



The City of Liberty City Council

Special Called Meeting

~ Agenda ~

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

April Gilliland
City Secretary
936-336-3684

Tuesday, October 22, 2024

6:00 PM

City Council Chambers

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

I. CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Mayor John Hebert, Jr.				
Mayor Pro Tem Libby Simonson				
Council Member Dennis Beasley				
Council Member Tommy Brents				
Council Member Ed Seymour				
Council Member Ross Ward				
Council Member Debbie Dugger				

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

Public Comment is reserved for members of the public who would like to address the City Council regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Council may not deliberate or take any action during Citizen's comments for items not on the agenda. In some situations, City Staff may be able to respond to the public comment with a factual statement or clarification. The City Council may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

III. REGULAR AGENDA

A. Regular Session

1. City Council to hold a public hearing on the condemnation of four (4) hazardous and unsafe structures to determine if the structure should be repaired or demolished: 708 Lamar, 713 Lamar, 1203 Lamar and 3812 Oilfield Road.
2. A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, AUTHORIZING THE MAYOR TO SIGN ORDERS OF ABATEMENT FOR THE DEMOLITION AND REMOVAL OF STRUCTURES SUBJECT TO THE OCTOBER 22, 2024 PUBLIC HEARING.

3. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, SELECTING A GRANT ADMINISTRATION FIRM TO ASSIST THE CITY WITH THE SUBMITTAL OF AN APPLICATION FOR FUNDING AND ADMINISTRATION OF A CONTRACT, IF AWARDED, FROM THE TEXAS DEPARTMENT OF AGRICULTURE (TDA) FOR THE 2025/2026 TEXAS COMMUNITY BLOCK GRANT PROGRAM – COMMUNITY DEVELOPMENT FUND (TxCDBG-CD).**
4. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND.**
5. **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, ESTABLISHING A CONSTRUCTION SPEED ZONE OF 45 MPH ON A PORTION OF STATE HIGHWAY 146 TO ENHANCE SAFETY DURING CONSTRUCTION FOR THE STATE HIGHWAY 146 WIDENING PROJECT; PROVIDING FOR A REPEALING CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

B. Work Session

1. Presentation and discussion regarding Public Improvement Districts (PIDs) and Tax Increment Finance Zones (TIRZs).
2. Discussion regarding Website Design.

C. Executive Session

1. **Texas Government Code §551.071 - Private Consultation with Attorney**
Discussion with attorney regarding contemplated/pending litigation and/or regarding matters protected by attorney/client privilege.
2. **Texas Government Code §551.072 - Deliberation Regarding Real Property**
Discussion regarding real property.
3. **Texas Government Code §551.074 - Personnel Matters.**
To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
4. **Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.**
Discussion regarding economic development negotiations.

D. Reconvene into Regular Session

1. Consider and take possible action on legal matters discussed in executive session.
2. Consider and take action on real estate matters discussed in executive session.
3. Consider and take possible action on personnel matters discussed in the executive session.
4. Consider and take possible action on economic development matters discussed in executive session.
5. Consider and take possible action on a resolution regarding a nondisclosure agreement with the Blue Group International, LLC.

IV. 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 18th day of October, 2024 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

City Council Agenda Item Form

Meeting Date: October 22, 2024

Agenda Wording: City Council to hold a public hearing on the condemnation of four (4) hazardous and unsafe structures to determine if the structure should be repaired or demolished: 708 Lamar, 713 Lamar, 1203 Lamar and 3812 Oilfield Road.

Department: Community Development

Subject: Hazardous Structures

Background: The Code of Ordinances requires the City Council to hold a public hearing to determine if a structure complies with the City's Hazardous Building Ordinance and, if not, to determine if the structure should be (1) repaired, (2) vacated and repaired or (3) demolished.

The Code of Ordinances specifies that a structure shall be demolished if it is fifty (50) percent damaged, decayed, or deteriorated or if the cost of repairs exceeds fifty (50) percent of the value of the structure.

The public hearing will consider the following structures:

1. 708 Lamar
2. 713 Lamar
3. 1203 Lamar (all structures)
4. 3812 Oilfield Road

Funding Source: N/A

Staff Recommendation: Staff recommends City Council hold the public hearing.

SUBSTANDARD BUILDING INSPECTION REPORT

COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF LIBERTY

ADDRESS OF STRUCTURE:	708 LAMAR
OWNER:	KIRKWOOD BETTYE
OWNER ADDRESS:	428 WICKLIFF LIBERTY, TX 77575
LEGAL DESCRIPTION:	MOBILE HOME ON LOT 1, TR 3, BLOCK 114, LIBERTY INNER BLOCKS
2024 ASSESSED CAD VALUE:	\$530
FIRE DAMAGED?	NO
INSPECTION DATE:	07/11/2024
50% DAMAGED OR DECAYED?	YES
REPAIR COSTS > 50% VALUE?	YES

DESCRIPTION OF PROPERTY: The structure at 708 Lamar is an old and abandoned mobile home and accessory building. The entire property is completely covered with vegetation. There are no doors on the mobile home and the windows are broken. The structure is open and accessible. The mobile home and accessory building at 708 Lamar is dilapidated, substandard and unfit for human habitation and a hazard to the public health, safety, and welfare. These structures meet the conditions of a substandard and dangerous building as established by the City of Liberty hazardous structure ordinance.

