The City of Liberty
City Council

Special Called Meeting

~ Agenda ~

1829 Sam Houston
Liberty, TX 77575
www.cityofliberty.org

Dianne Tidwell
City Secretary
(936) 336-3684

Tuesday, June 22, 2010 **6:00 PM** **City Council Chambers**

THE City Council of Liberty, Texas reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.

I. CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrival
Mayor Carl Pickett	¨	¨	¨	
Councilperson Dennis Beasley	¨	¨	¨	
Councilperson Diane Huddleston	¨	¨	¨	
Mayor Pro-Tem Mike McCarty	¨	¨	¨	
Councilperson Al Simonson	¨	¨	¨	
Councilperson Louie Potetz	¨	¨	¨	
Councilperson Frank Jordan	¨	¨	¨	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

III. PRESENTATIONS / REPORTS

A. Information Item (ID # 1710)

Financial Report - May 2010

B. Information Item (ID # 1712)

Recycling Report - Councilperson Huddleston

C. Information Item (ID # 1713)

Central Appraisal District Proposed Budget / FY 2010-2011

- CAD Proposed Budget FY 2010-2011 (PDF)

D. Information Item (ID # 1715)

Introduction of the Handicapped Parking Enforcement Program Volunteers.

IV. REGULAR AGENDA

A. Regular Session

1. Council Action (ID # 1714)

Consider Approval of a Request by Mike Riley to Hold a Car Show at the Liberty Municipal Park.

2. Council Action (ID # 1716)

Consider Approval of a Change Order for Costs Associated with the Humphreys Cultural Center Expansion Project.

- CC Change Order 14 (PDF)
- CC Change Order 15 (PDF)

3. Council Action (ID # 1717)

Consider Approval of Dates for Budget Work Sessions.

- Budget Calendar 2010-2011 (PDF)

4. Resolution (ID # 1718)

Consider Approval of a Resolution Authorizing Publication of Notice of Intention to Issue Certificates of Obligation.

- Financing Timetable COs 2010 (PDF)
- Certificates of Obligation 2010 Work Sheet (XLS)

5. Council Action (ID # 1719)

Consider Approval of the Liberty Community Development Corporation's Proposal for Demolition of the Old Mercy Hospital, Located at 521 Travis Street.

6. Council Action (ID # 1720)

Consider Approval of a Downtown Analysis and Strategy Program.

- Downtown Analysis & Strategy (PDF)

7. Council Action (ID # 1721)

Consider and Adopt an Agreement for Electrical Service to Boomerang Tube, LLC.

8. Ordinance (ID # 1724)

Consider and Adopt an Industrial Electric Rate Ordinance.

B. Executive Session

Deliberation Regarding Economic Development Negotiation. Gov. Code §551.087
Consultation With Attorney. Gov. Code §551.071
Meeting Concerning Municipally Owned Utility. 551.086

1. Discussion of industrial electric rate ordinance and electric service agreement with industrial customer.

C. Reconvene into Regular Session

1. Ordinance (ID # 1722)

Consider Adoption of an Industrial Electric Rate Ordinance.

2. Council Action (ID # 1723)

Consider an Electric Service Agreement with an Industrial Customer.

V. COUNCIL MEAL

VI. ADJOURNMENT

Motion To: Adjourn

I certify that the attached Notice of Meeting was posted on the bulletin board and in the Message Centers located on the east and west sides of the City Hall Administration Building, located at 1829 Sam Houston on the 18th day of June, 2010 at 1:00 p.m. This notice will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

_____
Dianne Tidwell, City Secretary

Notice given to The Vindicator, Liberty Gazette, and KSHN Radio.

NOTICE

In compliance with the Americans with Disabilities Act, the City of Liberty will provide reasonable accommodation for persons attending and/or participating in this Council Meeting. To better serve you, requests must be made at least 24 hours prior to the meeting. Contact the City at (936) 336-3684 or by Fax at (936) 336-9846. The building is wheelchair accessible, with parking available, on the west side of the building.

I certify that the attached Notice and Agenda of items to be considered by the City Council was removed by me from the bulletin board at the City Hall on the _____ day of _____, 2010.

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Finance
Category: Reports

INFORMATION ITEM (ID # 1710)

DOC ID: 1710

Financial Report - May 2010

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The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 1712)

DOC ID: 1712

Recycling Report - Councilperson Huddleston

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The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Budget Info

INFORMATION ITEM (ID # 1713)

DOC ID: 1713

Central Appraisal District Proposed Budget / FY 2010-2011

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Attachment: CAD Proposed Budget FY 2010-2011 (1713 : CAD Proposed Budget)

Liberty County Central Appraisal District

P. O. Box 10016 -- 2030 Sam Houston -- Liberty, TX 77575-2916
Phone -- (936) 336-5722 -- Fax -- (936) 336-8390

APPRAISAL REVIEW BOARD
Horace Whittington -- Chm.
Winn Skidmore
Curtis Laird
Kenneth Riggs
Bob Walker
Joe Bazar

CHIEF ADMINISTRATOR
Alan D. Conner

MEMBERS OF THE BOARD
Ronnie Danner -- Chm.
Bob Pickle
Mike Van Etta
Frank Barnett
Bob Edwards
Mark McClelland -- Ex-Officio

Date: May 21, 2010

To: Carl Pickett
City of Liberty

From: Alan Conner

Re: Proposed Amendments to 2009 & 2010 Operating Budget

The Board of Directors has requested the proposed amendments to the 2009 & 2010 operating budgets to allow the use of 50% of the District's fund balance to reduce the long term debt on our office building.

In 2003 the District financed the purchase and remodeling of our building by entering into a note payable agreement with First Liberty National Bank for $810,000 with interest at a rate of 4%. The note is payable in equal monthly installments of $3,868 through August 2019 with a final balloon payment of approximately $524,600 due September 2019.

It is the Board's goal to reduce the balloon payment due in 2019 as much as possible over the next 10 years by using excess funds. Our audited fund excess for 2009 operating budget is $99,695 of which the Board is proposing a payment of $49,848 to First Liberty National Bank. The Board is also proposing a payment of 50% of the 2010 budget excess as determined by our next audit in April of 2011. Please see attached 2009 and 2010 budget summaries with the proposed amendment at the bottom shown under "Other Income (expense)".

