



Liberty Airport Advisory Board Meeting

~ Agenda ~

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

936-336-3684

Thursday, October 9, 2025

3:00 PM

City Council Chambers

Business Order

1. Call to Order

2. Public Comments

Public Comments shall not exceed three (3) minutes per speaker. Items arising during the public comment portion of the meeting shall be placed on a future agenda for action or the item referred to the City Staff for study or conclusion.

3. Approval of Minutes

- a. September 4, 2025

4. Reports / Updates

- a. FAA Projects: Life Flight instrument approach
- b. TxDOT Projects: Path forward for T-Hangars
- c. Fuel Tanks: Certificates
- d. Mowing Services: Update on leveraging city resources and purchasing equipment
- e. Budget Updates: Cambridge fund and major capital project understanding
- f. External information on OneDrive

5. Regular Session

- a. Vision Statement
- b. Review Prioritizing Grant Programs
 - i. Review Letter of Interest for terminal building
- c. Mowing Equipment Storage
- d. Fees
 - i. Community Hangar Fees
 - ii. Service Fees
- e. Reviewing the Lease Agreement and Community Hangar
 - i. Section 9e
 - ii. Rules for Community Hangar
 - iii. Space Allocation

6. Adjournment

CERTIFICATION

I certify that the attached Notice of Meeting was posted on the bulletin board and in the Message Centers located on the east and west sides of the City Hall Administration Building, located at 1829 Sam Houston on the 1st day of October 2025. This notice will remain posted continuously for at least three (3) business days preceding the scheduled date of the meeting in accordance with Chapter 551 of the Texas Government Code.

April Gilliland

April Gilliland, City Secretary

In compliance with the Americans with Disabilities Act, the City of Liberty will provide reasonable accommodation for persons attending and/or participating in this Meeting. To better serve you, requests must be made at least 24 hours prior to the meeting. Contact the City at (936) 336-3684. The building is wheelchair accessible.



The City of Liberty

Airport Advisory Board

City Council Chambers
1829 Sam Houston St., Liberty, Texas
77575

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

April Gilliland
City Secretary
936-336-3684

~ Minutes ~

Thursday, September 4, 2025

3:00 PM

City Council Chambers

1. Call to Order

This meeting was called to order on September 4, 2025, in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 3:01 p.m. by Board Member Mark Bush.

Members present: Mark Bush, Mike Ely, Bruce Blake, and Bruce Mullinix (late arrival)
Others present: April Gilliland and Phil Robertson

2. Public Comments

Public Comments shall not exceed three (3) minutes per speaker. Items arising during the public comment portion of the meeting shall be placed on a future agenda for action or the item referred to the Assistant City Manager/Economic Development and Staff for study or conclusion.

No comments were made.

3. Approval of Minutes

a. August 7, 2025

The minutes of the August 7, 2025, meeting were reviewed. Board Member Bush made the motion to approve minutes, and Board Member Ely seconded. The motion passed 3 to 0

4. Reports/Updates

- a.
 - FAA Projects
 - TxDOT Projects
 - Path forward for T-hangars
 - Fuel Tanks
 - Single Point Fueling
 - Certificates
 - Mowing Services
 - Update on leveraging city resources and purchasing equipment
 - Budget Updates
 - Equipment List

An FAA project would be an instrument approach for helicopters. Need to make a path for T-hangars moving forward. The single point fuel system is complete. Need to work on obtaining fuel system certificates. Purchase of mowing equipment has been approved by the LCDC board and will be approved by Council at the September 9, 2025, meeting. The Fiscal year 2025-2026 budget will be approved by Council at the September 9, 2025, meeting as well. The T78 shared drive has a list of the equipment located at the airport.

5. Regular Session

- a.
 - Vision Statement
 - Reviewing the Squawk List
 - Prioritizing Grant Programs Budgets
 - 2025-2026 RAMP and CIP
 - RAMP and CIP Development and Prioritization Projects
 - City Budget planning updates 2026
 - Community Hangar Fees
 - Service Fees

The vision statement is located on the T78 one drive for the board to review and make comments. The squawk list was reviewed and anything that needs to be completed is in red and possible 2026 ramp grant expenditures. The grant listing was reviewed to see what projects wanted to be included for which grants are available. Airport Advisory Board members scored potential opportunities for RAMP, CIP, and IIJA grants. Mark Bush will total the scoring and share it with the Advisory Board Members via e-mail, then with Board Members in the next meeting.

6. Adjournment

With no further business the meeting was adjourned at approximately 4:32 p.m.