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

I. CALL TO ORDER

This meeting was called to order on July 18, 2023 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:01 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 - General Manager - Tom Warner, Topics include Business Facade Grant Program, Economic Development Agreements, Projects, Permits, Golf Course and Airport.

General Manager Tom Warner reported on the following updates:

- Business Facade Grant
- Economic development agreements
- Completed commercial projects
- Projects under construction

- Upcoming projects
- Grand Opening of Pueblo's
- T-Mobile Ribbon Cutting
- Sign permits
- Residential Permits
- Golf Course
- Airport

B. Finance Report

Assistant City Manager / CFO Naomi Herrington reported on the LCDC financials as of May 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 Runkle. The motion passed 5 to 0.

A. Minutes Approval

1. May 16, 2023

V. REGULAR AGENDA

A. Regular Session

1. Oath of Office to be administered to appointed Board Members.

City Secretary April Gilliland issued the Oath of Office to re-appointed Member Kathrine McCarty of the LCDC Board of Directors.

2. Consider the appointment of a President for the Liberty Community Development Corporation (LCDC).

A motion was made by Board Member McCarty that Board Member Barbara Norwood be appointed to fill the position of LCDC President. The motion was seconded by Board Member Dorsett. The motion passed 5 to 0.

3. Consider the appointment of a Vice-President for the Liberty Community Development Corporation (LCDC).

A motion was made by Board Member Norwood that Board Member Michael Dorsett be appointed to fill the position of LCDC Vice President. The motion was seconded by Board Member McCarty. The motion passed 5 to 0.

4. Consider the appointment of a Secretary for the Liberty Community Development Corporation (LCDC).

A motion was made by Board member Dorsett that Board Member Kathrine McCarty be re-appointed to fill the position of LCDC Secretary. The motion was seconded by Board Member Runkle. The motion passed 5 to 0.

B. Work Session

1. Review and discuss the FY24 budget for LCDC.

City Manager Tom Warner presented the budget presentation for the Proposed 2023-2024 Fiscal Year. Mr. Warner discussed the proposed revenues, expenditures, and requested transfers in detail with the board members. He concluded the presentation with a discussion on unfunded fleet & capital projects that LCDC could help fund in the 2023 - 2024 proposed budget.

2. Review and discuss the possibility of replacing crepe myrtle trees on Highway 90.

Staff is proposing to replace the miniature crepe myrtle trees on Highway 90 with full-size crepe myrtle trees. The estimate is $265.00 to purchase, install and mulch each tree. The total estimated cost to replace all the trees on Liberty's side of Highway 90 is $85,000. The ideal time to replace the trees is October – February. This project will be placed in the 2023-2024 Fiscal Year Budget.

C. Executive Session

At 6:34 p.m., President Norwood 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 deliberate proposed economic development projects.

D. Reconvene into Regular Session

At 6:42 p.m., President Norwood closed the Executive Session and reconvened the open meeting.

1. Consider and take possible action on economic development matters discussed in executive session.

A motion was made by Secretary McCarty to approve amending the economic development agreement with RKR Restaurants, LLC extending the construction timeframe . The motion was seconded by Board member Dorsett. The motion passed 5 to 0.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 6:42 p.m.

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Barbara Norwood, President

ATTEST:

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Kathrine McCarty, Board Secretary