seconded by Vice President Dorsett. The motion passed 6 to 0.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 6:22 p.m.

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Barbara Norwood, President

ATTEST:

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Kathrine McCarty, Board Secretary