The City of Liberty

Liberty Community Development Corporation

Meeting

~ Agenda ~

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

April Gilliland
City Secretary
936-336-3684

Tuesday, December 19, 2023 | **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 Barbara Norwood				
Vice-President Michael Dorsett Jr.				
Secretary Kathrine McCarty				
Board Member Mark Campbell				
Board Member Dan VanDeventer				
Board Member Marsha LaFour				
Board Member Betty Runkle				

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 - General Manager - Tom Warner, Topics include Business Facade Grant Program, Economic Development Agreements, Projects, Permits, Golf Course and Airport

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. October 17, 2023

V. REGULAR AGENDA

A. Regular Session

1. Consider awarding a grant to Elizabeth Abshier in the amount of $4,559 related to the Business Façade Improvement Grant Program.

2. Consider awarding a grant to Nick Zolfaghari in the amount of $9,405 related to the Business Façade Improvement Grant Program.

B. Work Session

1. Review and discuss the possibility of providing funding toward the construction of one 10-unit T-Hangar at the Liberty Municipal Airport.

2. Review and discuss the creation of a new economic development grant program.

3. Review and discuss LCDC 2023 Annual Report

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 15th day of December, 2023 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

Meeting Date: December 19, 2023

Agenda Wording: General Manager's Report - General Manager - Tom Warner, Topics include Business Facade Grant Program, Economic Development Agreements, Projects, Permits, Golf Course and Airport

Department: Community Development

Subject:

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

- In the FY24 Budget, the LCDC Board of Directors approved $90,000 for the Business Facade Grant Program.

- Two facade grants totaling $18,275 have been approved in the prior fiscal year that have not yet been paid:
    - Resident Suites (2626 Highway 90) - $8,500
    - Betty Runkle (1808 Sam Houston) - $5,660 - Approved on 4-18-23 and paid on 11-28-23.
    - Jamie Carter (312 Main) - $9,775

- LCDC has two outstanding economic development agreements:
    - SwampSmoke, LLC ($25,000) – Approved on 12/21/21; Business Grand Opening on 3/2/23
    - RKR Restaurants, LLC ($65,000) – Approved on 7/18/23

- Completed Projects
    - PLC - Office Expansion (4997 Hwy 146 N)
    - Fire Station #1 - Interior Remodel (1912 Lakeland)

- Projects Under Construction – New Construction and Additions
    - KJ Chemical Phase II - Expand parking lot and driveway (4003 Beaumont)
    - Tidal Wave Car Wash - New Build (3109 N Main)
    - Wendy's - New Build (1912 US 90)
    - Popeyes - Re-Build (1710 US 90)
    - Liberty County Warehouse - New Build (318 San Jacinto)
    - Liberty High School - Welding Pavilion (2615 Jefferson)

- Liberty High School - Softball/Baseball Training Facility (2615 Jefferson)
- Fire Station No. 2 - New Build (119 Bowie)

- Projects Under Construction – Renovations and Remodels
  - Lakeland Apartments – Convert commercial buildings into apartments (2704 N Main)
  - Group Home - Interior Remodel (1801 Grand)
  - Odum Oil & Gas - Office Remodel (1914 Myrtle)
  - Liberty-Dayton RMC - Interior Remodel (1353 N Travis)

- Infrastructure Projects
  - Liberty High School Drainage Improvements (2615 Jefferson)

- Upcoming Projects
  - Lakeland Self-Storage (1609 Lakeland) – *Plans are currently under review.*
  - RV Park (700 Port Road) – *Plans are currently under review*
  - New 7,650 sf Shopping Center (2214 N Main) – *Plans approved, permit not issued.*
  - Casa Del Pueblo (1110 Highway 90) – *Plans are currently under review*
  - Car Wash (2812 N Main) – *Plans are currently under review*

- The City has issued a permit to build a new house at 133 Timber Ridge.

- The city has issued a permit to build a residential addition at 7002 N. Travis.

- The city has issued a permit for a residential remodel at 202 Chesson.

- On November 14, the City Council approved the purchase of a new fire truck. LCDC provided half of the funds for the fire truck. The estimated delivery date for the fire truck is April or May of 2025.

- The old Library sign was removed on November 15. The new sign was installed on December 1.

- The Golf Course range mats were delivered on November 16. Installation is expected to take place on December 14.

- The gas carts at the golf course were picked up on December 12.

- The wildlife fencing project at the Airport is currently undergoing surveying and design. Preliminary designs were completed on November 20. Final Design is expected by January 1st. Construction is expected to start on June 1, 2024 and be completed by October 1, 2024.

- Wendy's broke ground on their new store at 1912 US 90 on November 27.

- The new LED runway lights for the airport are expected to be delivered the week of December 18.
- The City has signed a contract with Clayton Bracey for the Highway 90 Tree Replacement Project. The TxDOT Area Office has given tentative approval for the project.
- Faux Real Trade Days is on December 15 – 17. All activities take place at the TVE Fairgrounds (321 FM 563).

Funding Source: n/a

Staff Recommendation: n/a

CITY OF LIBERTY

Liberty Community Development Corporation
Agenda Item Form

Meeting Date: December 19, 2023

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: OCTOBER 31ST, 2023

21 -LIBERTY COMM. DEV. CORP.

