



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, February 20, 2024

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on February 20, 2024 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**

City Manager Tom Warner reported on the following updates:

- Business Facade Grant Program
- Economic Development Agreements
- Projects

- Permits
- Golf Course
- Airport

B. Finance Report

Assistant City Manager / CFO Naomi Herrington reported on the LCDC's financials as of December 31, 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 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. January 23, 2024****V. REGULAR AGENDA****A. Regular Session**

1. Consider awarding a grant to the Health Center of Southeast Texas in the amount of \$2,375 related to the Business Façade Improvement Grant Program.

The Health Center of Southeast Texas (HCSET) owns the building located at 1400 N Travis and is proposing to make landscaping improvements to the exterior. HCSET 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.

HCSET has received two bids for their proposed project:

Precision Lawns = \$8,914.05

Ed's Tree, Lawn & Landscaping = \$4,750.00

HCSET's application is attached for your review. LCDC's proposed reimbursement of 50% of the total cost is based on the lowest bid received.

A motion was made by Board Member LaFour to award a Business Façade Improvement Grant in the amount of \$2,375 to Health Center of Southeast Texas for 1400 N Travis and seconded by Board Member McCarty. The motion passed 7 to 0.

2. Consider awarding a grant to Ali Zolfaghari in the amount of \$9,467.50 related to the Business Façade Improvement Grant Program.

Ali Zolfaghari recently purchase the Sandune Manufactured Home Park at 4505 Sandune and is proposing to make landscape, signage and driveway improvements to the property. Mr. Zolfaghari 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.

Mr. Zolfaghari has received two bids for his proposed project:

Lone Star Property Works = \$19,895.00

Texas Landscape Group = \$18,935.00

Mr. Zolfaghari's application is attached for your review. LCDC's proposed reimbursement of 50% of the total cost is based on the lowest bid received.

Each manufactured home on the property is allowed a one-time change out.

A motion was made by Board Member Dorsett to award a Business Facade Improvement Grant in the amount of \$9,467.50 to Ali Zolfaghari for 4505 Sandune Road and seconded by Board Member Runkle. The motion passed 7 to 0.

B. Executive Session

At 6:12 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
 - Discussion regarding economic development negotiations

C. Reconvene into Regular Session

At 6:38 p.m., President Norwood closed the Executive Session and reconvened the open meeting.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 6:39 p.m.

Barbara Norwood, President

ATTEST:

Kathrine McCarty, Board Secretary