



The City of Liberty
Liberty Community Development
Corporation

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

Meeting

April Gilliland
City Secretary
936-336-3684

~ Agenda ~

Tuesday, May 17, 2022

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

A.	ATTENDEE NAME	PRESENT	ABSENT	LATE	ARRIVED
	President Dennis Beasley				
	Vice-President Barbara Norwood				
	Secretary Kathrine McCarty				
	Board Member Mark Campbell				
	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 citizens' 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. General Manager's Report - Topics include Facade Grant Program, various commercial projects, Liberty Municipal Airport, Liberty Municipal Golf Course, subdivision plats, Minglewood Sanitary Sewer Project and LCDC Economic Strategic Plan.

B. Finance Report

IV. CONSENT AGENDA

All consent items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council 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. April 19, 2022

V. REGULAR AGENDA

A. Regular Session

1. Consider awarding a Façade Grant to Mr. Frank Biehunko in the amount of \$5,192.50.
2. Consider awarding a Façade Grant to Mr. Brandon Smith in the amount of \$14,651.59.
3. Consider awarding a Façade Grant to Mr. Milton Fregia in the amount of \$3,725.

B. Executive Session

1. Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.
 - To discuss or deliberate regarding commercial or financial information received from a business prospect.
2. Texas Government Code §551.074 - Personnel Matters.
 - Discussion regarding the appointment of LCDC Board members.

C. Reconvene into Regular Session

1. Consider and take action, if any, on the items as discussed in the Executive Session.
2. Consider and take action, if any, on the Bylaws of the LCDC Board.

VI. ADJOURNMENT

A. 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 13th day of May, 2022 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 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 _____, ____.

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: General Manager's Report - Topics include Facade Grant Program, various commercial projects, Liberty Municipal Airport, Liberty Municipal Golf Course, subdivision plats, Minglewood Sanitary Sewer Project and LCDC Economic Strategic Plan.

Department: Community Development

Subject: General Manager's Report

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

1. In the FY22 budget, the LCDC Board of Directors approved \$88,000 for the business facade grant program. Since that time, the board has approved four grants: one to the Liberty County Chamber of Commerce (\$6,365.10), one to SwampSmoke, LLC (11,742.50), one to Tracy Williams (\$20,000) and one to Milton Fregia (\$5,112.32). There is still \$44,780.08 available to fund additional grants. The program is available citywide.

2. Recently Completed Projects

- Dream Furniture #2 (2212 N. Main) – *Conditionally*
- Parking Lot Expansion (1807/1809 Grand)

3. Projects Under Construction – New Construction and Additions

- Sleep Inn Hotel – New Build (1023 N. Main)
- Food Truck Park – New Build (1021 N Main)
- Firm Foundations Healthcare – New Build (2708 Jefferson Drive)
- Sheriff's Office and Precinct 3 Annex – New Build (5000 Highway 146)
- Office Building – New Build (1811 Grand)

4. Projects Under Construction – Renovations and Remodels

- Tractor Supply – Interior Remodel & Greenhouse addition (2337 N. Main)
- Tri-County Behavioral Health – Interior Remodel (2000 Panther Lane)
- Lee College – Interior Remodel to include cosmetology lab (1715 Highway 146)
- Maxx Self-Storage - Buildout (1021 N Main)
- Swamp Smoke BBQ - Buildout (2200 MLK)
- The Liberty House – Interior & Exterior Remodel (2208 MLK)
- Tiger Harry's Fish Camp – Interior Remodel (439 US 90)
- Pueblos – Interior Remodel (906 Main)
- Los Panchos - Interior Remodel (2315 Highway 90)
- Taco Bell – Interior Remodel (1830 US 90)
- Liberty Municipal Library – Roof and Skylight Repair (1710 Sam Houston)

5. Upcoming Projects

- Bail Bonds Office (2317 Beaumont) – *Plans are currently under review*
- Liberty Municipal Golf Course (100 Magnolia Ridge) – *Plans are currently under review*
- Cas Del Pablo (1110 Highway 90) – *Plans are currently under review*
- Lakeland Self-Storage (1609 Lakeland) – *Plans are currently under review*

6. The contractor has parted ways with the owner of 2704 N. Main (Lakeland Apartments). The building is now listed for sale per Zillow:

https://www.zillow.com/homedetails/2704-N-Main-St-Liberty-TX-77575/2065459468_zpid/

7. Rabbit & Vine, located at 1710 N Main Street, held their grand opening on Saturday, April 30 at 10am.

8. Firm Foundations Healthcare Clinic is scheduled to open on June 22.

9. Construction on Wendy's is expected to start in the 4th quarter of 2022.

10. On March 8, 2022, City Council awarded a contract to Mead & Hunt to perform a wildlife hazard site visit at the Liberty Municipal Airport. The contractor has completed the field work and is now preparing the report.

11. KSA has completed the final design of the pavement rehabilitation project at the Liberty Municipal Airport. TxDOT has issued the project engineer a notice to proceed with bidding.

12. On April 20, 2021, LCDC approved an agreement with Strand Associates for engineering services related to the development of two (2) 10-unit t-hangars at the airport. The City Council ratified the expenditure on May 11, 2021. The 90% design of

the project is complete. The engineer's opinion of probable cost is \$2.5 million for 1 ten-unit t-hangar and \$3.9 million for 2 ten-unit t-hangars. Funding for construction has not yet been identified.

13. The golf course officially closed on April 5, 2021 for renovations. The contractor finished seeding and sodding the project as of January 29, 2022. The staff has received a "punch list" from the architect of final items that still need to be taken care of. Final sprigging is expected to take place the week of May 16th. The reopening of the golf course is anticipated to occur in July 2022.

14. The contractor has completed installation of the hog fencing at the Liberty Municipal Golf Course on Tuesday, April 26, 2022.

15. The Planning & Zoning Commission approved the preliminary plat for the Liberty Ranch Subdivision on Wednesday, April 20, 2022, with City Council approval of the plat on Tuesday, April 26, 2022.

16. On April 12, 2022, the City Council approved an agreement with HR Green for surveying, geotechnical and engineering services related to sewer line improvements on Minglewood, Glenn and Tanner streets. These improvements were identified in the 2016 PER and scheduled for construction at a future date. The design and construction of the project is being expedited in order to facilitate a proposed residential development.

17. On March 15, the LCDC Board of Directors authorized staff to issue a request for proposals (RFP) for the creation of an economic development strategic plan.

Funding Source: n/a

Staff Recommendation: n/a

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: Finance Report

Department: Finance

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 Liberty Community Development Corporation, to include revenues, liabilities, assets, and other financial information.

Funding Source: n/a

Staff Recommendation: n/a

FINANCIAL STATEMENT

AS OF: MARCH 31ST, 2022

21 -LIBERTY COMM. DEV. CORP.

FINANCIAL SUMMARY

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>						
	ALL REVENUE	1,306,885.00	80,540.76	568,294.61	43.48	738,590.39
	*** FUND TOTAL REVENUE ***	1,306,885.00	80,540.76	568,294.61	43.48	738,590.39
		=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>						
	LIBERTY COMMUNITY DEV	1,346,885.00	(13,656.13)	499,794.69	37.11	847,090.31
		-----	-----	-----	-----	-----
	*** FUND TOTAL EXPENDITURES ***	1,346,885.00	(13,656.13)	499,794.69	37.11	847,090.31
		=====	=====	=====	=====	=====
	EXCESS REVENUES/EXPENDITURES	(40,000.00)	94,196.89	68,499.92	171.25-	(108,499.92)
		=====	=====	=====	=====	=====

FINANCIAL STATEMENT

AS OF: MARCH 31ST, 2022

21 -LIBERTY COMM. DEV. CORP.

