The City of Liberty

Liberty Community Development Corporation

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

Dianne Tidwell
City Secretary
(936) 336-3684

Meeting

~ Agenda ~

Tuesday, January 6, 2015 | **6:00 PM** | **City Council Chambers**

The Liberty Community Development Corporation 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
President Dennis Beasley	☐	☐	☐	
Vice-President Mike McCarty	☐	☐	☐	
Board Member Louie Potetz	☐	☐	☐	
Board Member Barbara Norwood	☐	☐	☐	
Board Member Leslie Herndon	☐	☐	☐	
Board Member David Arnold	☐	☐	☐	
Board Member Mark Campbell	☐	☐	☐	
General Manager Gary Broz	☐	☐	☐	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 3179)

Project Updates - Gen. Mgr. Gary Broz

B. LCDC Information Item (ID # 3180)

Financial Report - Gen. Mgr. Gary Broz

IV. CONSENT AGENDA

All consent items listed are considered to be routine by the LCDC 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. Minutes Approval

1. Tuesday, November 18, 2014

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action (ID # 3181)

Presentation by Steve Startzell, National Sign Plazas, regarding development of a Wayfinding Sign Program, and take any action deemed necessary.

- Wayfinding Signage Info (PDF)

2. LCDC Resolution (ID # 3182)

Consider a Resolution authorizing an amendment to the budget for the Fiscal Year ending September 30, 2015, in regard to expenditures for upgrades to the monument at the west entrance to the City.

3. LCDC Resolution (ID # 3183)

Consider a Resolution authorizing an amendment to the budget for the Fiscal Year ending September 30, 2015, in regard to expenditures for additional plantings in the Hwy. 90 median.

4. LCDC Resolution (ID # 3184)

Consider a Resolution authorizing an amendment to the budget for Fiscal Year ending September 30, 2015, in regard to an expenditure for geotechnical services for the Trinity River National Wildlife Refuge "Crosswalks to Boardwalks" Project.

VI. ADJOURNMENT

A. Motion To: Adjourn

CERTIFICATION

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 31st day of December, 2014 at 5:00 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, Corp. Secretary

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 ____________________, 2014.

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 01/06/15 06:00 PM

Department: Administration
Category: LCDC Reports

LCDC INFORMATION ITEM (ID # 3179)

DOC ID: 3179

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The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 01/06/15 06:00 PM

Department: Administration
Category: LCDC Reports

LCDC INFORMATION ITEM (ID # 3180)

DOC ID: 3180

.

The City of Liberty

Liberty Community Development Corporation

Meeting

~ Minutes ~

1829 Sam Houston Street
Liberty, TX 77575
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Dianne Tidwell
City Secretary
(936) 336-3684

Tuesday, November 18, 2014 **6:00 PM** **City Council Chambers**

The Liberty Community Development Corporation 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	Title	Status	Arrived
Dennis Beasley	President	Present	
Mike McCarty	Vice-President	Present	
Louie Potetz	Board Member	Present	
Barbara Norwood	Board Member	Present	
Leslie Herndon	Board Member	Present	
David Arnold	Board Member	Present	
Mark Campbell	Board Member	Absent	
Gary Broz	General Manager	Present	
Dianne Tidwell	City Secretary	Present	
Brandon Davis	City Counsel	Present	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

President Beasley welcomed guests and visitors, opening the floor for public comment to those individuals wishing to address the Board. There were no comments.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 3161)

Project Updates - Gen. Mgr. Gary Broz

COMMENTS - Current Meeting:

General Manager Gary Broz reported on various projects and related issues:

- Street Project moving along well, placing select fill and cutting ditches
- Stripes clearing property at Main St. & The Bypass
- Fuel Maxx pouring concrete at Hwy. 146 & FM 1011
- Corner north of Chili's is sold
- Houston foundry searching for property to locate in Liberty
- manufacturing plant business also searching for property to locate in Liberty

- bike route signs and stencils have been ordered
- Recent trip to International Council of Shopping Centers in Dallas resulted in good contacts with housing developers and others.

B. LCDC Information Item (ID # 3162)

Financial Report - Gen. Mgr. Gary Broz

COMMENTS - Current Meeting:

This agenda item was passed on.

IV. CONSENT AGENDA

All consent items listed are considered to be routine by the LCDC 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.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Mike McCarty, Vice-President
SECONDER:	Leslie Herndon, Board Member
AYES:	Beasley, McCarty, Potetz, Norwood, Herndon, Arnold
ABSENT:	Mark Campbell

A. Minutes Approval

1. Tuesday, October 21, 2014

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action 2014-17

Discussion, with Lee College President Dennis Brown, regarding advanced educational initiatives for our community, and take any action deemed necessary.

COMMENTS - Current Meeting:

Dr. Dennis Brown, Lee College President and Dr. Cathy Kemper, Vice-President of Student Services addressed the Board regarding a Career & Technical Early College High School in Liberty. Dr. Brown explained that students may earn an Associate's degree, certificates of completion, or two years of college credit, by taking a mixture of high school and college classes. Dr. Brown is proposing this special project which would be one of the first of its kind in the State.

Dr. Brown continued by stating that this project would be a multi-district partnership, with 8 independent school districts, allowing students to come to Liberty for a premier education and the opportunity of earning a college degree while in high school. Lengthy discussion included Liberty being in the middle of the Lee College service area, various degree programs, prospective school location in Liberty, funding and project needs, high demand for individuals to fill technical jobs/high wage careers, 100% tuition free for the student, and numerous other related issues.

A motion was made to begin the project with the required 60-day notice for funding of the Early College High School Program needs.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Louie Potetz, Board Member
SECONDER:	Leslie Herndon, Board Member
AYES:	Beasley, McCarty, Potetz, Norwood, Herndon, Arnold
ABSENT:	Mark Campbell

2. LCDC Corporation Action 2014-12

Consider proposals for landscaping services for the monument at the west entrance to the City, and take any action deemed necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz reported that proposals were sought for landscape upgrades to the west entrance to the City on Hwy. 90. Three proposals were received with costs ranging from $4,272.00 to $9,545.00. Discussion was held regarding the various plants and that the City will assume responsibility for the care and maintenance of the new landscaping. A motion was made to accept the proposal from Precision Lawns in the amount of $ $5,768.23.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Barbara Norwood, Board Member
SECONDER:	Leslie Herndon, Board Member
AYES:	Beasley, McCarty, Potetz, Norwood, Herndon, Arnold
ABSENT:	Mark Campbell

3. LCDC Corporation Action 2014-14

Consider proposals for additional plants in the Hwy. 90 median, and take any action deemed necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz reported that proposals were also received for crepe myrtle trees to be placed in the Hwy. 90 median. Mr. Broz stated that three proposals were received ranging from $11,940.00 to $15,274.00. The City will assume responsibility for the care and maintenance of the new trees. The proposal from Precision Lawns for the monument upgrade and the crepe myrtle trees on Hwy. 90, is a combined total cost of $17,708.23. A motion was made to accept the proposal from Precision Lawns for $11,940.00.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Barbara Norwood, Board Member
SECONDER:	Leslie Herndon, Board Member
AYES:	Beasley, McCarty, Potetz, Norwood, Herndon, Arnold
ABSENT:	Mark Campbell

4. LCDC Corporation Action 2014-13

Discussion of proposal for placement of Way-Finding signage, and take any action deemed necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz presented to Council a proposal for way-finding signage, from National Sign Plazas, in the amount of $15,000.00. Lengthy discussion was held regarding this signage, various sizes, design, location, points of interest, and numerous other issues. The Board requested that Mr. Broz further research way-finding signage, along with related photos of various sign styles and associated costs.

RESULT:	**NO ACTION TAKEN**

5. LCDC Corporation Action 2014-15

Consider purchase of real property from Lon Morris College for the Street Project, and take any action deemed necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz reported on a .4497 acre tract to be purchased for the Street Project. Mr. Broz stated that 50% of the .4497 acres belongs to Lon Morris College and has been appraised at a value of $11,000.00. The City has offered $5,500.00 to which the school has accepted and signed the appropriate documents for the sale of the property. This property is described as a parcel of land located in Liberty County, Texas situated in the Liberty Town East League, Abstract No. 359, and being out of and a part of that portion of Lot 5, Outer Block 6.

Mr. Broz stated that the sale of the 25% to the First United Methodist Church will be placed before the Board at a future meeting.

A motion was made to proceed with execution of related documents for the purchase of real property from Lon Morris College and authorizing payment of $5,500.00, for the Street Project.

ATTACHMENTS:

- Property Sale Contract-Lon Morris (PDF)
- Warranty Deed-Lon Morris (PDF)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Leslie Herndon, Board Member
SECONDER:	Dennis Beasley, President
AYES:	Beasley, McCarty, Potetz, Norwood, Herndon, Arnold
ABSENT:	Mark Campbell

6. LCDC Corporation Action 2014-16

Consider purchase of real property from Methodist Hospital, Houston, for the Street Project, and take any action deemed necessary.

COMMENTS - Current Meeting:

General Manager Gary Broz reported that out of the remaining 50% percent of the .4497 acre tract for the Street Project, that 25% belongs to Methodist Hospital, Houston and 25% belongs to First United Methodist Church, Liberty. The City has offered $2,750.00 to Methodist Hospital for their portion of the parcel, to which the hospital has accepted the offer and executed the appropriate documents for the sale of the property. This property is described as a parcel of land located in Liberty County, Texas situated in the Liberty Town East League, Abstract No. 359, and being out of and a part of that portion of Lot 5, Outer Block 6.

A motion was made to approve the purchase of real property from Methodist Hospital, Houston and authorizing payment of $2,750.00, for the Street Project.

ATTACHMENTS:

- Property Sale Contract-Methodist Hosp (PDF)
- Warranty Deed-Methodist Hosp (PDF)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Louie Potetz, Board Member
SECONDER:	David Arnold, Board Member
AYES:	Beasley, McCarty, Potetz, Norwood, Herndon, Arnold
ABSENT:	Mark Campbell

VI. ADJOURNMENT

There being no further business before the Board, President Beasley adjourned the meeting at 7:25 p.m.

A. Motion To: Adjourn

Dennis Beasley, President

ATTEST:

Dianne Tidwell, City Secretary

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 01/06/15 06:00 PM

Department: Administration
Category: LCDC Projects

LCDC CORPORATION ACTION (ID # 3181)

DOC ID: 3181

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NATIONAL SIGN PLAZAS

Developing Your Wayfinding Program
Proposal
February 11, 2014

PROPOSAL DESCRIPTION:
Development of a wayfinding sign program focused on the unique design, planning and construction of 1-2 sign types within the City of Liberty. Signs will address pedestrian and vehicular needs.

SUBMITTED TO:
City of Liberty
Gary Broz, City Manager
1829 Sam Houston
Liberty, TX 77575

REPRESENTATIVE:
Steve Startzell, Government Relations
startzell@nsp.biz

BID TERMS:
30 Days from bid date

--Research & Field Analysis-- — $3,000.00

- Detailed investigation of the existing development/streetscaping plan
- Field analysis and assessment of current signage, traffic patterns and other environmental factors that will affect the wayfinding program or signage installation
- Drafting of summary reports and problem statements associated with analysis

--Design— — $2,000.00

- Thematic design development of vehicular and pedestrian signage based on existing concepts
- Design of associated elements such as logos, fonts, etc.
- Creation of scale drawings for each sign type

--Planning— — $10,000.00

- Creation of a initial sign location plan (aerial view) outlining routes and destinations
- Programming of each sign (sign content)
- Drafting of summary reports and problem statements (if necessary)

--Staff/Council Presentations-- — Included

- Present information to City staff and/or interested parties.