The Board will consider action on the proposed amendments at their regular Board meeting at 9:00 A.M. on June 24, 2010. If you have any questions concerning these proposed amendments, please give me a call.

Adc/Lan

Attachment: CAD Proposed Budget FY 2010-2011 (1713 : CAD Proposed Budget)

LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT
2010 BUDGET SUMMARY

ESTIMATED REVENUES	2009	2010
TAXING UNITS	$2,208,570	$2,312,232 *
INTEREST INCOME	$2,000	$2,000
OTHER INCOME	$6,500	$6,500
TOTAL ESTIMATED REVENUES	$2,217,070	$2,320,732
ESTIMATED EXPENDITURES		
SALARIES	$1,151,175	$1,196,336
EMPLOYEE BENEFITS	$309,195	$364,746
INSURANCE	$33,000	$32,000
OPERATING EXPENSES	$339,700	$349,650
COMPUTER	$117,000	$121,000
CONTRACT SERVICES	$91,500	$91,500
CONTINGENCY FUND	$20,000	$20,000
CAPITAL OUTLAY	$30,000	$20,000
DEBT SERVICE	$125,500	$125,500
TOTAL ESTIMATED EXPENDITURES	$2,217,070	$2,320,732
OTHER INCOME (EXPENSE)		
TAXING ENTITY CONTRIBUTION OF 50% OF 2010 EXCESS	$49,848	XXXXXXXXX
DEBT SERVICE VOLUNTARY PAYDOWN	$49,848	XXXXXXXXX

*INCLUDES FUNDS OF $29,500 FROM LIBERTY COUNTY FOR 911.

Attachment: CAD Proposed Budget FY 2010-2011 (1713 : CAD Proposed Budget)

LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT
2009 BUDGET SUMMARY

ESTIMATED REVENUES	2008	2009
TAXING UNITS	$2,056,880	$2,208,570 *
INTEREST INCOME	$2,000	$2,000
OTHER INCOME	$6,500	$6,500
TOTAL ESTIMATED REVENUES	$2,065,380	$2,217,070
ESTIMATED EXPENDITURES		
SALARIES	$1,064,580	$1,151,175
EMPLOYEE BENEFITS	$285,000	$309,195
INSURANCE	$32,500	$33,000
OPERATING EXPENSES	$311,300	$339,700
COMPUTER	$105,000	$117,000
CONTRACT SERVICES	$91,500	$91,500
CONTINGENCY FUND	$20,000	$20,000
CAPITAL OUTLAY	$30,000	$30,000
DEBT SERVICE	$125,500	$125,500
TOTAL ESTIMATED EXPENDITURES	$2,065,380	$2,217,070
OTHER INCOME (EXPENSE)		
TAXING ENTITY CONTRIBUTION OF 50% OF 2009 EXCESS		$49,848
DEBT SERVICE VOLUNTARY PAYDOWN		$49,848

*INCLUDES FUNDS OF $29,500 FROM LIBERTY COUNTY FOR 911.

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Volunteers

INFORMATION ITEM (ID # 1715)

DOC ID: 1715

Introduction of the Handicapped Parking Enforcement Program Volunteers.

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The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Park Issues

COUNCIL ACTION (ID # 1714)

DOC ID: 1714

Consider Approval of a Request by Mike Riley to Hold a Car Show at the Liberty Municipal Park.

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The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Change Orders

COUNCIL ACTION (ID # 1716)

DOC ID: 1716

Consider Approval of a Change Order for Costs Associated with the Humphreys Cultural Center Expansion Project.

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Attachment: CC Change Order 14 (1716 : CC Exp Project Change Order)

Edwards Associates
architects&planners,aia

Allowance Expenditure Authorization

Project: GDHCC
Project No.:0412

Authorization No.: 14
Date: 06/04/10

To: G.T.T., Inc.

Comments:
You are authorized to perform the following items of work and to adjust the allowance sum accordingly, as indicated below. This is not a change order and does not increase nor decrease the contract amount.

Description:

1. **PR No. 022:**
   Provide drain pipe from sump pump to mechanical room floor drain as required by new state elevator code. **$ 911.32**
2. **PR No. 23: Provide 18 x18 floor tile at demoed floor around elevator in lobby area and repair plaster wall behind drinking fountain.** **1,298.63**
3. **PR No. 24: Provide a skim coat on entire lobby ceiling and surrounding offices.** **3,987.02**

Total Adjustment to Allowance Sum **$6,196.97**

Original Allowance	**$30,000.00**
Adjusted Allowance	**72,496.88**
Allowance Expenditures Prior to this Authorization	**$72,228.48**
Allowance Balance Prior to this Authorization	**$ 268.45**
Allowance Sum will be decreased by this Authorization	**($ 6,196.97)**
New Allowance Balance	**($ 5,928.52)**

Attachments: Pricing Worksheets dated 6/02/10, along with back-up sheets.

Richard N Edwards — 6/4/10

Edwards Associates **Date**

City of Liberty- Gary Broz, City Manager **Date**

Attachment: CC Change Order 14 (1716 : CC Exp Project Change Order)

G.T.T. Inc.
General Contractors.
414 W. Phillips. Ste: 105
Conroe, Texas. 77301
Phone: 936-441-8282
Fax 936-441-8286

Pricing Request Worksheet

Project: Geraldine D. Humphreys Cultural Center
Project No. 09-001
PR No: 022
Date: June 2, 2010

To: Edwards & Associates
17 S Briar Hollow, Ste 102
Houston, TX 77027
Phone: 713-621-1890
Fax: 713-621-1898

Attn: Richard Edwards

This Proposal initiated by:
Owner
X Architect
X Gen. Cont.
Sub-Cont.

Please find enclosed our pricing for the below indicted scope of work. This proposal shall include only the scope of work listed below and any attachments.

Pages attached
1

Description of work:Provide drain pipe from sump pump to mehancial room floor drain as required by code.

