



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

~ Minutes ~

Tuesday, September 17, 2024

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on September 17, 2024 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:00 p.m. by President Barbara Norwood.

Table with 5 columns: ATTENDEE NAME, PRESENT, ABSENT, LATE, ARRIVED. Rows include President Barbara Norwood, Vice-President Michael Dorsett Jr., Secretary Kathrine McCarty, Board Member Mark Campbell, Board Member Dan VanDeventer, Board Member Betty Runkle, and Board Member Craig Vansau.

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

Public Comment 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 Council may not deliberate or take any action during citizens' comments about items not on the agenda.

President Norwood welcomed guests and visitors in attendance, opening the floor for public comment to those individuals wishing to address the board. President Norwood requested that Board Member Runkle be placed on the next agenda to discuss the HGAC Texas Two Step Community Development Workshop she attended.

III. PRESENTATIONS / REPORTS

A. General Manager's Report - General Manager - Tom Warner. Topics include Business Facade Grant Program, Projects, Permits, Dayton Chamber of Commerce, Wayfinding Sign Project, Liberty Municipal Park, TxDOT Aviation, and Faux Real Trade Days.

City Manager Tom Warner reported on the following updates:

- Business Facade Grant Program

- Commercial New Construction and Additions
- Commercial Renovation and Remodels
- Chamber of Commerce
- Liberty Workforce Solutions
- New Residential House
- New Modular Home
- New Manufactured Home
- Park Master Plan
- Tia Juanita's opening
- Rehabilitation of 4310 N Main
- Wayfinding Signs
- Wildlife Fence Project at the Airport

B. Finance Report

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

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

A. Minutes Approval

1. August 20, 2024

V. REGULAR AGENDA

A. Regular Session

1. Consider awarding a grant to Shoppa's Farm Supply in the amount of \$20,000 related to the Facade Grant Program.

This item was originally presented to the board on August 20, 2024. At that meeting, the board indicated that they wanted to see Shoppa's survey to confirm that the fence was on private property. Shoppa's has since provided staff with a copy of their survey.

Shoppa's Farm Supply operates Shoppa's/John Deere at 2210 Highway 90E. Shoppa's is proposing to do two projects on their property: (1) repaint their pipe fence and (2) install recycled material for the parking area. Shoppa's is requesting reimbursement pursuant to the business façade grant program.

Shoppa's has received two bids for their proposed project:

Install Recycled Material on Property

- 1 – Smart Material (\$45,248.19)
- 2 – Wiggins Tractor and Dozer (\$84,800.00)
- 3 – BSC Management Ltd (\$105,925.00)

Sandblast and Paint Pipe Fence

- 1 – B & L Industries (\$10,000)

2 – Bar T Fence (\$11,470)

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

A motion was made by Board Member Vansau to award a business facade grant to Shoppa's Farm Supply in the amount of \$20,000. The motion was seconded by Board Member Campbell. The motion passed 6 to 0.

2. Consider awarding a grant to Shoppa's Farm Supply in the amount of \$6,425 related to the Utilities and Public Safety Grant Program.

Shoppa's original request also included reimbursement for replacing the galvanized piping inside their building. Due to feedback from the LCDC Board, that request has been removed.

Shoppa's Farm Supply operates Shoppa's/John Deere at 2210 Highway 90E. Shoppa's is proposing to install a commercial grade grinder pump and associated equipment in their building to help alleviate sewer issues that they have. Shoppa's is requesting reimbursement pursuant to the UPS grant program.

Shoppa's has received two quotes for the work:

- 1 – Legacy Plumbing (\$12,850)
- 2 – Jim Debes General Contractor (\$24,572.75)

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

A motion was made by Board Secretary McCarty to award an Utilities and Public Safety Grant to Shoppa's Farm Supply in the amount of \$6,425. The motion was seconded by Board Secretary McCarty. The motion passed 6 to 0.

3. Consider awarding a grant to Miriam Medina in the amount of \$282.00 related to the Utilities and Public Safety Grant Program.

Miriam Medina is proposing to operate "Miriam Lojan Nails and Spa" at 2311 Edgewood. As part of getting her business ready, Ms. Medina must install a Knox box on her building.

Knox is the sole provider of key boxes in the City of Liberty.

- Knox Box (Sole Source)
- 1 – Knox (\$564)

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

Ms. Medina's grant application was attached for LCDC's review and mentioned installation of a Fire Sprinkler System.

The board asked that the item be resubmitted once Ms. Medina had quotes for the fire sprinkler system and included a blueprint of the business space.

No action was taken.

4. Consider awarding a grant to Dev Mohan in the amount of \$20,000 related to the Facade Grant Program.

Dev Mohan operates Luxury Inn & Suites at 3564 Highway 90E. Mr. Mohan is proposing

painting the entire motel and installing approximately 600 feet of fencing along the perimeter of the property. Mr. Mohan is requesting reimbursement pursuant to the business façade grant program.

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

- 1 – Sunraj Developers Inc. (\$51,749)
- 2 – Guru Builders, LLC (\$52,700)

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

A motion was made by Board Member Runkle to award a business facade grant to Dev Mohan, owner of Luxury Inn and Suites, in the amount of \$20,000. The motion was seconded by Board Member 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 6:29 p.m.

Barbara Norwood, President

ATTEST:

Kathrine McCarty, Board Secretary