REVENUE

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>ALL REVENUE</u>						
321-0101	SALES TAX REVENUE	1,000,000.00	78,437.63	555,512.95	55.55	444,487.05
321-0110	INTEREST INCOME	16,500.00	2,103.13	12,781.66	77.46	3,718.34
321-2120	TRANSFER IN FROM FUND BALANCE	290,385.00	0.00	0.00	0.00	290,385.00
		-----	-----	-----	-----	-----
***	FUND TOTAL REVENUE ***	1,306,885.00	80,540.76	568,294.61	43.48	738,590.39
		=====	=====	=====	=====	=====

FINANCIAL STATEMENT

AS OF: MARCH 31ST, 2022

21 -LIBERTY COMM. DEV. CORP.

LIBERTY COMMUNITY DEV

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>3-CHARGES & SERVICES</u>						
421-307	MAINTENANCE WEBSITE	7,500.00	0.00	0.00	0.00	7,500.00
421-309	MARKETING & ADVERTISING	32,000.00	0.00	13,695.00	42.80	18,305.00
421-313	MISCELLANEOUS	12,500.00	(5,000.00)	0.00	0.00	12,500.00
421-314	TRAVEL & TRAINING	5,000.00	0.00	5,022.26	100.45	(22.26)
421-315	DUES & MEMBERSHIPS	1,500.00	0.00	337.50	22.50	1,162.50
421-319	LEGAL FEES	5,000.00	378.00	1,620.00	32.40	3,380.00
		-----	-----	-----	-----	-----
** CATEGORY TOTAL **		63,500.00	(4,622.00)	20,674.76	32.56	42,825.24
<u>4-OTHER</u>						
421-416	FIRE DEPARTMENT TANKER	35,850.00	2,987.37	17,924.22	50.00	17,925.78
421-423	BUSINESS INCENTIVES FACADE	88,000.00	(12,012.50)	30,439.46	34.59	57,560.54
		-----	-----	-----	-----	-----
** CATEGORY TOTAL **		123,850.00	(9,025.13)	48,363.68	39.05	75,486.32
<u>6-DEBT SERVICE</u>						
421-619	INTEREST SERIES 2014	105,000.00	0.00	45,756.25	43.58	59,243.75
421-620	PRINCIPAL SERIES 2014	135,000.00	(9.00)	145,000.00	107.41	(10,000.00)
421-621	ADMIN FEES SERIES 2014	750.00	0.00	0.00	0.00	750.00
		-----	-----	-----	-----	-----
** CATEGORY TOTAL **		240,750.00	(9.00)	190,756.25	79.23	49,993.75
<u>7-TRANSFERS</u>						
421-728	TRANSFER TO AIRPORT FUND	328,500.00	0.00	40,000.00	12.18	288,500.00
421-730	TRANSFER TO GENERAL FUND	171,100.00	0.00	0.00	0.00	171,100.00
421-732	TRANSFER TO GOLF COURSE	357,785.00	0.00	200,000.00	55.90	157,785.00
421-733	TRANSFER TO FLEET FUND	61,400.00	0.00	0.00	0.00	61,400.00
		-----	-----	-----	-----	-----
** CATEGORY TOTAL **		918,785.00	0.00	240,000.00	26.12	678,785.00
		-----	-----	-----	-----	-----
** DEPARTMENT TOTAL **		1,346,885.00	(13,656.13)	499,794.69	37.11	847,090.31
		=====	=====	=====	=====	=====
*** FUND TOTAL EXPENDITURES ***		1,346,885.00	(13,656.13)	499,794.69	37.11	847,090.31
		=====	=====	=====	=====	=====
EXCESS REVENUES/EXPENDITURES		(40,000.00)	94,196.89	68,499.92	0.00	(108,499.92)

C I T Y O F L I B E R T Y
FINANCIAL STATEMENT
AS OF: MARCH 31ST, 2022

21 -LIBERTY COMM. DEV. CORP.
LIBERTY COMMUNITY DEV

ACCT#	ACCOUNT NAME	ANNUAL	CURRENT	Y-T-D	% OF	BUDGET
		BUDGET	PERIOD	ACTUAL	BUDGET	BALANCE
		=====	=====	=====	=====	=====

*** END OF REPORT ***

BALANCE SHEET

AS OF: MARCH 31ST, 2022

21 -LIBERTY COMM. DEV. CORP.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
21-1-2110	CASH	2,509,242.12	
21-1-2199	DUE FROM GBG FOR SALES TAX	0.01	
21-1-2500	DUE FROM STATE	<u>180,636.05</u>	
			<u>2,689,878.18</u>
TOTAL ASSETS			2,689,878.18
			=====
LIABILITIES & EQUITY			
=====			
21-2-1111	ENCUMBRANCE	(776,955.70)	
21-2-1112	RESERVE FOR ENCUMBRANCE	776,955.70	
21-2-1113	PRIOR YEAR ENCUMBRANCE	269,273.70	
21-2-1114	PRIOR YEAR RESERVE ENCUMBRANCE	(269,273.70)	
21-2-2180	FUND BALANCE	<u>2,621,378.26</u>	
TOTAL LIABILITIES & EQUITY			<u>2,621,378.26</u>
TOTAL REVENUE		568,294.61	
TOTAL EXPENSES		<u>499,794.69</u>	
TOTAL REVENUE OVER/ (UNDER) EXPENSES		68,499.92	
TOTAL EQUITY & REV. OVER/ (UNDER) EXP.			<u>68,499.92</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/ (UNDER) EXP.			2,689,878.18
			=====



The City of Liberty

Liberty Community Development Corporation

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

Meeting

April Gilliland
City Secretary
936-336-3684

~ Minutes ~

Tuesday, April 19, 2022

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on April 19, 2022 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:00 p.m. by President Dennis Beasley.

A.

ATTENDEE NAME	PRESENT	ABSENT	LATE	ARRIVED
President Dennis Beasley	X			
Vice-President Barbara Norwood	X			
Secretary Kathrine McCarty	X			
Board Member Mark Campbell	X			
Board Member Dan VanDeventer	X			
Board Member Julie Hebert	X			
Board Member Michael Dorsett Jr.		X		

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 citizens' 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.

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

III. PRESENTATIONS / REPORTS

A. General Manager's Report - Topics include Facade Grant Program, Construction Projects, Airport Updates, Golf Course Updates and Residential Subdivisions.

General Manager Tome Warner reviewed the General Manager's report, discussing the

following:

- FY2022 Budget - Business Facade Grant
- Recently Completed Project
- Projects under Construction
- Upcoming Projects
- Airport
- Golf Course
- Subdivision Developers
- Water and Wastewater improvement projects
- Replat of Holly Street Manor
- Economic Development Strategic Plan

B. Finance Report

Assistant City Manager and CFO Naomi Herrington reported on the corporation's financials through February 2022.

IV. CONSENT AGENDA

All consent items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, and if such a request is made, the item will be removed from the Consent Agenda and considered in a normal sequence on the agenda.

A motion was made by Vice President Norwood to approve all items on the consent agenda. The motion was seconded by Secretary McCarty. The motion passed 6 to 0

A. Minutes Approval

1. 03.15.2022 LCDC Minutes

V. REGULAR AGENDA

C. Executive Session

At 6:11 p.m., President Beasley closed the open meeting and opened the Executive Session as authorized by Title 5, Chapter 551 of the Texas Government Code.