Item of work Description	Qty	Unit	Labor Total	Matrl Total	Equip Total	Sub-Contract	Item Total
Plumbing			$ -	$ -	$ -	$ 800.00	$ 800.00
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
Sub-Totals			$ -	$ -	$ -	$ 800.00	$ 800.00
						Cross Check	$ 800.00

Time extension to contract in days.	10	
Total Labor:		$ -
Labor Burden:		$ -
Total Material		$ -
Material Taxes:	Exempt	$ -
Total Equipment:		$ -
Equipment Taxes:		$ -
Total Sub-Contract:		$ 800.00
Amount that can be funded by balance of contingency allowance:		$ -
Total after what can be funded from allowance.		$ 800.00

Insurance Increase:					$ 6.23
P&P Bond Increase:					$ 22.24
Total including Bonds and Insurance					$ 828.47
O&P on sub-contract work	10%	On	$	828.47	$ 82.85
O&P on self performed work:	15%	On			$ -
Total if Funded by Change Order:					$ 911.32

Should this pricing be acceptable please forward an AEA or Change order for the respective amounts above and we will commence with the process of the work.

Scott Cunningham
Project Manager

Attachment: CC Change Order 14 (1716 : CC Exp Project Change Order)

Wheatley Plumbing & Mechanical

13981 Lakeshore Dr., Willis, TX, 77318
Office/ Fax: 936-344-8880
Cell: 832-816-5815

DATE: MAY 28, 2010

ATTN: SCOTT CUNNINGHAM
G.T.T. INC. GENERAL CONTRACTORS
PH# 936-441-8282
FAX# 936-441-8286
PROJECT: GERALDINE HUMPHREYS

CHANGE ORDER REQUEST #7

Gentleman,
With regard to the elevator sump discharge we have routed it to a floor drain as directed and all labor and material is included for the completed work as verbally directed to date.
Price includes all labor and material and equipment.

TOTAL CHANGE ORDER REQUESTED = $ 800 ADD

Bob Wheatley
M-18913

Attachment: CC Change Order 14 (1716 : CC Exp Project Change Order)

General Contractors.
414 W. Phillips. Ste: 105
Conroe, Texas. 77301
Phone: 936-441-8282
Fax 936-441-8286

Pricing Request Worksheet

Project: Geraldine D. Humphreys Cultural Center
Project No. 09-001
PR No: 023
Date: June 2, 2010

To: Edwards & Associates **Attn: Richard Edwards**
17 S Briar Hollow, Ste 102
Houston, TX 77027
Phone: 713-621-1890
Fax: 713-621-1898

This Proposal initiated by:
Owner
X Architect
X Gen. Cont.
Sub-Cont.

Please find enclosed our pricing for the below indicted scope of work. This proposal shall include only the scope of work listed below and any attachments.

Pages attached
1

Description of work:Provide 18X18 ceramic tile at elevator / lobby area. Plastering additional areas in lobby walls.

Item of work Description	Qty	Unit	Labor Total	Matrl Total	Equip Total	Sub-Contract	Item Total
Tile			$ -	$ -	$ -	$ 590.00	$ 590.00
Plastering			$ -	$ -	$ -	$ 550.00	$ 550.00
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
Sub-Totals			$ -	$ -	$ -	$ 1,140.00	$ 1,140.00
						Cross Check	$ 1,140.00

Time extension to contract in days.	10	
Total Labor:		$ -
Labor Burden:		$ -
Total Material		$ -
Material Taxes:	Exempt	$ -
Total Equipment:		$ -
Equipment Taxes:		$ -
Total Sub-Contract:		$ 1,140.00
Amount that can be funded by balance of contingency allowance:		$ -
Total after what can be funded from allowance.		$ 1,140.00

Insurance Increase:					$ 8.88
P&P Bond Increase:					$ 31.69
Total including Bonds and Insurance					$ 1,180.57
O&P on sub-contract work	**10%**	On	$	1,180.57	$ 118.06
O&P on self performed work:	**15%**	On			$ -
Total if Funded by Change Order:					$ 1,298.63

Should this pricing be acceptable please forward an AEA or Change order for the respective amounts above and we will commence with the process of the work.

Scott Cunningham
Project Manager

Attachment: CC Change Order 14 (1716 : CC Exp Project Change Order)

General Contractors.
414 W. Phillips. Ste: 105
Conroe, Texas. 77301
Phone: 936-441-8282
Fax 936-441-8286

Pricing Request Worksheet

Project: Geraldine D. Humphreys Cultural Center
Project No. 09-001
PR No: 024
Date: June 2, 2010

To: Edwards & Associates **Attn: Richard Edwards**
17 S Briar Hollow, Ste 102
Houston, TX 77027
Phone: 713-621-1890
Fax: 713-621-1898

This Proposal initiated by:
Owner
X Architect
X Gen. Cont.
Sub-Cont.

Please find enclosed our pricing for the below indicted scope of work. This proposal shall include only the scope of work listed below and any attachments.

Pages attached
1

Description of work:Misc items as noted below. Provide a skim coat on entire lobby ceiling and surrounding offices.

Item of work Description	Qty	Unit	Labor Total	Matrl Total	Equip Total	Sub-Contract	Item Total
Drywall			$ -	$ -	$ -	$ 3,500.00	$ 3,500.00
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
Sub-Totals			$ -	$ -	$ -	$ 3,500.00	$ 3,500.00
						Cross Check	$ 3,500.00

Time extension to contract in days.	5	
Total Labor:		$ -
Labor Burden:		$ -
Total Material		$ -
Material Taxes:	Exempt	$ -
Total Equipment:		$ -
Equipment Taxes:		$ -
Total Sub-Contract:		$ 3,500.00
Amount that can be funded by balance of contingency allowance:		$ -
Total after what can be funded from allowance.		$ 3,500.00
Insurance Increase:		$ 27.27
P&P Bond Increase:		$ 97.30
Total including Bonds and Insurance		$ 3,624.57
O&P on sub-contract work	10% On $ 3,624.57	$ 362.46
O&P on self performed work:	15% On	$ -
Total if Funded by Change Order:		$ 3,987.02

Should this pricing be acceptable please forward an AEA or Change order for the respective amounts above and we will commence with the process of the work.

