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 16, 2023 | **6:00 PM** | **City Council Chambers**

I. CALL TO ORDER

This meeting was called to order on May 16, 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	6:01
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 - General Manager - Tom Warner, Topics include Business Facade Grant Program, Economic Development Agreements, Projects, Permits, Golf Course and Airport

Assistant City Manager Chris Jarmon reported on the following updates:

- Business Facade Grant Program
- Economic Development Agreements
- Completed Projects
- Projects Under Construction
- Upcoming Projects

- Sign Permits
- Building Permits
- Golf Course
- Airport

B. Finance Report

Assistant City Manager / CFO Naomi Herrington reported on the LCDC financials as of March 31, 2023.

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 VanDeventer. The motion passed 7 to 0.

A. Minutes Approval

1. April 18, 2023

V. REGULAR AGENDA

A. Regular Session

1. Consider transferring $110,560 to the Airport Fund for the city’s local match for the Wildlife Fencing Project.

The Federal Aviation Administration (FAA) and Texas Department of Transportation (TxDOT) require a wildlife study prior to funding the installation of any wildlife fencing at the Liberty Municipal Airport. In November 2021, the Liberty Community Development Corporation (LCDC) approved an expenditure of $40,000 for a Wildlife Study at the airport. The expenditure was ratified by the City Council in December 2021. In January 2022, the city retained the firm of Mead & Hunt to conduct the wildlife study at a cost of $22,000. The study was completed and forwarded to TxDOT for their review and approval.

TxDOT recently notified the city that they will provide funding for the design and installation of wildlife fencing at the Liberty Municipal Airport. The total project is estimated to cost $1,105,593, with a 10% local match provided by the city, currently estimated to be $110,560 ($7,500 for engineering and design and $103,060 for construction).

On April 18, LCDC held a public hearing to review and discuss this expenditure and on April 25, City Council approved a resolution in support of the project.

A motion was made by Board Member Campbell to approve transferring $110,560 to the Airport Fund for the City's local match for the Wildlife Fencing Project. The motion was seconded by Board Member Runkle. The motion passed 7 to 0.

B. Work Session

1. LCDC Strategic Plan Proposals

There were four proposals received to prepare LCDC's Strategic Plan. The submittals meeting the requirements of the request for proposals were attached to the agenda for review.

Assistant City Manager Chris Jarmon discussed with the Liberty Community Development Board about the goals they wanted to meet regarding economic development and what future projects they would like to use the Liberty Community Development Corporation funds on. Some of the projects discussed were as follows:

- Beautification and Landscape programs
- Land acquisition
- Improve quality of life projects
- Municipal park expansion
- Soccer fields
- Incentives for business

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 6:47 p.m.

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Barbara Norwood, President

ATTEST:

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Kathrine McCarty, Board Secretary