



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, May 21, 2024

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on May 21, 2024 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. Comments were made by Michael Ely, Linda Street-Ely, Dennis Cox, Kevin Sellers, and Jim Kubik in favor of the T-hanger project at the airport. Tracy Williams spoke against the T-hanger project at the airport.

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, Airport and Faux Real Trade Days.

City Manager Tom Warner reported on the following updates:

- Business Facade Grant Program
- Economic Development Agreements
- Projects

- Permits
- Golf Course
- Airport
- Community Events

B. Finance Report

Assistant City Manager / CFO Naomi Herrington reported on the LCDC financials as of March 31, 2024.

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 Board Secretary McCarty to approve all items on the consent agenda. The motion was seconded by Board Member Runkle. The motion passed 6 to 0.

A. Minutes Approval

1. April 16, 2024

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

1. LCDC Board of Directors consider the expenditure of funds for a Park Master Plan.

The City issued a Request for Proposal (RFP) for consulting services related to creating the Liberty's Park Master Plan. The purpose of the RFP is to assist the city in developing a Master Plan for the City's Parks, Recreational Areas and Open Spaces. The plan will serve as a guide for the development of parks, recreational facilities, and capital improvements to existing parks, programs and additional amenities. The plan will address not only current community needs but also account for additional growth and development expected in the City over the next ten years. The proposal shall also include suggested revisions to the city ordinance providing for park land dedication or payment of cash-in-lieu thereof as a condition of subdivision plat approval and payment of park development fees as a condition of building permit issuance to provide for necessary park development. The estimated cost to prepare the Park Master Plan is between \$80,000.00 to \$100,000.00.

A motion was made by Vice President Dorsett to approve the expenditure of funds for a Park Master Plan. The motion was seconded by Board Member Campbell. The motion passed 6 to 0.

2. LCDC Board of Directors consider approving \$300,000 toward the construction of one ten-unit nested t-hangar.

On December 19, 2023, the LCDC Board of Directors held a work session to review and discuss the potential funding of a ten-unit nested t-hangar at the airport. The project is estimated to cost \$2.2 million (which includes a \$200,000 contingency) with \$1.6 million available in state and federal funding. This leaves a balance of \$600,000 needed to fund the project. LCDC has expressed interest in funding \$300,000 with the expectation that the City Council will fund the remaining \$300,000.

On January 23, 2024, the LCDC Board of Directors held a public hearing on the possible

expenditure of funds for the construction of a ten-unit nested t-hangar.

Liberty's current t-hangars were constructed in 2012. As of December 13, 2023, over 45 people are on Liberty's waiting list for t-hangars.

If the t-hangars are approved for construction, the airport would generate additional revenue from t-hangar rental fees and fuel sales.

A motion was made by Board member Runkle to approve the expenditure of \$300,000 toward the construction of a ten-unit nested t-hangar. The motion was seconded by Vice President Dorsett. The motion passed 6 to 0.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 6:55 p.m.

Barbara Norwood, President

ATTEST:

Kathrine McCarty, Board Secretary