FINANCIAL SUMMARY

ACCT# ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
ALL REVENUE	1,274,950.00	107,225.85	107,225.85	8.41	1,167,724.15
*** FUND TOTAL REVENUE ***	1,274,950.00	107,225.85	107,225.85	8.41	1,167,724.15
EXPENDITURE SUMMARY					
LIBERTY COMMUNITY DEV	1,274,950.00	12,457.98	12,457.98	0.98	1,262,492.02
*** FUND TOTAL EXPENDITURES ***	1,274,950.00	12,457.98	12,457.98	0.98	1,262,492.02
EXCESS REVENUES/EXPENDITURES	0.00	94,767.87	94,767.87	0.00	(94,767.87)

FINANCIAL STATEMENT

AS OF: OCTOBER 31ST, 2023

21 -LIBERTY COMM. DEV. CORP.

REVENUE

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
ALL REVENUE						
321-0101	SALES TAX REVENUE	1,150,000.00	98,871.49	98,871.49	8.60	1,051,128.51
321-0110	INTEREST INCOME	50,000.00	8,354.36	8,354.36	16.71	41,645.64
321-2120	TRANSFER IN FROM FUND BALANCE	74,950.00	0.00	0.00	0.00	74,950.00
*** FUND TOTAL REVENUE ***		1,274,950.00	107,225.85	107,225.85	8.41	1,167,724.15

FINANCIAL STATEMENT

AS OF: OCTOBER 31ST, 2023

21 -LIBERTY COMM. DEV. CORP.

LIBERTY COMMUNITY DEV

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
3-CHARGES & SERVICES						
421-307	MAINTENANCE WEBSITE	7,500.00	18.07	18.07	0.24	7,481.93
421-309	MARKETING & ADVERTISING	32,000.00	84.91	84.91	0.27	31,915.09
421-313	MISCELLANEOUS	6,880.00	0.00	0.00	0.00	6,880.00
421-314	TRAVEL & TRAINING	5,000.00	0.00	0.00	0.00	5,000.00
421-315	DUES & MEMBERSHIPS	1,500.00	0.00	0.00	0.00	1,500.00
421-319	LEGAL FEES	5,000.00	90.00	90.00	1.80	4,910.00
** CATEGORY TOTAL **		57,880.00	192.98	192.98	0.33	57,687.02
4-OTHER						
421-423	BUSINESS INCENTIVES FACADE	90,000.00	0.00	0.00	0.00	90,000.00
421-424	ECONOMIC DEVELOPMENT PRIOR YR	90,000.00	0.00	0.00	0.00	90,000.00
421-425	HWY 90 MEDIAN	85,000.00	0.00	0.00	0.00	85,000.00
** CATEGORY TOTAL **		265,000.00	0.00	0.00	0.00	265,000.00
6-DEBT SERVICE						
421-619	INTEREST SERIES 2014	78,320.00	0.00	0.00	0.00	78,320.00
421-620	PRINCIPAL SERIES 2014	155,000.00	0.00	0.00	0.00	155,000.00
421-621	ADMIN FEES SERIES 2014	750.00	0.00	0.00	0.00	750.00
** CATEGORY TOTAL **		234,070.00	0.00	0.00	0.00	234,070.00
7-TRANSFERS						
421-728	TRANSFER TO AIRPORT FUND	40,000.00	0.00	0.00	0.00	40,000.00
421-730	TRANSFER TO GENERAL FUND	200,000.00	0.00	0.00	0.00	200,000.00
421-732	TRANSFER TO GOLF COURSE	30,000.00	12,265.00	12,265.00	40.88	17,735.00
421-733	TRANSFER TO FLEET FUND	48,000.00	0.00	0.00	0.00	48,000.00
421-734	TRANSFER TO CAPITAL PROJECTS	400,000.00	0.00	0.00	0.00	400,000.00
** CATEGORY TOTAL **		718,000.00	12,265.00	12,265.00	1.71	705,735.00
** DEPARTMENT TOTAL **		1,274,950.00	12,457.98	12,457.98	0.98	1,262,492.02
*** FUND TOTAL EXPENDITURES ***		1,274,950.00	12,457.98	12,457.98	0.98	1,262,492.02

FINANCIAL STATEMENT

AS OF: OCTOBER 31ST, 2023

21 -LIBERTY COMM. DEV. CORP.

LIBERTY COMMUNITY DEV

ACCT# ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
EXCESS REVENUES/EXPENDITURES	0.00	94,767.87	94,767.87	0.00	(94,767.87)

*** END OF REPORT ***

BALANCE SHEET

AS OF: OCTOBER 31ST, 2023

21 -LIBERTY COMM. DEV. CORP.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
21-1-2110	CASH	2,426,715.33		
21-1-2199	DUE FROM GBG FOR SALES TAX	2,417.81		
21-1-2500	DUE FROM STATE	180,636.05		
			2,609,769.19	
	TOTAL ASSETS			2,609,769.19
LIABILITIES & EQUITY				
21-2-0220	AP PENDING-POOLED CASH	18.07		
21-2-0275	NOTE PAYABLE	337,502.35		
21-2-1111	ENCUMBRANCE	(790,280.60)		
21-2-1112	RESERVE FOR ENCUMBRANCE	790,280.60		
21-2-1113	PRIOR YEAR ENCUMBRANCE	271,273.70		
21-2-1114	PRIOR YEAR RESERVE ENCUMBRANCE	(271,273.70)		
21-2-2162	INTEREST PAYABLE	2,255.06		
21-2-2180	FUND BALANCE	2,175,225.84		
	TOTAL LIABILITIES & EQUITY		2,515,001.32	
	TOTAL REVENUE	107,225.85		
	TOTAL EXPENSES	12,457.98		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	94,767.87		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		94,767.87	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			2,609,769.19

The City of Liberty

Liberty Community Development Corporation

Meeting

~ Minutes ~

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

April Gilliland
City Secretary
936-336-3684

Tuesday, October 17, 2023 | **6:00 PM** | **City Council Chambers**

I. CALL TO ORDER

This meeting was called to order on October 17, 2023 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:01 p.m. by Vice-President Michael Dorsett.