1. **Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.**
2. **Texas Government Code §551.071 - Private Consultation with Attorney.**
 - To seek advice regarding contemplated /pending litigation.

D. Reconvene into Regular Session

At 6:45 p.m., President Beasley closed the Executive Session and reconvened the open meeting. No action was taken regarding Executive Session items.

A. Regular Session

1. Citizen Request - FLNB

Mr. Kelly Stretcher from First Liberty National Bank gave a presentation on 4B Economic Development and Beautification/Improvement for the City of Liberty. Discussion of downtown revitalization using the Liberty Community Development Corporation and a loan program offered by First Liberty National Bank to help businesses in the area.

2. Consider amending the façade grant awarded to Milton Fregia by \$476.50, for a new total grant amount of \$5,112.32.

On March 15, 2022, the LCDC Board of Directors approved a facade grant for Milton Fregia in the amount of \$4,635.82. As part of his project, Mr. Fregia planned to repave his parking lot. However, from the time Mr. Fregia received his original quote (on January 10th) to the time he intended to start on the project (March 30th), the cost of the project increased. Mr. Fregia is requesting additional assistance from LCDC to cover the cost of the price increase.

- Original Quote \$6,403.00
- Revised Quote \$7,356.00
- Increase \$ 953.00
- Reimbursement \$ 476.50

A motion was made by Board Member VanDeventer to award a business facade improvement grant amendment to Milton Fregia in the amount of \$476.50 for a new total of \$5,112.32. The motion was seconded by Vice President Norwood. The motion passed 6 to 0, with Board Member Dorsett being absent.

3. Consider amending the façade grant awarded to Tracy Williams by \$2,067.84 for a new total grant amount of \$20,000.

On November 16, 2021, the LCDC Board of Directors approved a façade grant for Tracy Williams in the amount of \$17,932.16. Since that time, the costs of some project items have increased due to the job being more involved than originally anticipated and more work being needed to complete certain jobs than was initially anticipated. For these reasons, Mrs. Williams is requesting additional assistance from LCDC to cover the cost of the price increases. The additional grant request is for \$2,067.84 for a total grant request of \$20,000.00.

A motion was made by Secretary McCarty to award a business facade improvement grant amendment to Tracy Williams in the amount of \$2,067.84 for a new total of \$20,000. The motion was seconded by Board Member Campbell. The motion passed 6 to 0, with Board Member Dorsett being absent.

B. Work Session

1. Hold a work session to consider an amendment to the LCDC Bylaws.

Currently, the LCDC Bylaws state that “the Board shall consist of seven (7) directors, each of whom shall be appointed by the City Council. Each of the directors shall be a resident of the City.” A request has been made to the City to remove the requirement that directors be residents of the City.

General Manager Tom Warner discussed with the LCDC Board the request to remove the requirement that directors be residents of the City. The LCDC Board agreed that there should be no changes to the bylaws at this time.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Beasley adjourned the meeting at 7:49 p.m.

Dennis Beasley, President

ATTEST:

Kathrine McCarty, Board Secretary

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: Consider awarding a Façade Grant to Mr. Frank Biehunko in the amount of \$5,192.50.

Department: Community Development

Subject: LCDC Façade Program

Background: Mr. Frank Biehunko owns the shopping center located at 2106 Sam Houston. Mr. Biehunko is requesting reimbursement pursuant to the LCDC Façade Grant Program. The Façade Grant for Mr. Biehunko is to repave and re-stripe the shopping center parking lot.

Two bids were received for the proposed project:

1. SouthTex Asphalt Services (\$10,385)
2. Cowboy Asphalt Services, LLC (\$11,498)

Mr. Biehunko's application is attached for your review. LCDC's 50% reimbursement is based on the lowest bid for each project.

Funding Source: The project will be funded through LCDC's Façade Grant Program.

Staff Recommendation: Staff recommends approval of awarding the Façade Grant.

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: \$ 10,385

Estimated Start Date: 5/1/2022

Estimated Completion Date: 5/10/2021

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: 4/22/22

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

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.

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.

PARKING LOT



Pavement Maintenance Proposal

Southeast Texas A/C & Heating

Frank Biehunko

Project:

Sealcoat & Re-Stripe

2106 Sam Houston St
Liberty, Texas 77575



Brandon Leone
Director of Business
Development

Service Provider Information

Company Info



SouthTex Asphalt Services
5618 East Houston Rd
Houston, TX 77028

P: 713-673-7582

F: 832-653-1342

<https://www.southtexasphalt.com/>

Contact Person

Brandon Leone
Director of Business Development
brandon@southtexasphalt.com
Cell: 832-653-1342
Office 713-673-7582

About Us

Headache-Free Asphalt Paving in Houston and across Texas

SouthTex Asphalt Services is a turn-key paving contractor that focuses on all asphalt paving related projects from maintenance to new installation on commercial and industrial properties within a 90-mile radius of **Houston TX** and surrounding communities.

SouthTex Asphalt Services is a family owned business that has been serving the pavement needs of our customers in Houston and across the State of Texas for over 40 years. The company was started by Bob Jackson in 1974 and is now owned and operated by Bob's son, Andy Jackson, who joined the company in 1997 after graduating from Texas A&M University.

Proposal: Sealcoat & Re-Stripe



Standard Sealcoating Specification

1. All surface will be cleaned of all loose material, weeds, grass and dirt so that the material will adhere to the existing surface.
2. Clean approx. 15,185 square feet of existing asphalt with a power sweeper and power blowers.
3. Sealcoat approx. 15,185 square feet of existing asphalt with two coats of Sealmaster Pavement Sealer. Each gallon of material will consist of 2% latex and 3 pounds of sand.
4. Our firm will complete this project in 2 total trips. 1 Day to sealcoat and a 2nd day to let the material cure and do the Re-stripe. It will be best if you can leave it closed for a fourth day before opening back up to the public.
5. We will barricade all areas where we will be working.
6. It is the owners responsibility to have all material, cars, equipment etc removed from the area where the work will take place.
2. This process will carry a (1) year warranty.
3. ****If this work is done in the hottest part of the summer, please know that this application will be a really tender mix and there will most likely be power steering marks initially in the lot****
4. ****This price does not include taxes****

Total Price: \$10,385.00

Proposal: Sealcoat & Re-Stripe



Aerial View of the Property



Notes:

Sealcoat 15,185 square feet of existing parking lot and re-stripe to the existing layout.

Re-Paint 32 Car Stops

2 Handicap Stencils

The Sealcoat will be two coats.

Price Breakdown: Sealcoat & Re-Stripe



Please find the following breakdown of all services we have provided in this proposal.

This proposal originated on June 15, 2021.

Item	Description	Cost
1.	Standard Sealcoating Specification	\$10,385.00
Total:		\$10,385.00

Authorization to Proceed & Contract

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

Please see all attachments for special conditions that may pertain to aspects of this project.

Acceptance

We agree to pay the total sum or balance in full 30 days after the completion of work.

I am authorized to approve and sign this project as described in this proposal as well as identified below with our payment terms and options.

