



The City of Liberty
Liberty Community Development
Corporation

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

Meeting

April Gilliland
City Secretary
936-336-3684

~ Agenda ~

Tuesday, August 15, 2023

6:00 PM

City Council Chambers

The Liberty Community Development Corporation of Liberty, Texas reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.

I. CALL TO ORDER

A.	ATTENDEE NAME	PRESENT	ABSENT	LATE	ARRIVED
	President Barbara Norwood				
	Vice-President Michael Dorsett Jr.				
	Secretary Kathrine McCarty				
	Board Member Mark Campbell				
	Board Member Dan VanDeventer				
	Board Member Marsha LaFour				
	Board Member Betty Runkle				

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.

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**
- B. Finance Report**

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. Minutes Approval

1. July 18, 2023

V. REGULAR AGENDA**A. Regular Session**

1. Oath of Office to be administered to appointed Board Members
2. Public Hearing on Fiscal Year 2023-2024 Liberty Community Development Corporation's Proposed Budget and the Community Development Capital Improvement Program (CDCIP).
3. **A RESOLUTION BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION, A TYPE B ECONOMIC DEVELOPMENT CORPORATION EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, APPROVING THE FISCAL YEAR 2023 – 2024 OPERATING BUDGET.**
4. **A RESOLUTION BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION, A TYPE B ECONOMIC DEVELOPMENT CORPORATION EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, APPROVING THE FISCAL YEAR 2023 – 2024 COMMUNITY DEVELOPMENT CAPITAL IMPROVEMENT PROGRAM.**

B. Work Session

1. Discussion of Potential Funding for T-Hangars at Liberty Municipal Airport

VI. ADJOURNMENT**A. Motion To: Adjourn**

I certify that the attached Notice of Meeting was posted on the bulletin board and in the Message Centers located on the east and west sides of the City Hall Administration Building, located at 1829 Sam Houston on the 11th day of August, 2023 at 5:00 p.m. This notice will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

April Gilliland

April Gilliland, City Secretary

NOTICE

In compliance with the Americans with Disabilities Act, the City of Liberty will provide reasonable accommodation for persons attending and/or participating in this Council Meeting. To better serve you, requests must be made at least 24 hours prior to the meeting. Contact the City at (936) 336-3684 or by Fax at (936) 336-9846. The building is wheelchair accessible, with parking available, on the west side of the building.

I certify that the attached Notice and Agenda of items to be considered by the City Council was removed by me from the bulletin board at the City Hall on the _____ day of _____, ____.

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Meeting Date: August 15, 2023

Agenda Wording: General Manager's Report - General Manager - Tom Warner, Topics include Business Facade Grant Program, Economic Development Agreements, Projects, Permits, Golf Course and Airport

Department: Community Development

Subject:

Background: This agenda item affords the General Manager the opportunity to update the Board members and public on current and future projects, activities and other items related to the Corporation's business.

- In the FY23 Budget, the LCDC Board of Directors approved \$90,000 for the Business Facade Grant Program and \$75,840 remains available. Two grants have been approved since the start of the fiscal year:
 - Resident Suites (2626 Highway 90) - \$8,500
 - Betty Runkle (1808 Sam Houston) - \$5,660
- LCDC has two outstanding economic development agreements:
 - SwampSmoke, LLC (\$25,000) – Approved on 12/21/21; Business Grand Opening on 3/2/23
 - RKR Restaurants, LLC (\$65,000) – Approved on 7/18/23
- Projects Under Construction – New Construction and Additions
 - Food Truck Park – New Build (1019 N Main)
 - KJ Chemical – Installation of detention pond, concrete pavement and industrial equipment (4003 Beaumont)
 - Tidal Wave Car Wash - New Build (3109 N Main)
 - PLC - Office Expansion (4997 Highway 146 N)
 - Wendy's - New Build (1912 US 90)
 - Popeyes - Re-Build (1710 US 90)
- Projects Under Construction – Renovations and Remodels
 - Fire Station #1 - Interior Remodel (1912 Lakeland)
 - Lakeland Apartments – Convert commercial buildings into apartments (2704 N Main)
 - Wal-Mart - Interior Remodel (2121 Highway 146 N)
 - Group Home - Interior Remodel (1801 Grand)
 - Fresenius Dialysis Center - Interior Remodel (2331 N Main)

