



The City of Liberty

Liberty Community Development Corporation

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

Meeting

~ Agenda ~

April Gilliland
City Secretary
936-336-3684

Tuesday, October 20, 2020

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	Arrived
President Dennis Beasley	☐	☐	☐	
Vice-President Barbara Norwood	☐	☐	☐	
Board Member Mark Campbell	☐	☐	☐	
Secretary Kathrine McCarty	☐	☐	☐	
Board Member Dan VanDeventer	☐	☐	☐	
Board Member Julie Hebert	☐	☐	☐	
Board Member Michael Dorsett Jr	☐	☐	☐	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

Citizen Forum is reserved for members of the public who would like to address the LCDC 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. In some situations, City Staff may be able to respond to the public comment with a factual statement or clarification. The LCDC Board of Directors may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

III. PRESENTATIONS / REPORTS

A. LCDC Information Item (ID # 4942)

General Manager's Report - T. Warner, General Manager. - Projects & Activities - Sales Tax, Golf Course, Commercial Construction, Automated Weather Observation System, Sidewalk Project, Unified Development Code

- LCDC General Manager's Report October 20 2020 (DOCX)

B. LCDC Information Item (ID # 4945)

Finance Report - Assistant City Manager / CFO Naomi Herrington

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, July 21, 2020
2. Tuesday, August 04, 2020

V. REGULAR AGENDA

A. Regular Session

1. LCDC Corporation Action (ID # 4944)

Consider approval of a grant application under the Downtown Façade Improvement Program.

- EXHIBIT A - Frank Biehunko Application (PDF)

2. LCDC Corporation Action (ID # 4943)

Consider amending the FY21 LCDC Budget by \$204,500 to increase the transfer to the Liberty Municipal Airport

- EXHIBIT A - Runway Costs (PDF)
- Copy of EXHIBIT B - FY21 LCDC Proposed Amended Budget Revised (XLSX)

VI. ADJOURNMENT

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 16th day of October, 2020 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.

April Gilliland

April Gilliland, City 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 Corporation 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 LCDC Board of Directors was removed by me from the bulletin board at the City Hall on the _____ day of _____, 2020.



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

3.A

Meeting: 10/20/20 06:00 PM

Department: Administration
Category: LCDC Reports

LCDC INFORMATION ITEM (ID # 4942)

DOC ID: 4942

Subject: General Manager's Report - City Projects and Activities

Background: This agenda item affords the General Manager of the Corporation the opportunity to update the Board and public on current and future projects, activities and other items related to LCDC business.

To: Liberty Community Development Corporation Board of Directors

From: Tom Warner, General Manager

Date: October 20, 2020

Re: General Manager's Report

1. The FY 2020 LCDC budget included \$1,000,000 for sales tax revenue and \$9,000 for interest income. The unaudited sales tax revenue and interest income exceeded budget expectations by \$63,104.27 and \$15,014.77, respectively.
2. The FY 2020 budget also included a transfer of \$404,000 to the golf course for operating expenses. However, due to higher than expected revenue at the golf course and a transfer from Cambridge Funds to cover the cost of new equipment and Pro Shop Improvements, the estimated transfer from LCDC to the Golf Course is estimated at \$280,000.00.
3. The Shops at Liberty retail building broke ground at 2131 Highway 146 Bypass in September. The building is approximately 10,700 square feet and the company is currently looking for tenants. Construction is expected to be complete within 12 months.
4. The Dollar Tree, located at 2914 N. Main, broke ground on October 14, 2020. Construction is expected to be complete within 10 months.
5. The plans for the 7-Eleven are currently under review by the WCID #5. The project will be located on Highway 90 at FM 2684.
6. The plans for the Sleep Inn Hotel are currently under review by the WCID #5. This project was relocated from FM 1011 and Highway 146 to Main Street and Monta next to the old Thrif-Tee store.
7. The installation of the Automated Weather Observation System (AWOS) at the Liberty Municipal Airport is continuing. Plans have been submitted to the FFA for approval. Additionally, Entergy will install two poles on the west side of the airport to provide power to the AWOS site.
8. The City has received the preliminary contract for the surveying and engineering work related to the downtown sidewalk project. Staff is waiting on a projected schedule/timeline from the engineering firm before signing the contract.
9. The company providing the carts for the Golf Course, Club Car Inc., has notified the City the golf carts will delivered by mid-November. Their explanation for the delay was the pandemic put their manufacturing behind and is also affecting their supplier's ability to deliver components in a timely manner. We will continue to rent the current carts on a month to month basis.