Scott Cunningham
Project Manager

Attachment: CC Change Order 14 (1716 : CC Exp Project Change Order)

THE PRIDE SERVICES CO., INC.
17802 EAST HARDY ROAD
HOUSTON, TEXAS 77073
PH# (281)821-7383 FAX# (281)821-7391

CPR#9

TO: GTT GENERAL CONTRACTORS
414 W. PHILLIPS, STE: 105
CONROE, TX. 77301
PH # 936-441-8282 FAX # 936-441-8286

QUOTE# 0171W
DATE 5/17/2010
JOB# 5272

ATTN: SCOTT

WORK TO BE PERFORMED AT: CITY OF LIBERTY

REF: HUMPHREYS CULTURAL CENTER

DESCRIPTION		AMOUNT
Furnish labor and materials to solid float ceilings 2,940 sqf.	ADD:	$ 3,500.00

ACCEPTANCE AND AUTHORIZATION TO PROCEED:

THE PRIDE SERVICES CO., INC.

WENDELL KING PROJECT MGR.

DATE_____

GTT GENERAL CONTRACTORS.

AUTHORIZED SIGNATURE

DATE_____

Attachment: CC Change Order 15 (1716 : CC Exp Project Change Order)

Edwards Associates

architects&planners,aia

Allowance Expenditure Authorization

Project: GDHCC
Project No.:0412

Authorization No.: 15
Date: 06/11/10

To: G.T.T., Inc.

Comments:
You are authorized to perform the following items of work and to adjust the allowance sum accordingly, as indicated below. This is not a change order and does not increase nor decrease the contract amount.

Description:

1. **PR No. 021A-D:**
   Provide Acrylic Finish Coat over existing cement rubbed surfaces in lobby area. This proposal includes top coating 4 columns and the interior side of the balcony walls and beams at the 2nd floor, exterior wall at second floor, stairwell inside and out and columns and beams in browsing area.

Total Adjustment to Allowance Sum **$16,916.36**

Original Allowance	$30,000.00
Adjusted Allowance	72,496.88
Allowance Expenditures Prior to this Authorization	$78,157.00
Allowance Balance Prior to this Authorization	($5,928.52)
Allowance Sum will be decreased by this Authorization	($16,916.36)
New Allowance Balance	($ 22,844.64)

Attachments: Pricing Worksheets dated 5/28/10.

Edwards Associates — Date 6/14/10

City of Liberty- Gary Broz, City Manager — Date

Attachment: CC Change Order 15 (1716 : CC Exp Project Change Order)

G.T.T. Inc.
General Contractors.
414 W. Phillips. Ste: 105
Conroe, Texas. 77301
Phone: 936-441-8282
Fax 936-441-8286

Pricing Request Worksheet

Project: Geraldine D. Humphreys Cultural Center
Project No. 09-001
PR No: 021
Date: April 7, 2010

To: Edwards & Associates
17 S Briar Hollow, Ste 102
Houston, TX 77027
Phone: 713-621-1890
Fax: 713-621-1898

Attn: Richard Edwards

This Proposal initiated by:
Owner
X Architect
X Gen. Cont.
Sub-Cont.

Please find enclosed our pricing for the below indicted scope of work. This proposal shall include only the scope of work listed below and any attachments.

Pages attached
1

Description of work:Provide Acrylic finish top coat over existing cement rubbed surfaces in lobby. This proposal only includes top coating--4 Columns & the interior side of the balcony walls at 2nd floor, Exterior wall at second floor, Stair well inside and out & Columns and beams in browsing area

Item of work Description	Qty	Unit	Labor Total	Matrl Total	Equip Total	Sub-Contract	Item Total
Plastering Option 1			$ -	$ -	$ -	$ 6,151.40	$ 6,151.40
Plastering Option 2			$ -	$ -	$ -	$ 4,328.77	$ 4,328.77
Plastering Option 3			$ -	$ -	$ -	$ 2,847.87	$ 2,847.87
Plastering Option 4			$ -	$ -	$ -	$ 3,588.32	$ 3,588.32
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
Sub-Totals			$ -	$ -	$ -	$ 16,916.36	$ 16,916.36
						Cross Check	$ 16,916.36

Time extension to contract in days.	15	
Total Labor:		$ -
Labor Burden:		$ -
Total Material		$ -
Material Taxes:	Exempt	$ -
Total Equipment:		$ -
Equipment Taxes:		$ -
Total Sub-Contract:		$ 16,916.36
Amount that can be funded by balance of contingency allowance:		$ -
Total after what can be funded from allowance.		$ 16,916.36

Insurance Increase:			In prices above	
P&P Bond Increase:			In prices above	
Total including Bonds and Insurance			In prices above	
O&P on sub-contract work	10%	On	In prices above	
O&P on self performed work:	15%	On		$ -
Total if Funded by Change Order:				$ 16,916.36

Should this pricing be acceptable please forward an AEA or Change order for the respective amounts above and we will commence with the process of the work.

Scott Cunningham
Project Manager

Attachment: CC Change Order 15 (1716 : CC Exp Project Change Order)

G.T.T. Inc.
General Contractors.
414 W. Phillips. Ste: 105
Conroe, Texas. 77301
Phone: 936-441-8282
Fax 936-441-8286

Pricing Request Worksheet

Project: Geraldine D. Humphreys Cultural Center
Project No. 09-001
PR No: 021-A
Date: April 7, 2010

To: Edwards & Associates
17 S Briar Hollow, Ste 102
Houston, TX 77027
Phone: 713-621-1890
Fax: 713-621-1898

Attn: Richard Edwards

This Proposal initiated by:
Owner
X Architect
X Gen. Cont.
Sub-Cont.

Please find enclosed our pricing for the below indicted scope of work. This proposal shall include only the scope of work listed below and any attachments.