- Upcoming Projects
 - Lakeland Self-Storage (1609 Lakeland) – *Plans are currently under review.*
 - RV Park (700 Port Road) – *Plans are currently under review*
 - New 7,650 sf Shopping Center (2214 N Main) – *Plans approved, permit not issued.*
 - Casa Del Pueblo (1110 Highway 90) – *Plans are currently under review*
 - Car Wash (2812 N Main) – *Plans are currently under review*
 - Liberty High School (2615 Jefferson) – *Plans are currently under review*
 - Fire Station No. 2 (119 Bowie) – *Plans are currently under review*
 - Liberty County Warehouse (318 San Jacinto) – *Plans are currently under review*
- The City has issued a residential remodel permit for 1516 Sam Houston.
- The City has issued a permit for a new house at 149 Linden Lane.
- The estimated July revenue from the Golf Course is \$68,870 with estimated expenses of \$73,054. Since the reopening on May 5th, the three-month revenue and expenditures at the Golf Course are \$248,275 and \$209,645, respectively.
- Smash Golf Academy reserved the golf course on 8/19/23 for a tournament. They are expected to have 100 players.
- Kate's Dance Production reserved the golf course on 10/7/23 for a tournament. They are expected to have 80 players.
- TxDOT has issued a notice to proceed (NTP) to the contractor (Gulf Coast) for the airport runway/taxiway pavement rehabilitation project. The contract started on Monday, February 20 and finished on Friday, July 21. The runway reopened on Saturday July 22. The final walkthrough with TxDOT took place on Thursday, July 27th. All punch list items were completed as of Friday, August 4.
- The wildlife fencing project at the airport is currently undergoing surveying and design. Construction is expected to start around October 2024.

Funding Source: n/a

Staff Recommendation: n/a

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Meeting Date: August 15, 2023

Agenda Wording: Finance Report

Department: Finance

Subject: Finance Report

Background: This agenda item affords the Assistant City Manager / CFO an opportunity to report on the financial activities and position of the Liberty Community Development Corporation, to include revenues, liabilities, assets, and other financial information.

Funding Source: n/a

Staff Recommendation: n/a

BALANCE SHEET

AS OF: JUNE 30TH, 2023

21 -LIBERTY COMM. DEV. CORP.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
21-1-2110	CASH	2,355,081.74	
21-1-2199	DUE FROM GBG FOR SALES TAX	4,731.50	
21-1-2500	DUE FROM STATE	<u>180,636.05</u>	
			<u>2,540,449.29</u>
TOTAL ASSETS			2,540,449.29
=====			
LIABILITIES & EQUITY			
=====			
21-2-0220	AP PENDING-POOLED CASH	18.07	
21-2-0275	NOTE PAYABLE	337,502.35	
21-2-1111	ENCUMBRANCE	(766,850.70)	
21-2-1112	RESERVE FOR ENCUMBRANCE	766,850.70	
21-2-1113	PRIOR YEAR ENCUMBRANCE	269,273.70	
21-2-1114	PRIOR YEAR RESERVE ENCUMBRANCE	(269,273.70)	
21-2-2162	INTEREST PAYABLE	2,255.06	
21-2-2180	FUND BALANCE	<u>2,161,139.37</u>	
TOTAL LIABILITIES & EQUITY			<u>2,500,914.85</u>
TOTAL REVENUE		939,979.30	
TOTAL EXPENSES		<u>900,444.86</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		39,534.44	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>39,534.44</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			2,540,449.29
=====			

FINANCIAL STATEMENT

AS OF: JUNE 30TH, 2023

21 -LIBERTY COMM. DEV. CORP.