Property Address:
708 Lamar

Substandard
Building Inspection

10.22.2024





On July 11, 2024, the Liberty Code Enforcement Division along with SafeBuilt made a site inspection of the property located at 708 Lamar in Liberty, TX.

Violations were found with regards to the structural integrity of the building, and it is in danger of collapse due to catastrophic failure of the structural support system.

These violations were found to constitute a hazard to public health, safety and welfare of the citizens.

The structure meets the conditions for substandard and dangerous as established in the Liberty Code of Ordinances.

**Summary Report of Conditions located
at 708 Lamar, Liberty, TX.**

The City of Liberty Code of Ordinances Chapter 3 Article 3.05.003 Substandard conditions states:

For the purpose of this article, any building or structure which has any or all of the following conditions or defects shall be deemed a substandard and dangerous building and be below the minimum standards for continued use and occupancy.

A list of 14 conditions is then provided to determine if a building is substandard and dangerous.

Summary Report of Conditions located
at 708 Lamar, Liberty, TX.



City of Liberty Code of Ordinances

Sec. 3.05.003

(4) Hazardous wiring. Hazardous wiring shall include all wiring except that which conformed with all applicable laws in effect at the time of installation and which has been maintained in good condition and is being used in a safe manner:



City of Liberty Code of Ordinances

Sec. 3.05.003

(7) Faulty weather protection. Faulty weather protection shall include but not be limited to deteriorated, crumbling or loose plaster or deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken windows or doors; also, defective or lack of weather protection for exterior wall covering, including lack of paint, or weathering due to lack of paint or other approved protective covering, and broken, rotten, split or buckled exterior wall covering or roof covering.



City of Liberty Code of Ordinances

Sec. 3.05.003

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City of Liberty Code of Ordinances

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City of Liberty Code of Ordinances

Sec. 3.05.003

(2) Structural hazards. Structural hazards shall include but not be limited to the following:

(F) Members of ceilings, roofs, ceiling and roof supports, or other horizontal members which sag, split or buckle due to defective material or deterioration.



City of Liberty Code of Ordinances

Sec. 3.05.003

(2) Structural hazards. Structural hazards shall include but not be limited to the following:

(F) Members of ceilings, roofs, ceiling and roof supports, or other horizontal members which sag, split or buckle due to defective material or deterioration.



City of Liberty Code of Ordinances

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City of Liberty Code of Ordinances

Sec. 3.05.003

(2) Structural hazards. Structural hazards shall include but not be limited to the following:

(D) Members of walls, partitions or other vertical supports that split, lean, list or buckle due to defect or deterioration



City of Liberty Code of Ordinances

Sec. 3.05.003

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Sec. 3.05.003

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City of Liberty Code of Ordinances

Sec. 3.05.031

- (e) Posting. One (1) copy of the notice provided for herein shall be conspicuously posted on the building or structure involved.



City of Liberty Code of Ordinances

Sec. 3.05.031

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City of Liberty Code of Ordinances

Sec. 3.05.031

- (e) Posting. One (1) copy of the notice provided for herein shall be conspicuously posted on the building or structure involved.

END OF PRESENTATION
708 Lamar

Summary Report of Conditions located
at 708 Lamar, Liberty, TX.

SUBSTANDARD BUILDING INSPECTION REPORT

COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF LIBERTY

ADDRESS OF STRUCTURE:	713 LAMAR
OWNER:	WILLIS TRECELIA BRAXTON
OWNER ADDRESS:	PO BOX 3544 MINOT, ND 58702
LEGAL DESCRIPTION:	MOBILE HOME ON BLOCK 76, LOT PT 2, TRACT 6, LIBERTY INNER BLOCKS, LABEL# TXS0604774
2024 ASSESSED CAD VALUE:	\$6,870
FIRE DAMAGED?	NO
INSPECTION DATE:	07/11/2024
50% DAMAGED OR DECAYED?	YES
REPAIR COSTS > 50% VALUE?	YES

DESCRIPTION OF PROPERTY: The structure at 713 Lamar is an old and abandoned mobile home. The home is just a shell. There are no interior walls. Some windows are broken, there is damage to the subfloor, to the skirting and to the electrical. The structure is open and accessible. 713 Lamar is dilapidated, substandard and unfit for human habitation and a hazard to the public health, safety, and welfare. This structure meets the conditions of a substandard and dangerous building as established by the City of Liberty hazardous structure ordinance.

Property Address:
713 Lamar

Substandard
Building Inspection

10.22.2024





713

On July 11, 2024, the Liberty Code Enforcement Division along with SafeBuilt made a site inspection of the property located at 713 Lamar in Liberty, TX.

Violations were found with regards to the structural integrity of the building, and it is in danger of collapse due to catastrophic failure of the structural support system.

These violations were found to constitute a hazard to public health, safety and welfare of the citizens.

The structure meets the conditions for substandard and dangerous as established in the Liberty Code of Ordinances.

**Summary Report of Conditions located
at 713 Lamar, Liberty, TX.**

The City of Liberty Code of Ordinances Chapter 3 Article 3.05.003 Substandard conditions states:

For the purpose of this article, any building or structure which has any or all of the following conditions or defects shall be deemed a substandard and dangerous building and be below the minimum standards for continued use and occupancy.