10. On October 13th, City Council held a work session with golf course architect Mr. Jeff Blume to review the golf course master plan. City Council directed staff to execute an agreement with Mr. Blume for the design of the golf course improvements. This agreement will be presented to City Council for approval during the October 27, 2020 meeting. Total cost of the project is estimated to be \$3.1 million.
11. The implementation of the Unified Development Ordinance (UDO) is ongoing. The next step in the project is to schedule “stakeholder sessions.” There will be four groups with 8-10 people in each group. The groups will be organized by interest group to include: 1) Realtors and Brokers 2) Developers, Builders, and Design Professionals, 3) Business Owners and 4) Neighborhood Advocates.



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

3.B

Meeting: 10/20/20 06:00 PM

Department: Administration
Category: LCDC Reports

LCDC INFORMATION ITEM (ID # 4945)

DOC ID: 4945

Subject: Finance Report

Background: This agenda item affords the Assistant City Manager/CFO an opportunity to report on the financial activities and position of the Corporation, to include revenues, liabilities, assets, and other financial information.



The City of Liberty

Liberty Community Development Corporation

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

Meeting

~ Minutes ~

April Gilliland
City Secretary
936-336-3684

Tuesday, July 21, 2020

6:00 PM

City Hall - Liberty Center

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

Those individuals listed in the Call to Order were physically present in the Liberty Center. The public was not yet allowed entrance into the meeting due to COVID-19. Public access was allowed through the Zoom Meeting Platform.

The meeting was called to order on July 21, 2020 at the City Hall - Liberty Center, 1829 Sam Houston Liberty, TX at 6:00 PM by President Dennis Beasley.

Attendee Name	Title	Status	Arrived
Dennis Beasley	President	Present	
Barbara Norwood	Vice-President	Present	
Mark Campbell	Board Member	Present	
Kathrine McCarty	Secretary	Present	
Dan VanDeventer	Board Member	Present	
Julie Hebert	Board Member	Present	
Michael Dorsett Jr	Board Member	Present	
Tom Warner	General Manager	Present	
Chris Jarmon	Assit. City Manager	Present	
Naomi Herrington	Asst. City Manager	Present	
Dianne Tidwell	City Secretary	Present	
Brandon Davis	City Attorney	Present	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

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General Manager Tom Warner reported that this would be City Secretary Dianne Tidwell's last LCDC Meeting, as her retirement date is July 31, 2020. Mr. Warner also introduced Adm. Asst. April Gilliland as the new City Secretary.

Minutes Acceptance: Minutes of Jul 21, 2020 6:00 PM (Minutes Approval)

III. PRESENTATIONS / REPORTS

1. LCDC Information Item (ID # 4843)

General Manager's Report - T. Warner - Projects and Activities - COVID-19, Sales Tax & Airport

COMMENTS - Current Meeting:

General Manager Tom Warner reported on the Governor's most recent COVID-19 Executive Orders to include gatherings, the wearing of face masks, and other associated information. Mr. Warner also reported that sales tax collections for July was up 2.05% and up 1.44% over the same period the previous year. Mr. Warner also discussed the bid for installation of an AWOS at the Liberty Municipal Airport, and other additional Airport projects.

