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, June 18, 2024	6:00 PM	City Council Chambers

I. CALL TO ORDER

This meeting was called to order on June 18, 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				
Vice-President Michael Dorsett Jr.				
Secretary Kathrine McCarty				
Board Member Mark Campbell				
Board Member Dan VanDeventer				
Board Member Betty Runkle				
Board Member Craig Vansau				

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. REGULAR AGENDA

A. Regular Session

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

Mayor John Hebert, Jr. issued the Oath of Office to re-appointed Members Barbara Norwood, Michael Dorsett, and Betty Runkle and newly appointed Member Craig Vansau 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 VanDeventer. The motion passed 7 to 0.

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

A motion was made by Board Member VanDeventer that Board Member Michael Dorsett be appointed to fill the position of LCDC Vice President. The motion was seconded by Board Member Runkle. The motion passed 7 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 Campbell. The motion passed 7 to 0.

IV. 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
- Events

B. Finance Report

Assistant City Manager / CFO Naomi Herrington reported on the LCDC's financials as of April 30, 2024.

V. 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 Board member Campbell to approve all items on the consent agenda. The motion was seconded by Commission Member McCarty. The motion passed 7 to 0.

A. Minutes Approval

1. May 21, 2024

VI. REGULAR AGENDA

A. Executive Session

At 6:11 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.

B. Reconvene into Regular Session

At 6:30 p.m., President Norwood closed the Executive Session and reconvened the open meeting.

1. Consider awarding a grant to Kesha Pickney (Divine Integrity) in the amount of $3,925 related to the Utilities and Public Safety Grant Program.

Kesha Pickney owns the building that is located at 1211 N Main Street. Ms. Pickney operates a transitional living facility for girls out of the property. Ms. Pickney has outgrown the facility and is proposing to add approximately 1,000 square feet of space to the building. As part of that addition, Ms. Pickney is requesting reimbursement pursuant to the Utilities and Public Safety Grant program.

Ms. Pickney has received two bids for her proposed project:

Gas Meter Upgrade
1 – CenterPoint ($350)

Fire Sprinkler Extension
1 – VSC ($7,500)
2 – New Age Security ($11,667)

Ms. Pickney's application is attached for your review. LCDC's 50% reimbursement is based on the lowest bid for each project.

President Norwood asked for a motion. No motion was made. Item fails.

2. Consider awarding a grant to Kesha Pickney (Divine Integrity) in the amount of $20,000 related to the Facade Grant Program.

Kesha Pickney owns the building that is located at 1211 N Main Street. Ms. Pickney operates a transitional living facility for girls out of the property. Ms. Pickney has outgrown the facility and is proposing to add approximately 1,000 square feet of space to the building. As part of that addition, Ms. Pickney is requesting reimbursement pursuant to the façade grant program.

Ms. Pickney has received two bids for her proposed project:

Architectural
1 – MoGo Architects ($8,200)
2 – Jmack Architects ($5,000)

Construction
1 – BuildTechz Construction ($117,619)
2 – Pick and Shovel Construction ($114,945)

Ms. Pickney's application is attached for your review. LCDC's 50% reimbursement is based on the lowest bid for each project.

President Norwood asked for a motion. No motion was made. Item fails.

3. Consider awarding a grant to Frank Jordan in the amount of $20,000 related to the Facade Grant Program.

Frank Jordan owns the building that is located at 538 Main Street. Mr. Jordan leases the property to three commercial tenants. Mr. Jordan is proposing to repair the building and to correct structural deficiencies. Mr. Jordan is requesting reimbursement pursuant to the façade grant program.

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

1 – Brickology ($63,922)
2 – Crosslin Construction, LP ($93,000)

LCDC’s 50% reimbursement is based on the lowest bid for each project.

A motion was made by Board Member VanDeventer to approve the Business Facade Grant in the amount of $20,000 to Frank Jordan for the property at 538 Main Street. The motion was seconded by Board Member McCarty. Motion passed with a 6 to 0 to 1 vote with Board Member Campbell abstaining.

VII. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 6:38 p.m.

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Barbara Norwood, President

ATTEST:

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Kathrine McCarty, Board Secretary