Pages attached
1

Description of work:Provide Acrylic finish top coat over existing cement rubbed surfaces in lobby. This proposal only includes top coating--4 Columns & the interior side of the balcony walls at 2nd floor

Item of work Description	Qty	Unit	Labor Total	Matrl Total	Equip Total	Sub-Contract	Item Total
Plastering			$ -	$ -	$ -	$ 5,400.00	$ 5,400.00
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
Sub-Totals			$ -	$ -	$ -	$ 5,400.00	$ 5,400.00
						Cross Check	$ 5,400.00

Time extension to contract in days.	10				
Total Labor:					$ -
Labor Burden:					$ -
Total Material					$ -
Material Taxes:				Exempt	$ -
Total Equipment:					$ -
Equipment Taxes:					$ -
Total Sub-Contract:					$ 5,400.00
Amount that can be funded by balance of contingency allowance:					$ -
Total after what can be funded from allowance.					$ 5,400.00
Insurance Increase:					$ 42.07
P&P Bond Increase:					$ 150.12
Total including Bonds and Insurance					$ 5,592.19
O&P on sub-contract work	10%	On	$ 5,592.19		$ 559.22
O&P on self performed work:	15%	On			$ -
Total if Funded by Change Order:					$ 6,151.40

Should this pricing be acceptable please forward an AEA or Change order for the respective amounts above and we will commence with the process of the work.

Scott Cunningham
Project Manager

Attachment: CC Change Order 15 (1716 : CC Exp Project Change Order)

G.T.T. Inc.
General Contractors.
414 W. Phillips. Ste: 105
Conroe, Texas. 77301
Phone: 936-441-8282
Fax 936-441-8286

Pricing Request Worksheet

Project: Geraldine D. Humphreys Cultural Center
Project No. 09-001
PR No: 021-B
Date: May 28, 2010

To: Edwards & Associates
17 S Briar Hollow, Ste 102
Houston, TX 77027
Phone: 713-621-1890
Fax: 713-621-1898

Attn: Richard Edwards

This Proposal initiated by:
Owner
X Architect
X Gen. Cont.
Sub-Cont.

Please find enclosed our pricing for the below indicted scope of work. This proposal shall include only the scope of work listed below and any attachments.

Pages attached
1

Description of work:Provide Acrylic finish top coat over existing cement rubbed surfaces in lobby. This proposal only includes top coating--Circular stairs. Inside and out of stair walls.

Item of work Description	Qty	Unit	Labor Total	Matrl Total	Equip Total	Sub-Contract	Item Total
Plastering			$ -	$ -	$ -	$ 3,800.00	$ 3,800.00
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
Sub-Totals			$ -	$ -	$ -	$ 3,800.00	$ 3,800.00
						Cross Check	$ 3,800.00

Time extension to contract in days.	10				
Total Labor:					$ -
Labor Burden:					$ -
Total Material					$ -
Material Taxes:				Exempt	$ -
Total Equipment:					$ -
Equipment Taxes:					$ -
Total Sub-Contract:					$ 3,800.00
Amount that can be funded by balance of contingency allowance:					$ -
Total after what can be funded from allowance.					$ 3,800.00
Insurance Increase:					$ 29.60
P&P Bond Increase:					$ 105.64
Total including Bonds and Insurance					$ 3,935.24
O&P on sub-contract work	10%	On $	3,935.24		$ 393.52
O&P on self performed work:	15%	On			$ -
Total if Funded by Change Order:					$ 4,328.77

Should this pricing be acceptable please forward an AEA or Change order for the respective amounts above and we will commence with the process of the work.

Scott Cunningham
Project Manager

Attachment: CC Change Order 15 (1716 : CC Exp Project Change Order)

Pricing Request Worksheet

General Contractors.
414 W. Phillips. Ste: 105
Conroe, Texas. 77301
Phone: 936-441-8282
Fax 936-441-8286

Project: Geraldine D. Humphreys Cultural Center
Project No. 09-001
PR No: 021-C
Date: May 28, 2010

To: Edwards & Associates **Attn: Richard Edwards**
17 S Briar Hollow, Ste 102
Houston, TX 77027
Phone: 713-621-1890
Fax: 713-621-1898

This Proposal initiated by:
Owner
X Architect
X Gen. Cont.
Sub-Cont.

Please find enclosed our pricing for the below indicted scope of work. This proposal shall include only the scope of work listed below and any attachments.

Pages attached
1

Description of work:Provide Acrylic finish top coat over existing cement rubbed surfaces in lobby. This proposal only includes top coating--Exterior side of walls at second floor level.

Item of work / Description	Qty	Unit	Labor Total	Matrl Total	Equip Total	Sub-Contract	Item Total
Plastering-Option C			$ -	$ -	$ -	$ 2,500.00	$ 2,500.00
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
			$ -	$ -	$ -	$ -	$ -
Sub-Totals			$ -	$ -	$ -	$ 2,500.00	$ 2,500.00
						Cross Check	$ 2,500.00

Time extension to contract in days.	10	
Total Labor:		$ -
Labor Burden:		$ -
Total Material		$ -
Material Taxes:	Exempt	$ -
Total Equipment:		$ -
Equipment Taxes:		$ -
Total Sub-Contract:		$ 2,500.00
Amount that can be funded by balance of contingency allowance:		$ -
Total after what can be funded from allowance.		$ 2,500.00

Insurance Increase:					$ 19.48
P&P Bond Increase:					$ 69.50
Total including Bonds and Insurance					$ 2,588.98
O&P on sub-contract work	10%	On	$	2,588.98	$ 258.90
O&P on self performed work:	15%	On			$ -
Total if Funded by Change Order:					$ 2,847.87

Should this pricing be acceptable please forward an AEA or Change order for the respective amounts above and we will commence with the process of the work.

Scott Cunningham
Project Manager

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Budget Issues

COUNCIL ACTION (ID # 1717)

DOC ID: 1717

Consider Approval of Dates for Budget Work Sessions.

