



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, November 19, 2024

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on November 19, 2024 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:00 p.m. by President Barbara Norwood.

A.

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 Liberty Community Development Corporation Board regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Board may not deliberate or take any action during Citizen's comments for 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. There were no comments.

III. PRESENTATIONS / REPORTS

A. Betty Russo, Community Relations Specialist with the Office of the Governor, will make a presentation regarding Economic Development 101.

Ms. Betty Russo, Community Relations Specialist with the Office of the Governor, presented Economic Development Best Practices to the LCDC Board, which included Business Retention Strategies, Incentives, Strategic Planning, Programs offered by the state and different groups that can help with business and product development.

B. General Manager's Report - General Manager - Tom Warner. Topics include Business Facade Grant Program, Projects, Permits, Workforce Solutions, US 90 Project, Airport, Shred Day and Real Faux Trade Days.

City Manager Tom Warner reported on the following updates:

- Business Facade Grant Program
- Utilities and Public Safety Grant Program
- Completed Projects
- New Construction and Additions Projects
- Renovations and Remodel Projects
- Permits
- Workforce Solutions
- US 90 Widening Project
- Airport
- Shred Day

C. Finance Report

City Manager Tom Warner reported on the LCDC financials as of September 30, 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 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. October 15, 2024

V. REGULAR AGENDA

A. Regular Session

1. Consider awarding a grant to Select Safety in the amount of \$20,000 related to the Facade Grant Program.

Heather Browning serves as the President of Select Safety which is located at 3820 Beaumont Avenue. Select Safety is proposing to replace all damaged metal and brick siding on the building and to repaint the trim and doors on the building. Select Safety is requesting reimbursement pursuant to the business façade grant program.

Select Safety has received two bids for their proposed project:

- 1 – Prestige Development & Construction (\$58,250)
- 2 – Fregia Construction & Development (\$50,000)

Select Safety's application was attached to the agenda for review. LCDC's 50% reimbursement is based on the lowest bid for each project.

A motion was made by Board Member VanDeventer to award a Facade Grant to Select Safety in the amount of \$20,000. The motion was seconded by Board Member Vansau. The motion passed 7 to 0.

2. Consider awarding a grant to Miriam Medina in the amount of \$3,204.75 related to the Utilities and Public Safety Grant Program.

Miriam Medina is proposing to operate “Miriam Lujan Nails and Spa” at 2311 Edgewood. Her plan is to convert her garage into a nail salon. The estimated size of the garage is 440 square feet. As part of getting her business ready, Ms. Medina must install a Knox box, fire sprinkler system and a fire alarm system in her building.

Ms. Medina has received the following quotes for the work:

Knox Box (Sole Source)

1 – Knox (\$564)

Fire Sprinkler & Fire Alarm

1 – Pye Barker (\$5,845.50)

2 – Renteria Fire Protection, Inc (\$15,000.00)

This item originally came before the Board on September 17. At that time, Ms. Medina did not have two quotes for her fire sprinkler system, so the Board deferred this item until that information was provided.

A motion was made by Board Member Vansau to award a Utilities and Public Safety Grant to Miriam Median in the amount of \$3,204.75. The motion was seconded by Board Member Campbell. The motion passed 7 to 0.

3. Consider awarding a grant to the Liberty Dayton Regional Medical Center (LDRMC) in the amount of \$30,000 related to the Utilities and Public Safety Grant Program.

The Liberty-Dayton Regional Medical Center (LDRMC) is located at 1353 N Travis. LDRMC is proposing to make a number of improvements to their building controls, HVAC and electrical systems in an effort to improve the efficiency of the building. LDRMC has received two quotes for their proposed project.

1 – Ferrara’s HVAC (\$193,432)

2 – Sumrall Air Conditioning (\$126,220)

This item originally came before the Board on October 15, 2024. At that time, the Board wanted more information from LDRMC regarding the public safety aspects of the project before approving the grant. Since that time, LDRMC has sent city staff two additional documents: the first document describes the benefits of the project and the second document better explains the scope of work. Both documents were included in the agenda packet for review.

LCDC’s 50% reimbursement is based on the lowest bid for each project. LCDC’s total grant amount cannot exceed \$30,000.

Mr. Adam Anders made a presentation to the Board on behalf of LDRMC.

A motion was made by Board Member Runkle to award a Utilities and Public Safety Grant to LDRMC in the amount of \$30,000. The motion was seconded by Board Member Vansau. The motion passed 5 to 2 with Board Members Campbell and Dorsett voting no.

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

Ajay Patel operates Deluxe Inn Motel at 3410 Highway 90. Mr. Patel is proposing to paint the entire motel, repair the stucco and replace all the doors on the motel rooms. Mr. Patel is requesting reimbursement pursuant to the business façade grant program.

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

- 1 – AP Construction LLC (\$63,700)
- 2 – Wayside Construction (\$67,200)

Mr. Patel's application was attached to the agenda for review. LCDC's 50% reimbursement is based on the lowest bid for each project.

A motion was made by Board Member Vansau to award a Façade Grant to Ajay Patel in the amount of \$20,000. The motion was seconded by Board Member McCarty. The motion passed 7 to 0.

B. Work Session

1. Review and discuss the Façade Grant Program and the Utilities and Public Safety Grant Program

City staff is seeking direction regarding three issues related to LCDC's grant programs:

1. *Does the Board want governmental entities, religious entities and non-profit organizations to be able to apply for façade grants or UPS grants?*

The LCDC Board would like to see what other communities are doing, but think that both grants should be used by for-profit businesses and some board members are okay with providing funding to religious institutions and non-profit businesses.

2. *Will the Board approve a grant for a key box only?*

The LCDC Board has no minimum value for either of the grants. Grants are approved on a case by case basis.

3. *Does the Board want standby generators to be included in either grant program or possibly included for critical businesses such as gas stations or nursing homes?*

The LCDC Board agrees that standby generators should be included for Critical Infrastructure and Critical Care Facility Businesses.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 7:38 p.m.

Barbara Norwood, President

ATTEST:

Kathrine McCarty, Board Secretary