



The City of Liberty City Council

Special Called Meeting

~ Minutes ~

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

April Gilliland
City Secretary
936-336-3684

Tuesday, August 26, 2025

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on August 26, 2025, in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:00 p.m. by Mayor John Hebert.

Attendee Name	Present	Absent	Late	Arrived
Mayor John Hebert, Jr.	X			
Mayor Pro Tem Tommy Brents	X			
Council Member Ed Seymour	X			
Council Member Ross Ward	X			
Council Member Debbie Dugger	X			
Council Member Bruce Bell	X			
Council Member Nick Dennis	X			

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.

Mayor Hebert welcomed guests and visitors, opening the floor for public comment to those individuals wishing to address the Council. No comments were made.

III. REGULAR AGENDA

A. Regular Session

1. Presentation regarding a wayfinding & branding proposal from Merje Design.

Mr. John Bosio, Principal of Merje Design, presented to the City Council a presentation on wayfinding and branding for the City of Liberty. Mr. Bosio went over the following topics:

- References
- Signage, Home Technology, Place Technology, Environment/Spaces, and Support Information
- Monument / Gateway Signage
- Directional Signage
- Parking Signage

- Information Signage
- Destination Signage
- Strategy Design
- Methodology - Discovery, Planning & Design, Documentation & Implementation

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, NOMINATING A CANDIDATE FOR THE LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS.

It is time again for the voting taxing units within the Liberty County Central Appraisal District to select Appraisal District directors. These directors will serve a four-year term beginning January 1, 2026.

An Appraisal District director must reside in the Appraisal District for at least two years immediately preceding the date he or she takes office. A person may serve on the governing body of a taxing unit in the Appraisal District (i.e. City Councilman, School board trustees, County Commissioner, etc.) and still be eligible to serve as director. An employee of a taxing unit is not eligible to serve as a director unless he is also an elected official. Property Tax Code Section 6.035 prohibits a Board Member from serving if the member is related within the second degree of consanguinity or affinity to a person who is in the business of appraising property or representing property owners in proceedings in the Appraisal District. Under Section 6.036, a person is also ineligible if he, or a business that he has a substantial interest in, enters into a contract with the Appraisal District or a taxing unit in the district. Also, Section 6.035 of the Texas Property Tax Code may prohibit a person from serving if they owe delinquent taxes.

Each voting tax unit is entitled to nominate one candidate for each of the positions on the board. To guarantee a position, a director must receive at least 834 votes out of 5,000 total votes.

A motion was made by Mayor Hebert to re-nominate Mark Sjolander and Jimmy Rollins for the Liberty County Central Appraisal District Board of Directors and seconded by Council Member Brents. The motion passed 7 to 0 with all present voting yes.

3. Presentation of Proposed Fiscal Year 2025-2026 Budget.

City Manager Bryan Kendrick presented the budget presentation for the 2025-2026 Fiscal Year. Mr. Kendrick started the presentation with the 2025-2026 proposed general fund revenues. Then Mr. Kendrick went over the 2025-2026 proposed general fund expenditures, the 2025/2026 water/wastewater, electric, solid waste, LCDC, airport, hotel/motel, and golf funds revenues vs expenditures. Then the 2025-2026 unfunded capital projects, fleet request, non-capital and capital request for each department were discussed.

4. 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, SETTING A PUBLIC HEARING ON THE PROPOSED FISCAL YEAR 2025 – 2026 CITY BUDGET.

The governing body of a municipality is required to hold a public hearing on the proposed budget. The hearing must be at least fifteen days after the date the proposed budget is filed with the City Secretary and prior to the date that the Council passes the tax levy ordinance. The budget must be passed before the tax levy ordinance can be passed. (LGC §102.006). Any person may attend and/or participate in the hearing.

A motion was made by Council Member Brents to approve the resolution setting a public hearing on the proposed fiscal year 2025 - 2026 city budget and seconded by Council Member Seymour. The motion passed 7 to 0 with all present voting yes.

5. 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, SETTING THE DATE, TIME AND LOCATION FOR A PUBLIC HEARING ON THE 2025 TAX RATE.

Taxpayers must be provided with the opportunity to express their views regarding the proposed tax rate. A public hearing on a tax rate may not be held before the 7th day after the date the notice of a public hearing is given. The public hearing on setting the proposed tax rate is scheduled for September 9, 2025.

A motion was made by Council Member Brents to approve the resolution setting the date, time and location for a public hearing on the 2025 Tax Rate and seconded by Council Member Ward. The motion passed 7 to 0 with all present voting yes.

6. A RESOLUTION BY THE CITY COUNCIL OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, APPROVING THE PROPOSED 2025 TAX RATE.

The City's current tax rate is \$0.5917, and staff is recommending a tax rate of \$0.5838, comprising of an M&O rate of 0.3930 and an I&S rate of 0.1908 for Fiscal Year 2026. Truth in Taxation requires that we have one Public Hearing on the proposed tax rate.

A motion was made by Council Member ward to approve the resolution approving the proposed 2025 tax rate at 0.5838 with an M&O rate of 0.3930 and an I&S rate of 0.1908 and seconded by Council Member Dugger. The motion passed 7 to 0 with all present voting yes.

7. 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 ESTABLISHMENT OF THE KEEP LIBERTY BEAUTIFUL COMMITTEE.

The City Council of the City of Liberty desires to promote community beautification, enhancement, and citizen engagement through a dedicated advisory committee. The City Council finds that the creation of the Keep Liberty Beautiful Committee will assist the city in developing recommendations, coordinating initiatives, and advising on matters that further beautification and quality of life. The Committee shall consist of five (5) members appointed by the City Council, with two (2) members serving a one (1) year term, then two (2) year terms after and three (3) members serving two (2) year terms to stagger appointments. The Committee shall serve in an advisory capacity to the City Council, and may establish its own chairperson, set meeting procedures, and work with the City and community partners to advance the beautification efforts of the City of Liberty.

A motion was made by Council Member Dugger to approve the resolution authorizing the establishment of the Keep Liberty Beautiful Committee and seconded by Council Member Bell. The motion passed 7 to 0 with all present voting yes.

8. First Reading - 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, APPROVING THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION'S AIRPORT AND CITY MOWING EQUIPMENT PROJECT AND APPROVING THE EXPENDITURE OF FUNDS FOR SAME.

The Liberty Community Development Corporation ("LCDC") is authorized under Chapter 505 of the Texas Local Government Code to undertake projects promoting new or expanded business development. The LCDC Board of Directors held a public hearing on August 19, 2025, regarding the expenditure of funds for the acquisition of mowing equipment; and the LCDC Board of Directors voted to approve amending the Fiscal Year 2024–2025 Budget to transfer One Hundred Forty-One Thousand Dollars (\$141,000.00) for the purchase of a tractor, bat wing, and

zero-turn mower for the Liberty Municipal Airport, and to transfer Two Hundred Forty-One Thousand Four Hundred Dollars (\$241,400.00) to the City for the purchase of mowing equipment for City facilities and public rights-of-way; and the City Council finds that the acquisition of such equipment promotes economic development by improving and maintaining the appearance of City facilities and the Liberty Municipal Airport, both of which enhance community image and attractiveness for residents, businesses, and visitors. The resolution will be read aloud two (2) times by the City of Liberty City Council. The City of Liberty City Council hereby approves the LCDC Airport and Mowing Equipment Project and approves the expenditure of funds in the amount of Three Hundred Eighty-Two Thousand Four Hundred Dollars (\$382,400.00). The City Council approves spending the initial money for the purchases out of the Cambridge fund and then reimbursing the Cambridge fund from LCDC after the expiration of sixty (60) days.

The first reading of the resolution was by City Attorney Brandon Davis. The resolution will be brought back for a second reading during the September 9, 2025, meeting.

9. Consider and take possible action regarding Liberty Jubilee.

A motion was made by Council Member Dugger to approve the postponement of the Liberty Jubilee until Spring 2027 and seconded by Council Member Bell. The motion passed 7 to 0 with all present voting yes.

B. Executive Session

At 7:50 p.m., Mayor Hebert 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 §551.071 - 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.
 - Appointment to Port of Liberty Board
 - Appointment to Airport Advisory Board
 - Airport Manager Position
 - City Manager
- 4. Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.**
Discussion regarding economic development negotiations.

C. Reconvene into Regular Session

At 9:43 p.m., Mayor Hebert closed the Executive Session and reconvened the open meeting.

- 1.** Consider and take possible action on legal matters discussed in the executive session.
No action was taken.
- 2.** Consider and take action on real estate matters discussed in the executive session.
No action was taken.
- 3.** Consider and take possible action on personnel matters discussed in the executive session.

- Appointment to Port of Liberty
- Appointment to Airport Advisory Board

A motion was made by Council Member Dugger to appoint Julie Hebert and Debbie Conrad as the City of Liberty appointments to the Port of Liberty Board. The fifth position names will be nominated at the September 9, 2025, Council Meeting and seconded by Council Member Ward. The motion passed 7 to 0.

A motion was made by Council Member Ward to appoint City Manager Bryan Kendrick to the Airport Advisory Board and seconded by Council Member Brents. The motion passed 7 to 0.

4. Consider and take possible action on economic development matters discussed in the executive session.

- Port of Liberty

No action was taken.

IV. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, Mayor Hebert adjourned the meeting at 9:45 p.m.

John Hebert, Jr., Mayor

ATTEST:

April Gilliland, City Secretary