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City Council Budget Calendar
Fiscal Year 2010/2011

Date (s)		Activity	Responsible Party
April	27	A) Distribute the following forms: * Capital Expenditures * Personnel Additions - Deletions * Capital Construction Projects B) Request that Department Heads formulate their department goals & objectives - 5 year plan created	Director of Finance Department Heads
April	27	Request Department Heads to start working on budgets for next year	City Manager
May	3	Submit Preliminary revenue estimates to City Manager	Director of Finance
May	14	Receive goals & objectives, expenditures and 5 year plan from Department Heads to City Manager	Department Heads
May	17 - 21	Review goals, objectives, & expenditures from Department Heads	City Manager
June	01 - 04	Budget review with Department Heads. All forms and supporting documentation submitted.	City Manager Department Heads Director of Finance
June	11	Submit preliminary budget to City Manager	Director of Finance
June	18	City Manager to respond to Department Heads regarding dollar amount of department budgets.	City Manager
July	~~13 - 15~~ 12-14-15	Work Session on Budget	City Council City Manager Department Heads
July	20	Department Heads must have line-item changes turned into Director of Finance.	Department Heads
July	23	Finalized preliminary draft of budgets submitted to the City Manager.	Director of Finance
July	27	City Manager presents proposed budget to the City Council.	City Manager
August	10	A) Public Hearing B) Schedule date and time for and announce meeting to adopt tax rate.	City Council City Secretary
August September	24 14	First Reading Meeting to adopt tax rate and budget ordinance Second Reading	City Council
October	1	Budget becomes effective	N/A

SUBJECT TO CHANGE WITH PUBLICATION DATES

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM
Department: Administration
Category: Certificates

RESOLUTION (ID # 1718) DOC ID: 1718 A

Consider Approval of a Resolution Authorizing Publication of Notice of Intention to Issue Certificates of Obligation.

RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

THE STATE OF TEXAS
COUNTY OF LIBERTY
CITY OF LIBERTY

WHEREAS, the City Council of the **CITY OF LIBERTY, TEXAS** (the "***City***") hereby determines that it is necessary and desirable to (i) construct and equip various extensions, improvements and additions to the City's Electric System and the City's Waterworks and Sewer System, including but not limited to new electric and water meters, a new water storage tank, and water distribution line extensions; (ii) purchase vehicles for various City departments, including but not limited to six automobiles, a pickup truck, two dump trunks, and a utility vehicle; (iii) construct a maintenance shed to be used primarily by the Parks Department; (iv) acquire other equipment and capital items for various City departments including but not limited to city-wide technology upgrades (hardware and software), and public safety and other equipment for the Fire Department, and (v) pay professional services related to auditing and implementing changes to the City's record retention system and legal services related to reviewing existing ordinances and implementing updating procedures (collectively, the "***Projects***"); and

WHEREAS, the City Council of the City intends to finance the Projects from proceeds derived from the sale of a series of *Combination Tax and Revenue Certificates of Obligation* issued by the City pursuant to Sections 271.041 - 271.063, Texas Local Government Code, as amended; and

WHEREAS, pursuant to Section 271.049, Texas Local Government Code, the City Council deems it advisable to give notice of intention to issue certificates of obligation in an amount not to exceed an aggregate of *$4,900,000* for the purpose of paying, in whole or in part, the Projects, to pay all or a portion of the legal, fiscal and engineering fees in connection with the Projects, and to pay the costs of issuance related to the certificates of obligation; and

WHEREAS, it is hereby officially found and determined that the meeting at which this resolution was passed was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS:

SECTION 1. APPROVAL OF NOTICE OF INTENTION. Attached hereto is a form of the *"Notice of Intention to Issue Combination Tax and Revenue Certificates of Obligation*", the form and substance of which is hereby adopted and approved.

SECTION 2. AUTHORIZATION TO PUBLISH NOTICE OF INTENTION. The City Secretary shall cause said notice to be published in substantially the form attached hereto in a newspaper, as defined in Section 2051.044, Texas Government Code, that is of general circulation in the area of the City, on the same day in each of two consecutive weeks, the date of the first publication thereof to be at least 31 days before the date tentatively set for the passage of the ordinance authorizing the issuance of such certificates of obligation as shown in said notice. The City Manager and the Finance Director are each authorized to make changes to said Notice as necessary prior to its publication.

SECTION 3. INCORPORATION OF RECITALS. The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the City Council hereby incorporates such recitals as a part of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution shall become effective immediately upon passage.

[The remainder of this page intentionally left blank]

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS AT A REGULAR MEETING ON THE 22ND DAY OF JUNE, 2010.

By _____
Mayor, City of Liberty, Texas

ATTEST:

_____
City Secretary, City of Liberty, Texas

(SEAL)

** ** ** ** **

[SIGNATURE PAGE TO NOTICE OF INTENTION RESOLUTION]

CITY OF LIBERTY, TEXAS

NOTICE OF INTENTION TO ISSUE
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION

The City Council of the City of Liberty, Texas (the "City") does hereby give notice of intention to issue one or more series of *City of Liberty, Texas Combination Tax and Revenue Certificates of Obligation* in the maximum aggregate principal amount not to exceed *$4,900,000* for the purpose of paying, in whole or in part, contractual obligations to (i) construct and equip various extensions, improvements and additions to the City's Electric System and the City's Waterworks and Sewer System, including but not limited to new electric and water meters, a new water storage tank, and water distribution line extensions; (ii) purchase vehicles for various City departments, including but not limited to six automobiles, a pickup truck, two dump trunks, and a utility vehicle; (iii) construct a maintenance shed to be used primarily by the Parks Department; (iv) acquire other equipment and capital items for various City departments including but not limited to city-wide technology upgrades (hardware and software), and public safety and other equipment for the Fire Department, and (v) pay professional services related to auditing and implementing changes to the City's record retention system and legal services related to reviewing existing ordinances and implementing updating procedures (collectively, the "***Projects***"), and for paying professional services related thereto. The City proposes to provide for the payment of such Certificates of Obligation from the levy and collection of ad valorem taxes in the City as provided by law and from a lien on and pledge of "Surplus Revenues", if any, received by the City from the ownership and operation of the City's waterworks and sewer system. The City Council proposes to authorize the issuance of such Certificates of Obligation at

6:00 p.m. on Tuesday, August 10, 2010, at a Regular Meeting, at the City Hall, Liberty, Texas.