A.

ATTENDEE NAME	PRESENT	ABSENT	LATE	ARRIVED
President Barbara Norwood		X		
Vice-President Michael Dorsett Jr.	X			
Secretary Kathrine McCarty	X			
Board Member Mark Campbell	X			
Board Member Dan VanDeventer			X	6:10 PM
Board Member Marsha LaFour	X			
Board Member Betty Runkle		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.

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

III. PRESENTATIONS / REPORTS

A. General Manager's Report - General Manager - Tom Warner, Topics include Business Facade Grant Program, Economic Development Agreements, Projects, Permits, Golf Course and Airport.

City Manager Tom Warner reported on the following updates:

- Business Facade Grant Program
- Completed Projects

- Projects under construction
- Residential remodel
- Wal-Mart Grand Re-opening
- Golf Course
- Airport

B. Finance Report

Assistant City Manager / CFO Naomi Herrington reported on LCDC's financials as of August 31, 2023.

IV. CONSENT AGENDA

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

A motion was made by Board Member McCarty to approve all items on the consent agenda. The motion was seconded by Board Member LaFour. The motion passed 4 to 0.

A. Minutes Approval

1. September 19, 2023

V. REGULAR AGENDA

A. Executive Session

At 6:06 p.m., Vice-President Dorsett 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 §551.072 - Deliberation Regarding Real Property.

B. Regular Session

At 6:48 p.m., Vice-President Dorsett closed the Executive Session and reconvened the open meeting.

1. LCDC Board of Directors to hold a public hearing regarding the possible expenditure of funds.

At 6:48 p.m., Vice-President Dorsett opened the public hearing to discuss the possible expenditure of funds for the demolition of commercial property located at 4310 N Main and purchase of real property. Board members asked questions about the demolition of commercial properties. At 6:55 p.m. Vice-President Dorsett closed the public hearing.

2. Consider approving an expenditure in an amount not to exceed $25,000 for the demolition of a commercial building located at 4310 N Main.

The commercial building located at 4310 N. Main is an old car wash that has been abandoned for a number of years. In an effort to beautify the city and prepare the site for future development, staff is recommending the demolition of the old car wash. Prior to demolition, the building will need to go through the city's hazardous building abatement process. A Motion was made by Board Member VanDeventer to approve the expenditure of $25,000 for the demolition of a commercial building located at 4310 N Main. The motion was seconded by Board Member McCarty. The motion passed 5 to 0.

VI. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, Vice-President Dorsett adjourned the meeting at 7:00 p.m.

_____
Michael Dorsett, Vice-President

ATTEST:

_____
Kathrine McCarty, Board Secretary

CITY OF LIBERTY

Liberty Community Development Corporation
Agenda Item Form

Meeting Date: December 19, 2023

Agenda Wording: Consider awarding a grant to Elizabeth Abshier in the amount of $4,559 related to the Business Façade Improvement Grant Program.

Department: Community Development

Subject: LCDC Business Façade Improvement Grant Program

Background: Ms. Elizabeth Abshier owns Abshire & Son Bookkeeping, which is located at 1315 N San Jacinto and is proposing to pressure wash and paint the exterior of the building, remove and replace rotted trim and replace 20 window screens. Ms. Abshier is requesting reimbursement for façade improvements pursuant to the Business Façade Grant Program, which reimburses 50% of the cost of façade projects. Applicants are not reimbursed until after completion of the project.

Ms. Abshier has received two bids for her proposed project:

Brock Construction = $9,118.00
Boudreaux's Roofing & Construction = $9,247.00

The amount of the grant is $4,559.00.

Funding Source: LCDC Operating Budget

Staff Recommendation: Staff recommends approval of the Business Facade Grant to Elizabeth Abshier.

Commercial Business Façade Improvement Grant Program Application

Applicant Name: LIZ ABSHIRE

Business Name: ABSHIRE AND SON BOOKKEEPING

Business Address: 1315 N. SAN JACINTO ST., LIBERTY, TX.

Business Phone: 936-336-8352 Business Email: ABSHIREANDSON3@att.net

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

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

____ Landscaping

✓ Exterior Lighting

✓ Windows WINDOW SCREENS

____ Doors

____ Signage

____ Awnings or Canopies

____ Parking Lot

✓ Driveway

____ Professional Services (architectural, etc.)

Total Estimated Cost of Proposed Improvements: $ 10,000.

Estimated Start Date: _____

Estimated Completion Date: _____

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)

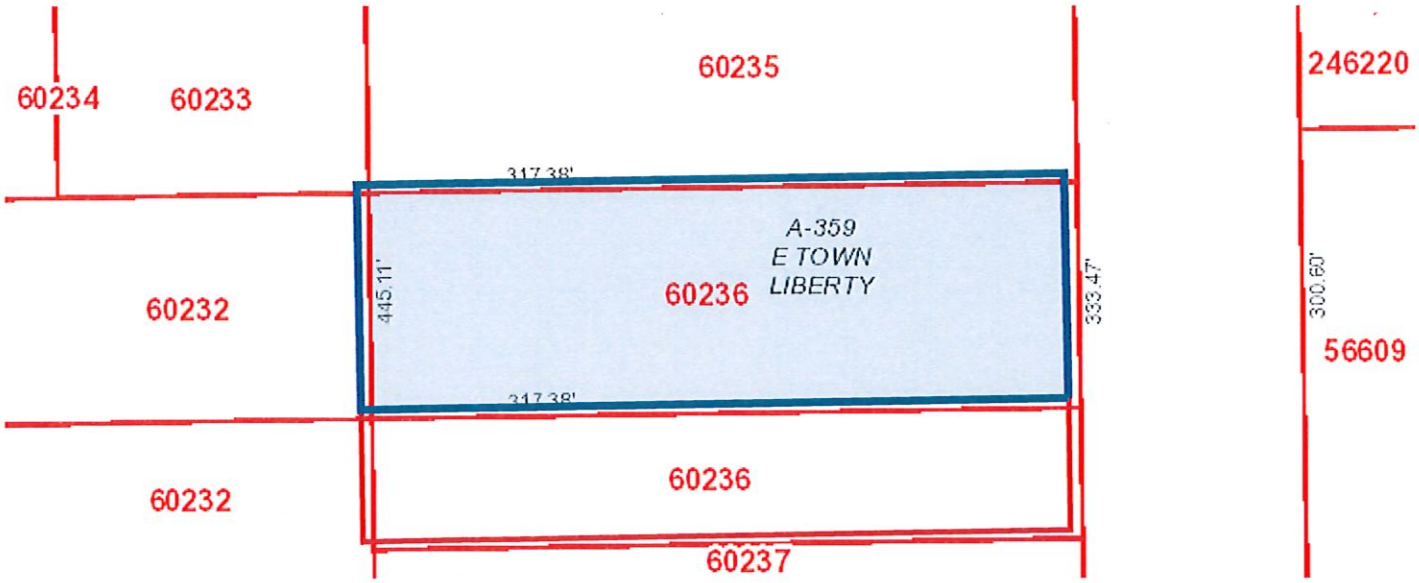
Applicant Signature: Liz Abshire Date: 9-25-2023

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

Map



Property Details

Account		
Property ID:	60236	**Geographic ID:** 006720-000009-006
Type:	Real	**Zoning:**
Property Use:		**Condo:**
Location		
Situs Address:	1315 N SAN JACINTO TX	
Map ID:	908, 39 B	**Mapsco:** GRID 908
Legal Description:	NEWBERRY, LOT 14 PT 15, ACRES .319	
Abstract/Subdivision:	006720 - NEWBERRY	
Neighborhood:	LISD01	
Owner		
Owner ID:	878977	
Name:	GARCIA MARY E ABSHIRE & JUAN	
Agent:		
Mailing Address:	1315 N SAN JACINTO ST LIBERTY, TX 77575-3646	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

Property Values

Improvement Homesite Value:	$0 (+)
Improvement Non-Homesite Value:	$80,330 (+)
Land Homesite Value:	$0 (+)
Land Non-Homesite Value:	$31,960 (+)
Agricultural Market Valuation:	$0 (+)
Market Value:	$112,290 (=)
Agricultural Value Loss:	$0 (-)
Appraised Value:	$112,290 (=)
Homestead Cap Loss:	$0 (-)
Assessed Value:	$112,290
Ag Use Value:	$0

VALUES DISPLAYED ARE 2023 CERTIFIED VALUES.

Information provided for research purposes only. Legal descriptions and acreage amounts are for appraisal district use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

Property Taxing Jurisdiction

Owner: GARCIA MARY E ABSHIRE & JUAN **%Ownership:** 100.0%

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax	Freeze Ceiling
CAD	APPRAISAL DIST	0.000000	$112,290	$112,290	$0.00	
CLI	CITY OF LIBERTY	0.620400	$112,290	$112,290	$696.65	
GLI	LIBERTY COUNTY	0.470000	$112,290	$112,290	$527.76	
HD1	HOSPITAL DISTRICT 1	0.079152	$112,290	$112,290	$88.88	
NAVS	NAVIGATION-SOUTH	0.008270	$112,290	$112,290	$9.29	
PR1	PRECINCT 1	0.000000	$112,290	$112,290	$0.00	
SLI	LIBERTY ISD	1.016340	$112,290	$112,290	$1,141.25	
WD5	WATER DISTRICT 5	0.081434	$112,290	$112,290	$91.44	

Total Tax Rate: 2.275596

Estimated Taxes With Exemptions: $2,555.27

Estimated Taxes Without Exemptions: $2,555.27

Property Improvement - Building

Description: ABSHIRE & SON BOOKKEEPING **Type:** COMMERCIAL **State Code:** F1 **Living Area:** 1,348.00sqft **Value:** $74,670

Type	Description	Class CD	Exterior Wall	Year Built	SQFT
MA	MAIN AREA	L50	AB	1955	1,348.00
111	OPEN FRAME PORCH	*		1955	12.00

Description: CANOPY,STORAGE **Type:** MISC IMPROVEMENTS **State Code:** F1 **Living Area:** 0.00sqft **Value:** $5,660

Type	Description	Class CD	Year Built	SQFT
CP1	CANOPY,CARPORT ON SLAB	*	2000	480.00
RS1	WF STORAGE	*	2000	160.00

Property Land

Type	Description	Acreage	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value

PRI	PRIMARY SITE	0.3190	13,895.00	0.00	0.00	$31,960	$0

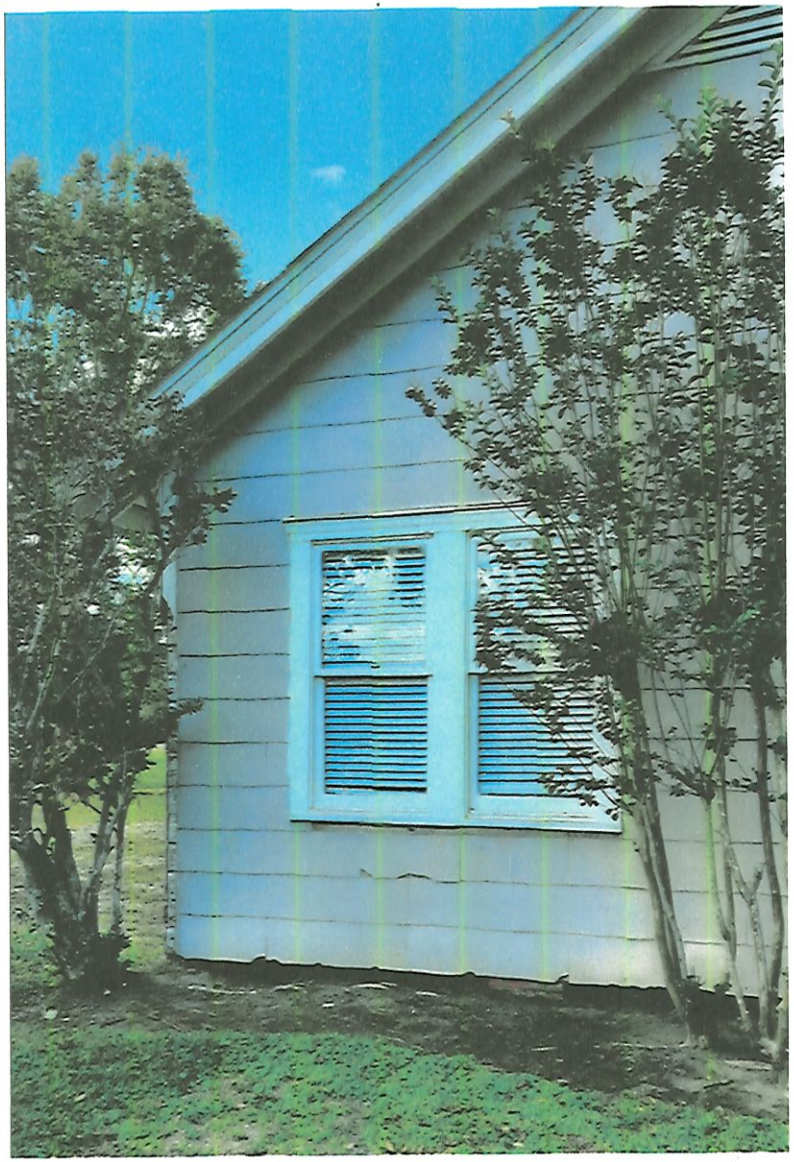
Property Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap Loss	Assessed
2024	N/A	N/A	N/A	N/A	N/A	N/A
2023	$80,330	$31,960	$0	$112,290	$0	$112,290
2022	$73,540	$29,180	$0	$102,720	$0	$102,720
2021	$67,380	$20,150	$0	$87,530	$0	$87,530
2020	$67,380	$20,150	$0	$87,530	$0	$87,530
2019	$61,760	$18,060	$0	$79,820	$0	$79,820
2018	$60,340	$16,670	$0	$77,010	$0	$77,010
2017	$60,340	$12,510	$0	$72,850	$0	$72,850
2016	$60,340	$10,420	$0	$70,760	$0	$70,760
2015	$61,120	$10,420	$0	$71,540	$0	$71,540
2014	$59,090	$10,420	$0	$69,510	$0	$69,510
2013	$59,090	$10,420	$0	$69,510	$0	$69,510

Property Deed History

Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Number
5/24/2005	WDVL	WARRANTY DEED W/ VENDOR'S LIEN	PITRE RYAN & JULIE	GARCIA MARY E ABSHIRE & JUAN	2005		2005007722
11/3/1995	WD	WARRANTY DEED	AUTERY W O	PITRE RYAN & JULIE	1593	420	0

ABSHIRE & SON
BOOKKEEPING
& TAX SERVICE
409 336-8252
NOTARY



BROCK CONSTRUCTION

REMODELING & NEW CONSTRUCTION

936-336-2658

Randy Brock

Brock Construction
P.O. Box 3076
Liberty, Texas 77575

Fax 936-336-7000
brock.construction@yahoo.com

713-906-1364

Number	E1794
Date	10/6/2023

Bill To

LIZ ABSHIRE
13115 N. SAN JACINTO ST
LIBERTY, TEXASS, 77575

Ship To

Description	Quantity/Hour	Price/Rate	Amount
PRESSURE WASH COMPLETE EXTERIOR OF OFFICE BUILDING.			$300.00
PAINT COMPLETE EXTERIOR OF BUILDING TWO COLORS (SHERWIN WILLIAMS PRORUCT			$6,233.00
REMOVE AND REPLACE ROTTEN EVE TRIM.			$455.00
REPLACE DAMAGED SIDING 6 PCS			$255.00
REPAIR BRICK ON FIRE PLACE INSTALL SCREEN IN CHIMNEY TO KEEP BIRDS OUT OF OFFICE			$375.00
REPLACE (20) WINDOW SCREENS.			$1,500.00

Total $9,118.00

We agree to hereby furnish material and labor - complete in accordance with above specifications, for the total price listed. We will receive $4,500.00.00 down as a deposit prior to work beginning and the remainder of the balance paid in full upon completion. Brock Construction does accept credit cards, but a 3% conveinence fee will be charged. If the undersigned fails to pay Brock Construction any amounts due under this contract within fifteen (15) days from the date of completion the Mechanic's Lien will not be released and the undersigned agrees to pay all costs of collection plus reasonable attorney's fee should the same be placed in the hands of an attorney for collection, along with twenty eight percent (28%) interest on unpaid balance. Any and all change requests must be submitted in writing and acknowledged with signature by both the customer and Brock Construction. This contract may be withdrawn by us if not accepted within fourteen (14) days. Material and labor warranty for 12 months.
Note: Any and all change-orders MUST be signed and paid in full before work begins.

Authorized Signature

10-6-23
Date of Contract

Acceptance of Contract - The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Customer Signature

Date of Acceptance

Boudreaux's Roofing & Construction, LLC
411 Kernohan St.
Crosby, TX 77532
+1 2813281739
info@boudreauxsremodeling.com
www.boudreauxsremodeling.com

Estimate

ADDRESS

Liz Abshire
13115 N. San Jacinto St.
Liberty, Texas 77575

ESTIMATE # 2019
DATE 10/04/2023

SCOPE OF WORK

	TOTAL
Pressure wash complete exterior of office building.	350.00
Prep and paint complete exterior of office building. (2) Two colors, Sherwin Williams products.	3,825.00
Remove and replace 1" x 4" x 10' exterior trim (4) four.	248.00
Remove and replace 2" x 6" x 3' exterior trim (2) two.	80.00
Remove and replace siding (3) three.	156.00
Replace all screens (20) twenty with wood frame screens.	3,720.00
Repair brick at fireplace	250.00
Remove and replace 2' x 3' fireplace flashing and cap.	618.00

50% DEPOSIT REQUIRED ON ALL ESTIMATES EXCEPT ROOFING. ROOFING REQUIRES A 60% DEPOSIT.

TOTAL **$9,247.00**

Accepted By

Accepted Date

FINANCING OPTIONS AVAILABLE

CITY OF LIBERTY

Liberty Community Development Corporation
Agenda Item Form

Meeting Date: December 19, 2023

Agenda Wording: Consider awarding a grant to Nick Zolfaghari in the amount of $9,405 related to the Business Façade Improvement Grant Program.

Department: Community Development

Subject: LCDC Business Façade Improvement Grant Program

Background: Mr. Nick Zolfaghari owns the manufactured home park located at 116 McManus and is proposing to improve the property by installing fencing, adding landscaping and improving the driveway. Mr. Zolfaghari is requesting reimbursement for façade improvements pursuant to the Business Façade Grant Program, which reimburses 50% of the cost of façade projects. Applicants are not reimbursed until after completion of the project.

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

Lone Star Property Works = $18,810.00
Texas Landscape Group = $19,545.00

The amount of the grant is $9,405.00.

Mr. Zolfaghari's application is attached for your review. LCDC's proposed reimbursement is based on the lowest bid received.

All existing manufactured homes in the park are allowed a one-time change out.

Funding Source: LCDC Operating Budget

Staff Recommendation: Staff recommends approval of the business facade grant to Nick Zolfaghari.

Commercial Business Façade Improvement Grant Program Application

Applicant Name: Nickfarr Zolfaghari

Business Name: ETEC Realty

Business Address: 116 McManus Rd

Business Phone: 936-641-4008 Business Email: NMZwork@gmail.com

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

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

_X_ Landscaping

_____ Exterior Lighting

_____ Windows

_____ Doors

_X_ Signage

_____ Awnings or Canopies

_____ Parking Lot

_X_ Driveway

_____ Professional Services (architectural, etc.)

Total Estimated Cost of Proposed Improvements: $ 18,800

Estimated Start Date: 12/1/23

Estimated Completion Date: 12/14/23

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: 11/20/23

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

ESTIMATE

Prepared For

Nick Zolfargari
116 McManus Rd
Liberty , Texas 77575
(936) 641-4008

Lone Star Property Works

Phone: (713) 515-9448
Email: austingallegos35@icloud.com

Estimate #	396
Date	11/07/2023

Description

Fence Installation

Measurements: 180 Feet

Fence Type: 4 Rail Cattle Panel Fence

Color: White Stain

Total Cost: $4,320

Front Area Landscaping

Plants List:
•Fifteen, Pink Muhly Grass 10g
•Three, Yucca Rostrata 30g
•One, Crepe Myrtle 30g

Other Materials:
•Two, Pallets of Medium Select Rock
•Three, Moss Rock Boulders
•One, 6x8 Park Entrance Sign

Scope Of Work:
- Remove all brush and existing trash from front area
- Remove grass from landscaped area
- Plant all plants
- Add Boulders to area
- Add Fill in Rock to the front
- Add Edging medium select rock

Total Cost: $7,470

Limestone Driveway Exit

Scope of Work:
•Remove existing grass from area
•Apply GeoFabric to area
•Add 6 inches of crushed limestone
•Spread and Compact Driveway Area

Total Cost: $2,220

Tree Removal

Scope of Work:
• Clear all trees from front fence line area

Notes: Front area will be completely cleared from trees. Leaving ONLY White fence & Landscaped area

$75per man hr x 4man crew x 2 days = $4,800

Subtotal	$18,810.00
Total	**$18,810.00**

Austin Gallegos

Nick Zolfargari

ESTIMATE

Prepared For

Nick Zolfaghari
116 Mcmanus Rd
Liberty, Texas 77575
(936) 641-4008

Texas Landscape Group

Phone: (832) 248-8428

Estimate #	279
Date	11/08/2023

Description	**Total**
Landscape Installation	$8,330.00

Plants List:
•Fifteen, Yellow Lantanas 5g
•Fifteen, Pink Roses 10g
•Three, Yucca Rostrata 30g
•Two, Crepe Myrtle 30g

Other Materials:
•Two, Pallets of Grey Chop Stone
•Three, Moss Rock Boulders

Scope Of Work:
- Remove grass from landscaped area
- Plant all plants
- Add Boulders to area
- Add Fill in Rock to the front
- Add Edging Grey Chop Stone

Fence Installation	$5,220.00

Measurements: 120 Feet

Fence Type: 4 Rail Cattle Board Fence

Scope of Work:
•Cement post 2Feet in ground
•Build 4 Rail Fence

Tree Removal	$4,120.00

Scope of work:
•Remove existing trees from front area of property
•All debri left to be hauled away from city

Limestone Driveway $1,875.00

Measurements:
•40ft x 15ft

Material:
•White Crush Limestone

Scope of work:
•Remove existing grass from the driveway area
•Spread Crush Limestone with skid steer
•Run over & Compact Limestone with plate compacter

Subtotal	$19,545.00
Total	**$19,545.00**

By signing this document, the customer agrees to the services and conditions outlined in this document.

Nick Zolfaghari

CITY OF LIBERTY

Liberty Community Development Corporation
Agenda Item Form

Meeting Date: December 19, 2023

Agenda Wording: Review and discuss the possibility of providing funding toward the construction of one 10-unit T-Hangar at the Liberty Municipal Airport.

Department: Community Development

Subject: T-Hangar Construction

Background: The City of Liberty has been allocated federal funding that can be used toward the construction of additional t-hangars at the airport. However, the federal funding does not cover the full estimated cost of construction.

Liberty's current t-hangars were constructed in 2012. As of December 13, 2023, over 45 people are on Liberty's waiting list for t-hangars.

Funding Source: n/a

Staff Recommendation: n/a

CITY OF LIBERTY

Liberty Community Development Corporation
Agenda Item Form

Meeting Date: December 19, 2023

Agenda Wording: Review and discuss the creation of a new economic development grant program.

Department: Community Development

Subject: Economic Development Grant Program

Background: Staff is recommending the creation of a utility, infrastructure and interior improvement grant program. While the façade grant programs focuses on the exterior of the building, the utility, infrastructure and interior improvement grant program focuses on business expansion and interior safety improvements.

Details of the grant program are attached for your review.

Funding Source: n/a

Staff Recommendation: n/a

Commercial Business Utility, Infrastructure and Interior Improvement Grant Program Application

Applicant Name: _____

Business Name: _____

Business Address: _____

Business Phone: _____ Business Email: _____

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

INTERIOR SAFETY AND HEALTH IMPROVEMENTS

_____ Fire Safety Installations (Fire Alarms, Sprinkler Systems, Vent Hoods, etc.)

_____ Plumbing Installations (Grease Trap, Backflow Preventer, etc.)

_____ Asbestos Surveys

_____ Security Cameras

UTILITY IMPROVEMENTS AND UPGRADES

_____ Water Tap & Water Meter Upgrades

_____ Sewer Tap Upgrades

_____ Gas Meter Upgrades

_____ Transformer or Electrical Service Upgrades

_____ Utility Pole Relocation

_____ Fire Hydrant Installation

Total Estimated Cost of Proposed Improvements: $_____

Estimated Start Date: _____

Estimated Completion Date: _____

Please include the following documentation with your application:

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

Applicant Signature: _____ Date: _____

Note: LCDC will only reimburse 50% of interior improvements and 50% of utility improvements up to an amount not to exceed $30,000.

RETURN COMPLETED APPLICATION HERE:

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

CITY OF LIBERTY

Liberty Community Development Corporation
Agenda Item Form

Meeting Date: December 19, 2023

Agenda Wording: Review and discuss LCDC 2023 Annual Report

Department: Community Development

Subject: 2023 Annual Report

Background: Review the previous year's work product.

Funding Source: n/a

Staff Recommendation: n/a

LCDC – ANNUAL REPORT

2023 Calendar Year

DECEMBER 6, 2023

DEFINITION

- Economic Development – Programs, policies, and initiatives that seek to improve the economic well being and quality of life for a community by creating and retaining jobs that promote growth for a stable tax base.

ECONOMIC DEVELOPMENT IN TEXAS

- Eco Dev is primarily handled at the local level
  - Type A Corporation (approximately 218 in Texas)
  - **Type B Corporation (approximately 510 in Texas)**
  - Economic Development Department (w/o corporation)
  - Regional Economic Development
    - Greater Houston Partnership
    - Greater San Marcos Partnership

- The Liberty Community Development Corporation (LCDC) is a **<u>"Type B"</u>** Corporation

ECONOMIC DEVELOPMENT IN LIBERTY, TX

GOVERNANCE

(board members are appointed by the Liberty City Council)

7 Member Board of Directors

(approves all LCDC budgets & projects)

- Barbara Norwood - President
- Michael Dorsett – Vice President
- Kathrine McCarty – Secretary
- Betty Runkle
- Mark Campbell
- Dan VanDeventer
- Marsha Lafour

Meetings (are open to the public)

- 3rd Tuesday of each month @ 6pm
- Liberty City Hall (1829 Sam Houston)

FUNDING MECHANISM

LCDC is funded by ½ cent sales tax

State of Texas = 6.25%	City of Liberty = 1%	LCDC = .5%	Liberty County = .5%	Total = 8.25%

LCDC ½ cent generates approximately ***$1 million per year*** in revenue

Shopping local is important

REGULATIONS

Type B Corporations are regulated by state law	Local Government Code • Section 501, 502, 505
Eligible Projects	Type A Projects vs. Type B Projects • Type B corporations can fund **all Type A projects** + additional quality-of-life projects

What are Type A Projects?

- **manufacturing and industrial facilities**, recycling facilities, distribution centers, and small warehouse facilities;
- research and development facilities, regional or national corporate headquarters facilities, primary job training facilities operated by higher education institutions, job training classes, telephone call centers and career centers not located within a junior college taxing district;
- **certain infrastructure improvements that promote or develop new or expanded business enterprises;**
- **aviation facilities;**
- commuter rail, light rail or commuter bus operations;
- port-related facilities, railports, rail switching facilities, marine ports, inland ports; and
- **maintenance and operating costs associated with projects.**

ELIGIBLE PROJECTS

What are Type B Projects?

- professional and **amateur sports and athletic facilities**, **tourism and entertainment facilities,** convention facilities and **public parks**;
- related store, restaurant, concession, parking and transportation facilities;
- related street, water and sewer facilities; and
- affordable housing.
- public safety facilities;
- recycling facilities;
- **streets, roads, drainage and related improvements (that create or retain primary jobs);**
- **demolition of existing structures;**

ELIGIBLE PROJECTS (CONTINUED)

SO WHAT IS ECONOMIC DEVELOPMENT?

Infrastructure
Travel and Transportation
Taxes and Incentives
Business Retention, Recruitment and Expansion Programs
Workforce Development
Tourism and Marketing
Quality-of-Life and Curb Appeal
Economic Development

LCDC IN 2023

Grant Money Distributed: $53,935

FAÇADE GRANTS

1 – Sunny Patel - **$8,500**

2 – Betty Runkle - **$5,660**

3 – Jamie Carter - **$9,775**

ED AGREMEENTS

1.KJ Chemical - **$30,000**

Redevelopment Projects Funded: $114,760

SIGNAGE	DEMOLITION	CREPE MYRTLE REPLACEMENT PROJECT
1 – Lamar Park and Palmer Park Signage- **$4,760**	1. Commercial Demolition - **$25,000**	1. Highway 90 Median - **$85,000**

City Projects Funded: $628,560

GOLF COURSE

1. New Equipment - **$48,000**
2. Range Mats - **$30,000**

AIRPORT

1. LED Runway Light Conversion- **$40,000**
2. Local match for wildlife fencing - **$110,560**

OTHER

1. ½ of New Fire Truck- **$400,000**

New Residential Constriction Permits: 17 (through 11/30)

MANUFACTURED HOMES	SINGLE FAMILY	MULTI-FAMILY
6	10	1

Demolitions: 14 (through 11/30)

RESIDENTIAL - HOUSE	RESIDENTIAL – SHED OR GARAGE
10	4

Sales Tax Growth: +146,809

2022	2023
1 – YTD PAYMENTS: **$3,400,288**	1 – YTD PAYMENTS: **$3,547,097**

COMMERCIAL PROJECTS IN 2023

City and School District

- Golf Course Grand Opening
- Fire Station #1 Remodel
- Fire Station #2 Groundbreaking
- Liberty High School – Baseball/Softball Training Facility
- Liberty High School – Welding Pavillion
- Liberty Municipal Library Roof & Skylight Replacement
- T-Hangar Roof Replacement (Airport)
- Runway Pavement Rehabilitation (Airport)

GOVERNMENT PROJECTS

New Build / Re-Build

- Bill's American Bail Bonds
- Food Truck Park & Pergola
- Fuel Maxx (N Main St)
- KJ Chemical Phase II
- Liberty Lumberjaxe & Liberty House
- PLC Office Expansion
- Sleep Inn Hotel
- Tidal Wave Auto Spa
- Wendy's

COMMERCIAL PROJECTS

Build-Outs & Renovations

- Goodwill
- Jump Street
- Liberty-Dayton Regional Medical Center
- Maxx Self-Storage
- Odum Oil & Gas Office Remodel
- Pueblos
- Shoe Sensation
- T-Mobile
- Wal-Mart
- Yu Sushi

COMMERCIAL PROJECTS

In-City Relocations

- Aaron's
- K3 Designs
- Pack, Ship, Copy

COMMERCIAL PROJECTS

CONTACT INFO

Chris Jarmon – Assistant City Manager for Economic & Community Development

Phone: 936-334-7305

Email: cjarmon@cityofliberty.org

Website: www.libertycdc.org

Social Media: Facebook – City of Liberty, Texas

QUESTIONS?