



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 16, 2025

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on September 16, 2025, in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:00 p.m. by President Michael Dorsett.

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

President Dorsett 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. General Manager's Report - Bryan Kendrick - Includes various updates of interest to our community.

City Manager Bryan Kendrick reported on the following updates:

- Grant Program Updates
Commercial Projects Under Construction
Liberty Ranch Subdivision
Faux Real Trade Days
New post deadlines and possible change of meeting day

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 Vice President McCarty to approve all items on the consent agenda. The motion was seconded by Board Member Norwood. The motion passed 7 to 0.

A. Minutes Approval

1. August 19, 2025

V. REGULAR AGENDA

B. Work Session

1. Grant Program Guidelines and Updates

The LCDC Board reviewed the guidelines and applications for the Business Facade Improvement Grant and the Utility and Public Safety Grant. The key topic was the utilization of the Utility and Public Safety Grant. The Board feels this grant was misrepresented to businesses and needs to be reworked for better understanding and use of the grant. All grant applications for the utility and public safety grant have been placed on hold until further notice.

A. Regular Session

1. Consider awarding a grant to Nick Zolfaghari in the amount of \$30,000 related to the Utilities and Public Safety Grant Program.

Nick Zolfaghari owns the manufactured home park located at 116 McManus. Mr. Zolfaghari is proposing to install LED street/parking lights and upgrade the drainage on the property.

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.

Mr. Zolfaghari received two (2) quotes:

1. Zion Electrical Services — \$60,000
2. Francos Plumbing - \$60,000

LCDC's proposed reimbursement is based on the lowest bid received, which would be a reimbursement cost of \$30,000.

A motion was made by Board Member VanDeventer to deny the Utilities and Public Safety Grant to Mr. Zolfaghari in the amount of \$30,000. The motion was seconded by Vice President McCarty. The motion passed 7 to 0.

2. Consider awarding a grant to Curtis and Son Companies in the amount of \$7,388.76 related to the Business Facade Improvement Grant Program.

Jacob Mullins of Curtis and Son Companies, located at 4408 N Main, is proposing fence repair/installation and signage for the company Curtis and Son.

Mr. Mullins is requesting reimbursement for improvements pursuant to the Business Facade Improvement Grant Program, which reimburses 50% of the cost of facade improvement projects. Applicants are not reimbursed until after completion of the project.

Mr. Mullins received two (2) quotes:

- 1. Parrish Enterprises — \$15,500
- 2. Brooks Concrete Service & 146 Sign Company - \$14,777.51

LCDC’s proposed reimbursement is based on the lowest bid received, which would be a reimbursement cost of \$7,388.76.

A motion was made by Board Member Campbell to approve the facade improvement grant in the amount of \$7,388.76 to Curtis and Son Companies. The motion was seconded by Board Member Vansau. The motion passed 7 to 0.

VI. ADJOURNMENT

A. Motion To: Adjourn

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

Michael Dorsett, Jr., President

ATTEST:

Betty Runkle, Board Secretary