FINANCIAL SUMMARY

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>						
	ALL REVENUE	1,521,140.00	101,752.47	939,979.30	61.79	581,160.70
	*** FUND TOTAL REVENUE ***	1,521,140.00	101,752.47	939,979.30	61.79	581,160.70
		=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>						
	LIBERTY COMMUNITY DEV	1,521,140.00	252.07	900,444.86	59.20	620,695.14
		-----	-----	-----	-----	-----
	*** FUND TOTAL EXPENDITURES ***	1,521,140.00	252.07	900,444.86	59.20	620,695.14
		=====	=====	=====	=====	=====
	EXCESS REVENUES/EXPENDITURES	0.00	101,500.40	39,534.44	0.00	(39,534.44)
		=====	=====	=====	=====	=====

FINANCIAL STATEMENT

AS OF: JUNE 30TH, 2023

21 -LIBERTY COMM. DEV. CORP.

REVENUE

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>ALL REVENUE</u>						
321-0101	SALES TAX REVENUE	1,114,000.00	94,396.50	887,465.12	79.66	226,534.88
321-0110	INTEREST INCOME	16,500.00	7,355.97	52,514.18	318.27	(36,014.18)
321-2120	TRANSFER IN FROM FUND BALANCE	390,640.00	0.00	0.00	0.00	390,640.00
		-----	-----	-----	-----	-----
***	FUND TOTAL REVENUE ***	1,521,140.00	101,752.47	939,979.30	61.79	581,160.70
		=====	=====	=====	=====	=====

FINANCIAL STATEMENT

AS OF: JUNE 30TH, 2023

21 -LIBERTY COMM. DEV. CORP.

LIBERTY COMMUNITY DEV

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>3-CHARGES & SERVICES</u>						
421-307	MAINTENANCE WEBSITE	7,500.00	18.07	3,337.59	44.50	4,162.41
421-309	MARKETING & ADVERTISING	32,000.00	0.00	8,650.20	27.03	23,349.80
421-313	MISCELLANEOUS	7,215.00	0.00	0.00	0.00	7,215.00
421-314	TRAVEL & TRAINING	5,000.00	0.00	776.38	15.53	4,223.62
421-315	DUES & MEMBERSHIPS	1,500.00	0.00	600.00	40.00	900.00
421-319	LEGAL FEES	5,000.00	234.00	1,314.00	26.28	3,686.00
		-----	-----	-----	-----	-----
** CATEGORY TOTAL **		58,215.00	252.07	14,678.17	25.21	43,536.83
<u>4-OTHER</u>						
421-416	FIRE DEPARTMENT TANKER	335,640.00	0.00	335,758.85	100.04	(118.85)
421-423	BUSINESS INCENTIVES FACADE	90,000.00	0.00	14,651.59	16.28	75,348.41
421-424	ECONOMIC DEVELOPMENT PRIOR YR	90,000.00	0.00	60,000.00	66.67	30,000.00
		-----	-----	-----	-----	-----
** CATEGORY TOTAL **		515,640.00	0.00	410,410.44	79.59	105,229.56
<u>6-DEBT SERVICE</u>						
421-619	INTEREST SERIES 2014	83,275.00	0.00	0.00	0.00	83,275.00
421-620	PRINCIPAL SERIES 2014	150,000.00	0.00	0.00	0.00	150,000.00
421-621	ADMIN FEES SERIES 2014	750.00	0.00	500.00	66.67	250.00
		-----	-----	-----	-----	-----
** CATEGORY TOTAL **		234,025.00	0.00	500.00	0.21	233,525.00
<u>7-TRANSFERS</u>						
421-710	TRANSFER TO DEBT SERVICE	0.00	0.00	192,856.25	0.00	(192,856.25)
421-728	TRANSFER TO AIRPORT FUND	13,800.00	0.00	(18,000.00)	130.43-	31,800.00
421-730	TRANSFER TO GENERAL FUND	200,000.00	0.00	0.00	0.00	200,000.00
421-732	TRANSFER TO GOLF COURSE	388,560.00	0.00	300,000.00	77.21	88,560.00
421-733	TRANSFER TO FLEET FUND	110,900.00	0.00	0.00	0.00	110,900.00
		-----	-----	-----	-----	-----
** CATEGORY TOTAL **		713,260.00	0.00	474,856.25	66.58	238,403.75
		-----	-----	-----	-----	-----
** DEPARTMENT TOTAL **		1,521,140.00	252.07	900,444.86	59.20	620,695.14
		=====	=====	=====	=====	=====
*** FUND TOTAL EXPENDITURES ***		1,521,140.00	252.07	900,444.86	59.20	620,695.14