ATTACHMENTS:

- LCDC General Manager's Report Revised July 21 2020 (DOCX)

2. LCDC Information Item (ID # 4837)

Finance Report - Asst. City Mgr. / CFO N. Herrington

COMMENTS - Current Meeting:

Asst. City Mgr./CFO Naomi Herrington reported on the Corporation financials as of May 31, 2020. Ms. Herrington also stated that sales tax collections were above those of the same period for the previous year, and the May 31 cash on hand reflected \$2.653 million balance. Current cash balance is \$2.659 million.

IV. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Barbara Norwood, Vice-President
SECONDER:	Kathrine McCarty, Secretary
AYES:	Beasley, Norwood, Campbell, McCarty, VanDeventer, Hebert, Dorsett Jr

1. Tuesday, June 16, 2020

V. REGULAR AGENDA

A. Regular Session

1. LCDC Information Item (ID # 4839)

Presentation from Retail Coach, LLC Regarding Retail Development in the City of Liberty.

COMMENTS - Current Meeting:

Aaron Farmer, President and Kyle Cofer, Project Manager, The Retail Coach made an audio presentation to the Board of Directors regarding COVID-19 Impact Tracking and Retail Update. Discussed was an analysis of the impact on visits to businesses and shopping centers. Further discussion involved interested business prospects for the Liberty area and the status of each.

The presentation concluded with next steps regarding a retail live virtual conference on September 3, continued retail recruitment, providing updated 2020 data, and other upcoming retail conferences.

2. LCDC Public Hearing (ID # 4840)

Public Hearing on the potential expenditure of funds for various projects included in the Liberty Community Development Corporation Proposed FY 2020-2021 Budget and in the Community Development Capital Improvement Program (CDCIP).

COMMENTS - Current Meeting:

At 6:23 p.m., President Beasley opened the Public Hearing on the proposed expenditure of funds for various projects. General Manager Tom Warner stated that his comments regarding these projects would be made in the following two agenda items. There were no other comments.

President Beasley closed the Public Hearing at 6:24 p.m.

3. LCDC Corporation Action 2020-6

Consider approval of the Liberty Community Development Budget for Fiscal Year 2020-2021.

COMMENTS - Current Meeting:

General Manager Tom Warner reported on the financial position of the Corporation, including the FY21 proposed budget revenues and expenditures. Mr. Warner explained that the new budget proposes to use funds in the amount of \$206,724 for the following two projects:

- 1) Liberty Square - Engineering & Topographical Surveying
- 2) Matching funds for Airport Pavement and Taxiway Rehabilitation

Following discussion, a motion was made to adopt the proposed Liberty Community Development Corporation FY21 Budget.

ATTACHMENTS:

- EXHIBIT A - FY21 LCDC Budget (Revised) (XLSX)
- EXHIBIT B - Engineering Estimate for Liberty Square (UPDATED) (PDF)
- EXHIBIT C - Liberty PCE (PDF)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathrine McCarty, Secretary
SECONDER:	Julie Hebert, Board Member
AYES:	Beasley, Norwood, Campbell, McCarty, VanDeventer, Hebert, Dorsett Jr

4. LCDC Corporation Action 2020-7

Consider approval of the Liberty Community Development Corporation Fiscal Year 2020-2021 Community Development Capital Improvement Program (CDCIP).

Minutes Acceptance: Minutes of Jul 21, 2020 6:00 PM (Minutes Approval)

COMMENTS - Current Meeting:

General Manager Tom Warner stated that the Corporation Bylaws require that the Board of Directors "review and update the CDCIP once a year to ensure the plan is up to date with current community needs and is capable of meeting the City's community development needs."

Mr. Warner reviewed the Community Development Capital Improvement Program document with the Board. Following discussion a motion was made to approve the CDCIP, as presented.

ATTACHMENTS:

- EXHIBIT A - FY21 LCDC CDCIP (DOCX)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark Campbell, Board Member
SECONDER:	Dan VanDeventer, Board Member
AYES:	Beasley, Norwood, Campbell, McCarty, VanDeventer, Hebert, Dorsett Jr

VI. ADJOURNMENT

There being no further business before the Board, President Beasley adjourned the meeting at 6:35 p.m.

Dennis Beasley, President

ATTEST:

Kathrine McCarty, Corporation Secretary

Minutes Acceptance: Minutes of Jul 21, 2020 6:00 PM (Minutes Approval)



The City of Liberty
Liberty Community Development Corporation
Special/Joint Meeting - City Council - P&Z

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

~ Minutes ~

April Gilliland
 City Secretary
 936-336-3684

Tuesday, August 4, 2020

6:00 PM

City Hall - Liberty Center

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

The meeting was called to order on August 4, 2020 at the City Hall - Liberty Center, 1829 Sam Houston Liberty, TX at 6:00 PM by .

Attendee Name	Title	Status	Arrived
Dennis Beasley	President	Present	
Barbara Norwood	Vice-President	Present	
Mark Campbell	Board Member	Present	
Kathrine McCarty	Secretary	Present	
Dan VanDeventer	Board Member	Present	
Julie Hebert	Board Member	Present	
Michael Dorsett Jr	Board Member	Present	
Tom Warner	City Manager	Present	
Chris Jarmon	Assistant City Manager	Present	
Damon Jones	Public Works Director	Present	
Brandon Davis	City Attorney	Present	
April Gilliland	City Secretary	Present	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

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III. REGULAR AGENDA

A. Work Session

1. LCDC Work Session (ID # 4848)

Work Session for Unified Development Ordinance Stakeholders.

Minutes Acceptance: Minutes of Aug 4, 2020 6:00 PM (Minutes Approval)

COMMENTS - Current Meeting:

This meeting was a Joint Meeting of the Liberty City Council, Liberty Community Development Corporation and the City's Planning and Zoning Commission. Mr. David Baird and Mr. Bret Keast from Kendig Keast, addressed the Boards regarding the primary project goals of the Unified Development Ordinance. Mr. Baird explained that this project was to streamline and standardize the City's land development process and consolidate existing development ordinances. Mr. Baird presented a detailed project schedule with deliverables and proposed meetings with a proposed completion date for the fall of 2021.

After a lengthy discussion of the Unified Development Ordinance project with city staff members and all stakeholders, Kendig Keast concluded their presentation.

A motion was made by Commission Member Daniel, seconded by President Jackson to adjourn the Planning and Zoning Commission meeting at 7:17 p.m. Motion passed 4-0

IV. ADJOURNMENT**A. Motion To:** Adjourn**COMMENTS - Current Meeting:**

There being no further business before the Liberty Community Development Corporation, President Beasley adjourned the meeting at 7:17 p.m.

Dennis Beasley, President

ATTEST:

Kathrine McCarty, Corporation Secretary

Minutes Acceptance: Minutes of Aug 4, 2020 6:00 PM (Minutes Approval)



LCDC CORPORATION ACTION (ID # 4944)

DOC ID: 4944

Subject: LCDC Downtown Façade Improvement Program

Background: Mr. Frank Biehunko owns the shopping center that is located at 2106 Sam Houston. Mr. Biehunko is requesting reimbursement for façade improvements pursuant to the Downtown Façade Program.

The Downtown Façade Program reimburses 50% of the cost of façade improvements. Applicants are not reimbursed until after completion of the project. All permits must be pulled and any cost overages on the project will be incurred solely by the applicant. The proposed renovations for the property located at 2106 Sam Houston include the soffit and parking lot repairs and lighting replacement. Two bids for each item were received by Mr. Biehunko. A summary of the bids is provided below:

Soffit Repairs	Best Bid Contractors \$14,500.00	AEJ Construction \$14,720.00
Parking Lot Repairs	Cowboy Asphalt \$8,144.50	Best Bid Contractors \$10,192.88
Lighting Replacement	Texas Elite \$5,850.00	McLenna Electric \$6,235.00
Lowest Total Bid \$28,494.50		

LCDC's 50% reimbursement is based on the lowest bid cost for each item. The reimbursement for this project is \$14,247.25. A copy of the application submitted by Mr. Biehunko is enclosed.

Funding Source: LCDC Downtown Façade Improvement Grant Program. The remaining funds in this program is \$60,752.75

Staff Recommendation: Staff recommends approval of the application for the Downtown Façade Improvement Grant Program for the property located at 2106 Sam Houston.

Downtown Liberty Façade Improvement Grant Program Application

Applicant Name: Frank Biehunko

Business Name: FJB Properties

Business Address: 2106 Sam Houston St Liberty, TX 77575

Business Phone: 713-203-4536 Business Email: fbiehunko@yahoo.com

Type of Working Being Completed (check all that apply):

☒ Façade Improvements (painting, brick repair, etc.)

☐ Landscaping

☒ Exterior Lighting

☐ Windows

☐ Doors

☐ Signage

☐ Awnings or Canopies

☒ Parking Lot

☐ Professional Services (architectural, etc.)

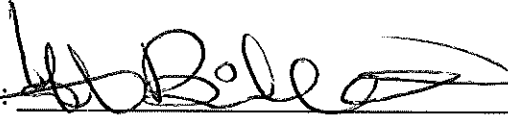
Total Estimated Cost of Proposed Improvements: \$ 30,000

Estimated Start Date: 10/1/2020

Estimated Completion Date: 12/1/2020

Please include the following documentation with your application:

1. A narrative description of the project
2. Current photos of the building exterior
3. Quotes or bids received from contractors or vendors
4. Approval from property owner to participate in the program (if required)

Applicant Signature: 

Date: 9/15/2020

Note: LCDC will only reimburse 50% of the total estimated project cost, up to an amount not to exceed \$20,000.

RETURN COMPLETED APPLICATION HERE:

Liberty Community Development Corporation
ATTN: Chris Jarmon, Assistant City Manager
1829 Sam Houston
Liberty, Texas 77575

Attachment: EXHIBIT A - Frank Biehunko Application (4944 : Frank Biehunko Grant Application)

DESCRIPTION OF RENOVATIONS

The following descriptions below is a detailed overview all the renovation work that is to take place once the Downtown Liberty Façade Improvement Grant Program is approved.

FAÇADE IMPROVEMENTS

Remove and replace all soffit materials. Replace all soffit with smart soffit and trim out with smart trim. Caulk and paint new soffit and trim with a P/L Gold Bond. Add additional trim to cover exposed edges in addition to fixing current damage that will enhance exterior aesthetic.

EXTERIOR LED LIGHTING RETROFIT

Remove existing incandescent light fixtures and replace with LED light fixtures (total of 20) improving overall exterior aesthetic and general attractiveness.

REPLACE/REFINISH EXISTING PARKLOT

Repave/finish entire parking lot. Installation of crack filler and to apply seal coat with Seal Master Seal Coat. All stops, curbs and parking spaces to be restriped including handicap accessible spaces.

DOWNTOWN LIBERTY FAÇADE IMPROVEMENT GRANT PROGRAM APPLICATION
FJB PROPERTIES - 2106 SAM HOUSTON ST LIBERTY, TX 77575

SOFIT



Attachment: EXHIBIT A - Frank Biehunko Application (4944 : Frank Biehunko Grant Application)

**AEJ Construction
Michael Ramirez
2432 Hwy. 61
Devers, TX 77538
936-346-2499**

Quote for Office Building Repairs

Date: October 28, 2019
Owner: Mr. Frank Biehunko
Project: Repairs to Biehunko's Office-San Jacinto and Sam Houston Street Liberty, TX.

SCOPE: Michael Ramirez, herein after called Contractor, hereby proposes to Mr. Biehunko. Herein after called Owner, to furnish and supply all labor, parts, supplies, skill, supervision, transportation, services and equipment necessary to carry out the following: Please note any exceptions to work scope or costs. No Electrical, HVAC or Plumbing Work Quoted.

Per Owner(s) the following items where accessed during walk thru of project sites:

Office Building:

- Remove and Replace all ceiling soffit materials-Debris to be hauled off from site
- Replace all soffit area with "Smart Board Siding/Soffit" product
- Add additional trim to cover exposed edges
- Sand, Caulk, Prep, and Paint All Trim and Wood Main Surfaces of Repaired area
- Use Sherwin-Williams ProMar A100 Paint Materials

Base Bid: \$14,720.00

Change Orders:

Quotes are based on identified repairs at time of inspection, once job is commenced and additional repairs are warranted. Repairs and/or Additions to Job Scope will be done thru Change Orders. None of this work will be done until Owner is informed of repairs and/or additions and cost of Change Order is agreed upon in writing.

Cleanup: During and after work will be done by Contractor
Time Frame: To be announced-Depending on Project, Scheduling, and Weather
Payment Schedule: To be announced
Insurance: General Liability Policy can be submitted before commencement of work

Regards,
Michael Ramirez

Attachment: EXHIBIT A - Frank Biehunko Application (4944 : Frank Biehunko Grant Application)

Best Bid Contractors

2783 Neyland Rd.

Silsbee, Texas 77656

(409) 782-4827

Submitted To:

Frank Biehunko

2106 Sam Houston Liberty, Texas

Re: Office Building Repairs

November 4, 2019

Remove and Replace all soffit materials. Replace all soffit with smart soffit and trim out with smart trim. Caulk and paint new soffit and trim. Paint will be P/L Gold Bond. Contractor will furnish all materials and labor to complete job. Contractor will clean up and haul off all debris.

Note: Change orders will be extra charge. Contractor will show copy of insurance before starting job.

Total: \$14,500.00

Attachment: EXHIBIT A - Frank Biehunko Application (4944 : Frank Biehunko Grant Application)

DOWNTOWN LIBERTY FAÇADE IMPROVEMENT GRANT PROGRAM APPLICATION
FJB PROPERTIES - 2106 SAM HOUSTON ST LIBERTY, TX 77575

PARKING LOT



Best Bid Contractors

2783 Neyland Rd.

Silsbee, Texas 77656

(409) 782-4827

Submitted To:

Frank Biehunko

2106 Sam Houston Liberty, Texas

Re: Parking Lot

Bid includes cleaning entire parking lot area which is to be seal coated. Install crack filler and seal coat parking lot with Seal Master Seal Coat. Paint stops and curbs along with striping 37 parking spaces along with 2 Handicap Accessible spaces. Contractor will furnish all materials and labor to complete job.

Total: \$10,192.88

Attachment: EXHIBIT A - Frank Biehunko Application (4944 : Frank Biehunko Grant Application)


COWBOY ASPHALT SERVICES, LLC

1023 Gou Hole Rd Cove, TX 77523 Office : 281-303-8100

 October 7, 2019
 Mr. Frank Biehunko

 2106 Sam Houston
 Liberty, TX

We are pleased to quote you our contract price to furnish all necessary labor, equipment, materials, transportation and supervision to accomplish the following

- 1) Clean entire area to be Seal Coated.
- 2) Install Crack Filler
- 3) Seal Coat with Seal Master Seal Coat
- 4) Stripe approx. 37 regular parking w/ 2 H/C Parking
- 5) Paint Car Stops and Curbs

Contract Price: \$8,144.50

We look forward to working with you on this project. If we can be of any further service, please feel free to call.

Sincerely,
 Larry Standley
 Owner
 Cell: 281-851-3646

 Customer Signature

 Date

Acceptance- Notice to Proceed

Attachment: EXHIBIT A - Frank Biehunko Application (4944 : Frank Biehunko Grant Application)

DOWNTOWN LIBERTY FAÇADE IMPROVEMENT GRANT PROGRAM APPLICATION
FJB PROPERTIES - 2106 SAM HOUSTON ST LIBERTY, TX 77575

EXTERIOR LIGHTING





Estimate

Date	Estimate #
2/17/2020	70

1707 Chrysler St.
Liberty, Texas, 77575
(936) 776-2533

Name / Address		Project	
Southeast Texas A/C and Heat 2106 Sam Houston Liberty, TX 77575		Light Replacement	
Description	Qty	Rate	Total
Demo (20) existing light fixtures and replace with new LED light fixtures.			
Total Parts and Labor		5,850.00	5,850.00
Total			\$5,850.00

Attachment: EXHIBIT A - Frank Biehunko Application (4944 : Frank Biehunko Grant Application)

McLenna Electric Inc.

15201 W Hwy 29
Liberty Hill, Texas
P: 512.515.6660
F: 512.515.6838

Date: 3/2/2020

Customer:

**Southeast Texas A/C & Heat
2106 Sam Houston
Liberty, Tx 77575**

Project:

Exterior Lighting Retrofit

Project Quote - \$6,235.00

Included in Quote:

**Removal of (20) Exterior lighting fixtures.
Installation of (20) New LED fixtures.
Use of existing wiring and circuitry.
Labor
Taxes**

Excluded from Quote:

Disposal of Old Fixtures (by owner)

We appreciate the opportunity to provide this Proposal. If you need additional assistance please contact our office.

Sincerely,

Richard McLenna

Attachment: EXHIBIT A - Frank Biehunko Application (4944 : Frank Biehunko Grant Application)



LCDC CORPORATION ACTION (ID # 4943)

DOC ID: 4943

Subject: Budget Amendment

Background: On July 21, 2020, the Board of Directors approved LCDC's FY21 budget, which was ratified by City Council on August 25, 2020. That budget included \$84,000 to be transferred to the Liberty Municipal Airport for the 10% local match for the runway and taxiway rehabilitation project. In late September, TxDOT Aviation informed the City that the rehabilitation of the runway and taxiway is more extensive than originally anticipated and that the deficiencies in the pavement will require a full reconstruction. Changing from a rehabilitation project to a reconstruction project increases the cost of the project from \$840,000 to \$2,885,000. TxDOT will still pay 90% of the total project cost. However, with the new project, the 10% local match increased from \$84,000 to \$288,500, a difference of \$204,500:

Original Estimate	\$ 840,000.00
Local Match (10%)	\$ 84,000.00
Revised Estimate	\$ 2,885,000.00
Local Match (10%)	\$ 288,500.00

The additional matching funds required for the reconstruction of the runway and taxiway is \$204,500.00. If approved, this additional funding would be transferred from LCDC's fund balance. This will leave an unaudited fund balance of \$ 2,126,567.06. Upon completion of the project, LCDC will be reimbursed \$30,000 from CARES Act funds that were previously dedicated to the airport.

Funding Source: LCDC Fund Balance

Staff Recommendation: Staff recommends approval of the budget amendment increasing the transfer to Liberty Municipal Airport in the amount of \$204,500.00

Original Estimate

5.A.2.a

TxDOT AVIATION PROJECT COST ESTIMATE

AIRPORT: Liberty Municipal

DATE: 1/24/2020

BY: HL

ITEM	ITEM DESCRIPTION	AREA	AMOUNT
1	Surface Treat & Mark Runway 16-34	3,801'x75'	\$350,000
2	Surface Treat & Mark Taxiway	18,250 SY	\$200,000
3	Surface Treat & Mark Apron	9,650 SY	\$100,000
4	Surface Treat & Mark HATs	5,500 SY	\$60,000

CONSTRUCTION TOTAL:	\$710,000
ENGINEERING TOTAL:	\$30,000
CADMIN, RPR, TESTING, CONTINGENCY:	\$100,000
TOTAL PROJECT COST:	\$840,000

Attachment: EXHIBIT A - Runway Costs (4943 : Budget Amendment)

Revised Estimate

5.A.2.a

TxDOT AVIATION PROJECT COST ESTIMATE

AIRPORT: Liberty Municipal

DATE: 9/23/2020

BY: HL

ITEM	ITEM DESCRIPTION	AREA	AMOUNT
1	Rehabilitate & Mark Runway 16-34	3,801'x75'	\$1,300,000
2	Rehabilitate & Mark Taxiway	18,250 SY	\$750,000
3	Surface Treat & Mark Apron	9,650 SY	\$100,000
4	Surface Treat & Mark HATs	5,500 SY	\$60,000

CONSTRUCTION TOTAL:	\$2,210,000
ENGINEERING TOTAL:	\$175,000
CADMIN, RPR, TESTING, CONTINGENCY:	\$500,000
TOTAL PROJECT COST:	\$2,885,000

Attachment: EXHIBIT A - Runway Costs (4943 : Budget Amendment)

ADOPTED - LCDC BUDGET FOR FY21Revenues

Sales Tax Revenue	\$ 1,000,000.00
Interest Income	\$ 16,000.00
Interest Income - Debt Service	\$ 500.00
Total Revenue	\$ 1,016,500.00

Charges & Services

Maintenance Website	\$ 7,500.00
Marketing & Advertising	\$ 32,000.00
Office Supplies	\$ 600.00
Miscellaneous	\$ 500.00
Travel & Training	\$ 10,000.00
Dues & Memberships	\$ 1,200.00
Legal Fees	\$ 5,000.00
Liberty Square - Engineering Fees	\$ 180,000.00

Other

Fire Department Tanker	\$ 35,850.00
Business Incentives - Façade	\$ 75,000.00

Debt Service

Interest Series 2014	\$ 105,000.00
Principal Series 2014	\$ 130,000.00
Admin Fees Series 2014	\$ 750.00

Transfers

Transfer to Airport Fund	\$ 84,000.00
Transfer to General Fund	\$ 171,100.00
Transfer to Golf Course Fund	\$ 439,730.00
Total Expenses	\$ 1,278,230.00

Beginning Fund Balance 10-01-2020	\$ 2,592,797.06
Use of Fund Balance in FY 21	\$ (261,730.00)
Ending Fund Balance 09-30-2021	\$ 2,331,067.06

AMENDED - LCDC BUDGET FOR FY21Revenues

Sales Tax Revenue	\$ 1,000,000.00
Interest Income	\$ 16,000.00
Interest Income - Debt Service	\$ 500.00
Total Revenue	\$ 1,016,500.00

Charges & Services

Maintenance Website	\$ 7,500.00
Marketing & Advertising	\$ 32,000.00
Office Supplies	\$ 600.00
Miscellaneous	\$ 500.00
Travel & Training	\$ 10,000.00
Dues & Memberships	\$ 1,200.00
Legal Fees	\$ 5,000.00
Liberty Square - Engineering Fees	\$ 180,000.00

Other

Fire Department Tanker	\$ 35,850.00
Business Incentives - Façade	\$ 75,000.00

Debt Service

Interest Series 2014	\$ 105,000.00
Principal Series 2014	\$ 130,000.00
Admin Fees Series 2014	\$ 750.00

Transfers

Transfer to Airport Fund	\$ 288,500.00
Transfer to General Fund	\$ 171,100.00
Transfer to Golf Course Fund	\$ 439,730.00
Total Expenses	\$ 1,482,730.00

Beginning Fund Balance 10-01-2020	\$ 2,592,797.06
Use of Fund Balance in FY 21	\$ (466,230.00)
Ending Fund Balance 09-30-2021	\$ 2,126,567.06