/s/ Diane Tidwell
City Secretary, City of Liberty, Texas

CERTIFICATE FOR RESOLUTION

STATE OF TEXAS
COUNTY OF LIBERTY
CITY OF LIBERTY

I, the undersigned City Secretary of **CITY OF LIBERTY, TEXAS** (the "***City***"), hereby certify as follows:

1. The City Council of the City convened in REGULAR MEETING ON THE 22ND DAY OF JUNE, 2010, at the designated meeting place, and the roll was called of the duly constituted officers and members of said City Council, to-wit:

Carl Pickett, Mayor
Mike McCarty, Mayor Pro-Tem
Dennis Beasley, Council Member
Diane Huddleston, Council Member
Frank Jordan, Council Member
Louie Potetz, Council Member
Al Simonson, Council Member

and all of said persons were present, except the following absentees: _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at said Meeting: a written

RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

was duly read. It was then duly moved and seconded that said Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of said Resolution, prevailed and carried by the following vote:

AYES: _____ NOES: _____ ABSTENTIONS: _____

2. A true, full, and correct copy of the aforesaid Resolution adopted at the Meeting described in the above and foregoing paragraph is attached to and follows this Certificate; said Resolution has been duly recorded in said City Council's minutes of said Meeting; the above and foregoing paragraph is a true, full, and correct excerpt from said City Council's minutes of said Meeting pertaining to the adoption of said Resolution; the persons named in the above and foregoing paragraph are the duly chosen, qualified, and acting officers and members of said City Council as indicated therein; each of the officers and members of said City Council was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the aforesaid Meeting, and that said Resolution would be introduced and considered for adoption at said Meeting; and said Meeting was open to the public, and public notice of the time, place, and purpose of said Meeting was given, all as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED the 22nd day of June, 2010.

_____
City Secretary, City of Liberty, Texas

(SEAL)

Attachment: Financing Timetable COS 2010 (1718 : Notice of Intention COS)

City of Liberty, Texas

Certificates of Obligation, Series 2010
General Obligation Refunding Bonds, Series 2010

Financing Timetable of Events

Date	Time Required	Item	Responsible Party
Tues. 6/22/10		Council takes final action on Plan of Finance & approves Notice of Intent to Issue Certificates of Obligation;	CA, FA & BC
Thurs. 6/24/10		Deliver Notice of Intent to Newspaper	BC
Fri. 7/2/10	At least 30 days prior to sale date	First publication of Notice of Intent	BC
Tues. 7/6/10		Distribute first draft of Preliminary Official Statement (POS) for comments	FA
Fri. 7/9/10	3 business days	Comments on first draft of POS due	All
Fri. 7/9/10	1 week following first publication	Second publication of Notice of Intent	BC
Tues. 7/13/10	2 business days	Distribute second draft of POS for comments	FA
Thurs. 7/15/10	2 business days	Comments on second draft of POS due	All
Tues. 7/20/10	2 business days	Submit Documents to Rating Agencies & Insurance Co.'s	FA
To Be Dtrmnd	5 business days	Conduct Rating Agency meetings	CA & FA
Tues. 8/3/10	1 week prior to sale date	Post POS electronically	FA, Printer
Tues. 8/3/10	10 business days following submission	Receive responses from Rating Agencies & Insurance Co's	FA
Mon. 8/9/10		Pre-pricing	FA
Tues. 8/10/10		Sale date; Council meets to authorize sale and execute Bond Purchase Agreement	All
Thurs. 8/12/10	2 business days	Documents forwarded to Attorney General	BC
Thurs. 8/26/10	10 business days	Receive Attorney General's Approval	BC
Thurs. 9/2 /10	5 business days	Close; deliver Certificates, receive funds	FA, BC

BC = Bond Counsel – McCall Parkhurst & Horton
CA = City Administration
FA – Financial Advisor - RBC Capital Markets

Certificate of Obligations - 2010

Meter Replacement:	
Water	$1,830,000.00
Electric	$925,000.00
Installation	$190,000.00
	$2,945,000.00
Water Storage and Distribution: (Towers and Loopy Lines)	**$1,200,000.00**
Park Maintance Shed (40 x 50 x 14)	**$25,000.00**
Fleet Purchases:	
4 Door Crown Victoria - Fire	$22,000.00
Compact Sedan - Neighborhood Services	$14,000.00
Compact Sedan - Inspections	$14,000.00
3/4 Ton Pickup - Electric	$25,000.00
Utility Vehicle - Parks	$7,500.00
2 - Dump Trucks - Streets	$140,000.00
	$222,500.00
Miscellanous Capital Purchases:	
Technology Upgrade - Citywide	$100,000.00
Incode Software - Police	$94,000.00
Records Retention - City Secretary	$13,000.00
Legal Review of Codes - City Secretary	$12,000.00
Life Pack 15 Motor - Fire	$30,000.00
4 Portable CPA Units - Fire	$8,000.00
Stair Chair - Fire	$5,200.00
Commercial Gear Washing Machine	$12,000.00
Fire Hose	$10,000.00
	$284,200.00
Grand Total	**$4,676,700.00**

Attachment: Certificates of Obligation 2010 Work Sheet (1718 : Notice of Intention COs)

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Demolition

COUNCIL ACTION (ID # 1719)

DOC ID: 1719

Consider Approval of the Liberty Community Development Corporation's Proposal for Demolition of the Old Mercy Hospital, Located at 521 Travis Street.

.

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Downtown Issues

COUNCIL ACTION (ID # 1720)

DOC ID: 1720

Consider Approval of a Downtown Analysis and Strategy Program.

.

Attachment: Downtown Analysis & Strategy (1720 : Downtown Analysis & Strategy Program)

Downtown Analysis and Strategy

A PROPOSAL FOR

THE CITY OF LIBERTY, TX

TheRetailCoach.™

ARPIL 28, 2010

TheRetailCoach.™
Retail Recruitment & Development Strategies

THIS AGREEMENT is made and entered into as of the _____ day of _____ 2010, by and between a limited liability entity, The Retail Coach, L.L.C. (hereinafter "TRC") and The City of Liberty, Texas (hereinafter "COL").