TOTAL **$15,000.00**

NSP Houston Division
2500 Central Parkway, Suite M
Houston, TX 77092
(713) 673-2590
www.nsp.biz

Environmental Graphic Design | Open Space Development | Design and Planning | Directional Wayfinding | Program Management

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 01/06/15 06:00 PM

Department: Administration
Category: LCDC Misc.

LCDC RESOLUTION (ID # 3182)

DOC ID: 3182

A RESOLUTION OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION OF LIBERTY, TEXAS, AUTHORIZING AN AMENDMENT TO THE BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2015.

WHEREAS, the Liberty Community Development Corporation was formed for the purpose of implementing certain flood prevention and drainage improvements, and related capital improvement projects; and,

WHEREAS, it is necessary for the Corporation to have at its disposal financial resources sufficient to fund these projects; and,

WHEREAS, additional funds were needed for upgrading the west entrance to the City of Liberty. This upgrade enhances and beautifies the public space whereby residents and thousands of visitors pass daily, reflecting a great destination; and

WHEREAS, state statutes require that said financial resources be provided for through a budget;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION:

That the Corporation Budget for Fiscal Year 2014-2015 be hereby amended to include additional expenditures in the amount of $5,768.23.

PASSED AND APPROVED THIS 6th DAY OF JANUARY, 2015.

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Dennis Beasley
President

ATTEST:

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Dianne Tidwell
Corporation Secretary

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 01/06/15 06:00 PM

Department: Administration
Category: LCDC Misc.

LCDC RESOLUTION (ID # 3183)

DOC ID: 3183

A RESOLUTION OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION OF LIBERTY, TEXAS, AUTHORIZING AN AMENDMENT TO THE BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2015.

WHEREAS, the Liberty Community Development Corporation was formed for the purpose of implementing certain flood prevention and drainage improvements, and related capital improvement projects; and,

WHEREAS, it is necessary for the Corporation to have at its disposal financial resources sufficient to fund these projects; and,

WHEREAS, additional funds were needed for additional planting of crepe myrtle trees in the Hwy. 90 median. This planting provides for the preservation and enhancement of the public space and public environment as residents and visitors travel to and from the City of Liberty; and

WHEREAS, state statutes require that said financial resources be provided for through a budget;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION:

That the Corporation Budget for Fiscal Year 2014-2015 be hereby amended to include additional expenditures in the amount of $11,940.00.

PASSED AND APPROVED THIS 6th DAY OF JANUARY, 2015.

____
Dennis Beasley
President

ATTEST:

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Dianne Tidwell
Corporation Secretary

The City of Liberty
Liberty Community Development Corporation
1829 Sam Houston Street
Liberty, TX 77575

Meeting: 01/06/15 06:00 PM
Department: Administration
Category: LCDC Misc.

LCDC RESOLUTION (ID # 3184)

DOC ID: 3184

A RESOLUTION OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION OF LIBERTY, TEXAS, AUTHORIZING AN AMENDMENT TO THE BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2015.

WHEREAS, the Liberty Community Development Corporation was formed for the purpose of implementing certain flood prevention and drainage improvements, and related capital improvement projects; and,

WHEREAS, it is necessary for the Corporation to have at its disposal financial resources sufficient to fund these projects; and,

WHEREAS, additional funds were needed to fund Geotechnical Services for the Trinity River National Wildlife Refuge “Crosswalks to Boardwalks” Project. This project connects citizens and visitors with nature, encourages outdoor recreation and promotes wildlife awareness; and

WHEREAS, state statutes require that said financial resources be provided for through a budget;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION:

That the Corporation Budget for Fiscal Year 2014-2015 be hereby amended to include additional expenditures in the amount of $3,250.00.

PASSED AND APPROVED THIS 6th DAY OF JANUARY, 2015.

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Dennis Beasley
President

ATTEST:

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Dianne Tidwell
Corporation Secretary