Date: _____

Frank Biehunko | Owner
Southeast Texas A/C & Heating
2106 Sam Houston St
Liberty, Texas 77575
Fbiehunko@yahoo.com
C: 713-203-4536
O: 713-203-4536

Brandon Leone | Director of Business
Development
SouthTex Asphalt Services
5618 East Houston Rd
Houston, TX 77028
E: brandon@southtexasphalt.com
C: 832-653-1342
P: 713-673-7582
F: 832-653-1342
<https://www.southtexasphalt.com/>

Additional Info: Sealcoat & Re-Stripe



Contract Terms & Conditions

1. By signing proposal, signer accepts proposal price and acknowledges receipt of and is in agreement with Terms and Conditions attached to proposal.
2. The price included on this bid does not include tax.
3. Tax exempt jobs must provide tax exempt certificate PRIOR to start of proposed work.
4. Southtex Asphalt Services is to be paid within 30 days of completion of the job.
5. Should Owner /Client fail to make payment due under the terms of this contract, Owner / Client agrees to pay any and all costs incurred in collecting sums due including reasonable attorney fees and court costs

Sealcoating Commercial I Owners Resp & Conditions

1. **Lawn Fertilization:** should not be installed seven days before or after service.
2. **Rain:** If it's raining the day of scheduled service, assume we aren't coming and we will contact you to reschedule as soon as possible. If it rains after our installation, please contact your representative. We monitor the weather closely and can generally predict this very well. In the event that an unexpected storm happens, we will touch up any areas where sealer has not bonded.
3. **Sprinklers:** should be off 24 hours prior until 48 hours after service. Avoid lawn cutting during this same period of time. The surface must be dry for our arrival. Areas where the newly sealed pavement is wet may wear prematurely.
4. **Site Services:** The property is responsible to notify all landscapers and garbage companies to not show on the area of work the day we are performing work. In the event of a reschedule due to unforeseen conditions, you are required to let all service providers know about the change.
5. **Barricaded Parking Lot:** It is vital that all vehicles are removed from our area of work no later than 7:15 am, unless otherwise agreed. As you can imagine, our project costs are based on the property having all cars, people and objects off the area of work. Tow Trucks need to be arranged 5 days prior to the start of any work and must be on call to remove cars from the scheduled work zone. If any cars are left on the area of work, we cannot be held responsible for any damage to the vehicles.
6. **Pavement Sealer:** will take a minimum of 30 days to fully cure and is sensitive to **animal droppings, tree droppings; water stains from irrigation systems, ponding water & tire markings** during this time. This is normal and no reason to be concerned, it will fade over time. Areas of shade will take longer to dry and cure then areas in the direct sunlight.
7. **Driving on Surface:** Once you start driving on sealed surface, avoid turning your wheels unless your car is moving. We understand this may be difficult to do, but understand that when wheels are turned on a freshly sealed parking lot, scuffing and turn marks will be evident, no worries in time they will blend in with surrounding surface.
8. **Overspray on Grass:** where grass meets your pavement, you may expect a small "drift spray" of pavement sealer. This is normal and will disappear generally after the next mowing.
9. **Weeds:** It is important to note that we have proposed all work at the time of the assessment. If you decide to do work 3 months after we look at the project, if your parking area has developed excessive weeds in the cracked areas as well as the edge lines for any reason, there may be additional costs for treatment & removal.

Warranty & Conditions

1. Southtex Asphalt Services shall not be responsible for any damage ..i.e., graffiti, hand / foot prints, tire markings, etc... to work that is in process or has just been completed.
2. **NOTE: This proposal may be withdrawn by us if not accepted within 20 days.**
3. Southtex Asphalt Services is not responsible for any permits, fees, fines, engineering or testing related to this job. The cost of and obtaining of all permits, bonds, stakeouts, cut sheets, layout engineering, testing, etc. are excluded.
4. Southtex Asphalt Services is not responsible for any damages to any unmarked underground utility, line, cable or irrigation system. Our firm assumes no liability for damage to any unmarked utilities such as but not limited to gas, electric, plumbing, phone, cable, dog fencing, sprinklers, culvert pipes, etc.
5. Southtex Asphalt Services Warrants the sealcoat materials used on this project for a period of one year against

Proposal: Sealcoat & Re-Stripe



premature wear off of the asphalt binder in the asphalt. Where there is exposed and smooth aggregate, the sealcoat will wear off the polished aggregate in less than a years time.

6. Please be aware that when sealcoating, every crack that you currently see will still be evident, but the material will enhance the overall aesthetic look of the parking lot.

Attachments



Please click any of the links below to view and print all documents.

Company Attachments

[2022 COI](#)

[Commercial Insurance - Work Comp](#)

[W-9](#)



COWBOY ASPHALT SERVICES, LLC

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

April 20, 2022

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: \$11,498.00

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

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: Consider awarding a Façade Grant to Mr. Brandon Smith in the amount of \$14,651.59.

Department: Community Development

Subject: LCDC Façade Program

Background: Mr. Brandon Smith owns the building being constructed at 2708 Jefferson. Mr. Smith is requesting reimbursement pursuant to the LCDC Façade Grant Program. The Façade Grant is for the installation of a multi-tenant sign on the property.

Two bids were received for the proposed sign:

1. Core Displays (\$33,610.00)
2. Sign Express (\$29,303.17)

Mr. Smith's application is attached for your review. LCDC's 50% reimbursement is based on the lowest bid for each project.

Funding Source: The project will be funded through LCDC's Façade Grant Program.

Staff Recommendation: Staff recommends approval of awarding the Façade Grant.

Commercial Business Façade Improvement Grant Program Application

Firm Foundations Healthcare Clinic, PC

Capstone Wellness, LLC

Liberty Capstone Properties, LLC

Commercial Business Façade Improvement Grant Program Application

Applicant Name:

Brandon K. Smith PA-C, RT(R)

Business Name:

Firm Foundations Healthcare Clinic PC, Capstone Wellness LLC, Liberty Capstone Properties LLC

Business Address:

2708 Jefferson Dr Liberty, TX 77575

Business Phone:

FFHC (936) 334-8800, Capstone (936) 336-5254

Business Email:

brandons@ffhcliberty.com, brandonkyle73@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

☐ Driveway

☐ Professional Services (architectural, etc.)

Total Estimated Cost of Proposed Improvements:
Sign-Express to 36,382.83 Core Displays

\$31,720.68

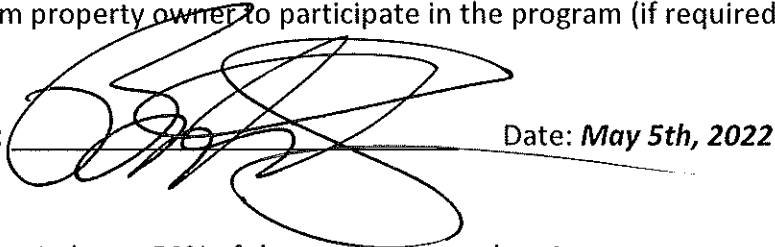
Estimated Start Date: ***May 23rd, 2022***

Estimated Completion Date: ***July 8th, 2022***

Please include the following documentation with your application:

- A narrative description of the project
- Current photos of the building exterior
- At least two (2) quotes or bids received from contractors or vendors
- Approval from property owner to participate in the program (if required)

Applicant Signature:



Date: ***May 5th, 2022***

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

New Signage Project for Tenants at 2708 Jefferson Dr

Description for Commercial Façade Improvement Grant Program Application:

I am the owner of Firm Foundations Healthcare Clinic PC. FFHC is an established family practice medical clinic of over 13 years. I have formed two new Limited Liability Corporations, Liberty Capstone Properties and Capstone Wellness. I am currently completing a commercial building that is approximately 10,990 square feet. In addition to continuing to run the established medical clinic, we are adding a new wellness center for the community and have created additional office space to draw other medical practices into the area. This facility needs a strong advertising presence in order to draw quality tenants. This proposed signage will be visually pleasing and bring value to our surrounding patrons and community. An LED component, similar to the one in the Liberty High School sign located nearby, will advertise new services and providers as they become available within the building. Your grant would make this possible and we ask for your consideration in its completion. Enclosed with this application are renderings of the signage along with two bids. My preference would be the option with Sign-Express as it more closely matches the architecture of the building and is lesser in cost.

