



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, April 15, 2025

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on April 15, 2025, 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 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 on 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 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. Mr. Greg Neal Public Affairs Consultant with Kinder Morgan presented LCDC with a \$5,000 check for Community Development.

III. PRESENTATIONS / REPORTS

A. General Manager's Report (Bryan Kendrick). Topics include Business Facade and Utility and Public Safety Grant Programs, Projects, Permits, and Faux Real Trade Days.

City Manager Bryan Kendrick reported on the following updates:

- Business Facade and Utility & Public Safety Grant Programs
• Completed projects
• Projects under construction
• Permits

- Fire Station #2
- Park Master Plan
- Faux Real Trade Days

B. Finance Report

Assistant City Manager / Community Development Chris Jarmon reported on the LCDC financials as of February 28, 2025.

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 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. January 28, 2025

V. REGULAR AGENDA

A. Regular Session

1. Consider approving an additional expenditure of \$2,000 for the July 3, 2025, fireworks show.

The City has contracted with Pyro Shows of Fort Worth to provide the annual fireworks display. This year's display will be held on Thursday, July 3, 2025. Pyro Shows have been providing fireworks displays since 2019. The cost of the display this year is \$23,000, which is \$2,000 more than last year.

During March 19, 2024, Liberty Community Development Corporation Meeting approved the request to fund the July 3rd fireworks show to relieve pressure on the general fund and due to the size of LCDC's fund balance. This expenditure was added to the 2024-2025 Liberty Community Development Corporation Budget in the amount of \$21,000.

A motion was made by Board Member VanDeventer to approve the additional expenditure of \$2,000 for the July 3, 2025, fireworks show. The motion was seconded by Board Member Campbell. The motion passed 6 to 0.

2. Consider awarding a grant to Marvin Eiler in the amount of \$15,250 related to the Façade Grant Program.

Mr. Eiler owns the building located at 211 San Jacinto St and operates Larson's Auro Repair at that location. As per the code of ordinance section 4.05.050, every automobile wrecking, salvage and storage yard shall be enclosed by a continuous fence or wall on all sides thereof, which fence or wall shall conform to the requirements of this division. Mr. Eiler is requesting reimbursement for façade improvements pursuant to the Business Façade Grant Program.

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

Lowes: \$30,500

B & c Construction: \$36,050

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

A motion was made by Board Member VanDeventer to approve awarding a Facade Grant to Marvin Eiler in the amount of \$15,250. The motion was seconded by Board Secretary McCarty. The motion passed 6 to 0.

3. Consider awarding a grant to John Zolfaghari in the amount of \$3,825 related to the Utilities and Public Safety Grant Program.

John Zolfaghari owns the manufactured home park located at 4505 Sandune. Mr. Zolfaghari is proposing to install seven 3/4" water taps and one 1.5" water tap on the property in order to provide service to recently installed manufactured homes.

Mr. Zolfaghari is requesting reimbursement for infrastructure improvements pursuant to the Utilities and Public Safety Program, which reimburses 50% of the cost of infrastructure projects. Applicants are not reimbursed until after completion of the project.

The City of Liberty is responsible for installing these eight (8) water taps at a cost of \$7,650.

LCDC's proposed reimbursement is based on the lowest bid received.

Mr. Zolfaghari previously received a facade grant on 2/20/2024 in the amount of \$9,467.50.

A motion was made by Board Member Dorsett to approve awarding a Utilities and Public Safety Grant to John Zolfaghari in the amount of \$3,825. The motion was seconded by Board Member Campbell. The motion passed 6 to 0.

4. Consider awarding a grant to Nick Zolfaghari in the amount of \$7,907.50 related to the Business Façade Improvement Grant Program.

Nick Zolfaghari owns the manufactured home park located at 116 McManus. Mr. Zolfaghari is proposing to improve the property by upgrading the entrance sign, adding lighting to the entrance sign, installing a dumpster enclosure and installing trees.

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 = \$16,815

Texas Landscape Group = \$15,815

LCDC's proposed reimbursement is based on the lowest bid received.

116 McManus previously received a façade grant on December 19, 2023 in the amount of \$9,405.

A motion was made by Board Member Dorsett to approve awarding a Facade Grant to Nick Zolfaghari in the amount of \$7,907.50. The motion was seconded by Board Secretary McCarty. The motion passed 6 to 0.

B. Work Session

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

The LCDC Board recently reviewed and clarified the guidelines for its grant programs during a work session. A key topic of discussion was eligibility — specifically whether Non-Profits, Churches/Religious Entities, Schools, and Governmental Entities should qualify alongside taxable businesses.

Key Decisions:

- **Business Façade Grant:** Only **taxable entities** are eligible to apply.
- **Utility & Public Safety Grant:** **All businesses** are eligible to apply, regardless of tax status.

Looking ahead, the Board may consider narrowing the focus of façade grants to specific areas to support community beautification efforts.

A new informational flyer or fact sheet should be developed to help local businesses better understand their eligibility and how to apply.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 7:03 p.m.

Barbara Norwood, President

ATTEST:

Kathrine McCarty, Board Secretary