A list of 14 conditions is then provided to determine if a building is substandard and dangerous.

Summary Report of Conditions located
at 713 Lamar, Liberty, TX.



City of Liberty Code of Ordinances

Sec. 3.05.003

(4) Hazardous wiring. Hazardous wiring shall include all wiring except that which conformed with all applicable laws in effect at the time of installation and which has been maintained in good condition and is being used in a safe manner:



City of Liberty Code of Ordinances

Sec. 3.05.003

(7) Faulty weather protection. Faulty weather protection shall include but not be limited to deteriorated, crumbling or loose plaster or deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken windows or doors; also, defective or lack of weather protection for exterior wall covering, including lack of paint, or weathering due to lack of paint or other approved protective covering, and broken, rotten, split or buckled exterior wall covering or roof covering.



City of Liberty Code of Ordinances

Sec. 3.05.003

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City of Liberty Code of Ordinances

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City of Liberty Code of Ordinances

Sec. 3.05.003

(2) Structural hazards. Structural hazards shall include but not be limited to the following:

(F) Members of ceilings, roofs, ceiling and roof supports, or other horizontal members which sag, split or buckle due to defective material or deterioration.



City of Liberty Code of Ordinances

Sec. 3.05.003

(2) Structural hazards. Structural hazards shall include but not be limited to the following:

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City of Liberty Code of Ordinances

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City of Liberty Code of Ordinances

Sec. 3.05.003

(2) Structural hazards. Structural hazards shall include but not be limited to the following:

(D) Members of walls, partitions or other vertical supports that split, lean, list or buckle due to defect or deterioration



City of Liberty Code of Ordinances

Sec. 3.05.031

- (e) Posting. One (1) copy of the notice provided for herein shall be conspicuously posted on the building or structure involved.

END OF PRESENTATION
713 Lamar

Summary Report of Conditions located
at 713 Lamar, Liberty, TX.

SUBSTANDARD BUILDING INSPECTION REPORT

COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF LIBERTY

ADDRESS OF STRUCTURE:	1203 LAMAR
OWNER:	JOHNSON ELIZABETH PHYLLIS
OWNER ADDRESS:	1203 LAMAR LIBERTY, TEXAS 77575
LEGAL DESCRIPTION:	LIBERTY INNER BLOCKS, BLOCK 79, LOT 1 TR 1, ACRES .4783
2024 ASSESSED CAD VALUE:	\$82,530
FIRE DAMAGED?	NO
INSPECTION DATE:	08/02/2024
50% DAMAGED OR DECAYED?	YES
REPAIR COSTS > 50% VALUE?	YES

DESCRIPTION OF PROPERTY: The structure at 1203 Lamar is an abandoned house. The structure is overgrown with weeds and high grass and also has trash and debris around it. The structure is open and accessible. Multiple windows are broken and the electrical is unsafe. There is damage to the ceiling inside the home. 1203 Lamar is dilapidated, substandard and unfit for human habitation and a hazard to the public health, safety, and welfare. The house and accessory building meet the conditions of a substandard and dangerous building as established by the City of Liberty hazardous structure ordinance.

Property Address:
1203 Lamar

Substandard
Building Inspection

10.22.2024





On August 2, 2024, the Liberty Code Enforcement Division along with SafeBuilt made a site inspection of the property located at 1203 Lamar in Liberty, TX.

Violations were found with regards to the structural integrity of the building, and it is in danger of collapse due to catastrophic failure of the structural support system.

These violations were found to constitute a hazard to public health, safety and welfare of the citizens.

The structure meets the conditions for substandard and dangerous as established in the Liberty Code of Ordinances.

**Summary Report of Conditions located
at 1203 Lamar, Liberty, TX.**

The City of Liberty Code of Ordinances Chapter 3 Article 3.05.003 Substandard conditions states:

For the purpose of this article, any building or structure which has any or all of the following conditions or defects shall be deemed a substandard and dangerous building and be below the minimum standards for continued use and occupancy.

A list of 14 conditions is then provided to determine if a building is substandard and dangerous.

Summary Report of Conditions located
at 1203 Lamar, Liberty, TX.



City of Liberty Code of Ordinances

Sec. 3.05.003

(7) Faulty weather protection. Faulty weather protection shall include but not be limited to deteriorated, crumbling or loose plaster or deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken windows or doors; also, defective or lack of weather protection for exterior wall covering, including lack of paint, or weathering due to lack of paint or other approved protective covering, and broken, rotten, split or buckled exterior wall covering or roof covering.