Thank you for your consideration,



Brandon K. Smith





Date:
3/30/2021

To: Brandon Smith, PA
Firm Foundations Health Care Clinic
2708 Jefferson Drive
Liberty, TX 77575
Phone: 936-334-5243
Email: brandonkyle73@yahoo.com

From: Lance Pelton
Core Displays
2501 Parkview Dr., Ste. 223
Fort Worth, TX 76102
817-303-6366 (o) 817-946-3078 (m)
Lance@CoreDisplays.net

EMC SPECIFICATIONS

Pitch: 10mm, 15mm
Cabinet Size: 2' tall x 8' long
Viewing Area: 2' tall x 8' long
Matrix: 10mm (60x240) | 15mm (40x160)
Color: Full Color-Outdoor
Configuration: 2 Units
Brightness: 11,000 NIT's
Viewing Angle: 140° Horizontal / 70° Vertical
Cabinet Access: Front Quick Release RGB Module
Sign Weight: 192 (Per Side)
Technical Support: Included for Life



5-Year Parts Warranty

Vandalism, Storm & Lightning Warranty: Includes \$5,000 insurance deductible reimbursement, see warranty for details

LIGHTED SIGN SPECIFICATIONS

(1) 3'x8' Lighted Cabinet

(split into 4 cabinets)

(1) 2.5' x 8' Lighted Cabinet

- Double Faced
- EXTRUDED ALUMINUM FRAME
- INTERNAL LED LIGHTING
- Polycarbonate Faces
- 3 Year Guarantee on Faces, Against Breakage. Including Vandalism
- Rated to 120 mph windloads

SOFTWARE

Software: Impact Cloud
Subscription: Lifetime Included

COMMUNICATION

Wireless Network Bridge (Wi-Fi)
Light Sensor: Included
Temp Sensor: NA, Temp from the Cloud

OPTION 1

CASH:

15mm: \$31,111 + Tax

10mm: \$33,610 + Tax

- * Installation Not Included In Above Pricing.
- * 50% DEPOSIT | 50% BALANCE
- * Shipped Ready For Installation With All Necessary Mounting Brackets Attached.
- * Proper Electrical Responsibility of Customer.

Firm Foundations Healthcare Clinic
Liberty, TX





SIGN-EXPRESS

LIGHTED SIGNS & LED DISPLAYS

1924 RANKIN RD, SUITE 300
HOUSTON, TX 77073

TOLL FREE: 800.888.5051
FAX: 281.990.6750
TSCL #: 18812



Client	Installation Location	Proposal ID	Date
Firm Foundations Health Care Brandon Smith	2708 Jefferson Dr, Liberty, TX, 77575	QUO-10054-Y5T0K8-0	4/25/2022
Sales Consultant: Karrie Endecott		Proposal Valid until: 5/25/2022	

Item Description	Qty	Subtotal
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LED Display Item

2'-6" x 7'-0" Full Color 10mm 64x192 Matrix Double Face Outdoor LED Display Sign	1	\$10,875.75
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Manufactured in the USA. Full Color Outdoor LED Display features: All Aluminum Constructed Frame and Mounting Angles, Universal Sized 12.6" x 12.6" Modules with Watertight IP67 Rated Float Silicone Sealed fronts and IP67 Rated Conformal Coated Sealed backs. IP67 Rated Data and Power Cable Connectors to Rear of Module. Front & Rear Accessible LED Modules with 3/16" Allen Wrench Actuated Metal Cam Locks at four points, Bright 160 Degree Viewing Angle LEDs set in High Contrast 1000:1 Ratio Louvers, Humidity/Heat Resistant Conformal Coated Meanwell Power Supplies, Certified MET Lab/ UL48, UL8750, UL1433, 3 Year Parts / Factory Labor Warranty, Operating Temperature -40F to +140F

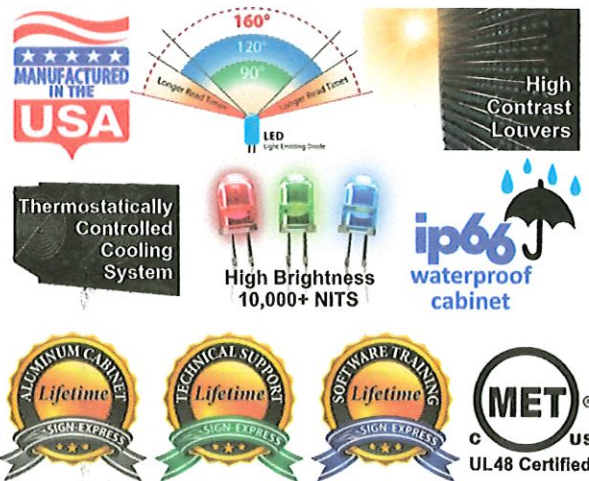
Display Specifications

Physical Pitch & Matrix:	10mm at 64 x 192
Active Viewing Area:	2'-1 3/16" x 6'-3 9/16"
Color Capability:	Full Color
Pixel Composition:	1 Red / 1 Green / 1 Blue
Brightness:	>10,000
Viewing Angle:	160 degree
Contrast Ratio:	1000:1
LED Life-span:	100,000 Hrs
Video Capability:	Included with all models
Minimum Character Height:	2.76
Max Lines:	8
Max Characters:	38
Max Amps:	@ 120VAC(8) Amps / @ 240VAC (4) Amps Per Face
Estimated Electrical Usage:	\$27.65 per month @ 10 cents/kWh

Lifetime Diagnostics and Troubleshooting Support - Included

3 Year Parts / In Factory Labor Warranty with End User Service Ability

Lifetime Training Support - Included



Install Items

Install - LED (1 - 17 Sq Ft)	1	\$1,840.00
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Professional installation of up to 16 total square feet of LED display. Professional Installation and Configuration of LED Display(s) listed in this agreement. *Electrical run up to base of the sign is the responsibility of the sign owner, please see Sign-Express Electrical Requirements and Installation document. In certain and rare circumstances, installation quotes may vary based on site specific conditions determined at time of physical site inspection. Please see Terms & Conditions Document listed in this proposal. Services Include: - Physical Site Inspection - Unpacking of LED displays - Bracket fabrication for mounting - Leveling and fastening to structure(s) - Proper grounding - Final connection to client provided electrical within 5 ft. of structure - Junction box with Seal-Tite conduit to displays - Final inspection for proper operation

Install - Pole up to 6" Diameter (up to 15ft OAH)(supports up to 80 Sq Ft of Signs)	1	\$2,160.00
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Pole up to a 6" Diameter Schedule 40 and up to 15 ft above ground. Sign will not exceed 21 ft height with up to 18" diameter concrete pier footer included. All work performed to engineering specifications. Includes: - Location Inspection - Excavation - Steel Pole - Concrete Pier Footer

Install - Identification Sign (1 - 24 Sq Ft)	1	\$800.00
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This is for installation of the identification sign up to 24 sq. ft. - Professional Installation - Proper mounting to support structure - Leveling - Touch up

Identification Sign

Identification - Decorative Aluminum Reveal (per linear ft)	1	\$3,650.00
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Decorative Artistic Caps per art sheet. Accent sheet metal molding made out of aluminum then primed and painted. Up to 6" in depth and height. Priced per linear foot.

Identification - Pole Skirting (per Sq Ft)	2	\$1,296.00
(2) Columns with stucco finish 12" x 7' 8". Pole skirting up to 24" in depth. Constructed with Aluminum angle, tubing and .080" thick Aluminum sheeting. Painted with Matthews Pro-Industrial Acrylic Paint. Copy and colors to match signed Production Rendering. Vents installed if needed for LED Display ventilation		
Identification Cabinet - Standard Lighted Sign (17 to 24 Sq Ft)	1	\$2,830.75
(1) 3' h x 8' w with 4 tenant panels. Internally illuminated identification cabinet with Clear UV Protected LEXAN poly-carbonate faces, translucent graphics applied to inside / 2nd surface to protect colors from Ultra Violet light fading. Constructed of Welded Aluminum Extrusion frame and retainers. Internally illuminated with High Output White LEDs with Electronic High Efficiency 12 volt output Transformers (Auto-switching 120/240 voltage input). Frame comes equipped with automatic shutoff photo cell and UL48 Standard Shutoff Switch mounted on the side of the cabinet. Frame primed and painted with Matthews Professional Paint System. Copy and colors to match signed Production Rendering. UL Certified Electric Sign		
Identification - Add-On - 1 1/2" Divider Bar Extrusion (per linear ft)	21	\$530.67
1 1/2" Aluminum extrusion molding primed and painted. Used to separate sign faces. Priced per linear foot.		
Identification Cabinet - Routed Sign (0 to 16 Sq Ft)	1	\$3,385.00
(1) 2' h x 7' w Double faced, internally illuminated sign with High Output 6500K White LEDs with Electronic High Efficiency 12 volt output Transformers (Auto-switching 120/240 voltage input). Frame comes equipped with automatic shutoff photo cell and UL48 Standard Shutoff Switch mounted on the side of the cabinet. All aluminum construction identification sign frame and 1/8" thick faces with Routed Lettering, backed with translucent poly-carbonate. Layout may include vinyl overlays, text and/or graphics. Frame painted with Matthews Professional Paint System. Copy and colors to match signed Production Rendering. UL Certified Electric Sign		
Services		
Permit - Acquisition for On-Premise Sign (Up to 100 Sq Ft)	1	\$890.00
Sign-Express will pull Local Sign Permits for a sign structure up to 100 Sq Ft. for on premise use. Services Include: - Physical Site Survey - Document Gathering - Site Map Drawing - Structural Engineering Drawings - Permit Form Completion. Actual cost of permit fees from governing agency (with jurisdiction) to be billed in addition to client once fees are accessed. Agreement is contingent upon Sign-Express acquiring a sign permit from governing agency with jurisdiction over sign location. In the event no permit is obtainable, the client is under no obligation to fulfill this agreement. The permit acquisition fee, engineering costs & governing agency fees are non-refundable.		
Comm - Lifetime Diagnostics	1	\$0.00
For the life of your sign, Sign-Express will provide technical support and troubleshooting services for all LED displays. Support is performed by phone to help identify the problems or configuration issues that may arise.		
Content Creation - 90 Day Trial	1	\$0.00
Special Offer - Sign-Express's professional graphic artists will provide 90 days of free content with up to 10 slides or 5 videos a month.		
Communication		
Communication Bundle - Cellular	1	\$248.00
Comm - Automatic Brightness Dimming Control Sensor	1	\$389.00
Omni directional photocell automatic brightness control system will automatically dim the brightness of the sign to optimal brightness based on ambient light conditions.		
Comm - 3 Year Cellular 4G Data Service Agreement with T-Mobile	1	\$408.00
Cellular service plan and SIM Card Activation are all included for 3 Years. Cellular service plan can be annually renewed for \$120 per year.		
Comm - Integrated Cellular 4G Data Modem	1	\$0.00
Integrated Cellular WWAN routing and GPS functionality in a single basic unit certified on all major US 4G cellular operators (CDMA/EvDO and WCDMA/HSPA+) and can also be activated on virtually ANY 4G GSM network worldwide! OEM 1 Year warranty applies.		
Comm - Software - ViPlex Express/Fusion LED MyCloud - Windows Based Software with Diagnostics	1	\$0.00
World's leading control system manufacturer Nova Star developed Windows Based software that lets you program and display new content. Set up in-depth scheduling based on times, days, and even regions. Key Features include: Quick and Easy Content Creation, Content Enter and Exit Animations, Simultaneous Multi-Window/Multi Content Display(Screen Partitioning), Dimming Controlled with Manual Time of Day Based or Auto Brightness Sensor Dimming based on ambient light conditions(Auto Dimming Sensor Required), Time & Temperature Display(Temperature Sensor Required), Countdown Timers, Video, Flash, Streaming Multimedia and Websites Display, Playlist Preview. *Compatible with Windows Only		
Exclusions		
*If not included previously in this proposal. Items below are excluded. Installation and Permitting items contain descriptions that outline material, equipment and		



services. Some items below maybe included with those items.

Electrical Installation	Duties /Taxes/Customs Clearance
Electrical Breaker or Distribution Equipment	Power Service
Internet Service	Signal Conduit/Signal Cable
Labor to Pull Signal Cabling	If not Included in Quote: Foundation/Footing
If not Included in Quote: Engineering Certification	If not Included in Quote: Digging and Excavation Equipment
If not Included in Quote: Physical/Mechanical Installation	If not Included in Quote: Crane and Lifting Equipment
Unforeseen Site Conditions (Like but not limited to Sub-terrain/Weather/Road Closures/Limited Access)	

Terms & Condition Documents

Standard Cash Payment Terms are 50% Down with 50% Due Before Shipping. Orders over \$50,000 may be subject to progress billing. Progress billing orders will be invoiced as project progresses and project stages are completed. A tracking number and photos will be supplied when items are ready to ship. Full payment must be received before orders are released for shipment.

[Standard Terms & Conditions *\(Click to download\)](#)

[Standard-3-Year-LED-Warranty-20180411.pdf - Lifetime Warranty *\(Click to download\)](#)

[Standard-5-Year-LED-Warranty-20180411.pdf - Lifetime Warranty *\(Click to download\)](#)

[On-Site Full Service SLA Warranty on LED Signs *\(Click to download\)](#)

Sub Total:

\$29,303.17

Totals:

\$29,303.17

Proposal # QUO-10054-Y5T0K8-0 Created # 4/25/2022 Consultant # Karrie Endecott

Acceptance

This Agreement is expressly limited to the acceptance by the Buyer of the exact listed terms and Buyer acknowledges that discussions and negotiations have occurred leading up to this agreement. Furthermore, neither party hereafter will rely on any oral representations made outside of the stated terms of this Agreement, which includes the "Standard Terms and Conditions" and "Warranty" links included in this document above. Applicable sales tax in the state of Texas; will be accessed at the time of billing and may not be represented on this quotation. If you are a tax exempt entity, please provide proof so you are not charged tax in error.

To complete the order sign here, initial previous pages, and return all signed and initial pages. Fax to: 281-990-6750

Printed Name: _____ Signature: _____ Date: _____

Optional Accessories

Optional accessories may or may not have been included with this quotation. If you wish to add any to the order, initial next to the item(s) and we will adjust the final price of your invoice.

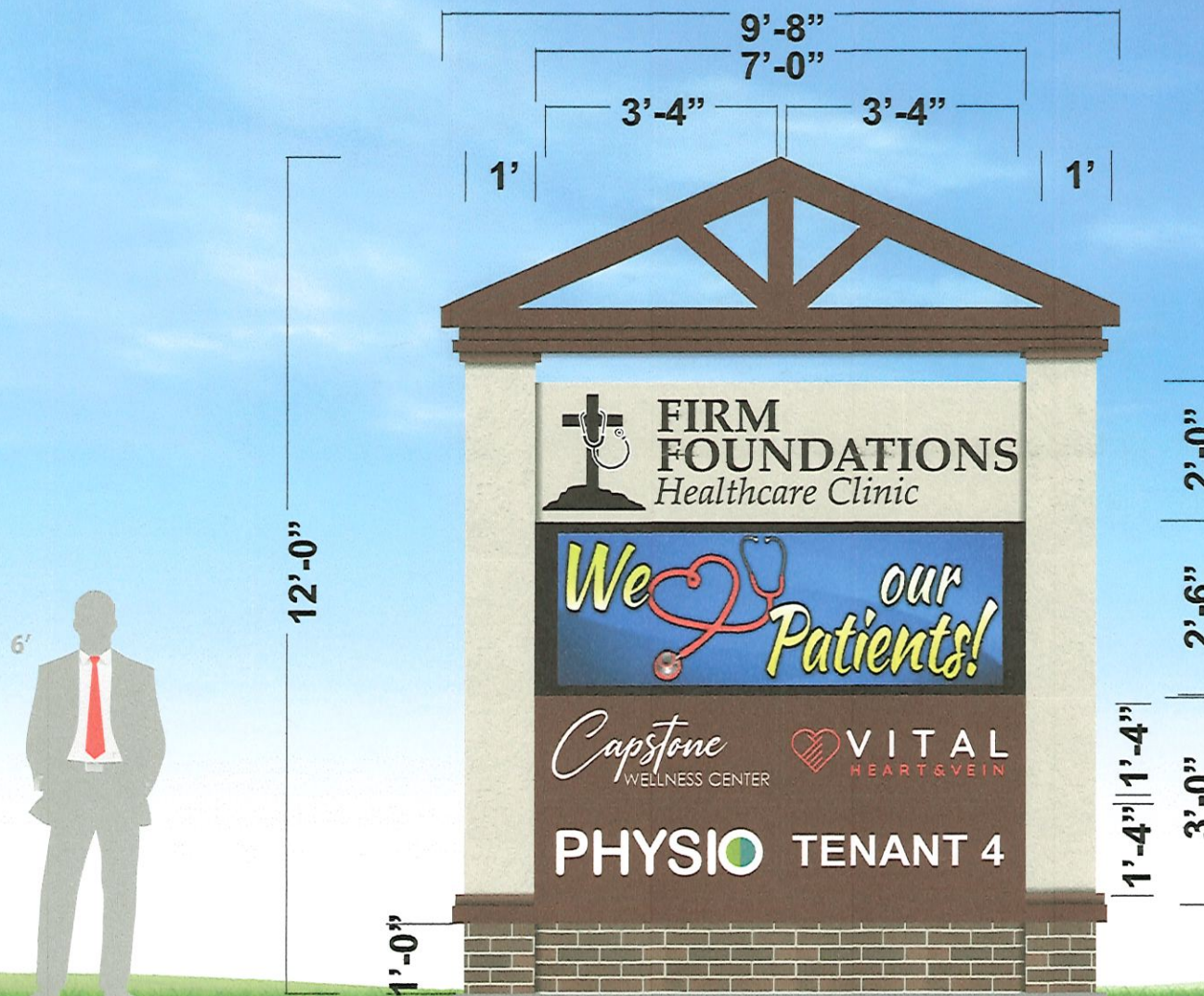
_____ Spare Parts Cache \$585

_____ Spare Control System Cache \$750

_____ Auto Brightness Dimming Sensor \$389

_____ Extended 5 Year Parts Warranty +15% of LED Display Price

_____ Extended 5 Year On-Site Labor Agreement w/\$200 Co-Pay +15% of LED Display Price



FIRM FOUNDATIONS	220418-1804-A	QUO-10054-Y5T0K8	KARRIE ENDECOTT	04/25/2022	
CLIENT NAME	DRAWING NUMBER	PROPOSAL ID	SALES CONSULTANT	DRAWING DATE	REVISION DATE
2708 JEFFERSON RD, LIBERTY, TX					
INSTALL ADDRESS					
2'-6" X 7'-0" FULL COLOR 10MM 64X192 MATRIX DOUBLE FACE OUTDOOR LED DISPLAY SIGN					
DESCRIPTION					
				APPROVED BY	

ARTIST: K ENDECOTT
PG 1 OF 1

1924 RANKIN RD. STE 300, HOUSTON, TX 77073
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TOLL FREE: 800-888-5051
SIGN-EXPRESS.COM

UNDER ARTICLE 22 OF THE JOINT ETHICS COMMITTEE CODE OF FAIR PRACTICE FOR THE GRAPHIC ARTIST COMMUNICATIONS INDUSTRY: Examples of an artist's work furnished to a representative or a prospective buyer shall remain the property of the artist. shall not be reproduced in whole or in part without the expressed written consent or compensation and shall be returned in good condition if required. Any violation of this code shall be punished to the full extent of the law. Dimensions subject to minor changes due to detailed design considerations. Sign-Express will endeavor to closely match colors, including PMS colors where specified. We cannot guarantee exact matches due to varying compatibility of surface materials, vinyl and paint is used. Sign-Express is not responsible for typographical errors.





MASONRY PROVIDED BY CLIENT



FIRM FOUNDATIONS	220418-1804-A	QUO-10037-L8S2D9	KARRIE ENDECOTT	04/18/2022	
CLIENT NAME	DRAWING NUMBER	PROPOSAL ID	SALES CONSULTANT	DRAWING DATE	REVISION DATE
2708 JEFFERSON RD, LIBERTY, TX					
INSTALL ADDRESS					
IDENTIFICATION CABINET - ROUTED SIGN					
DESCRIPTION					
				APPROVED BY	

ARTIST: K ENDECOTT
PG 1 OF 1

1924 RANKIN RD. STE 300, HOUSTON, TX 77073
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TOLL FREE: 800-888-5051
SIGN-EXPRESS.COM

UNDER ARTICLE 27 OF THE JOINT ETHICS COMMITTEE CODE OF FAIR PRACTICE FOR THE GRAPHIC ARTS/COMMUNICATIONS INDUSTRY: Examples of an artist's work furnished to a representative or a prospective buyer shall remain the property of the artist, shall not be reproduced in whole or in part without the expressed written consent or compensation and shall be returned in good condition if required. Any violation of this code shall be punished to the full extent of the law. Dimensions subject to minor changes due to detailed design considerations. Sign-Express will endeavor to closely match colors, including PMS colors where specified. We cannot guarantee exact matches due to varying compatibility of surface materials, vinyl and paints used. Sign-Express is not responsible for typographical errors.



CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: Consider awarding a Façade Grant to Mr. Milton Fregia in the amount of \$3,725.

Department: Community Development

Subject: LCDC Business Façade Improvement Grant Program

Background: Mr. Fregia owns the building located at 1399 N. Main and operates Fregia Insurance Services at that location. Mr. Fregia is requesting reimbursement for façade improvements pursuant to the Business Façade Grant Program. The proposed improvements include signage and painting. The Grant Program reimburses 50% of the cost of façade projects. Applicants are not reimbursed until after completion of the project. All permits must be pulled and approved by the City.