WITNESSETH:

WHEREAS, COL is seeking to attract retail and retail development for through the completion of market analysis services and a retail recruitment and development strategy; and

WHEREAS, TRC desires to provide assistance to COL with market research services and the assessment, development and execution of a retail recruitment and development strategy; and

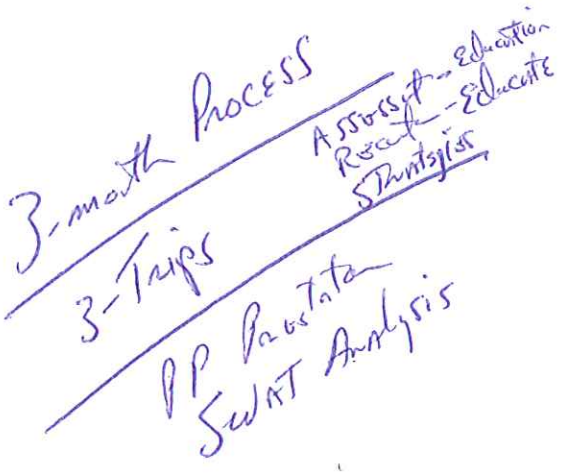
WHEREAS, the parties hereto desire to set forth their mutual understandings and agreements regarding the services to be performed by TRC.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

PROJECT TEAM

With national experience, the TRC team excels in: 1) developing market-based, community-specific approaches to retail recruitment, development and redevelopment strategies; 2) directing retail economic development and community development projects; 3) executing the strategy on behalf of our clients; and 4) equipping and coaching our clients in their ongoing and future retail development efforts.

The directors for this project will be C. Kelly Cofer, CCIM, Sean Garretson, AICP and Aaron Farmer. Mr. Cofer, Mr. Garretson and Mr. Farmer are active coaches to numerous economic development organizations throughout the United States with market research services and comprehensive retail recruitment, development and redevelopment plans that are uniquely market-based and community-driven. Nancy Dees, Director of Communications, will aid Mr. Cofer Mr. Garretson and Mr. Farmer with the development and execution of the strategies developed for this project.



Attachment: Downtown Analysis & Strategy (1720 : Downtown Analysis & Strategy Program)

PROJECT APPROACH

TRC will closely examine Liberty's downtown for physical and market issues and opportunities, and will make recommendations to improve the downtown.

TRC proposes the following two-phase process for completing our work:

PHASE I: ASSESSMENT

- TRC will meet with public, private and community stakeholders (to be selected by the Client) to gain a better understanding of Liberty's revitalization needs and opportunities.
- TRC will meet individually with businesses and property owners in downtown to gain an understanding of overall market dynamics, current business environment, property availability and market lease and sales prices.
- TRC will review the City's future land use plan, zoning map/code, and land development code.
- TRC will perform a SWOT Analysis specific to the downtown and gateways into the downtown.
- At the end of Phase I, TRC will develop a power point presentation summarizing our market assessment, SWOT analysis, and physical assessment. We will identify main issues to address and opportunities to consider.

PHASE II: ~~ASSESSMENT~~ Recommendations

TRC develops strategies and recommendations based on our analysis and observations, and client feedback from the Phase I presentation. During Phase II TRC will develop strategies and recommendations in the following areas:

- Best market opportunities for downtown buildings.
- Any major physical improvements necessary.
- Specific markets (end users, such as tourists, local residents) on which marketing collateral should be focused.
- Land use and land development code modifications necessary to accommodate growth in the downtown.
- Organizational recommendations – which organization (City, Liberty-Dayton Chamber of Commerce, and others) should spearhead downtown revitalization, and appropriate roles for all entities.

Landscape

How To Attract

Recruitment

Sketches

How you can fit it up

Specific Retailers

Who Does what

office Result

Compliments Present

Frank Fossie

- Potential funding mechanisms that may be necessary to put into place to ensure steady funding for marketing and incentives.
- Incentives that should be created to stimulate revitalization (may include façade grant enhancements, streamlined permit processing, and grants to stimulate economic activity).

COMMUNITY VISITS

We will make approximately three (3) trips to Liberty during the project. During trips, we will meet with key public, private and community stakeholders to discuss this project and to ascertain specific information that will help the TRC team in its analyses and retail strategy development.

PROJECT SCHEDULE

The TRC team is available to begin this work immediately upon agreement of terms. We will carry out the work plan within ninety (90) business days upon agreement of terms.

FEES AND EXPENSES

The total fee for completion of this work is $12,000, plus actual expenses. The total cost including expenses will not exceed $14,000.

- $4,000 upon execution of the Agreement;
- $4,000 upon completion of Market and SWOT Analysis; and
- $4,000 upon completion and presentation of final report.

OPTION

TRC also has the ability to provide 2-3 Sketches/Drawings representing physical improvements to streetscapes or buildings, or the creation of a community gathering place in the downtown for an additional fee of $2,000.

IN WITNESS WHEREOF, the parties have executed this agreement as of the ____ day of _____, 2010.

The Retail Coach, L.L.C.

By: _____

C. Kelly Cofer, President/CEO

City of Liberty, Texas

By: _____

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Economic Development Issues

COUNCIL ACTION (ID # 1721)

DOC ID: 1721

Consider and Adopt an Agreement for Electrical Service to Boomerang Tube, LLC.

.

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Electric Issues

ORDINANCE (ID # 1724)

DOC ID: 1724

Consider and Adopt an Industrial Electric Rate Ordinance.

.

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Electric Issues

ORDINANCE (ID # 1722)

DOC ID: 1722

Consider Adoption of an Industrial Electric Rate Ordinance.

.

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 06/22/10 06:00 PM

Department: Administration
Category: Economic Development Issues

COUNCIL ACTION (ID # 1723)

DOC ID: 1723

Consider an Electric Service Agreement with an Industrial Customer.

.