City of Liberty Code of Ordinances

Sec. 3.05.003

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City of Liberty Code of Ordinances

Sec. 3.05.003

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City of Liberty Code of Ordinances

Sec. 3.05.003

(10) Hazardous or unsanitary premises. Hazardous or unsanitary premises shall include those premises on which an accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions constitute fire, health or safety hazards



City of Liberty Code of Ordinances

Sec. 3.05.003

(10) Hazardous or unsanitary premises. Hazardous or unsanitary premises shall include those premises on which an accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions constitute fire, health or safety hazards



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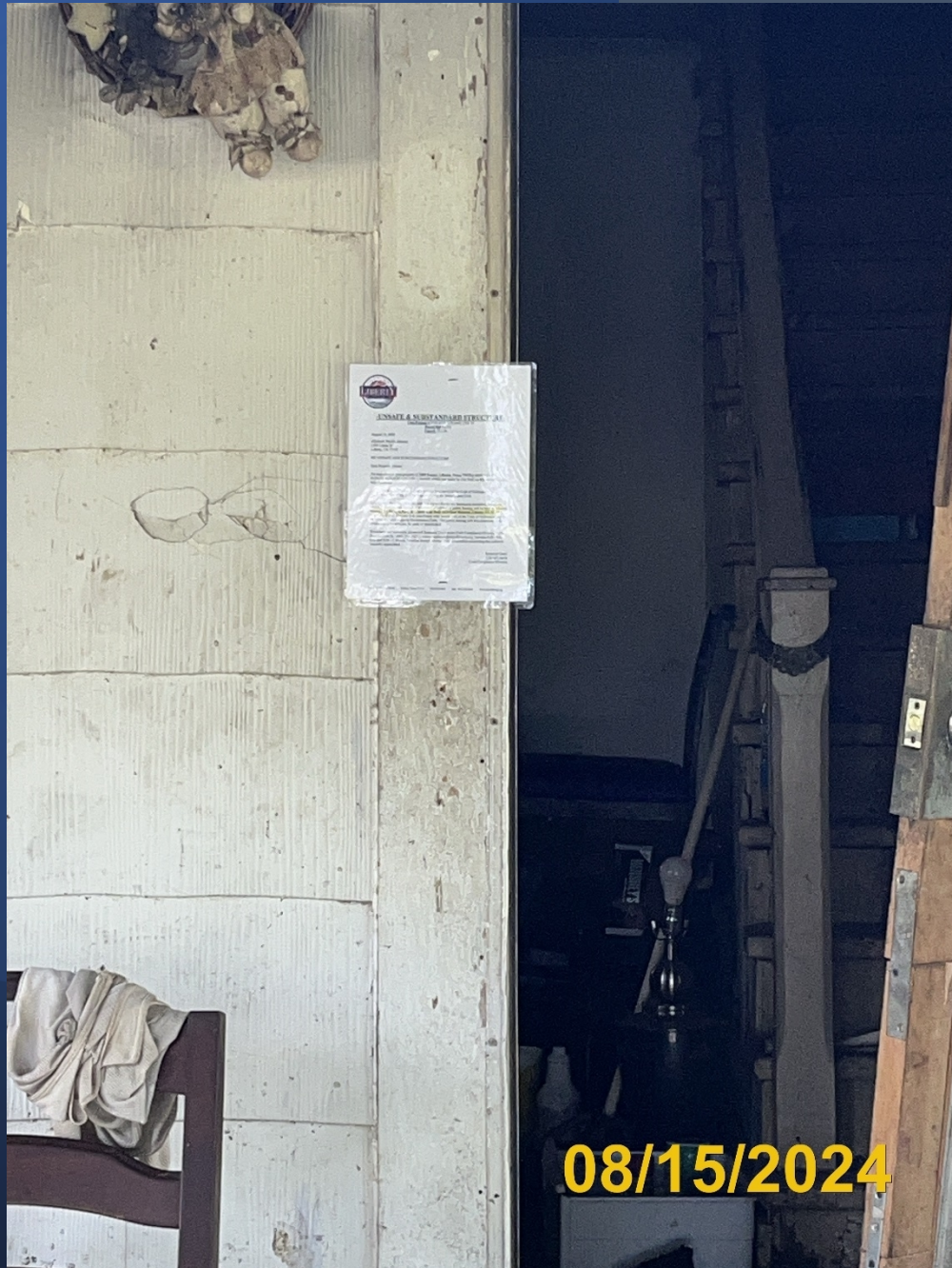




City of Liberty Code of Ordinances

Sec. 3.05.003

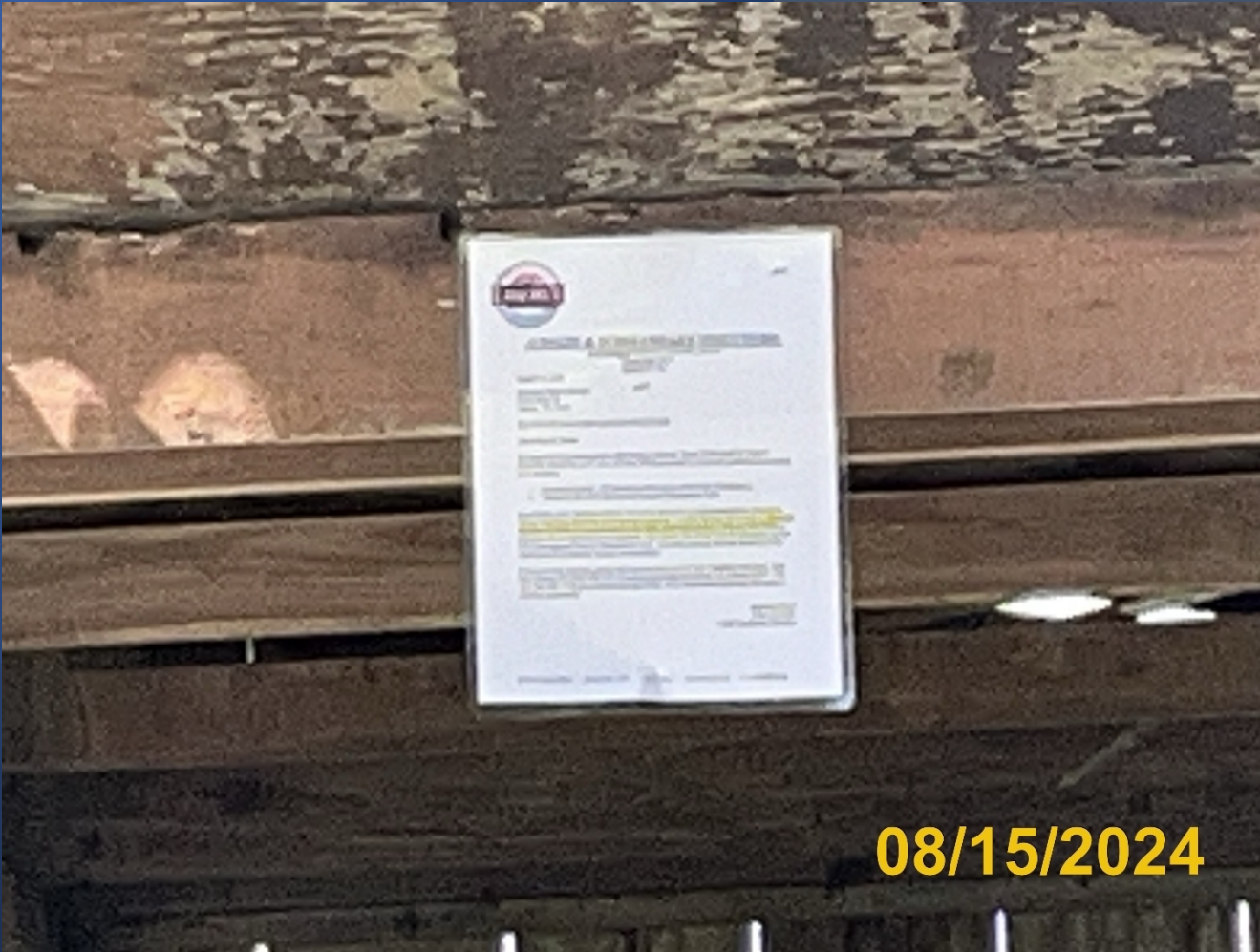
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City of Liberty Code of Ordinances

Sec. 3.05.031

- (e) Posting. One (1) copy of the notice provided for herein shall be conspicuously posted on the building or structure involved.



City of Liberty Code of Ordinances

Sec. 3.05.031

- (e) Posting. One (1) copy of the notice provided for herein shall be conspicuously posted on the building or structure involved.

END OF PRESENTATION
1203 Lamar

Summary Report of Conditions located
at 1203 Lamar, Liberty, TX.

SUBSTANDARD BUILDING INSPECTION REPORT

COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF LIBERTY

ADDRESS OF STRUCTURE:	3812 OILFIELD ROAD
OWNER:	SIAS WILLIE ELIZABETH LIFE ESTATE
OWNER ADDRESS:	3808 OILFIELD ROAD LIBERTY, TEXAS 77575
LEGAL DESCRIPTION:	000085 D MINCHEY, TRACT 205, ACRES .85
2024 ASSESSED CAD VALUE:	\$49,080
FIRE DAMAGED?	NO
INSPECTION DATE:	07/11/2024
50% DAMAGED OR DECAYED?	YES
REPAIR COSTS > 50% VALUE?	YES

DESCRIPTION OF PROPERTY: The structure at 3812 Oilfield Road is an abandoned house.

Framing is missing from multiple places on the house. The structure is overgrown with weeds and high grass. 3812 Oilfield Road is dilapidated, substandard and unfit for human habitation and a hazard to the public health, safety, and welfare. The house meets the conditions of a substandard and dangerous building as established by the City of Liberty hazardous structure ordinance.

Property Address:
3812 Oilfield Road

Substandard
Building Inspection

10.22.2024





On July 11, 2024, the Liberty Code Enforcement Division along with SafeBuilt made a site inspection of the property located at 3812 Oilfield Road in Liberty, TX.

Violations were found with regards to the structural integrity of the building, and it is in danger of collapse due to catastrophic failure of the structural support system.

These violations were found to constitute a hazard to public health, safety and welfare of the citizens.

The structure meets the conditions for substandard and dangerous as established in the Liberty Code of Ordinances.

**Summary Report of Conditions located
at 3812 Oilfield Road, Liberty, TX.**

The City of Liberty Code of Ordinances Chapter 3 Article 3.05.003 Substandard conditions states:

For the purpose of this article, any building or structure which has any or all of the following conditions or defects shall be deemed a substandard and dangerous building and be below the minimum standards for continued use and occupancy.

A list of 14 conditions is then provided to determine if a building is substandard and dangerous.

Summary Report of Conditions located
at 3812 Oilfield Road, Liberty, TX.



City of Liberty Code of Ordinances

Sec. 3.05.003

(7) Faulty weather protection. Faulty weather protection shall include but not be limited to deteriorated, crumbling or loose plaster or deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken windows or doors; also, defective or lack of weather protection for exterior wall covering, including lack of paint, or weathering due to lack of paint or other approved protective covering, and broken, rotten, split or buckled exterior wall covering or roof covering.



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Sec. 3.05.003

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City of Liberty Code of Ordinances

Sec. 3.05.003

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City of Liberty Code of Ordinances

Sec. 3.05.003

(10) Hazardous or unsanitary premises. Hazardous or unsanitary premises shall include those premises on which an accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions constitute fire, health or safety hazards



City of Liberty Code of Ordinances

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City of Liberty Code of Ordinances

Sec. 3.05.031

- (e) Posting. One (1) copy of the notice provided for herein shall be conspicuously posted on the building or structure involved.



City of Liberty Code of Ordinances

Sec. 3.05.031

- (e) Posting. One (1) copy of the notice provided for herein shall be conspicuously posted on the building or structure involved.

END OF PRESENTATION
3812 Oilfield Road

Summary Report of Conditions located
at 3812 Oilfield Road, Liberty, TX.

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: October 22, 2024

Agenda Wording: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, AUTHORIZING THE MAYOR TO SIGN ORDERS OF ABATEMENT FOR THE DEMOLITION AND REMOVAL OF STRUCTURES SUBJECT TO THE OCTOBER 22, 2024 PUBLIC HEARING.

Department: Community Development

Subject: Hazardous Structures

Background: The following structures have been inspected by City Staff and found to be unsafe structures as defined by the City of Liberty's Code of Ordinances, Article 3.05, Hazardous Structures and by the 2021 International Property Maintenance Code. Additionally, these structures have deteriorated to a condition that they are no longer considered suitable for repair.

1. 708 Lamar
2. 713 Lamar
3. 1203 Lamar (all structures)
4. 3812 Oilfield Road

Funding Source: If not demolished by the owner, demolition funds are available in the Inspections & Permits operating budget.

Staff Recommendation: Staff recommends approval of the resolution declaring five (5) structure to be hazardous, a public nuisance, and ordering the owners to demolish the structure within thirty (30) days.

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: October 22, 2024

Agenda Wording: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, SELECTING A GRANT ADMINISTRATION FIRM TO ASSIST THE CITY WITH THE SUBMITTAL OF AN APPLICATION FOR FUNDING AND ADMINISTRATION OF A CONTRACT, IF AWARDED, FROM THE TEXAS DEPARTMENT OF AGRICULTURE (TDA) FOR THE 2025/2026 TEXAS COMMUNITY BLOCK GRANT PROGRAM – COMMUNITY DEVELOPMENT FUND (TxCDBG-CD).

Department: Administration

Subject: Selection of TxCDBG Grant Administrator

Background: The goal of the Texas Community Development Block Grant (TxCDBG) Program is to develop viable communities by providing decent housing and a suitable living environment, as well as by expanding economic opportunities, principally for persons of low-to-moderate income. In awarding funding pursuant to Texas Government Code, Section 487.351(c), the Texas Department of Agriculture (TDA) shall give priority to eligible activities in the areas of economic development, community development, and rural health to support workforce development. The objectives of the TxCDBG Program are: 1. To improve public facilities to meet basic human needs, principally for low- to moderate-income persons; 2. To improve housing conditions, principally for persons of low-to-moderate income; 3. To expand economic opportunities by creating or retaining jobs, principally for low-to-moderate income persons; and 4. To provide assistance and public facilities to eliminate conditions hazardous to the public health and of an emergency nature. Although most funds are used for public facilities (water/wastewater infrastructure, streets and drainage improvements and housing activities), there are numerous other activities for which these funds may be used.

The grant administrator will be responsible for preparing and filing the grant application and administering the grant through the various stages including construction. The maximum amount available under this grant is \$750,000.00 with a 10% local match. The grant administrator will be paid out of the grant proceeds.

The City received three proposals from grant administrator firms. The three firms were Grant Works, Public Management and Traylor and Associates. Each firm was evaluated by the Mayor and two staff members based on Experience (30 points), Work Performance (30 points), Capacity to Perform (20 points), and Proposed Cost (20 points). The firms were ranked by the highest total score, with Traylor and Associates

ranked first with 284 points, Grant Works with 264 points and Public Management with 236 points.

Funding Source: TDA CDBG Funds and the Cambridge Fund

Staff Recommendation: Staff recommends approval of the resolution selecting Traylor and Associates as the grant administrator for the 2025-2026 TDA CDBG Grant Program.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 10/22/2024 6:00 PM

Department: Administration
Category: Action Item

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, SELECTING A GRANT ADMINISTRATION FIRM TO ASSIST THE CITY WITH THE SUBMITTAL OF AN APPLICATION FOR FUNDING AND ADMINISTRATION OF A CONTRACT, IF AWARDED, FROM THE TEXAS DEPARTMENT OF AGRICULTURE (TDA) FOR THE 2025/2026 TEXAS COMMUNITY BLOCK GRANT PROGRAM – COMMUNITY DEVELOPMENT FUND (TxCDBG-CD).