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

Signage

- Fast Signs = \$2,600
- Hardin Sign Company = \$2,905

Painting

- Meek Cherry Artistry, LLC = \$4,850
- Kalyn Dunks = \$7,500

Mr. Fregia's application is attached for your review. LCDC's proposed reimbursement is based on the lowest bid for each project.

Mr. Fregia was previously awarded a grant of \$5,112.32 for asphalt work and lighting improvements. If approved, this would bring Mr. Fregia's total grant amount to \$8,837.32.

Funding Source: The project will be funded through LCDC's Façade Grant Program.

Staff Recommendation: Staff recommends approval of awarding the Façade Grant.



TWFGTM

FREGIA INSURANCE SERVICES

Our Policy is CaringSM

1399 N. Main St.

Liberty, TX 77575

Phone: 936-249-2218

Email: mfregia@twfg.com

Liberty Community Development Corporation
Attn: Chris Jarmon, Assistant City Manager
1829 Sam Houston
Liberty, Tx 77575

May 13, 2022

Chris,

Enclosed is my LCDC application, quotes, and pictures for signage and a mural that will be on our north facing wall.

Best quotes for the sign are from Fastsigns out of Beaumont \$2,814.50 for a 4'x8' LED sign and Cheery Meekins mural design is \$4,850.00. The enclosed mural is not the final revision.

Hardin Signs wanted \$2905 for a 4'x4' LED sign.

Kalyn Dunks wanted \$15 per sq ft. for the mural. About the same price, but I liked Cherry Meekins work.

Sincerely,

Milton Fregia

Commercial Business Façade Improvement Grant Program Application

Applicant Name: Milton Fregia

Business Name: Fregia Insurance Services

Business Address: 1399 N Main St., Liberty TX 77575

Business Phone: 936-249-2218 Business Email: milton@fregiains.com

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

 Façade Improvements (painting, brick repair, etc.)

 Landscaping

 Exterior Lighting

 Windows

 Doors

 X Signage

 Awnings or Canopies

 Parking Lot

 Driveway

 X Mural - Professional Services (architectural, etc.)

Total Estimated Cost of Proposed Improvements:

\$ 7,664.50

Estimated Start Date: June 15, 2022

Estimated Completion Date: June 30, 2022

Please include the following documentation with your application:

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

Applicant Signature: _____



Date: _____

5/13/22

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

**50 - 47521****FASTSIGNS**

4108 N. DOWLEN RD
Beaumont, TX 77706
ph: 409-892-2300
fax: 409-347-6220
Email: 50@fastsigns.com

Estimate**Estimate Date:** 1/27/2022 4:29:34PM**Printed:** 5/13/2022 10:03:07AM

Customer: Fregia Insurance Services
Contact: Milton Fregia
Description: Front Lit Cabinets and Wall Wrap
Sales Person: JOE FONTANA
Clerk: JOE FONTANA

Customer: 39941**ph:** (936) 755-3018

Dear Milton:

Thank you for considering FASTSIGNS of Beaumont for your sign needs. The quotation we discussed is attached below.

Our cancellation policy requires that the customer is responsible for all labor and materials incurred PRIOR TO CANCELLATION, and will be billed accordingly.

Sincerely,

JOE FONTANA

	Product	Qty	Sides	H x W	Unit Cost	Totals
1	Miscellaneous	1	1	48 x 96	\$2,600.00	\$2,600.00
Description: Front LIT Single Sided LED Cabinet - Full Color with Lamination - 7 Year Warranty on Face Installation Included						
Color: White						

Notes:

Line Item Total:	\$2,600.00
Subtotal:	\$2,600.00
Taxes:	\$214.50
Total:	\$2,814.50

Deposit Required: \$1,407.25

Bill To: Fregia Insurance Services
Milton Fregia
1399 N. Main St.
Liberty, TX 77575

Received/Accepted By: / /

Milton Fregia

From: Hardin Sign Company <hardinsign@gmail.com>
Sent: Thursday, March 10, 2022 5:14 PM
To: Milton Fregia
Subject: Fwd:

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Milton,
This is the email i found from Jan 15th

----- Forwarded message -----

From: Edward Garcia <actionsignsink@peoplepc.com>
Date: Sat, Jan 15, 2022 at 4:56 PM
Subject:
To: Hardin Sign <hardinsign@gmail.com>

4' x 4' Single Sided Lighted Sign 6" Deep w/Face & Graphics \$2,905.00

Installation 625.00

--

Phil Baragas
Hardin Sign Co.
Cell: 832-867-1174
hardinsign@gmail.com

Meek Cherry Artistry LLC

Invoice
Meek Cherry Artistry LLC
8325707562
meekcherryartistry@gmail.com

BILL TO

Milton Fregia - Fregia Insurance Services TWFG

Invoice #

Date

20

May 13, 2022

Item	Quantity	Price	Amount
Custom Outside Wall Mural	1	\$4,500.00	\$4,500.00
Protective Coating - Anti graffiti, Uv protection coating over entire painted area.	1	\$350.00	\$350.00
Subtotal			\$4,850.00
Total			\$4,850.00

Amount Due

\$4,850.00

Half deposit due upfront: \$2425

Once deposit is received, a receipt of payment will be sent to you.

Milton Fregia

From: Kalyn Dunks <kdunkscreative@gmail.com>
Sent: Monday, December 6, 2021 12:03 PM
To: Milton Fregia
Subject: Re: Mural

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Milton,

I hope you had a great weekend!

That is a good size wall! We're you thinking of having the entire wall covered?

My pricing breakdown is as follows;

0-500 sq ft \$15/sq ft

501-1000 sq ft \$12/sq ft

1001+ sq ft \$10/sq ft

Minimum of \$2000

This price includes travel, equipment rentals, paint and supplies, and custom artwork with up to 3 revisions!

I do not begin any design work until a contract is signed and a 50 % deposit is paid.

Let me know if you have any questions!

Thanks!

Kalyn

On Fri, Dec 3, 2021 at 5:03 PM Milton Fregia <mfregia@twfg.com> wrote:

The wall is 10ft x 50ft.

Attached is TWFG's color chart and the sign we are thinking of putting on front of the building (4x4).

Insurance themes (home, auto, business, Medicare, Life, etc.) with a ventage look.



FREGIA INSURANCE SERVICES

Our Policy is Caring™

Milton Fregia

936-249-2218



CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.

- To discuss or deliberate regarding commercial or financial information received from a business prospect.

Department: Community Development

Subject: Executive Session

Background: Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.

- To discuss or deliberate regarding commercial or financial information received from a business prospect.
 - Business Proposals

Funding Source: N/A

Staff Recommendation: N/A

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: Texas Government Code §551.074 - Personnel Matters.

- Discussion regarding the appointment of LCDC Board members.

Department: Administration

Subject: Executive Session

Background: Texas Government Code §551.074 - Personnel Matters.

- Discussion regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
 - Board Member Requirements

Funding Source:

Staff Recommendation:

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: Consider and take action, if any, on the items as discussed in the Executive Session.

Department: Administration

Subject: Action taken following an Executive Session.

Background: A vote on a matter deliberated in a closed session may only be made in an open meeting that is held in compliance with the notice provisions.

Funding Source:

Staff Recommendation:

CITY OF LIBERTY

Liberty Community Development Corporation Agenda Item Form

Council Meeting Date: May 17, 2022

Agenda Wording: Consider and take action, if any, on the Bylaws of the LCDC Board.

Department: Administration

Subject: Executive Session - item 2

Background: A vote on a matter deliberated in a closed session may only be made in an open meeting that is held in compliance with the notice provisions.

Funding Source:

Staff Recommendation: