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, April 18, 2023 | **6:00 PM** | **City Council Chambers**

I. CALL TO ORDER

This meeting was called to order on April 18, 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

City Manager Tom Warner started going over the enclosed report to discover that it was the same as last month. The new report did not generate with the agenda. City Secretary April Gilliland went to generate a new report. The new report was printed and passed out to board members to review at their convenience.

B. Finance Report

Assistant City Manager / CFO Naomi Herrington reported on the LCDC financials as of February 28, 2023.

IV. CONSENT AGENDA

All consent items listed are considered to be routine by the Liberty Community Development Corporation 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.

A motion was made by Board Member 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. March 21, 2023

V. REGULAR AGENDA

A. Regular Session

1. Hold a public hearing regarding the possible expenditure of funds.

At 6:06 p.m., President Norwood opened the Public Hearing regarding the possible 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 recommended holding a public hearing regarding the possible expenditure of funds for the following projects:

1. Engineering and Construction of a Wildlife Fence at the Liberty Municipal Airport
2. Affordable Housing & Down Payment Assistance
3. Property Acquisition
4. Parks Master Plan

The Public Hearing was closed at 6:30 p.m.

2. Consider awarding a grant to Betty Runkle in the amount of $5,660 related to the Business Façade Improvement Grant Program.

Betty Runkle owns The Health Fix and Pack, Ship, Copy business located at 1808 Sam Houston. Ms. Runkle is proposing painting the building, replacing doors, adding landscaping, adding signage and making other improvements to the exterior. Ms. Runkle has received the approval of her landlord, Ms. Mearns, to do these repairs. Ms. Runkle 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. Runkle has received two bids for her proposed project:

Brock Construction = $11,320
Boudreaux's Roofing & Construction = $16,325

LCDC's proposed reimbursement is based on the lowest bid for each project. A motion was made by Board Member Dorsett to award a Business Facade Improvement Grant in the amount of $5,660 to Ms. Runkle for 1808 Sam Houston renovations. The motion was seconded by Board Member VanDeventer. The motion passed 5 to 0 to 1, with an abstention from Board Member Runkle.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 6:37 p.m.

____
Barbara Norwood, President

ATTEST:

____
Kathrine McCarty, Board Secretary