



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, January 28, 2025

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on January 28, 2025 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. Ms. Angela Ungles spoke to the LCDC Board about her program Halo Emergency Responder Outreach (HERO).

III. PRESENTATIONS / REPORTS

A. General Manager's Report - General Manager - Tom Warner. Topics include Business Facade and Utility and Public Safety Grant Programs, Projects, Permits, US 90 Project, Shred Day and Faux Real Trade Days.

City Manager Tom Warner reported on the following updates:

- Business Facade / Utility and Public Safety Grant Programs
- Completed Commercial Projects
- Commercial New Construction and Additions
- Commercial Renovation and Remodels
- Highway 90 widening Project
- Permits
- New manager of Government Affairs for Xfinity in Liberty County
- Chamber
- Shred Day
- Faux Real Trade Day

B. Finance Report

Assistant City Manager / CFO Naomi Herrington reported on the LCDC financials as of November 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 Board Secretary McCarty to approve all items on the consent agenda. The motion was seconded by Board Member Vansau. The motion passed 4 to 0 to 1 with President Norwood abstaining.

A. Minutes Approval

1. November 19, 2024

V. REGULAR AGENDA

A. Regular Session

1. Consider amending the guidelines of the Utilities and Public Safety Grant Program by allowing standby generators to be considered an allowable expense for certain businesses.

On November 19, 2024, the LCDC Board of Directors held a work session to review and discuss proposed changes to the façade grant and UPS grant program. During that discussion there was consensus to allow reimbursement for standby generators in very limited circumstances.

The proposed change allows for reimbursement for standby generators for the following establishments: fuel stations, hospitals, assisted living facilities, nursing homes and dialysis centers.

The City of Liberty does not require standby generators to be installed for any business.

The board requested a draft on restricting the updated guidelines be brought back at a future meeting.

No action was taken.

2. Consider awarding a grant to the Liberty Independent School District (LISD) in the amount of \$20,000 related to the Facade Grant Program.

LISD recently purchased 2103 N Main (formerly Texas First Bank) and is in the process of relocating their administrative offices to that site. LISD is proposing to renovate an existing pole sign and add a digital sign board to the sign that will allow the district to communicate with stakeholders.

LISD has received two bids for their proposed project:

- 1 – Flight Signs (\$41,800)
- 2 – Atlas Signs (\$66,837)

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

There was some discussion on if the grant applied to other taxing entities or non-profits. Board would like to revisit guidelines for grant applications.

No action was taken.

3. Consider awarding a grant to Milton Fregia in the amount of \$1,900 related to the Façade Grant Program.

Mr. Fregia owns the building located at 1399 N. Main and operates Fregia Insurance Services at that location. Mr. Fregia is proposing to repair and repaint the top of his office. Mr. Fregia is requesting reimbursement for façade improvements pursuant to the Business Façade Grant Program.

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

- 3D Construction: \$3,800
PIC: \$6,000

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 business facade grant to Milton Fregia in the amount of \$1,900 and seconded by Board Secretary McCarty. The motion passed 5 to 0 with all present voting yes.

B. Work Session

1. Review and discuss LCDC 2024 Annual Report

Assistant City Manager Chris Jarmon Presented the following items in the 2024 Annual Report:

- Economic Development Definition
- Economic Development in Texas
- The differences between Type A and Type B corporations
- Funding Mechanism
- Regulations
- Eligible Projects
- Grant Money Distributed
- Redevelopment Projects Funded

- City Project Funded
- New Residential Construction
- Demolitions
- Sales Tax Growth
- Commercial Projects

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Norwood adjourned the meeting at 7:15 p.m.

Barbara Norwood, President

ATTEST:

Kathrine McCarty, Board Secretary