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, the City of Liberty desires assistance in application preparation and, if awarded, the subsequent implementation and administration of the funding from the Texas Department of Agriculture (TDA) 2025/2026 Texas Community Development Block Grant – Community Development Fund (TxCDBG-CD); and,

WHEREAS, the City of Liberty has sought proposals from administrative consultants for Application Preparation and Project Administration; and,

WHEREAS, the City of Liberty performed these solicitations in compliance with guidance for subrecipients under 2 CFR Part 200; and,

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers.

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

SECTION 1. The City Council has reviewed and hereby formally selects the firm of:

Traylor and Associates as the administrative consultant for application preparation, project administration and project-related management services, if awarded, for funding from the Texas Department of Agriculture (TDA) 2025/2026 Texas Community Development Block Grant – Community Development Fund (TxCDBG-CD).

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, on this 22nd day of October 2024.

ATTEST:

Mayor
City of Liberty, Texas

City Secretary
City of Liberty, Texas

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: October 22, 2024

Agenda Wording: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND.

Department: Administration

Subject: 2025-2026 Texas Community Development Block Grant Program.

Background: The goal of the Texas Community Development Block Grant (TxCDBG) Program is to develop viable communities by providing decent housing and a suitable living environment, as well as by expanding economic opportunities, principally for persons of low-to-moderate income. In awarding funding pursuant to Texas Government Code, Section 487.351(c), the Texas Department of Agriculture (TDA) shall give priority to eligible activities in the areas of economic development, community development, and rural health to support workforce development. The objectives of the TxCDBG Program are: 1. To improve public facilities to meet basic human needs, principally for low- to moderate-income persons; 2. To improve housing conditions, principally for persons of low-to-moderate income; 3. To expand economic opportunities by creating or retaining jobs, principally for low-to-moderate income persons; and 4. To provide assistance and public facilities to eliminate conditions hazardous to the public health and of an emergency nature. Although most funds are used for public facilities (water/wastewater infrastructure, streets and drainage improvements and housing activities), there are numerous other activities for which these funds may be used.

The grant administrator will prepare and will submit the grant on behalf of the City.

Funding Source: TDA CBDG Funds and the Cambridge Fund.

Staff Recommendation: Staff recommends approval of the resolution authorizing the submittal of the TDA CBDG Grant Application.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 10/22/2024 6:00 PM

Department: Administration
Category: Action Item

Resolution

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LIBERTY, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE
FOR THE COMMUNITY DEVELOPMENT FUND.**

WHEREAS, the City Council of the City of Liberty desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of the City of Liberty to apply for funding under the Texas Community Development Block Grant Program;

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

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture, and to be placed in competition for funding under the Community Development Fund.
2. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
3. That the City of Liberty is committing to provide \$75,000.00 in matching funds toward the application's activities, with the specific usage and funding source to be determined prior to any award of grant funding.

Passed and approved this 22nd day of October 2024.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: October 22, 2024

Agenda Wording: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, ESTABLISHING A CONSTRUCTION SPEED ZONE OF 45 MPH ON A PORTION OF STATE HIGHWAY 146 TO ENHANCE SAFETY DURING CONSTRUCTION FOR THE STATE HIGHWAY 146 WIDENING PROJECT; PROVIDING FOR A REPEALING CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

Department: Administration

Subject: Speed Reduction on Hwy 146 North

Background: TxDOT has submitted for review a proposed construction speed zone limit for the SH 146 (which goes from the intersection of FM 1011 to 0.348 MI N. of FM 1011) Widening Project. The speed limit would be reduced from 50 MPH to 45 MPH within the limits of the project from mile point 27.718 to 28.066, CCSJ: 0388-03-083, ETC. The reduction of the speed limit is intended to enhance the safety for the general public as well as those working in the construction zone. This ordinance must include the survey date (October 22, 2024, to December 2025).

Funding Source: N/A

Staff Recommendation: Staff recommends approval of the Ordinance reducing the speed limit on SH 146 North during construction.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 10/22/2024 6:00 PM

Department: Administration
Category: Action Item

Ordinance

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, ESTABLISHING A CONSTRUCTION SPEED ZONE OF 45 MPH ON A PORTION OF STATE HIGHWAY 146 TO ENHANCE SAFETY DURING CONSTRUCTION FOR THE STATE HIGHWAY 146 WIDENING PROJECT; PROVIDING FOR A REPEALING CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Liberty, Texas (the “City”), has the authority to alter by ordinance prima facie speed limits for a highway or part of a highway in the municipality, including a highway of the state highway system, from the results of an engineering or traffic investigation in accordance with section 545.356 of the Texas Transportation Code; and

WHEREAS, the City may be requested by the Texas Department of Transportation (“TxDOT”) or other duly authorized governmental agencies to consider amendment of speed zones; and

WHEREAS, TxDOT recently submitted a speed reduction request on a portion of State Highway 146 during construction for the State Highway 146 Widening Project from the intersection of FM 1011 to 0.348 miles north of FM 1011, from mile point 27.718 to mile point 28.066 in the City of Liberty; and

WHEREAS, the survey date shall be October 22, 2024, to December 2025; and

WHEREAS, pursuant to the authority of the City Council, the City adopts the construction speed zone as requested by TxDOT.

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

Section 1: That the prima facie speed limit along State Highway 146 from mile point 27.718 to mile point 28.066 in the City of Liberty shall be reduced from 50 miles per hour to 45 miles per hour during the duration of construction for the State Highway 146 Widening Project due to safety concerns. The survey date shall be October 22, 2024, to December 2025. Upon completion of the project, this construction speed zone shall terminate, and the speed limit shall revert back to the currently posted speed limit of 50 miles per hour.