C I T Y O F L I B E R T Y
FINANCIAL STATEMENT
AS OF: JUNE 30TH, 2023

21 -LIBERTY COMM. DEV. CORP.
LIBERTY COMMUNITY DEV

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
		=====	=====	=====	=====	=====
	EXCESS REVENUES/EXPENDITURES	0.00	101,500.40	39,534.44	0.00	(39,534.44)
		=====	=====	=====	=====	=====

*** END OF REPORT ***



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, 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.

Barbara Norwood, President

ATTEST:

Kathrine McCarty, Board Secretary

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Meeting Date: August 15, 2023

Agenda Wording: Oath of Office to be administered to appointed Board Members

Department: Community Development

Subject: Oath of Office

Background: The Oath of Office will be administered to re-appointed Board Members Dan VanDeventer and Mark Campbell.

Funding Source: n/a

Staff Recommendation: n/a

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Meeting Date: August 15, 2023

Agenda Wording: Public Hearing on Fiscal Year 2023-2024 Liberty Community Development Corporation's Proposed Budget and the Community Development Capital Improvement Program (CDCIP).

Department: Community Development

Subject: Economic Development

Background: 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 project:

1. Adoption of the Fiscal Year 2023-2024 LCDC Operating Budget
2. Adoption of the Fiscal Year 2023-2024 LCDC Community Development Capital Improvement Program (CDCIP)

Funding Source: n/a

Staff Recommendation: Staff recommends conducting a public hearing regarding the proposed budget and capital program.

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Meeting Date: August 15, 2023

Agenda Wording: A RESOLUTION BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION, A TYPE B ECONOMIC DEVELOPMENT CORPORATION EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, APPROVING THE FISCAL YEAR 2023 – 2024 OPERATING BUDGET.

Department: Community Development

Subject: FY24 LCDC Budget

Background: On July 18, the General Manager presented the LCDC Board of Directors with a proposed budget for FY24. The proposed budget to be adopted is the same as the budget presented on July 18 with the exception of two additions: \$400,000 to support the purchase of a new engine for the Fire Department and \$85,000 to replace crepe myrtle trees in the Highway 90 median.

Funding Source: n/a

Staff Recommendation: Staff recommends approval of the proposed Fiscal Year 2023-2024 LCDC Budget.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/15/2023 6:00 PM

Department: Community Development
Category: Action Item

LCDC Resolution

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION, A TYPE B ECONOMIC DEVELOPMENT CORPORATION EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, APPROVING THE FISCAL YEAR 2023 – 2024 OPERATING BUDGET.

WHEREAS, the Liberty Community Development Corporation (“LCDC”) is a Type B Economic Development Corporation existing under the laws of the State of Texas; and

WHEREAS, on July 18, 2023, the General Manager presented the LCDC Board of Directors with a proposed budget for Fiscal Year 2023 – 2024; and

WHEREAS, the proposed budget to be adopted is attached hereto as Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Liberty Community Development Corporation hereby approves the Fiscal Year 2023 – 2024 Operating Budget attached hereto as Exhibit “A”.

PASSED AND APPROVED this ____ day of _____, 2023.

President
Liberty Community Development Corporation

ATTEST:

Board Secretary
Liberty Community Development Corporation

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Meeting Date: August 15, 2023

Agenda Wording: A RESOLUTION BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION, A TYPE B ECONOMIC DEVELOPMENT CORPORATION EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, APPROVING THE FISCAL YEAR 2023 – 2024 COMMUNITY DEVELOPMENT CAPITAL IMPROVEMENT PROGRAM.

Department: Community Development

Subject: FY24 LCDC CDCIP

Background: Article IV, Section 5 of the LCDC Bylaws state that “The Board shall develop a Community Development Capital Improvement Program (the “CDCIP”), including maintenance and operation costs thereof, for the City which shall include and set forth short and long term goals” The Bylaws further state that “The Board shall review and update the CDCIP once a year to ensure the plan is up to date with current community needs and is capable of meeting the City’s community development needs.” The proposed Fiscal Year 2023-2024 CDCIP is attached for your review.

Funding Source: n/a

Staff Recommendation: Staff recommends approval of the proposed Fiscal Year 2023-2024 LCDC Community Development Capital Improvement Program (CDCIP).



LCDC Resolution

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION, A TYPE B ECONOMIC DEVELOPMENT CORPORATION EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, APPROVING THE FISCAL YEAR 2023 – 2024 COMMUNITY DEVELOPMENT CAPITAL IMPROVEMENT PROGRAM.

WHEREAS, the Liberty Community Development Corporation (“LCDC”) is a Type B Economic Development Corporation existing under the laws of the State of Texas; and

WHEREAS, Article IV, Section 5 of the LCDC Bylaws state that “[t]he Board shall develop a Community Development Capital Improvement Program (the “CDCIP”), including maintenance and operation costs thereof, for the City which shall include and set forth short and long term goals”; and

WHEREAS, the Bylaws further state that “[t]he Board shall review and update the CDCIP once a year to ensure the plan is up to date with current community needs and is capable of meeting the City’s community development needs”; and

WHEREAS, the proposed Fiscal Year 2023 – 2024 CDCIP is attached hereto as Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Liberty Community Development Corporation hereby approves the Fiscal Year 2023 – 2024 Community Development Capital Improvement Program attached hereto as Exhibit “A”.

PASSED AND APPROVED this ____ day of _____, 2023.

President
Liberty Community Development Corporation

ATTEST:

Board Secretary
Liberty Community Development Corporation

FY2024 BUDGET: OCTOBER 1, 2023 – SEPTEMBER 30, 2024
LIBERTY COMMUNITY DEVELOPMENT CORPORATION
COMMUNITY DEVELOPMENT CAPITAL IMPROVEMENT PROGRAM

Article IV Section 5 of the Bylaws of the Liberty Community Development Corporation (LCDC) calls for the Board to develop a combined Community Development Capital Improvement Program (the “CDCIP”). The program shall be updated once a year to “ensure the plan is up to date with current community needs and is capable of meeting the City’s community development needs.”

The Bylaws further state that the Board shall conduct a public hearing prior to updating the CDCIP.

Projects for Funding

<u>Airport – Runway and Taxiway Rehabilitation [1]</u>	<u>\$288,500</u>
———— This project will rehabilitate the runway and taxiway at the airport.	
———— The funding amount represents the city’s 10% local match.	

<u>Update Hotel Study</u>	<u>\$12,000</u>
———— This project will provide an update to the 2012 Hotel Study. This study will	
———— be used to assist in the recruitment of an interior corridor hotel to the	
———— City of Liberty.	

<u>Update Airport Property Map</u>	<u>\$9,000</u>
The City, working in collaboration with TxDOT Aviation, will update the airport’s property map.	

<u>Wildlife Fencing – Engineering and Design [2]</u>	<u>\$110,560</u>
This project will provide for the City’s 10% local match to be used for the Engineering and design of approximately 6,000 linear feet of wildlife fence.	

<i>Projects for Consideration – Economic & Business Development</i>	<i>Est. Construction Cost</i>
--	--------------------------------------

<u>Development of Rail Spur</u>
This project will provide for the purchase and/or development of a rail spur that could be used to assist industry in South Liberty County.

<u>Development of Industrial Business Park</u>
This project will provide for the development of a 200-500 acre Industrial business park within the City of Liberty. An industrial park will offer shovel-ready sites for companies looking at building and/or build-to-suit options. Industrial parks are fully served by utilities and internet and allow for the concentration of similarly situated light or heavy industrial operations that require large acreage.

Economic Development Strategic Plan

\$100,000

An economic development strategic plan will help the Liberty Community Development Corporation and the City of Liberty develop goals and priorities, target specific industries and plan for future growth related to economic growth and development.

Subdivision Construction Participation

This project will allow LCDC to financially participate in the Infrastructure or utility costs of one of the many subdivisions being proposed in Liberty, TX.

Land Acquisition

This project will allow for the strategic acquisition of land for economic Development purposes.

Projects for Consideration – Airport

Runway Extension [3]

\$176,130

This project will provide for an extension of the runway at the Liberty Municipal Airport from 3,801 feet to 5,000 feet. Extending the airport to 5,000 feet will provide more opportunities for larger aircraft to utilize the airport. The funding amount represents the city's 10% local match.

T-Hangar Foundation and Building Construction

\$3,900,000

This project calls for the construction of foundations and structures for two (2) ten-unit t-hangars (20 hangars in total) at the Liberty Municipal Airport. LCDC provided funding for engineering services in FY21.

~~T-Hangar Roof Repair~~

~~\$165,000~~

~~This project will replace the roofs of the twenty city-owned t-hangars at the Liberty Municipal Airport.~~

Update Airport Layout Plan (ALP)

The City of Liberty, working in conjunction with the TxDOT Aviation Division – hired Garver, LLC to complete an airport development plan (ADP) for the Liberty Municipal Airport. The final report of the ADP was delivered to city staff in August 2013. This project will update the ADP, which will provide for planned improvements to the airport, along with construction estimates for those improvements as well as potential state and federal funding sources for the improvements.

~~Wildlife Study~~

~~\$45,000~~

~~This project will conduct a wildlife study at the airport to determine the type of wildlife intruding on the airport and the type of fencing necessary to prevent those intrusions.~~

Projects for Consideration – Community Development

Citywide Wayfinding Signage

\$212,180

This project will provide for the purchase and citywide installation of wayfinding signs for city landmarks and tourist attractions.

Downtown - Master Plan

This project will provide for the commission of a downtown master plan that city staff and LCDC can use to guide business development and marketing in the downtown area.

Liberty Square – Electrical Improvements

\$327,818

This project calls for burying all electrical lines, where feasible, in the downtown area.

Liberty Square – Sidewalk Improvements

\$2,567,009

This project calls for the rehabilitation of sixteen (16) blocks of dilapidated sidewalks in the downtown area. The project will include the installation of ADA ramps at intersections and driveways and add decorative lighting. The cost includes \$2,362,009 for construction and \$205,000 for construction management.

Bell Tower

\$750,000

This project will provide for the construction of a new bell tower at the Liberty Municipal Library.

Animal Shelter

\$1,500,000

This project will provide for the construction of a new animal shelter adjacent to the Liberty Police Department.

Projects for Consideration – Golf Course

Maintenance Storage Unit

\$200,000

This project will provide for the construction of a storage facility, break room and rest room for the maintenance staff at the golf course.

Clubhouse Expansion

\$1,500,000

This project calls for the expansion of the clubhouse to include the pro shop. In order to provide a clubhouse and pro shop in one building.

Pavilion

\$300,000

This project will provide for the construction of a pavilion over the pavement that was previously used as a tennis court.

Full-Length Cart Paths

\$350,000

This project will provide for the continuation of the existing concrete cart paths at the golf course so that the cart paths are full-length and connected.

[1] Amount represents the city's 10% local match. 90/10 funding from TXDOT.

[2] Amount represents the city's 10% local match. 90/10 funding from TXDOT.

[3] Amount represents the city's 10% local match. 90/10 funding from TXDOT.

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Meeting Date: August 15, 2023

Agenda Wording: Discussion of Potential Funding for T-Hangars at Liberty Municipal Airport

Department: Community Development

Subject: Airport T-Hangars

Background:

Funding Source:

Staff Recommendation: