



# The City of Liberty City Council

1829 Sam Houston  
Liberty, TX 77575  
[www.cityofliberty.org](http://www.cityofliberty.org)

## Regular Meeting

~ Minutes ~

April Gilliland  
City Secretary  
936-336-3684

Tuesday, September 9, 2025

6:00 PM

City Council Chambers

### I. CALL TO ORDER

This meeting was called to order on September 9, 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. INVOCATION

Invocation was given by Minister Bryant Perkins from Liberty Church of Christ.

### III. PLEDGE OF ALLEGIANCE

The Pledge to the American Flag and to the Texas Flag were led by Mayor John Hebert.

### IV. 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.

### V. PRESENTATIONS / REPORTS

#### A. Golf Course Presentation

A new social media campaign has started for the Golf Course, and the first video was shown to the Council.

**B. City Manager's Report - City Manager Bryan Kendrick - Includes various updates of interest to our community.**

City Manager Bryan Kendrick reported on the following updates:

- Water System Maintenance
- Lakeland Drive Water Leak
- Main and Texas Street Drainage
- Forest Hills Water Line Improvements
- Roadway Asset Services
- Splash Pad

**C. Department Reports**

Monthly reports are submitted by departments and are attached to the agenda for the council to review and to comment on or ask questions that they may have.

**D. Sam Rayburn Municipal Power Agency - Mayor Hebert**

Mayor Hebert, Board Member of the Sam Rayburn Municipal Power Agency, stated that the meeting in August was a standard business meeting. The next meeting will be held on September 16th in Livingston.

**E. Mayor, Council and Staff Comments**

No Comments were made.

**VI. CONSENT AGENDA**

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

A motion was made by Council Member Seymour to approve all items on the consent agenda and seconded by Council Member Brents. The motion passed 7 to 0 with all present voting yes.

**A. Minutes Approval**

1. August 12, 2025
2. August 26, 2025

**B. 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 2026 TxDOT ROUTINE AIRPORT MAINTENANCE PROGRAM (RAMP) GRANT AGREEMENT.**

**VII. REGULAR AGENDA**

**A. Regular Session**

**1. CITY COUNCIL TO CONDUCT A PUBLIC HEARING ON THE PROPOSED TAX RATE FOR FISCAL YEAR 2025-2026.**

At 6:17 p.m., Mayor Hebert opened the Public Hearing on the Proposed Tax Rate for Fiscal Year 2025-2026. The proposed tax rate is \$0.5838 for the 2025-2026 Budget.

At 6:18 p.m., Mayor Hebert closed the Public Hearing on the Proposed Tax Rate for Fiscal Year 2023-2024.

**2. CITY COUNCIL TO CONDUCT A PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR 2025-2026.**

At 6:18 p.m., Mayor Hebert opened the Public Hearing on the Proposed Budget for Fiscal Year 2025-2026.

City Manager Bryan Kendrick stated that the total balanced budget for Fiscal Year 2025-2026 is \$41,233,973.

At 6:19 p.m., Mayor Hebert closed the Public Hearing on the Proposed Budget for Fiscal Year 2025-2026.

**3. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING NECESSARY FUNDS FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS, PROJECTS AND ACCOUNTS; PROVIDING FOR AN EFFECTIVE DATE.**

The budget process culminates in action by the City Council to adopt the budget and set the tax rate. This process includes Budget Work Sessions and Public Hearings on both the budget and tax rate. Before the tax rate is adopted, an ordinance approving the budget must be adopted, as the tax rate is to be in accordance with the budget (LGC §102.009).

The City Charter, Section 9.08 states that the budget shall be finally adopted in accordance with the timelines as prescribed by Texas State Law.

A motion was made by Council Member Brents to approve the ordinance adopting the budget for Fiscal Year 2025 - 2-26 and seconded by Council Member Ward. The motion passed 7 to 0 with all present voting yes.

**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, RATIFYING THE PROPERTY TAX INCREASE REFLECTED IN THE BUDGET.**

Adoption of a budget that raises more revenue from property taxes than in previous years requires a separate vote of the governing body to ratify the property tax increase reflected in the budget (LGC §102.007(c)). This vote is in addition to and separate from the vote to adopt the budget and the vote to set the tax rate.

A motion was made by Council Member Dennis to approve the resolution ratifying the property tax increase reflected in the budget and seconded by Council Member Dugger. The motion passed 7 to 0 with all present voting yes.

**5. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS ADOPTING AN AD VALOREM TAX RATE FOR FISCAL YEAR 2025-2026 AT A RATE OF \$0.5838 PER ONE HUNDRED DOLLAR (\$100) ASSESSED VALUATION ON ALL TAXABLE PROPERTY; PROVIDING AN EFFECTIVE DATE.**

The City Council is required to vote on the tax rate for Fiscal Year 2025-2026.

I & S Rate	\$0.1908
M & O Rate	\$0.3930
Total Tax Rate	\$0.5838

A motion was made by Council Member Brents to approve the ordinance adopting an ad valorem tax rate for fiscal year 2025-2026 at a rate of \$0.5838 per hundred dollars (\$100) assessed valuation on taxable property and seconded by Council Member Seymour. The motion passed 7 to 0 with all present voting yes.

**6. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AMENDING THE MASTER FEE SCHEDULE BY INCREASING ELECTRIC, WATER, WASTEWATER, SOLID WASTE RATES; ADJUSTING FEES FOR SECURITY LIGHTS, ANIMAL CONTROL, LIBRARY, AND PERMITS; AND PROVIDING FOR AN EFFECTIVE DATE.**

The rate study presented to City Council in 2019 by Freese & Nichols recommended the rates for water and wastewater be raised by 8% annually, for the next six (6) years. This rate increase will be used to fund the bonds that will be required to complete the projects for the water and wastewater systems. This will be the sixth year of the increase.

The electric rate increases by 0.008 cents.

The solid waste rate increases by 2% for residential services and 5% for commercial services per contract with Frontier Waste.

The Animal Control adoption fee is being removed as it is not charged. Library Fees have been updated or deleted based on current supplies. Permit Fees have been updated to include all current fees charged by third-party vendors and costs.

A motion was made by Council Member Dugger to approve the ordinance amending the master fee schedule by increasing electric, water, wastewater, solid waste rates; adjusting fees for animal control, library, permits and security lights and seconded by Council Member Ward. The motion passed 7 to 0 with all present voting yes.

**7. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AWARDING THE BID FOR THE MUNICIPAL PARK POND CLEANOUT PROJECT TO SMART MATERIALS, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY TO COMPLETE THE PROJECT.**

The City of Liberty received three bids for the Municipal Park Pond cleanout project. The proposals included mobilization, removal of all vegetation from the pond, loading and hauling away of material, and demobilization. The bids are as follows:

1. Pipeline Inspection and Construction Company (PIC) – \$59,860
2. Smart Materials, Inc. – \$50,500
3. BSC (Baytown Sand and Clay) Management, LTD – \$82,500

A motion was made by Council Member Ward to approve the resolution awarding the bid for the municipal park pond cleanout project to Smart Materials, Inc. and seconded by Council Member Bell. The motion passed 7 to 0 with all present voting yes.

**8. AN ORDINANCE APPROVING CLOSING OUT THE MUNICIPAL SOLID WASTE FUND AND TRANSFERRING SAID FUNDS AND OPERATIONS TO THE CITY'S GENERAL FUND**

A motion was made by Council Member Brents to approve the resolution approving closing out the municipal solid waste fund and transferring said funds to the general fund and seconded by Council Member Dennis. The motion passed 7 to 0 with all present voting yes.

**9. Second 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 second reading of the resolution was by City Attorney Brandon Davis.

A motion was made by Council Member Dugger to approve the resolution approving the LCDC airport and city mowing equipment project and approving the expenditure of funds and transferring said funds to the general fund and seconded by Council Member Ward. The motion passed 7 to 0 with all present voting yes.

**10. AN ORDINANCE APPROVING AMENDMENTS TO THE CITY OF LIBERTY'S FISCAL YEAR 2024 – 2025 BUDGET.**

Amend the 2025 fiscal year budget to capture revenue.

A motion was made by Council Member Brents to approve the ordinance approving amendments to the fiscal year 2024 - 2025 budget and seconded by Council Member Dennis. The motion passed 7 to 0 with all present voting yes.

**11. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, APPROVING AN EXPENDITURE OF FUNDS ON SPECIFIC PROJECTS AND EQUIPMENT.**

Council to decide which departmental requests to prioritize regarding projects and equipment.

A motion was made by Council Member Bell to approve the resolution approving an expenditure of funds on specific projects and equipment and seconded by Council Member Dugger. The motion passed 6 to 1 with Council Member Brents voting against.

**12. Discussion and possible action regarding Liberty Municipal Park Rules.**

The reason for this request is a recurring safety issue on the park's walking/jogging trails. While the trails are advertised as shared use for walking, jogging, and biking, there are currently no rules governing safe use by cyclists.

A motion was made by Council Member Brents to table this item for further research and seconded by Council Member Dugger. The motion passed 7 to 0 with all present voting yes.

**13. 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, REJECTING HIGHLINE'S OFFER TO PURCHASE THE CITY'S FIBER RING.**

Highline Internet is proposing to purchase the fiber ring installed by the City of Liberty.

A motion was made by Council Member Ward to reject Highline's offer to purchase the fiber ring and seconded by Council Member Dennis. The motion passed 4 to 3 with Council Members Ward, Dennis, Brents and Seymour voting for the rejection and Council Members Hebert, Dugger and Bell voting against.

**14. 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 INSTALLATION OF NEW LIGHTING AT THE HUMPHREYS CULTURAL CENTER.**

Discussion and possible action regarding the theater lighting and HVAC concerns.

A motion was made by Council Member Seymour to approve the resolution to install new lighting at the Humphreys cultural center and seconded by Council Member Ward. The motion passed 6 to 0 to 1 with Council Member Brents abstaining.

**B. Executive Session**

At 8:01 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.
  - Appointments to Library Board
  - Nominees for Port of Liberty Board
- 4. Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.**  
Discussion regarding economic development negotiations.

**C. Reconvene into Regular Session**

At 9:47 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.
  - Appointments to Library Board
  - Nominees for Port of Liberty Board

A motion was made by Council Member Bell to appoint Margaret Gardzina, Erin Dorsett, Bill Buchanan, and Katriesa Secada to the Liberty Municipal Library Board and seconded by Council Member Brents. The motion passed 7 to 0 with all present voting yes.

A motion was made by Council Member Bell to nominate Wendall Null, Denise Barkis, and Robert Runkle to the Port of Liberty Board of Directors and seconded by Council Member Ward. The motion passed 7 to 0 with all present voting yes.

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

No action was taken.

**VIII. ADJOURNMENT**

**A. Motion To: Adjourn**

With no further business to discuss, Mayor Hebert adjourned the meeting at 9:48 p.m.

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John Hebert, Jr., Mayor

ATTEST:

\_\_\_\_\_  
April Gilliland, City Secretary