Section 2: Repealing Clause. All ordinances in conflict with the provisions of this Ordinance shall be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provision of this Ordinance shall remain in full force and effect.

Section 3: Severability Clause. Should any section, subsection, sentence, clause, or phrase of this Ordinance be held to be invalid, such invalidity shall not affect the remaining portions of this Ordinance, and to such end, the various portions and provisions of this Ordinance are declared to be severable.

Section 4: Effective Date. This Ordinance shall take effect from and after the date of its adoption by the Council.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Liberty, Texas, the 22nd day of October 2024.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: October 22, 2024

Agenda Wording: Presentation and discussion regarding Public Improvement Districts (PIDs) and Tax Increment Finance Zones (TIRZs).

Department: Administration

Subject: Presentation & Discussion regarding PIDs and TIRZs.

Background: Public Improvement Districts (PIDs) are defined geographical areas established to provide specific types of improvements or maintenance, which are financed by assessments against the property owners within the area. PIDs provide the city with a development tool that allocates costs according to the benefits received. A PID can provide funding for supplemental services and improvements that meet the needs of the community, that could not otherwise be constructed or provided. Chapter 372 of the Texas Local Government Code authorizes the creation of PIDs by cities. The owners of the properties in the defined PID area can request the City to form a PID through a petition, which may include the establishment of an Advisory Body. Once an Advisory Body is established, the property owners within the PID have control over the types of improvements, level of maintenance, and amount of assessments to be levied against the property owners. A TIRZ may be initiated by a Texas city or county, or by petition of property owners whose total holdings in the zone consist of a majority of the appraised property value. A TIRZ project moves development within the zone forward more quickly, generating new tax revenue for a municipality, through reimbursement of eligible building costs for public infrastructure in areas lacking adequate public infrastructure to attract businesses. TIRZ projects thereby encourage development by reducing the overall cost of private development. These development zones have proven to jumpstart increased property values and long-term tax collections through tax reinvestments.

Funding Source:

Staff Recommendation:

Public Finance and Economic Development

Brandon Davis

The Basic Structures

- Public Improvement District
- Municipal Utility District
- Tax Increment Reinvestment Zones (TIRZ)
- Chapter 380 vs. Chapter 312 Tax “Abatements”

Public Improvement District

- Chapter 372, Local Government Code
 - Not a Political Subdivision of the State – Creation of City/County
- Originally Conceived for City/County Initiation
 - Originally a redevelopment tool
- Property Assessed on a Per Lot/Parcel Basis
- Cashflow PID vs. Bonded PID
- PID Proceeds Pay for Actual Cost of Construction of Improvements
- Has Morphed Into Developer Tool to Lower Purchase Costs
- Easy to Dissolve; Assessment Must Still Be Paid Out
- Dissolves when debt has all been paid

Municipal Utility District

- Houston and San Antonio Developer Favorite
- Chapter 54, Water Code
 - Official Subdivision of the State of Texas
- Ad Valorem plus Revenue from Utilities
 - Allows for established stream of revenue for ongoing maintenance
 - Additional tax on top of city/county/school for property in district
- Evergreening Problem for Dissolution
 - City/County Must Absorb Outstanding Debt
 - MUD typically manages its own water/sewer system

TAX INCREMENT REINVESTMENT ZONE (TIRZ)

- Texas Tax Code Chapter 311
- TIRZ Basics
 - The TIRZ is created over a defined area
 - City and/or county agrees to put part of money generated over the increase in property value into a Tax Increment Fund (TIF)
 - City still gets 100% of sales tax and tax on personal property
 - TIF can be used to reimburse developers for expenses on development
 - TIF can be used to pay down debt (PID situation)
- Incentive for Developer to create new growth because it is funded by the increase in property value.

Tax Abatement/Rebate

❖ Chapter 312 – Standard Tax Abatement

- ❖ Common Economic Development Tool
- ❖ More Procedural
- ❖ Abated Revenue Credited Toward No New Revenue Rate

❖ Chapter 380 – Tax Rebate Program

- ❖ Chapter 380 Allows Cities to Provide Funding/Improvements With Wide Discretion (tax rebate, utility infrastructure, etc.)
- ❖ Determination of Public Purpose/Good
- ❖ Abated Revenue Not Credited Toward No New Revenue Rate

Questions?

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: October 22, 2024

Agenda Wording: Discussion regarding Website Design

Department: Administration

Subject: Website Redesign

Background: During the FY25 budget process, City Council expressed an interest in updating or redesigning the city's main website and allocated \$7,000 in the FY25 budget toward that process. On October 16, city staff met with CivicPlus, the city's current website provider, to review and discuss a potential website redesign and was shown several websites recently designed by CivicPlus. Staff discussed various options related to website layout, functionality and design with CivicPlus. A benefit of a website redesign, is that it would allow certain functions to be managed by city staff, instead of going through CivicPlus technical support and would allow for a better showing and displaying of the city's social media pages.

CivicPlus has indicated that they can redesign the city's website for \$4,000 and the process would take approximately six (6) months to complete.

Funding Source:

Staff Recommendation: