



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

Monday, December 8, 2025

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 Tommy Brents				
Council Member Ed Seymour				
Council Member Ross Ward				
Council Member Debbie Dugger				
Council Member Bruce Bell				
Council Member Nick Dennis				

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

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.

V. PRESENTATIONS / REPORTS

- A. City Manager's Report - City Manager Bryan Kendrick - Includes various updates of interest to our community.
- B. Department Reports
- C. Sam Rayburn Municipal Power Agency - Mayor Hebert
- D. Mayor, Council and Staff Comments

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. Minutes Approval

1. November 13, 2025

VII. REGULAR AGENDA

A. Regular Session

1. **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, ADOPTING AN UPDATED INVESTMENT POLICY.**
2. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE UTILIZATION OF CAMBRIDGE FUND MONIES FOR THE PURCHASE OF THREE (3) COATED HEAVY-DUTY PUNCHED STEEL OUTDOOR PICNIC TABLES AND ONE (1) COATED HEAVY-DUTY PUNCHED STEEL ADA ACCESSIBLE OUTDOOR PICNIC TABLE FOR THE CITY HALL CAMPUS IN THE TOTAL AMOUNT OF \$5,192.46; AND PROVIDING AN EFFECTIVE DATE.**
3. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE USE OF CITY PROPERTY BY LIBERTY COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 5 FOR DRAINAGE PURPOSES AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ANY NECESSARY AGREEMENTS; AND PROVIDING AN EFFECTIVE DATE.**
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, AWARDED THE BID FOR THE MINGLEWOOD SANITARY SEWER IMPROVEMENT PROJECT FUNDED BY THE CITY'S CDBG DISASTER RECOVERY (CDBG-DR) PROGRAM CONTRACT NO. 24-067-026-E213 WITH THE TEXAS GENERAL LAND OFFICE TO TEXAS UNDERGROUND UTILITIES, INC. IN THE AMOUNT OF \$4,153,555.00; AUTHORIZING THE CITY MANAGER TO EXECUTE RELATED DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.**
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, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH PYRO SHOWS OF TEXAS, INC., FOR THE CITY'S JULY 3, 2026, FIREWORKS DISPLAY.**
6. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, APPROVING THE LIBERTY RANCH PUBLIC IMPROVEMENT DISTRICT REIMBURSEMENT AGREEMENT BETWEEN THE CITY OF LIBERTY AND LIBERTY RANCH, LLC; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND ESTABLISHING AN EFFECTIVE DATE.**

B. 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.

C. Reconvene into Regular Session

1. Consider and take possible action on legal matters discussed in the executive session.
2. Consider and take possible action on real estate matters discussed in the 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 the executive session.

VIII. 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 2nd day of December 2025. This notice will remain posted continuously for at least three (3) business days preceding the scheduled day 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: December 8, 2025

Agenda Wording: City Manager's Report - City Manager Bryan Kendrick - Includes various updates of interest to our community.

Department: Administration

Subject: City Manager's Report

Background: This agenda item provides an opportunity for the City Manager to update the City Council and the public on key ongoing and upcoming City projects and initiatives.

TXDOT Municipal Maintenance Agreement

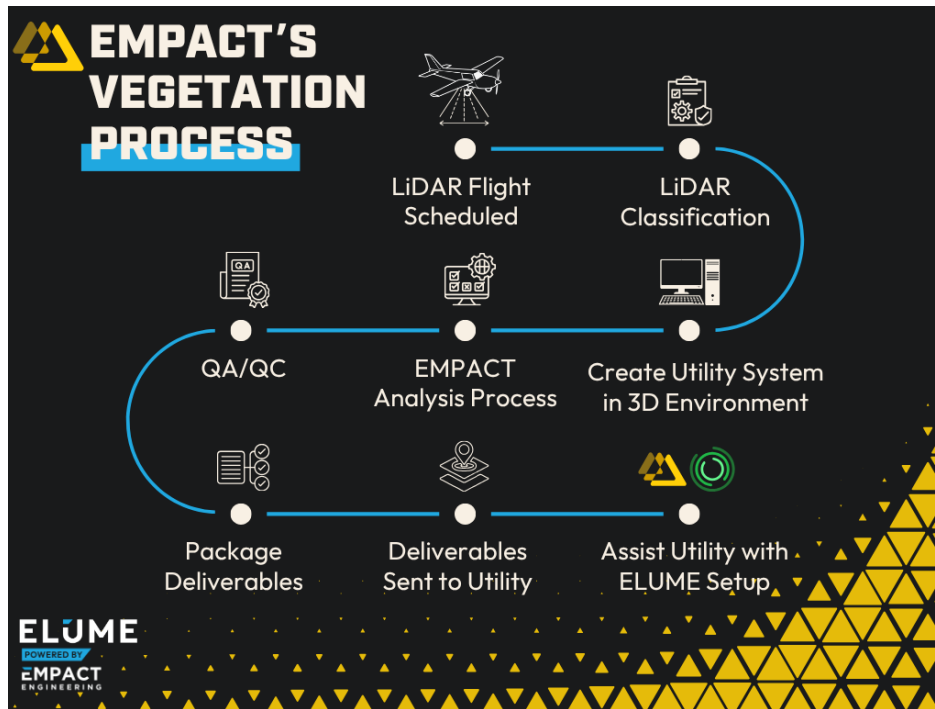
The Director of Maintenance for the Texas Department of Transportation approved our request for the angled parking exemption on Main Street (Loop 227), it has been finalized and added to the agreement as an Exhibit.

Water System Maintenance:

Our crews continue to address water leaks on a maintenance-response basis, resolving issues as they arise. As of last week, there were four active leaks throughout the city. Should the volume exceed our internal capacity to respond in a timely manner, we will bring in outside contractors to assist as needed.

EMPACT Engineering Geospatial Report for Electric Utility:

The LiDAR drones have completed their flights. They are processing the data and moving forward with developing the base mapping, and from there they will begin the analysis. EMPACT anticipates completing this phase and having preliminary results available in the coming weeks. Below is a process flow chart infographic.



Roadway Asset Services:

They are reviewing the pilot data now, which is anticipated to last through early next month. The analysis of the data using RAS' BOSS software to create budget scenarios is expected to begin in mid-January and last about 6 weeks. At this point we anticipate project completion not later than March 2026.

Liberty Municipal Park:

- Liberty Municipal Park Splash Pad has been delayed by the recent rains, is still ahead of schedule currently and staff is working on a drainage solution to an issue that came up recently, I hope to have an update on our efforts at this City Council Meeting.
- We have ordered the pond fountains and began the monthly maintenance.
- We are finalizing the bid documents for the Bathrooms and Concession Stands, and anticipate putting that out after the holidays.

Funding Source: n/a

Staff Recommendation: n/a

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

Agenda Wording: Department Reports

Department: Administration

Subject: Department Reports

Background: Attached are reports compiled by various City departments regarding facts about projects, situations and activities of the individual department. These reports are submitted on a monthly basis.

Funding Source:

Staff Recommendation:



VirTower LLC
13721 Jetport Commerce Pkwy, Suite 2
Fort Myers FL 33913
Phone +1 888 31 70 747
virtower.com | info@virtower.com

Airport Operations
Snapshot Local Time
Start Date 11/01/2025 00:00 LT
End Date 11/30/2025 23:59 LT

Creation 12/01/2025 16:16
User AprilGilliland
Customer ID KT78

Summary

Landings		Take-Offs		Totals	
Single Engine	454	Single Engine	460	Single Engine	914
Single Engine Turbine	3	Single Engine Turbine	3	Single Engine Turbine	6
Multi Engine	18	Multi Engine	18	Multi Engine	36
Multi Engine Turbine	4	Multi Engine Turbine	4	Multi Engine Turbine	8
Helicopter	11	Helicopter	16	Helicopter	27
Light Sport Aircraft	3	Light Sport Aircraft	3	Light Sport Aircraft	6
TOTAL	493	TOTAL	504	TOTAL	997

FAA AAC/ADG Summary

Landings		Take-Offs		Totals	
A1	434	A1	439	A1	873
A2	1	A2	1	A2	2
B1	7	B1	7	B1	14
B2	10	B2	10	B2	20
HEL	11	HEL	16	HEL	27
UKN	30	UKN	31	UKN	61
TOTAL	493	TOTAL	504	TOTAL	997

Operations by Aircraft Type

Single Engine		Single Engine Turbine		Multi Engine		Multi Engine Turbine		Business Jet	Jet 2	Jet NB	Jet 4	Jet WB	Helicopter	
AA5	12	PA28	6	B200	12	B200	4						B407	12
AG5B	7			B58	2	B350	4						BK17	5
AL18	2			B60	2								Others	10
B23	2			BE55	2									
BE35	9			BE58	4									
BE36	2			BE95	2									
C150	17			C310	2									
C170	4			C337	2									
C172	151			C340	2									
C177	6			PA23	2									



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Single Engine	Single Engine Turbine	Multi Engine	Multi Engine Turbine	Business Jet	Jet 2	Jet NB	Jet 4	Jet WB	Helicopter
C180	10	PA30	2						
C182	96	PA31	2						
C185	4								
C206	8								
C210	3								
CC11	2								
CC1B	1								
DA40	33								
EAGL	4								
FOX	28								
GLST	2								
KODI	7								
Lancair	2								
M20	44								
M7	2								
P28A	17								
PA22	2								
PA24	4								
PA28	361								
PA28A	14								
PA32	2								
PA46	4								
Rans S6	2								
RV10	12								
RV12	6								
RV14	6								
RV4	2								
RV8	2								
SR20	3								
SR22	6								
ST75	2								
TB20	2								
V35	2								
Others	7								



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Military	Military Helicopter	Light Sport Aircraft	Glider	UAV	Blimp	Balloon	GND Emergency	GND Vehicle A	Other
		CTLS	2						
		Kitfox	4						

Activity Summary

LANDING RWY 16	350
LANDING RWY 34	143
SELF FUEL	291
TAKEOFF RWY 16	344
TAKEOFF RWY 34	160
T&G RWY 16	98
T&G RWY 34	40
T-HANGARS	28

This report was generated using sensors monitoring aircraft operations at the selected airport and may not contain aircraft that do not have ADS-B. Airports that have multiple sensors deployed will also feature aircraft fitted with transponders only. The information presented is correct to the best of our knowledge from available sensors at the time: Les Goldsmith, President VirTower LLC

CODE ENFORCEMENT MONTHLY REPORT
NOVEMBER 1, 2025 to NOVEMBER 30, 2025

<u>Case #</u>	<u>Case OPEN Date</u>	<u>Owner (Last name)</u>	<u>Owner (First name)</u>	<u>Address</u>	<u>Violation Type</u>	<u>Contact/Notification</u>	<u>Follow Up Date & Notes</u>	<u>Report Status</u>
LITTER								
25-008	1/29/25	Mosley	Mary	Beaumont-ID#55217 Liberty, TX 77575	LITTER	3rd NOV & POSTED	12/1/25	READY FOR ABATEMENT
25-051	5/22/25	Sandles	Delores	900 MLK Liberty, TX 77575	LITTER	VERBAL	12/12/25	READY FOR ABATEMENT
25-109	10/21/25	Rangel	Jose	609 Texas Liberty, TX 77575	LITTER	1st NOV- HANGER		CLOSED- CLEARED BY OWNER
HIGH GRASS								
25-003	1/9/25	Green	Darryl	Alabama-ID#56379 Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/12/25	READY FOR ABATEMENT
25-007	1/27/25	Stuckey	Jan	Ave. E-ID# 55695 Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/12/25	READY FOR ABATEMENT
25-021	4/3/25	Semien	A W	1021 Washington Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/12/25	READY FOR ABATEMENT
25-064	6/23/25	Twin Oaks	Parks Inc.	3802 N Main Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/12/25	READY FOR ABATEMENT
25-071	7/8/25	Twin Oaks	Parks Inc.	Cedarwood- ID#73301 & 73302 Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/12/25	READY FOR ABATEMENT

25-075	7/16/25	Garza	Hugo	845 Sue Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/12/25	READY FOR ABATEMENT
25-084	7/25/25	Lyons	Charles	1301 Minglewood Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/12/25	READY FOR ABATEMENT
25-086	7/28/25	Osorto	Oscar	101 Glenn St. Liberty, TX 77575	HIGH GRASS	TAGGED	12/29/25	OPEN
25-088	8/4/25	Rodriguez	Rodolfo	1834 N San Jacinto Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/29/25	READY FOR ABATEMENT
25-089	8/5/25	Rubit	Ronnie	609 Washington Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/29/25	READY FOR ABATEMENT
25-094	8/12/25	Turner	Joyce	1015 Lamar Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/29/25	READY FOR ABATEMENT
25-100	9/3/25	Davis	Richard	901 MLK & MLK- ID#127680 Liberty, TX 77575	HIGH GRASS	3rd NOV & POSTED	12/29/25	READY FOR ABATEMENT
25-107	10/9/25	Belle	Mattie	1915 Adams Liberty, TX 77575	HIGH GRASS	2nd NOV-Mail	12/1/25	OPEN
25-110	11/13/25	DL Foster	Holdings LLC	3210 Hwy. 90 Liberty, TX 77575	HIGH GRASS	1st NOV- Mail		CLOSED- CLEARED BY OWNER

STOP WORK ORDER

24-062	7/18/2024	Ortiz	Omar	422 Maplewood Liberty, TX 77575	STOP WORK	VERBAL	10/31/25	OPEN
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RV VIOLATIONS

23-109V	7/20/23	Multiple	Owner	311 Riverbend Rd. Liberty, TX 77575	LIVING IN RV	3rd NOV & POSTED	12/22/25	OPEN
23-163V	11/21/23	CTL Sales	of Texas	610 Port Dr. Liberty, TX 77575	RV- AT COMMERCIAL LOCATION	NOV- Reinspection		CLOSED
25-005V	6/11/25	Falke	George	3023 Grand Liberty, TX 77575	LIVING IN RV	VERBAL	12/12/25	OPEN
25-019V	11/4/25	300 Industrial	LLC	300 Industrial Rd. Liberty, TX 77575	LIVING IN RV	1st NOV- Mail	12/1/25	OPEN

DILAPIDATED PROPERTY

24-095	10/3/24	Winni's	Hair Studio	120 Alabama Liberty, TX 77575	DILAPIDATED PROPERTY	Working on Warrant	9/9/25	OPEN
25-040	5/15/25	Mitchell	Aurelia	311 Riverbend Rd. Liberty, TX 77575	DILAPIDATED PROPERTY	1st NOV- Mail	11/7/25	OPEN
25-061	6/10/25	Gholson	Connie	712 Austin Liberty, TX 77575	DILAPIDATED PROPERTY	VERBAL		WORKING TO OBTAIN PERMIT
25-082	7/22/25	McCarty	Michael	134 McMannus Liberty, TX 77575	DILAPIDATED PROPERTY	1st NOV- Mail	12/4/25	OPEN
25-097	8/25/25	Tabers	Michael	2721 Cos Liberty, TX 77575	DILAPIDATED PROPERTY	1st NOV- Mail	12/4/25	OPEN

SIGN ORDINANCE VIOLATIONS

MULTIPLE VIOLATIONS

25-012	3/12/25	Locke	Charlie	103 East St. Liberty, TX 77575	MULTIPLE VIOLATIONS	NOV- Reinspection	12/4/25	OPEN
25-017	3/25/25	Cain III	Chap	2104 N Main Liberty, TX 77575	MULTIPLE VIOLATIONS	1st NOV- Mail	10/17/25	OPEN
25-074	7/15/25	Ortiz	Raul	2757 Cos Liberty, TX 77575	MULTIPLE VIOLATIONS	1st NOV- HANGER	11/17/25	OPEN

JUNK MOTOR VEHICLE (JMV)-PRIVATE PROPERTY

JMV Case #	Case OPEN Date	Last reg.	Owner (Last name)	Owner (First name)	Follow up date & Notes	Vehicle Location	License Plate #	Status
23-165V	1/8/24	Mar-02	New Bern	Transport Corp.	12/4/2024	Cs.#CT182184 Port Dr.-ID#56907 Liberty, TX 77575	2DA281	OPEN(tag)
23-166V	1/8/24	Apr-12	Texas	Sabal Corp.	12/4/2024	Cs.#CT182185 Port Dr.-ID#56907 Liberty, TX 77575	TONLY05	OPEN(tag)
23-181V	3/27/24					Cs.#CT182206 1973 Wallisville Dr. Liberty, TX 77575		OPEN(tag)
25-006V	6/4/25		Terrell	Craig	9/29/2025	924 Sam Houston Liberty, TX 77575		OPEN

OPEN

<u>Case Type</u>	<u>Began</u>	<u>Closed</u>	<u>OPEN</u>
LITTER	3	1	2
HIGH GRASS	13		13
STOP WORK ORDER	1		1
RV VIOLATIONS	3	1	2
DILAPIDATED PROPERTY	5	1	4
SIGN ORDINANCE VIOLATIONS	0		0
MULTIPLE VIOLATIONS	3		3
JUNK MOTOR VEHICLE	4		4
			0
TOTAL CASES	32	3	29

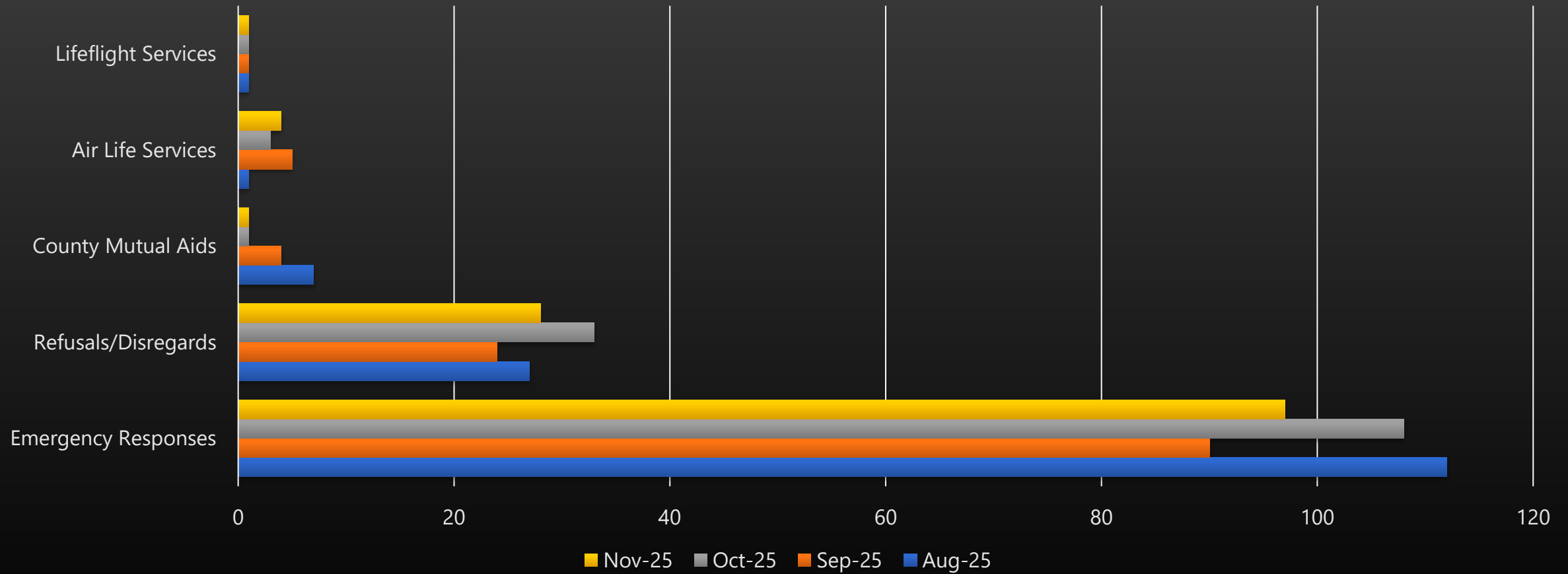
<u>Bandit signs collected this month:</u>	11
<u>Number of citations issued this month:</u>	



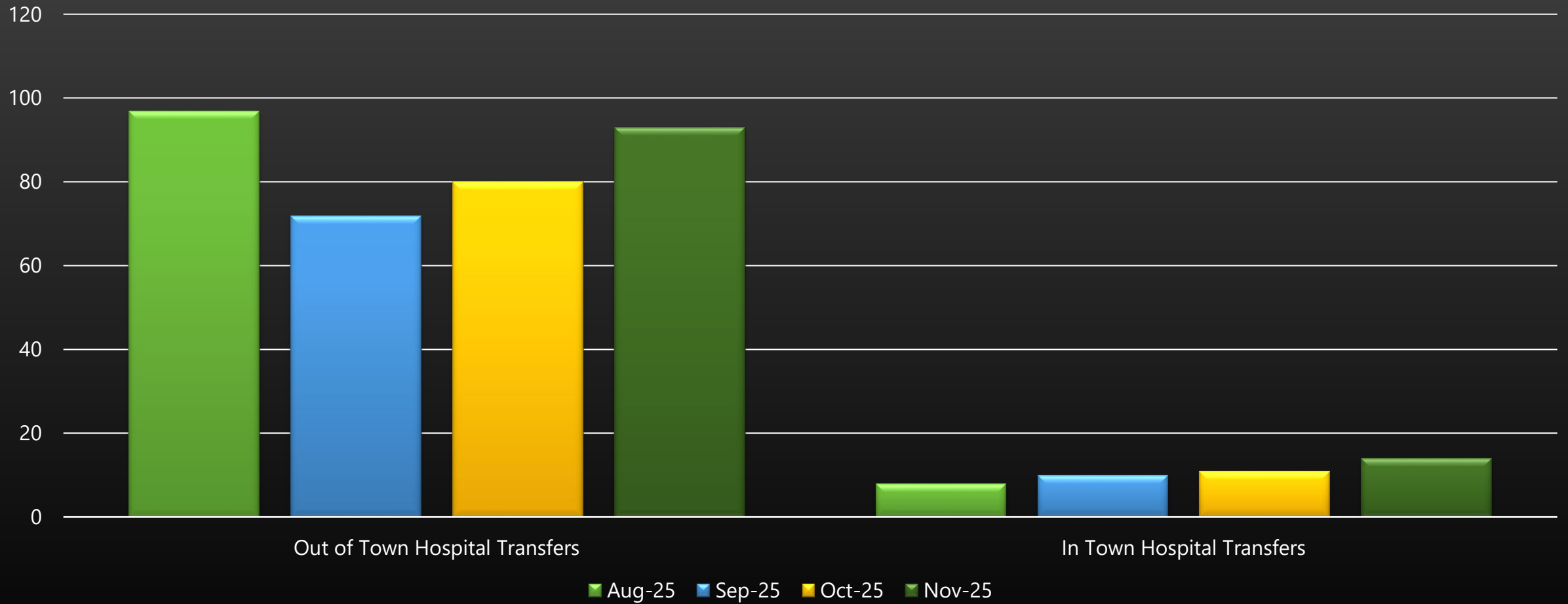
Liberty Fire

- November Monthly
- Report

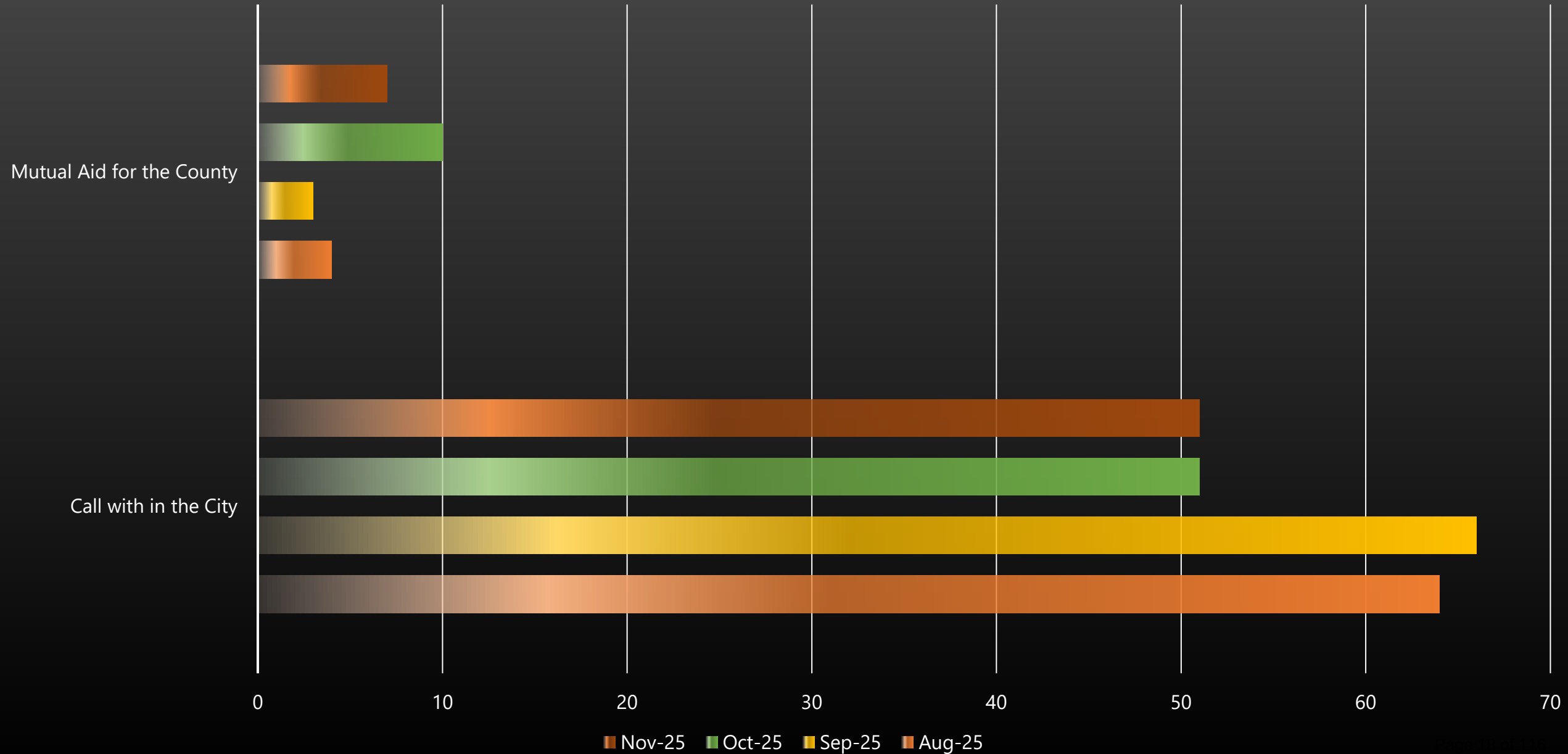
EMS Calls: 230



EMS Transfers



Fire Calls: 58



"A" SHIFT



- **A-Shift group picture**
- **EMS training**
- **Ladder 21 Night training**
- **Large brush fire**



“B” Shift

- B-Shift winning best shift during annual meeting.
- Thanksgiving dinner with the shift.
- House fire down Tanton loop.

"C" Shift

- Washer Tournament
- Working on truck sidestep.
- Gaus at son swear in USMC.





Fire Marshal

- **Total Inspections: 30**
- **New Inspections: 13**
- **Reinspections: 17**
- **Food Truck Inspections: 7**
- **Inspection Man Hours: 29**
- **Violations found: 81**
- **Burn Permits: 0**



Most common violations found during November

- Exit Signs not working properly and/or not in place
- Unapproved openings in walls or ceilings
- Open junction boxes / missing cover plates



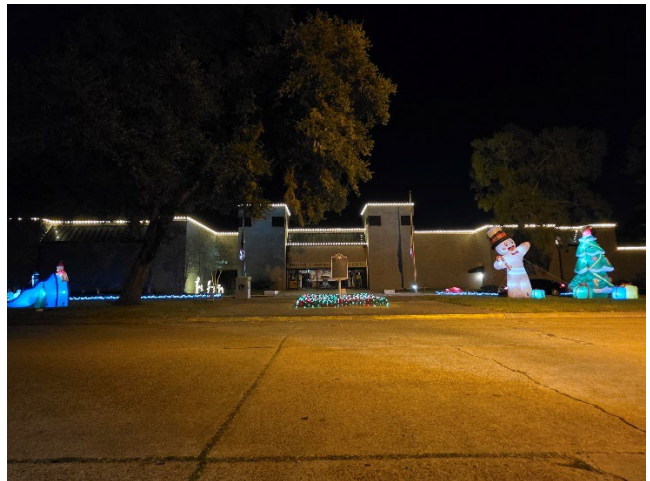


- Annual Turkey Fundraiser
- Lights of Liberty
- Annual Shift Competition



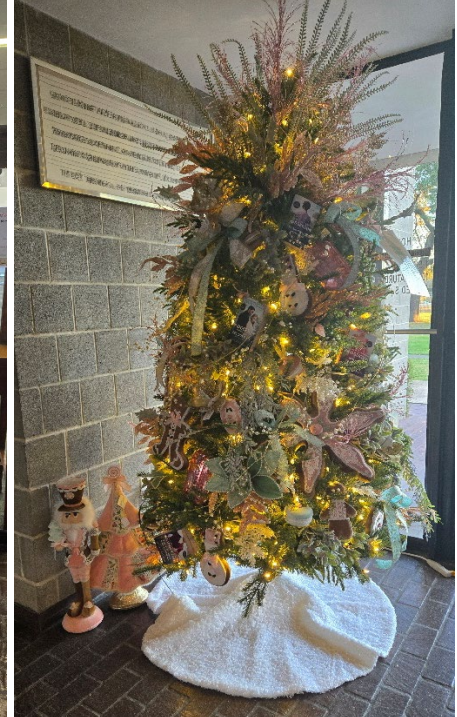
Liberty Municipal November 2025 Report

It is beginning to look like Christmas at the library this year thanks to many partners joining in on the festivities. One of our generous donors, Christmas Connections, kindly donated building lights. Thanks to them, the Geraldine D. Humphrey's building lights up this holiday season. Texas Elite Electrical did a wonderful job hanging the Christmas wreaths. Staff have been working hard at work getting the library ready for the holiday season. Let's not forget the wonderful Christmas tree entries which have been set up in the foyer of the library. The contestants this year are a wonderful mix of group types including, self, family, business, and organization. Don't forget to vote on your favorite tree this year starting, December 2.



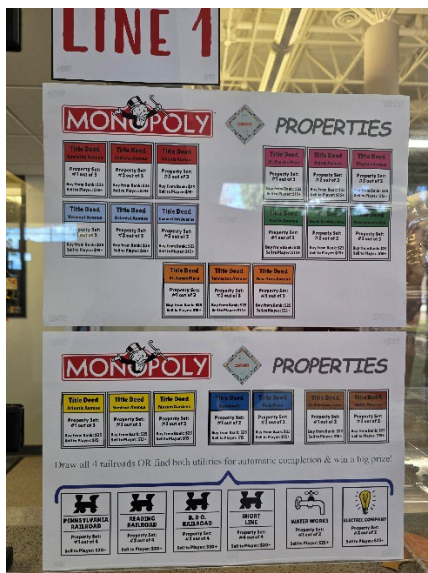








The library once again hosted a scavenger hunt for all ages. Monopoly day was extended and held beginning November 19 through November 21. Several families joined in on the scavenger hunt fun with specialty 3D printed monopoly pieces including a Liberty Bell. All participants qualified for a monopoly piece after completing 3 sets of properties and several winners completed the game and received top prize of their choice. For one group of children playing this game was their first time playing Monopoly and the library staff are proud to be a part of that memory in the making. The next scavenger hunt event, Ninja Day, is on Friday, December 5.



Liberty Municipal Library Monthly Report June through November 2025						
Circulation	June	July	August	September	October	November
Spanish Materials Circulation	103	97	74	89	66	15
Total Adult, Teen & YA Circulation All Formats	1,688	1,679	1,288	1,450	1,367	1,088
Total Juvenile Circulation All Formats	3,228	3,252	1,284	1,222	1,249	814
Total Circulation All Formats	4,916	4,931	2,572	2,672	2,616	1,902
Reference Services						
In-house Reference	208	260	168	197	207	241
Telephone Reference	118	150	100	93	108	86
Public Computer Assistance	130	102	110	165	134	143
Collection Statistics						
Total Volumes in Collection	49,266	49,320	49,344	49,526	49,562	49,667
Total Titles in Collection	69,132	69,151	69,319	70,135	70,199	70,333
Cataloging						
Books Cataloged	81	62	93	141	0	96
DVD/ Blu-Rays Cataloged	1	0	1	0	19	0
Audiobooks & Music CDs Cataloged	0	0	0	0	0	0
Periodicals Cataloged	32	0	0	5	25	9
Building Use/ Programs/Public Relations						
Meeting Room/Pavilion Use	13	21	10	15	17	13
Story Time Programs	0	0	2	3	4	3
Story Time Attendance	0	0	45	42	52	35
Misc. Children's Programs/Tours	3	4	0	0	3	1
Misc. Children's Programs/Tours Attendance	559	543	0	0	78	11
Adult Programs Attendance	48	81	28	86	32	30
YA/Teen Programs Attendance	34	21	0	0	0	2
Patron Count/ Volunteers						
Total Active Accounts In-City Patrons	2,436	2,437	2,403	2,387	2,380	2,367
Total Active Accounts Out-of-City Patrons	3,862	3,830	3,760	3,733	3,704	3,683
Total Volunteers	5	3	0	10	8	1
Total Volunteer Hours	10	6.75	0	26.5	19	6
Patron Visits Count	3,096	3,126	1,575	1,799	1,892	1,723
Public Use Technology						
Wireless Users	0	387	138	108	67	55
Hours of Patron Wireless Use	0	42	30	49	22	29
Public Computers Users This Month	255	247	164	204	194	178
Hours of Patron Computer Use	130	161	113	141	115	111
Website Sessions: Online Catalog	2,089	1,965	1,799	1,883	2,537	13,816
Social Media Sessions: Facebook, Instagram	2,185	1,522	981	733	944	1,053

	Liberty Municipal Library Volunteer Report for the Month of November 2025																														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total
Abshier, Dana																															0
Daniel, Hannah																															0
Davis, Beverly																															0
Delahoussaye, Evelyn																					4	2									6
Harbour, Cathy																															0
Hammer, Theresa																															0
Kemper, Sharon																															0
Lawrence, Lindsay																															0
Minchew, Sammie																															0
Pickett, Sandy																															0
Stratton, Gloria																															0
Sundgren, Gary																															0
Sundgren, Josh																															0
Sundgren, Stacy																															0
Total for month																															6.00

CITY OF LIBERTY
INSPECTION AND PERMIT DEPARTMENT MONTHLY REPORT
NOVEMBER 2025

PLAN REVIEW

of Plans Reviewed

BUILDING PERMITS

Commercial Building Permits - New

Commercial Building Permits - Renovation/Remodel

Commercial Building Permits - Addition/Expansion

Residential Building Permits- New (Manufactured Homes)

Residential Building Permits - New (Single Family)

Residential Building Permits - New (Multi-Family)

All Other Permits Issued

33

CERTIFICATE OF OCCUPANCY

Commercial C of O's Issued

1

TOTAL PERMITS:

34

FEE REVENUE

Permit Fee Revenue

\$2,924.00

Tap Fee Revenue

\$550.00

TOTAL

\$3,474.00

CITY OF LIBERTY

INSPECTION AND PERMIT DEPARTMENT MONTHLY REPORT

NOVEMBER 2025

NOVEMBER 2025-COMMERCIAL

BUSINESS NAME	ADDRESS	PERMIT TYPE
CITY OF LIBERTY-FLOCK SAFETY	590 FRIEND	ROW-INSTALL TRAFFIC CAMERA
CITY OF LIBERTY MUNICIPAL PARK	501 R E VINSON	ACCESSORY STRUCTURE
TWILA LABUFF	1005 HWY 90	ELECTRICAL
TIGER BEACH	705 PORT	BUILDING
EZEE FIBER	322 SAN JACINTO	ELECTRICAL
LIB DAYTON REG MED CENTER	1801 MONTA	GENERATOR ELECTRICAL PLUMBING
LIB DAYTON REG MED CNTR	1204 N TRAVIS	GENERATOR ELECTRICAL PLUMBING
CITY OF LIBERTY	100 COUNTRY CLUB	ELECTRICAL
METRO/ T-MOBILE	2017 HWY 146	CERTIFICATE OF OCCUPANCY

LIBERTY POLICE DEPARTMENT

- MONTHLY REPORT
- November 2025







Liberty Police Unit 511



SPEED SIGNS LOCATED AT GREAT BEGINNINGS PRE-SCHOOL



LIBERTY POLICE DEPARTMENT

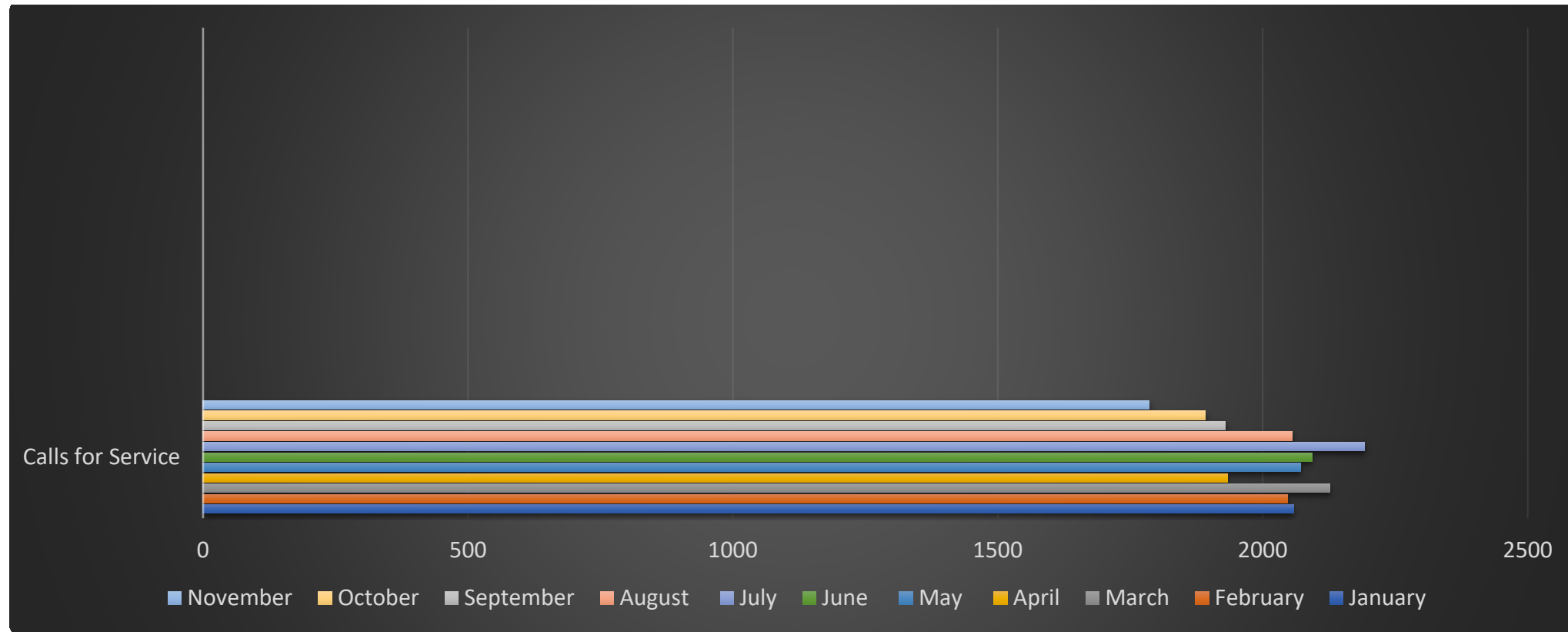
• CALLS FOR SERVICE	1786
• OFFENSES REPORTED	62
• OFFENSES CLEARED	13
• TRAFFIC CITATIONS	42
• WARNING TICKETS	145
• TRAFFIC ACCIDENTS	32
• ARRESTS	10
• ANIMALS HANDLED	22
• ALARM CALLS	44
• AMOUNT RECOVERIES	\$624.00



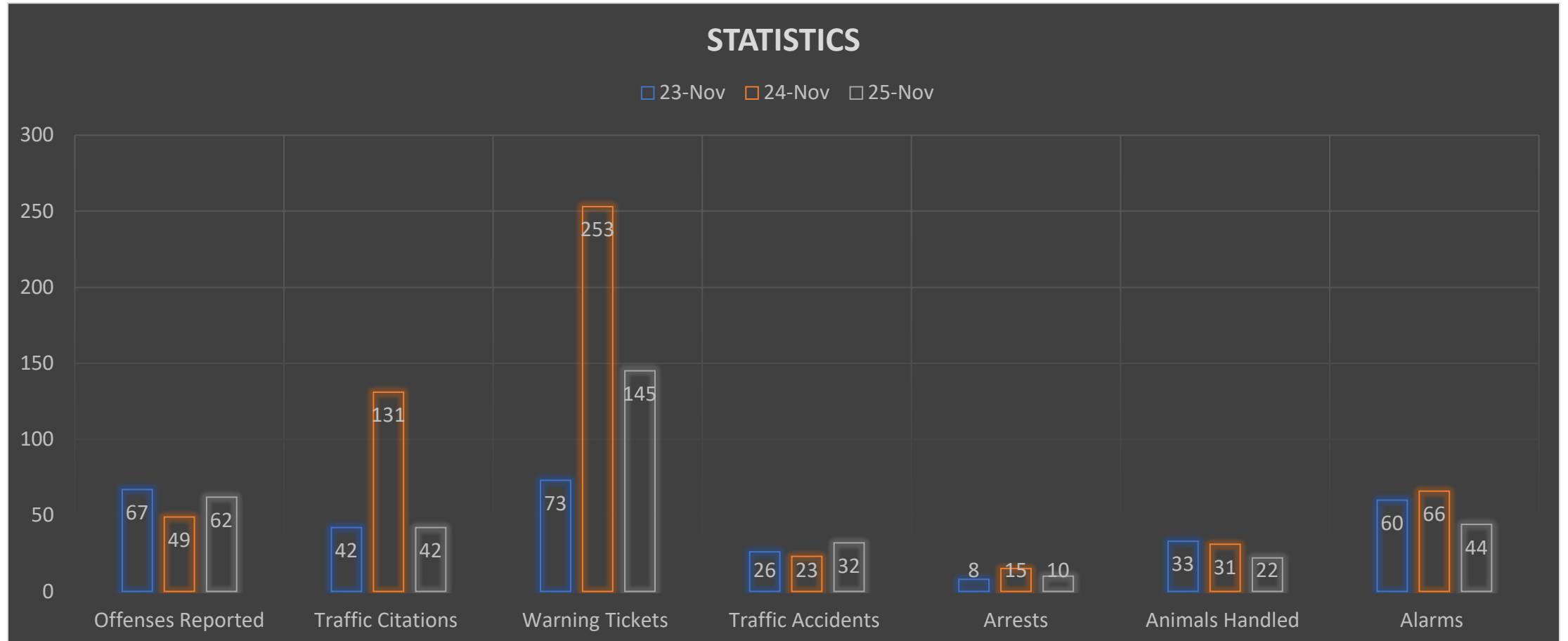
- The Mobile Data Terminals (MDT's) are in the Patrol Units. Patrol/Dispatch are navigating the MDT system.
- One Speed Sign has been set up on Hwy 90 @ Layl, and the other has been set up on Travis @ Great Beginnings Pre-School.
- One Flock Camera has been set up at Beaumont & the Country Club.
- The two Tahoe's are at the Police Department.
- We will be implementing the ticket writer in December.
- Were preparing for Silver Santa. Were also assisting the Fire Dept with the Angel Tree.
 - Silver Santa provides necessities for the elderly



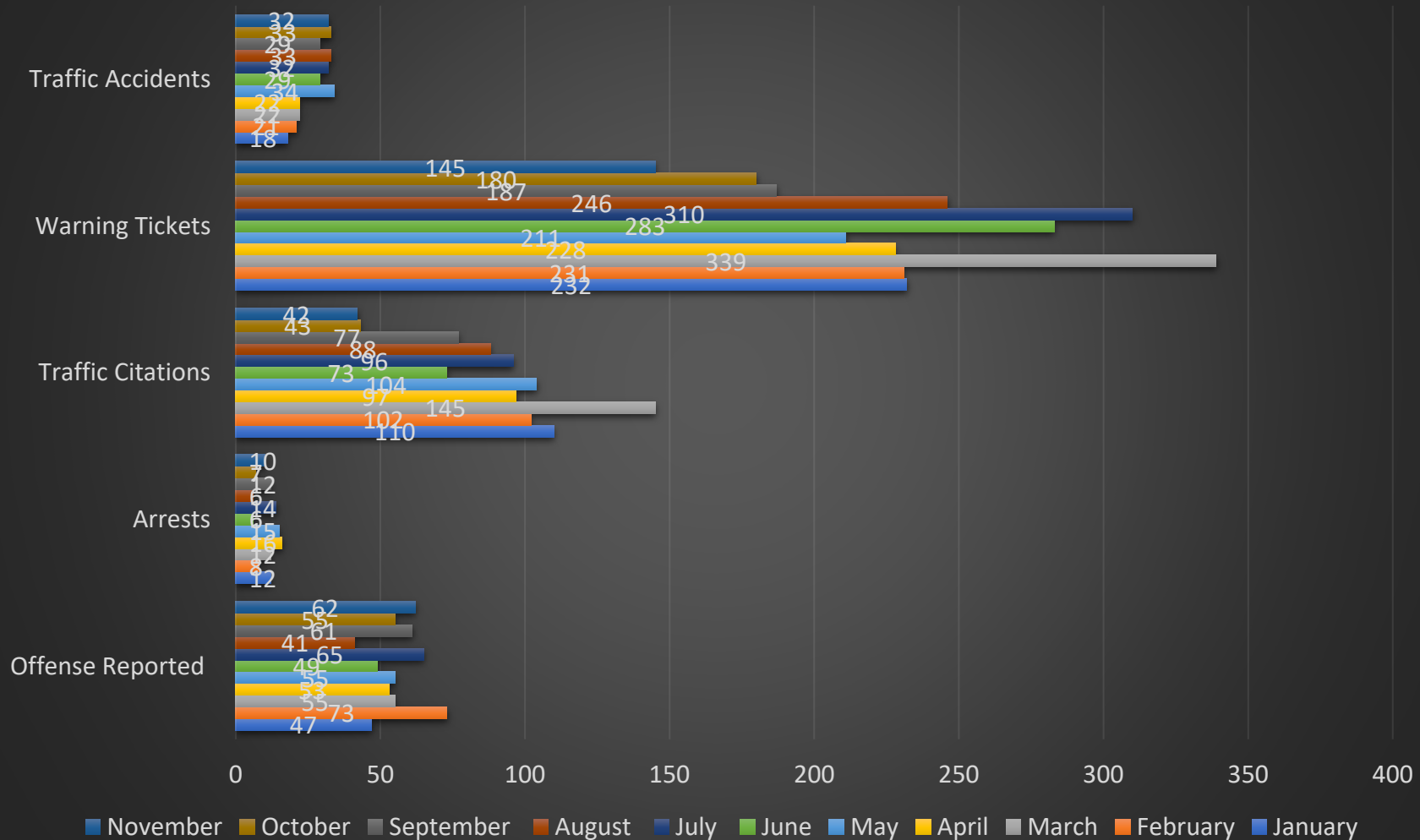
CALLS FOR SERVICE



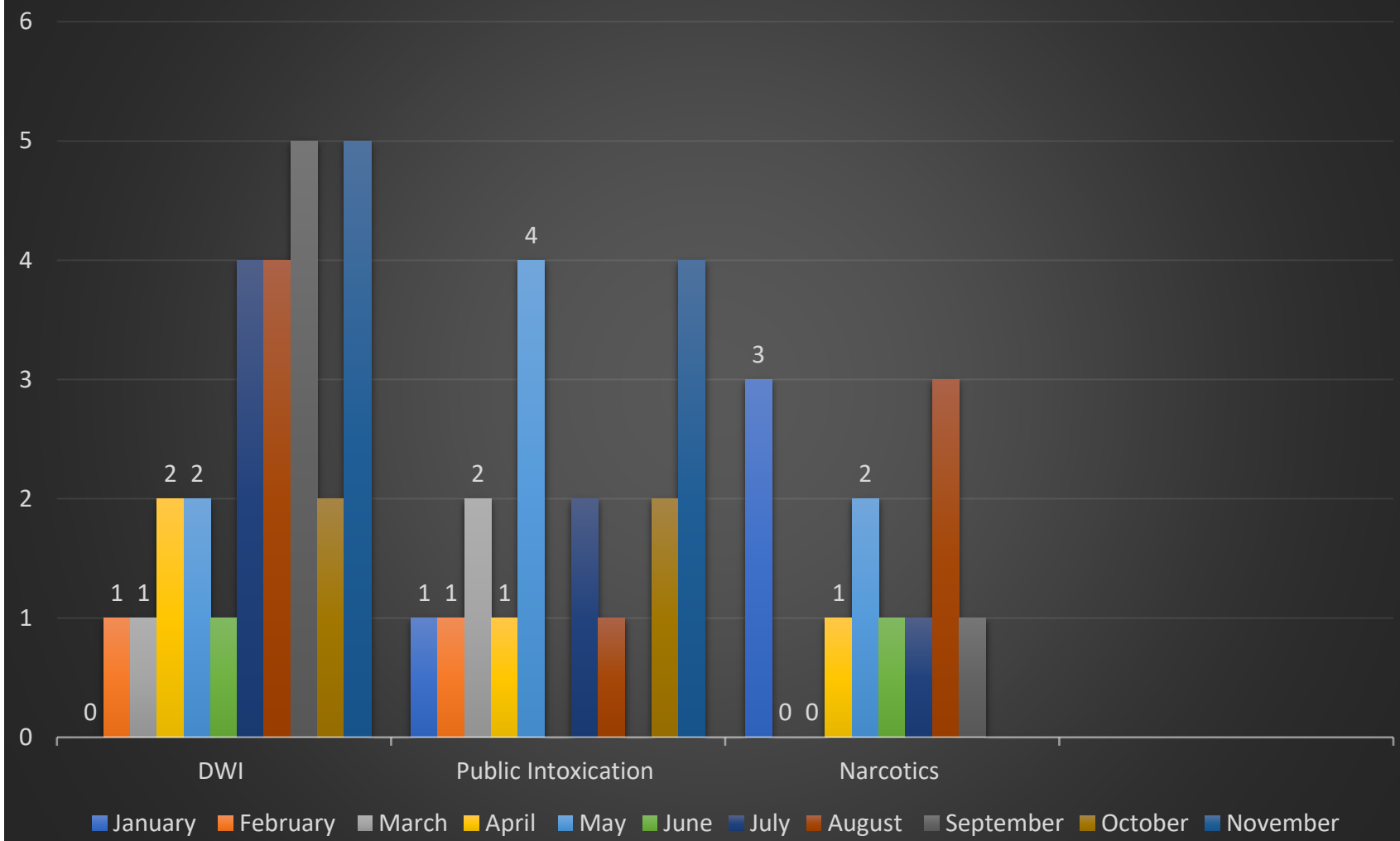
YEAR BY YEAR COMPARISON



Police Department Monthly Stats

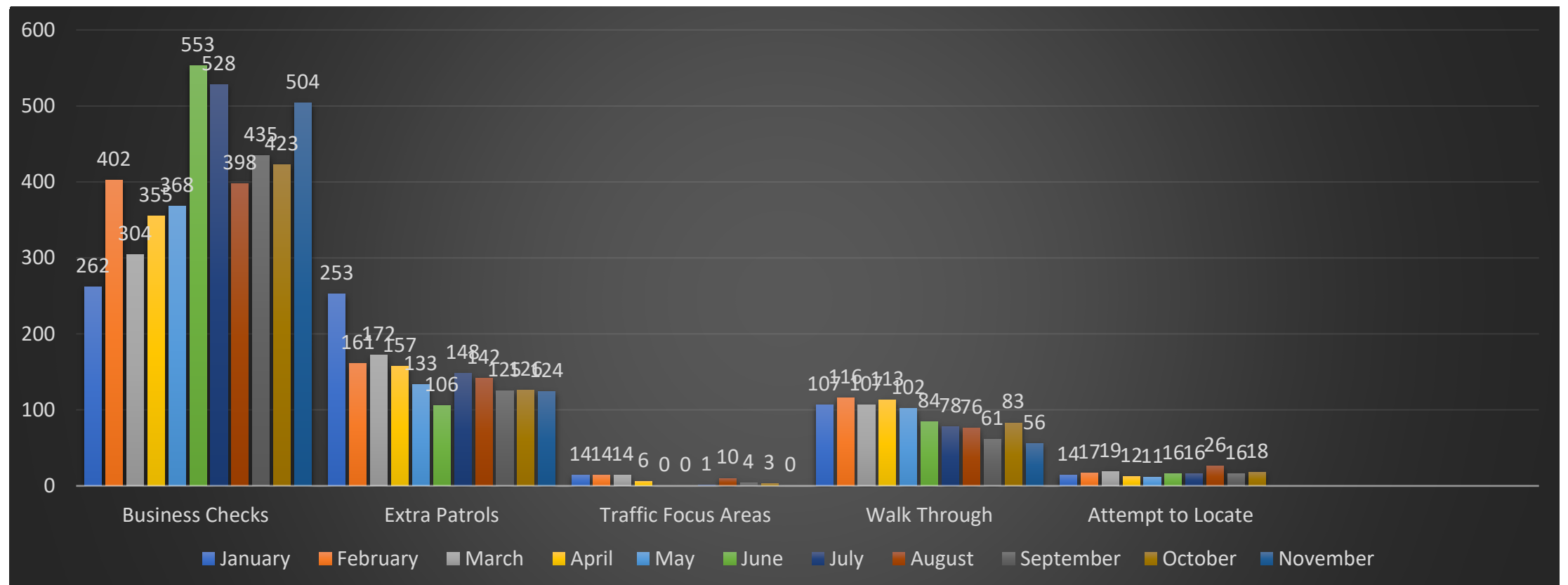


ALCOHOL/NARCOTICS RELATED ARRESTS

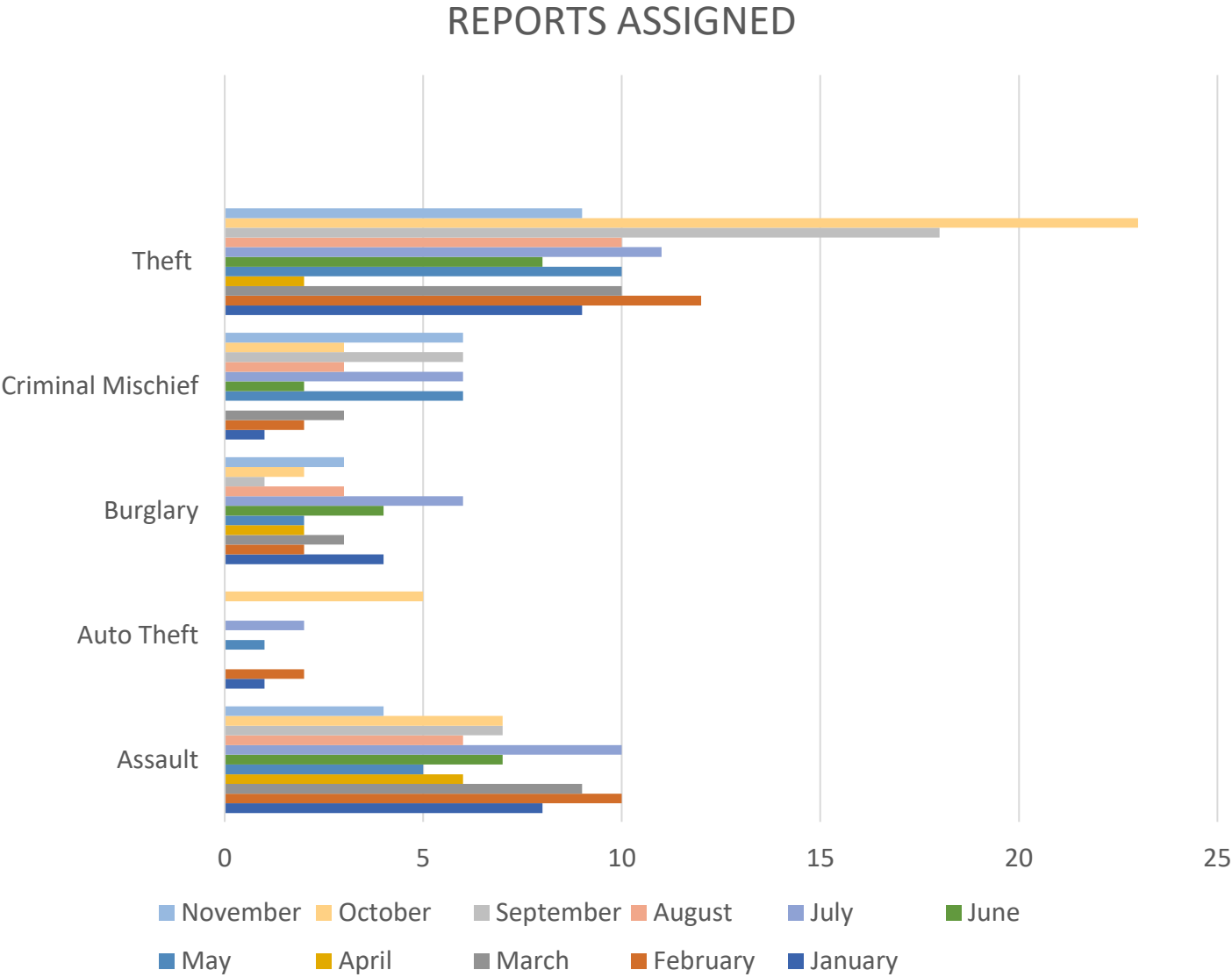


}

PROACTIVE POLICING

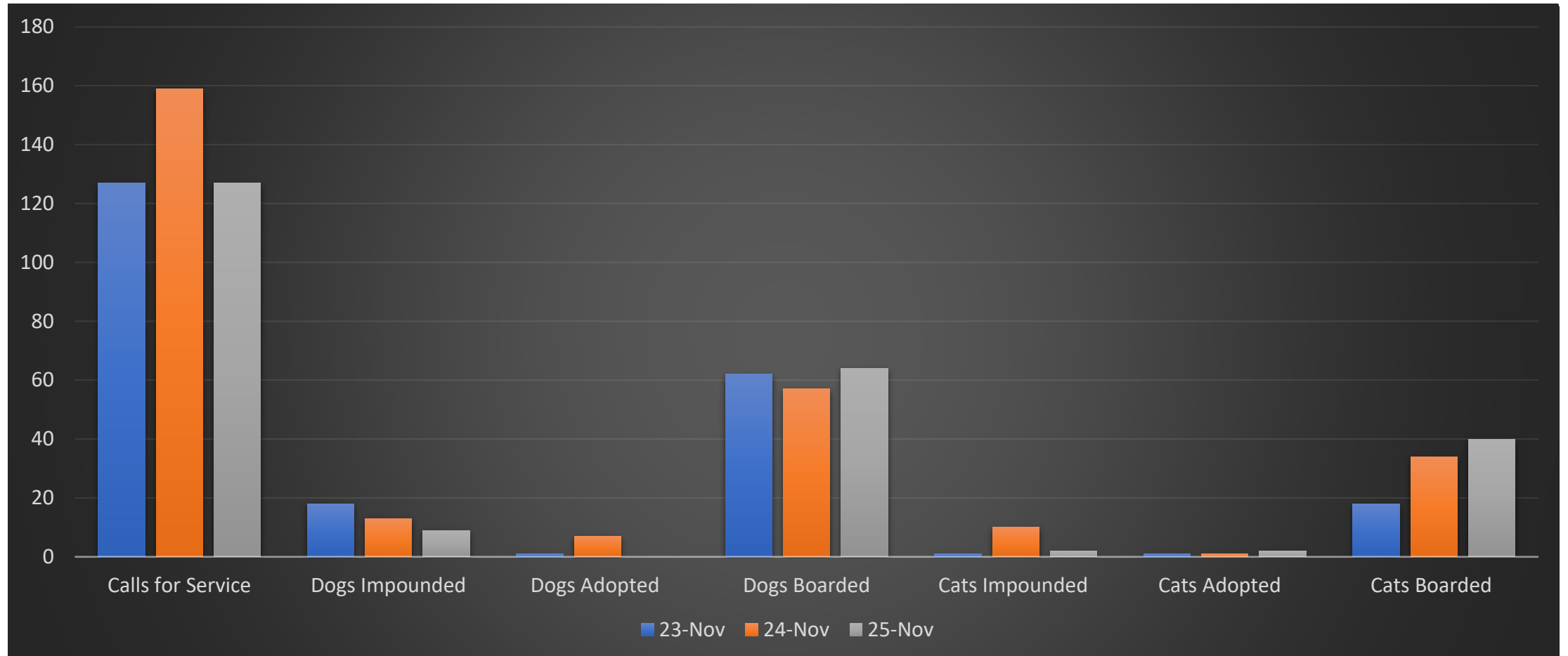


DETECTIVE DIVISION SUMMARY OF ACTIVITY

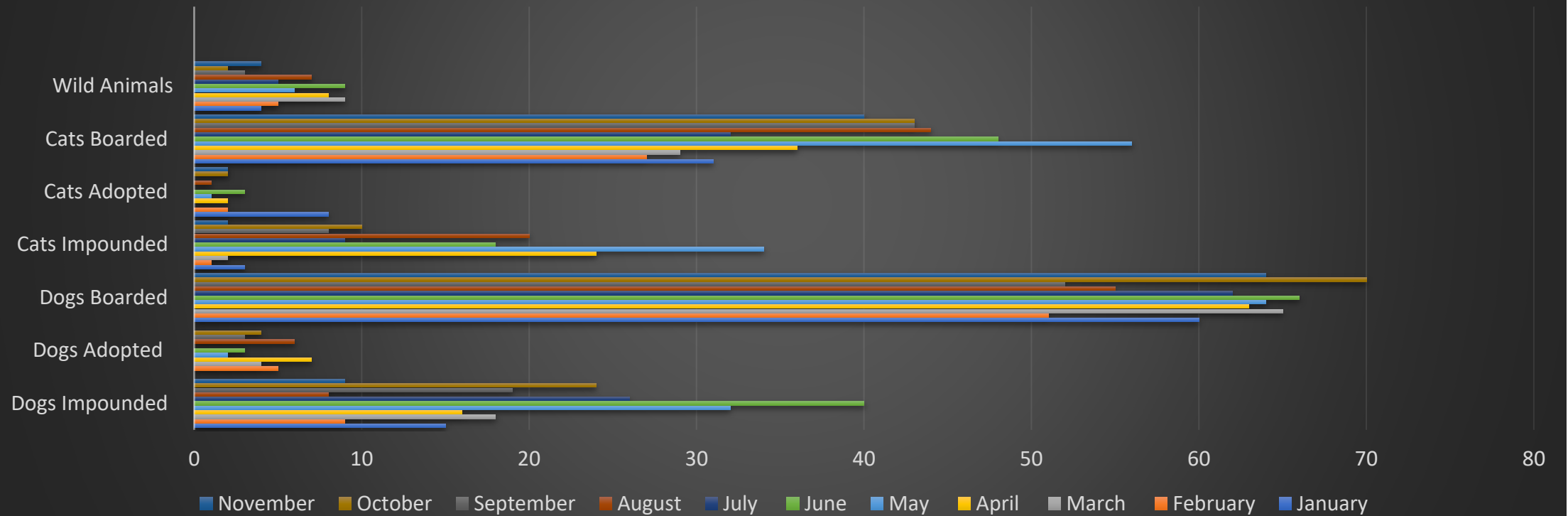


Animal Shelter

Year by Year Comparison



ANIMAL SHELTER MONTHLY STATS



Swearing In Ceremony – November 24, 2025



Lights in Liberty



Lights in Liberty



Officer Guerra
and her children
enjoying the
Lights in Liberty!





Monthly Activity Report November 2025



Facebook Insights

Views: 186,285

The number of times our content was played or displayed.

Reach: 59,308

This metric counts reach from the organic distribution of our Facebook content. It also includes reach from other sources, such as tags, check-ins and Page or profile visits.

Content

Interactions: 681

The number of likes or reactions, saves, comments, shares and replies on your content.

+Followers: 140

The number of followers our page gained over the month. That is an increase of 3.7% in one month.

LinkedIn Insights



- First post was created on March 24th
- LinkedIn will never have the social media impact of Facebook, due to the professional niche nature of the platform. However, it is one tool of many to get information out.

Impressions: 58

Reach: 13

Clicks: 0

+Followers: 1



"X" (Formerly Twitter)

We have created the account and began posting. However, X wants us to pay to receive a "verified" badge and insights at a rate of \$84-\$395/year. We do not currently see the value in that, perhaps as we grow the page that view might change.

PUBLIC WORKS MONTHLY REPORT

STREET DEPARTMENT

NOTES:

- Sprayed mosquitos
- Mowed on route
- Patched around town
- Repaired concrete cut on Texas and one on Sam Houston
- Swept streets
- Repaired asphalt street cuts
- Picked up brush and limbs at the airport several days
- Worked on slope mower
- Pulled up 2 trees at city hall
- sprayed ants at city hall
- fueled up tractor at airport several days
- Repaired concrete cut on Regal Ln.

FIXING THESE STREETS

Streets:						
	Graded:					Miles
	Swept:				19	Hours
	Street cut repairs:				5	Each
	Curb & Gutter Repair:					Feet
Drainage:						
	Ditch Cleaning:					Feet
	Culvert Installation:					Feet
	Catch Basin/inlets cleaned:				681	Each
	Levee Inspection:				Yes	
	Flap Gate Debris Removal					
Spraying:						
	Herbicide:					Gallons
	Mosquito:				516	Miles
Signs:						
	Installed					Each
	Repaired/ Replaced					Each

PARKS DEPARTMENT

Fields:

Work Performed: Picked up trash and maintained as needed. Mowed 5 times and weedeated as needed.

Restrooms:

Work Performed: Washed all restrooms twice a week and cleaned and swept as needed. Replaced toilet paper and other things as needed also. Disinfected restrooms every other day.

Concession Stands:

Work Performed: Picked up trash and debris around concession stands as needed every day. Weedeated as needed.

Splash Pad:

Work Performed. Started installing drain system for splash pad.

Jogging Trail:

Work Performed: Picked up limbs and trash as needed also, weedeated around trees and rocks as needed. Sprayed the trail sides with weed killer throughout the park.

Playground Equipment:

Work Performed: Checked and made sure all playground equipment was in good working order. Pick up trash and other debris around them. Swept and removed leaves and other debris from around the playground.

Pocket Parks:

Work Performed: Picked up trash and other debris every day. Changed trash barrels as needed in all pocket parks. Replaced all basketball nets. Cut vines and other debris off of fence lines that had been neglected by the contractors.

Trees:

Work Performed: Cut up trees and picked up limbs throughout park.

Flags:

Work Performed: checked for wear and tear everyday replaced as necessary.

Notes:

1. Filled holes throughout the park.
2. Picked up limbs throughout the park.
3. Cut up trees that had fallen in the park.
4. Fixed hog ruts throughout the park.
5. Filled in ruts that were made by vandals through the park.
6. Waiting on the contractor to come back and take light poles and clean up the areas where lights were put in.
7. Kraftsman started putting in the splash pad drain system.
8. Started mowing all locations that contractors use to mow.

MONTHLY WATER REPORT

2 DAILY	FREQUENCY THAT WATER WELLS ARE CHECKED
40	DISINFECTANT WATER SAMPLES THAT ARE TAKEN X 1 DAILY
9	SAMPLES FOR MONTHLY MONITORING-CHLORINE REPORT
X2/WKLY	FREQUENCY THAT LIFT-STATIONS ARE CHECKED
MONTHLY	END LINE FLUSHING

Power Outages November 2025

Date	Location	Time Called Out	Time Power Restored	Response Time (mins)	Outage Time (mins)	Cause of Outage
4	Lincoln	4:46 PM	5:40 PM	9	54	Squirrel - Feeder went down
4	117 Linden Ln.	7:08 PM	7:30 PM	22	0	Lights on checked voltage. Everything was good
4	Trinity/Crockett	5:45 PM	5:45 PM	0	0	NO OUTAGE
9	1205 Trinity	12:37 PM	1:02 PM	25	80	Changed meter out
9	121 Linden	7:35 AM	8:31 AM	5	56	Transformer blew fuse door open. Replaced fuse
10	505 Independence	11:16 AM	11:50 AM	19	34	Blown line fuse due to wildlife
13	709 Lamar	4:17 PM	5:45 PM	20	88	tree online
13	106 Loblolly	7:28 AM	8:01 AM	12	33	Blown line fuse due to wildlife
14	117 Linden Ln.	4:36 AM	5:36 AM	24	60	Transformer blew fuse.
16	Port Road	10:07 AM	10:41 AM	34	22	Field phase was on ground. Cut bad spots and pulled wire back up
18	1415 Webster	4:35 PM	4:40 PM	5	0	Kids were playing on low hanging lines. Comm lines taped higher on pole.
19	3609 N Main	9:04 AM	9:39 PM	6	35	Blown line fuses
20	2321 N Main	7:23 PM	8:01 PM	15	38	Disconnect on outside of building was turned off
20	1834 N Main	7:04 AM	7:14 AM	6	10	Blown line fuse at 1100 Main St. (wildlife)
20	2300 Hollywood	7:04 AM	7:14 AM	6	10	Blown line fuse at 1100 Main St. (wildlife)
24	1202 Bowie St.	6:46 AM	7:05 AM	15	20	Blown line fuse at playground due to wildlife
26	1312 Maple	12:51 PM	1:05 PM	9	14	Line on ground. Taped comm line higher
28	1009 Washington	6:38 AM	8:28 AM	27	120	Feeder #4 down unknown reason
29	2001 N Travis	11:22 AM	1:30 PM	8	128	Blown line fuses dead squirrel on ground
AVERAGE				14	42	

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

Agenda Wording: Sam Rayburn Municipal Power Agency - Mayor Hebert

Department: Administration

Subject: SRMPA Report

Background: The Sam Rayburn Municipal Power Agency supplies the wholesale electrical energy needs of the member cities of Liberty, Jasper and Livingston. Mayor Hebert is a Board Member of the Sam Rayburn Municipal Power Agency and desires to provide the Council and the public with updates on the Agency's projects and activities.

Funding Source:

Staff Recommendation:

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

Agenda Wording: Mayor, Council and Staff Comments

Department: Administration

Subject: Mayor, Council and Staff Comments

Background: This agenda item relates to expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary recognitions of City officials, employees or other citizens; reminders about upcoming events organized or sponsored by the City or other entity, that are scheduled to be attended by City officials or employees; inquiry of staff regarding specific factual information or existing policies.

Funding Source:

Staff Recommendation:



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

Thursday, November 13, 2025

6:30 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on November 13, 2025, in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:30 p.m. by Mayor John Hebert.

A.	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 David Merrell, deacon at North Main Baptist Church.

III. PLEDGE OF ALLEGIANCE

The Pledge to the American Flag and the Texas Flag was led by Council Member Nick Dennis.

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. Mr. Tyler Bedinger asked a question regarding the Ezee Fiber Construction Timeline. Mr. Rueben Williams requested an update regarding the water and sewer lines project on Trinity St.

V. PRESENTATIONS / REPORTS

A. Fire Department Presentation of Awards

Fire Chief Brian Hurst, Dr. Ellerbe, and the Liberty Fire Department presented Lifesaving Awards to Bruce Reyes and Lindsay Delaney for their heroic and lifesaving efforts in pulling a citizen out of a wrecked, smoking and increasingly burning vehicle during an accident on FM 1011.

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
- EMPACT Engineering Geospatial Report for Electric Utility
- Roadway Asset Services
- Liberty Municipal Park

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 for SRMPA held in October was a normal business meeting and there was nothing to report on.

E. Mayor, Council and Staff Comments

Council Member Dugger thanked city staff for all their help. Mayor Hebert talked about the annual TML conference in Fort Worth.

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 Ward. The motion passed 7 to 0 with all present voting yes.

A. Minutes Approval

1. October 14, 2025
2. October 22, 2025

VII. REGULAR AGENDA**A. Regular Session**

1. **PUBLIC HEARING CONCERNING THE CREATION OF THE HIGHLANDS PUBLIC IMPROVEMENT DISTRICT, PURSUANT TO THE PROVISION OF CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE**

At 7:04 p.m., Mayor Hebert opened the Public Hearing regarding the creation of the Highlands Public Improvement District. Council Member Dugger asked if a homeowner's payment for the PID could be rolled into the homeowner's mortgage. The PID payment is part of the homeowner's tax bill. Mayor Hebert closed the Public Hearing at 7:06 p.m.

2. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING AND CREATING THE HIGHLANDS PUBLIC IMPROVEMENT DISTRICT IN ACCORDANCE WITH CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE; PROVIDING FOR MATTERS RELATED TO THE ADMINISTRATION OF THE DISTRICT; AND PROVIDING AN EFFECTIVE DATE

Section 372.006 of the Local Government Code states that "if a petition that complies with this subchapter is filed, the governing body of the municipality or county may make findings by resolution as to the advisability of the proposed improvement, its estimated cost, the method of assessment, and the apportionment of cost between the proposed improvement district and the municipality or county as a whole."

The staff is of the opinion that the facts in the petition submitted by Von Schmidt Land and Cattle, LLC are true and that the petition complies with state law and the proposed improvements will promote the interests of the City of Liberty. According to the resolution, the City is not obligated to provide any funds to finance the proposed improvements.

If approved, the resolution must be filed with the County Clerk.

A motion was made by Council Member Dugger to approve the resolution authorizing and creating the Highlands Public Improvement District in accordance with chapter 372 of the Texas Local Government Code and seconded by Council Member Bell. The motion passed 6 to 1 with Council Members Bell, Dennis, Dugger, Hebert, Seymour and Ward voting yes and Council Member Brents voting no.

3. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS; APPROVING AND AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY AND THE DEVELOPER OF THE HIGHLANDS PUBLIC IMPROVEMENT DISTRICT; AND RESOLVING OTHER MATTERS RELATED THERETO

Von Schmidt Land and Cattle, LLC is the developer behind the proposed subdivision located within the Highlands Public Improvement District (PID). The creation and operation of the Highlands PID will require the city to hire various consultants to help with its administration. These consultants may include the City Attorney, Financial Advisors, Bond Council, a Bond Issuer, a PID Administrator and others. Because the PID is a benefit to the developer, the developer will be responsible for paying the fees of the consultants, although the consultants will be hired by and represent the City.

The Professional Services Agreement with Von Schmidt Land and Cattle, LLC requires them to make an initial escrow deposit of \$40,000 to be used toward the payment of costs incurred for professional services of various consultants used for the Highlands PID.

A motion was made by Council Member Brents to approve the resolution approving and authorizing the execution of a professional services agreement between the city and the developer of the Highlands public improvement district and seconded by Council Member Bell. 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, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH P3WORKS, LLC TO SERVE AS THE PUBLIC IMPROVEMENT DISTRICT ADMINISTRATOR FOR HIGHLANDS PID.

A PID Administrator is responsible for overseeing and administering the daily operation of a PID by making sure the city complies with Chapter 372 of the Local Government Code and Chapter 311 of the Tax Code. The PID Administrator will also prepare a Service and Assessment Plan (SAP) for the PID, assist with bond issuance, attend City Council meetings as needed, and provide other services related to the daily operation of the PID.

The city proposes hiring a 3rd party to serve as PID Administrator of the Highlands PID. P3 Works, LLC is a highly regarded PID Administration firm and has successfully performed this type of work throughout the State. The initial costs for P3 will be paid out of the developer's deposit account and the ongoing costs will be paid by the PID assessment. P3 Works is the PID Administrator for the Liberty Ranch PID.

A motion was made by Council Member Bell to approve the resolution authorizing the City Manager to negotiate and execute an agreement with P3Works, LLC to serve as the public improvement district administrator for Highlands PID and seconded by Council Member Dennis. The motion passed 7 to 0 with all present voting yes.

5. A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE ALLOCATION OF \$18,116.00 ADDITIONAL LOCAL FUNDS TO THE CITY'S CDBG DISASTER RECOVERY (CDBG-DR) PROGRAM CONTRACT NO. 24-067-026-E213 WITH THE TEXAS GENERAL LAND OFFICE.

The Resolution formally documents the commitment of additional local funds required to cover the environmental special studies.

A motion was made by Council Member Brents to approve the resolution authorizing the allocation of \$18,116 additional local funds to the City's CDBG Disaster Recovery (CDBG-DR) Program Contract No. 24-067-026-E213 with the Texas General Land Office and seconded by Council Member Dennis. The motion passed 7 to 0 with all present voting yes.

6. A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE ALLOCATION OF \$15,376.00 ADDITIONAL LOCAL FUNDS TO THE CITY'S CDBG MIT (CDBG-MIT) PROGRAM CONTRACT NO. 24-065-067-E598 WITH THE TEXAS GENERAL LAND OFFICE.

The Resolution formally documents the commitment of additional local funds required to cover the environmental special studies.

A motion was made by Council Member Brents to approve the resolution authorizing the allocation of \$15,376 additional local funds to the City's CDBG MIT (CDBG-MIT) Program Contract No. 24-065-067-E598 with the Texas General Land Office and seconded by Council Member Seymour. 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, VOTING FOR PERSONS NOMINATED FOR THE LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS.

Per the property tax code, ALL nominees are included on the ballot. However, two (2) nominees (Charles Bolds & Mark Herndon) ARE ALREADY SERVING the current term. The other two (2) nominees (Jimmy Rollins & Mark Sjolander) are up for re-election.

You must cast your votes for one candidate or distribute the votes among any number of candidates, but you must cast your votes for persons nominated on the ballot. There is no provision for write-in votes.

The City of Liberty voting entitlement is 136.

The ballots and resolution need to be returned by the statutory deadline of December 15, 2025.

A motion was made by Council Member Brents to approve the resolution voting for persons nominated for the Liberty County Central Appraisal District Board of Directors by casting all 136 votes for Mark Sjolander and seconded by Council Member Ward. The motion passed 7 to 0 with all present voting yes.

8. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A MUNICIPAL MAINTENANCE AGREEMENT BETWEEN THE STATE OF TEXAS THROUGH THE TEXAS DEPARTMENT OF TRANSPORTATION AND THE CITY OF LIBERTY FOR THE MAINTENANCE, CONTROL, SUPERVISION, AND REGULATION OF CERTAIN STATE HIGHWAYS AND/OR PORTIONS OF STATE HIGHWAYS IN THE CITY OF LIBERTY AND PROVIDING AN EFFECTIVE DATE.

It has been several years since the original Municipal Maintenance Agreement between TxDOT and the City of Liberty was approved. TxDOT requested a new Municipal Maintenance Agreement between them and the City of Liberty.

A motion was made by Council Member Seymour to approve the resolution authorizing the City Manager to enter into a municipal maintenance agreement between the state of Texas through the Texas Department of Transportation and the City of Liberty for the maintenance, control, supervision, and regulation of certain state highways and/or portions of state highways in the City of Liberty and seconded by Council Member Brents. The motion passed 7 to 0 with all present voting yes.

9. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE POLICE CHIEF TO ENTER INTO A MULTIPLE-USE AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION ALLOWING THE INSTALLATION AND OPERATION OF AUTOMATED LICENSE PLATE RECOGNITION CAMERAS IN TEXAS DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY; AND PROVIDING AN EFFECTIVE DATE.

As part of the Flock camera roll out we need permission from TXDOT to put the cameras in the right of way.

A motion was made by Council Member Bell to approve the resolution authorizing the Police Chief to enter into a multiple-use agreement with the Texas Department of Transportation allowing the installation and operation of automated license plate recognition cameras in the Texas Department of Transportation Right-of-Way and seconded by Council Member Dugger. The motion passed 6 to 1 with Council Members Bell, Dennis, Dugger, Hebert, Seymour and Ward voting yes and Council Member Brents voting no.

10. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, APPROVING THE EXPENDITURE OF FUNDS BY THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION TO PARTIALLY FUND THE CITY'S WAYFINDING ASSESSMENT AND CITY BRANDING PROGRAM WITH MERJE DESIGN IN THE AMOUNT OF \$8,900.00; AND PROVIDING FOR AN EFFECTIVE DATE.

The City of Liberty has prioritized the development of a cohesive identity and improved navigation throughout the community. A well-planned wayfinding and branding program supports economic development, enhances civic pride, and creates a consistent visual language across City assets, facilities, and communications.

After evaluating several qualified firms, and allowing MERJE to present to City Council at our Strategic Planning Session, staff recommends engaging MERJE, a nationally recognized design firm that specializes exclusively in community wayfinding and branding initiatives. MERJE has completed over 150 such projects nationwide, including numerous Texas cities such as Frisco, Anna, and Midland.

The Wayfinding Assessment will serve as Phase I of a multi-phase approach, establishing design concepts, identifying key destinations, and preparing a roadmap for future fabrication and installation. The Branding Program complements this work by developing a unified logo, tagline, and visual identity that will extend across signage, vehicles, uniforms, and communication materials.

The combined approach ensures that Liberty's new brand and physical wayfinding system are integrated from the start, achieving both efficiency and visual continuity.

Combined cost for both projects: **\$58,900** with Hotel Occupancy Tax Funds (\$50,000) and LCDC Funds (8,900).

A motion was made by Council Member Dugger to approve the resolution approving the expenditure of funds by the Liberty Community Development Corporation to partially fund the City's wayfinding assessment and city branding program with MERJE Design in the amount of \$8,900 and seconded by Council Member Ward. 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 THE EXPENDITURE OF FUNDS BY THE LIBERTY COMMUNITY DEVELOPMENT CORPORATION FOR THE TRANSFER OF \$35,000.00 TO THE AIRPORT FUND TO PROVIDE THE CITY'S LOCAL MATCH FOR THE AIRPORT LAYOUT PLAN PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

The City of Liberty intends to make certain improvements to the Liberty Municipal Airport and the general description of the project is described as an Airport Layout Plan. The City intends to request financial assistance from the Texas Department of Transportation for these improvements and total project costs are estimated to be \$350,000 and the City will be responsible for 10% of the total project costs currently estimated to be \$35,000.

The City names the Texas Department of Transportation as its agent for the purposes of applying for, receiving and disbursing all funds for these improvements and for the administration of contracts necessary for the implementation of these improvements. This project will help with the future layout, planning and development for the airport. This project was listed in the Fiscal Year 2025 Community Development Capital Improvement Program that was approved at the August 20, 2024, meeting for \$50,000.

A motion was made by Council Member Seymour to approve the resolution approving the expenditure of funds by the Liberty Community Development Corporation for the transfer of \$35,000 to the airport fund to provide the City's local match for the airport layout plan project and seconded by Council Member Brents. The motion passed 7 to 0 with all present voting yes.

12. 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 REPAIRS TO THE ELECTRICAL SYSTEM

City staff outlined the proposed Fiscal Year 2025 - 2026 Capital Improvement Program for Electric. Once the materials arrive, it will take about six (6) months to complete.

A motion was made by Council Member Ward to approve the resolution approving repairs to the electrical system and seconded by Council Member Dennis. The motion passed 6 to 0 to 1 with Council Members Bell, Dennis, Dugger, Hebert, Seymour and Ward voting yes and Council Member Brents abstaining.

13. DISCUSSION AND POSSIBLE UPDATES TO THE SIGN ORDINANCE

There have been several discussions about leaving sidewalk signs out in the downtown district overnight. The ordinance currently notes that the sign must be removed after business hours. The request is to remove section 3.09.122 (a) (6) from the ordinance to be able to leave the sidewalk signs out after business hours.

A motion was made by Council Member Bell to make a change to the sign ordinance for leaving sidewalk signs out overnight and seconded by Council Member Ward. The motion passed 7 to 0 with all present voting yes.

14. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, CANCELING THE REGULAR CITY COUNCIL MEETING SCHEDULED FOR DECEMBER 9, 2025, DUE TO THE LIGHTS IN LIBERTY HOLIDAY PROGRAM, AND CALLING A SPECIAL MEETING FOR DECEMBER 8, 2025; PROVIDING AN EFFECTIVE DATE.

The Lights in Liberty Christmas Committee has scheduled events for every Tuesday night beginning November 18, 2025, through December 16, 2025. So, in the best interest of the scheduled events, Mayor Hebert suggested moving the regular City Council meeting scheduled for December 9, 2025, and calling a Special Meeting for December 8, 2025.

A motion was made by Mayor Hebert to approve the resolution canceling the Regular City Council meeting scheduled for December 9, 2025, due to the Lights in Liberty Holiday Program and calling a Special Meeting for December 8, 2025, and seconded by Council Member Bell. The motion passed 7 to 0 with all present voting yes.

B. Executive Session

At 8:06 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.

4. Texas Government Code §551.087 - Deliberation Regarding Economic Development Negotiations.

Discussion regarding economic development negotiations.

C. Reconvene into Regular Session

At 8:45 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 possible 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.

No action was taken.

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

No action was taken.

VIII. ADJOURNMENT**A. Motion To: Adjourn**

With no further business to discuss, Mayor Hebert adjourned the meeting at 8:45 p.m.

John Hebert, Jr., Mayor

ATTEST:

April Gilliland, City Secretary

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

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, ADOPTING AN UPDATED INVESTMENT POLICY.

Department: Finance

Subject: Update Investment Policy as per the Local Government Code requirements.

Background: Texas Local Government Code 2256.005 requires that the governing body of an investing entity shall adopt by rule, order, ordinance, or resolution, a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy was last updated in December 2024. Although there are no recommended changes to the current policy, the investment policy requires the policy to be reviewed and approved by City Council on an annual basis.

Funding Source: City of Liberty unencumbered funds.

Staff Recommendation: Staff recommends approval of the updated Investment Policy.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 12/8/2025 6:00 PM

Department: Finance
Category: Resolution

Resolution

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, ADOPTING AN UPDATED INVESTMENT POLICY.

WHEREAS, Texas Local Government Code section 2256.005 requires that the governing body of an investing entity shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control; and

WHEREAS, the City Council has reviewed the City's investment policy and there are no recommended changes to the current policy, though the investment policy must be reviewed and approved by City Council on an annual basis.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Liberty, Texas, hereby adopts the updated Investment Policy regarding the investment of its funds and funds under its control.

PASSED AND APPROVED this ____ day of _____, 2025.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

Investment
Policy
City of Liberty

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PREFACE

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Liberty in order to achieve the goals of safety, liquidity, yield and public trust for all investment activity. The City Council of the City of Liberty shall review its investment strategies and policy not less than annually. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act, Article 342a-2 V.T.C.S. (the “Act”) to define, adopt and review a formal investment strategy and policy.

It is the policy of the City of Liberty, Texas that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with State and Federal regulations, applicable Bond Resolution requirements, adopted Investment Policy and adopted Investment Strategy.

Effective investment strategy development coordinates the primary objectives of the City of Liberty's Investment Policy and cash management procedures with investment security risk/return analysis to enhance interest earnings. Maturity selections shall be based on cash flow and market conditions to take advantage of interest earnings as viable and material revenue to all City of Liberty funds. The City of Liberty's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with the Investment Policy.

Each major fund type has varying cash flow requirements and liquidity needs. Therefore, specific strategies shall be implemented considering the fund’s unique requirements.

INVESTMENT STRATEGY

The City of Liberty maintains a pooled investment portfolio that utilizes specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolio. In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. The composite portfolio including Local Government Investment Pool (LGIP) balances will have a dollar weighted average maturity of 365 days or less. This dollar weighted average maturity will be calculated using the stated final maturity dates of each security. Investment guidelines by fund-type are as follows:

- Investment strategies for operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure that will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short- to medium-term securities that will complement each other in a ladder structure.
- Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligations on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date, or funds shall be maintained in an investment pool or money market mutual fund to be available for debt service payments.

- Investment strategies for bond funds and for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue source to the appropriate fund from securities with a low degree of volatility. Except as may be required by the bond ordinance specific to an individual issue, securities should be of high quality, with short to medium term maturities.

The City of Liberty's investment strategy for all fund groups will follow the investment priorities of suitability, preservation and safety of principal, liquidity, marketability, diversification and yield that are identified and described more thoroughly in the following sections of this investment policy.

POLICY

It is the policy of the City of Liberty (City) that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the maximum extent possible, at the highest rates obtainable at the time of investment.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a viable and material source of revenue to City funds. The City's investment portfolio shall be designed and managed in a manner designed to maximize this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

- **Safety** and preservation of principal
- Maintenance of sufficient **liquidity** to meet operating needs
- Maximization of **yield** on the portfolio
- **Public trust** from prudent investment activities

PURPOSE

The purpose of this investment policy is to comply with Chapter 2256 of Title 10 of the Texas Government Code ("Public Funds Investment Act") which requires each city to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City of Liberty funds.

SCOPE

This Investment Policy shall govern the investment of all financial assets of the City of Liberty. These funds are accounted for in the City's Comprehensive Annual Financial Report and include:

- Governmental Funds, including debt service reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately

- Proprietary Funds
- Fiduciary Funds
- Any new fund created by the City, unless specifically exempted from this Policy by the City Council or by law.

The City of Liberty will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of the City by outside agencies under deferred compensation programs.

INVESTMENT OBJECTIVES

The City of Liberty shall manage and invest its cash with four primary objectives, listed in order of priority: **safety, liquidity, yield, and public trust**. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

The City shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- Credit Risk – The City will minimize credit risk, the risk of loss due to the failure to repay by the security issuer or backer, by:
 - Limiting investments to the safest types of securities
 - Pre-qualifying the financial institutions and broker/dealers with which the City will do business
 - Diversifying the investment portfolio so that potential losses on individual securities will be minimized.
- Interest Rate Risk – the City will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates, by:
 - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity

- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools

Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. A portion of the portfolio will also be placed in money market mutual funds or local government investment pools that offer same day liquidity for short-term funds.

Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

Public Trust

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might impair public confidence in the City's ability to govern effectively.

RESPONSIBILITY AND CONTROL

Delegation of Authority

Article IV, Section 26 of the Liberty City Charter designates that the City Finance Director shall serve as City Treasurer and perform any duties of City Treasurer as required by the general laws of the State of Texas. Through the adoption of this policy, the positions of City Manager and Chief Financial Officer shall be designated as investment officers who are authorized to execute investment transactions on behalf of the City. No person may engage in an investment transaction or the management of funds except as provided under the terms of this Investment Policy and approved by the City Council. The investment authority granted to the investing officers is effective until rescinded by the governing body.

Training Requirement

The designated investment officers shall attend at least one 10-hour investment training session within twelve months after taking office or assuming duties. In addition, each investment officer must receive not less than 8 hours of instruction relating to investment responsibilities not less than once in a fiscal two-year period. The training provider must be an independent source approved by the City Council. For purposes of this policy, an "independent source" shall include

professional organizations, institutes of higher learning or sponsors other than business organizations with whom the City of Liberty may engage in investment transactions. The training must include education in investment controls, security risks, strategy risks, market risks, diversification of portfolio and compliance with Chapter 2256 of the Government Code (Public Funds Investment Act).

Internal Controls

The Chief Finance Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, a process for annual independent review by an external auditor to assure compliance with policies and procedures shall be established. The internal controls shall address the following points.

- Separation of duties.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Oversight control of supervisors to subordinate staff members.
- Written confirmations for investment purchases.
- Development of a wire transfer agreement with the depository bank or third party custodian.

Investment Rating

Investment ratings will be obtained monthly from approved broker-dealers or from other independent third parties. Mutual funds must not be rated less than AAA or its equivalent by at least one nationally recognized investment rating firm. Investment Pools must not be rated less than AAA or at an equivalent rating by at least one nationally recognized rating service. The City will take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating necessary to qualify as an authorized investment.

Prudence

The standard of prudence to be applied by the investment officer shall be the “prudent person” rule. This rule states that “Investments shall be made with judgment and care, under prevailing circumstances that a person of prudence, discretion and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived.” In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City’s control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written investment policy of the City.

Indemnification

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security’s credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a disclosure statement with the Texas Ethics Commission (TEC) and the governing body if:

- 1) The officer has a personal business relationship with a business organization offering to engage in an investment transaction with the City as defined in Section 2256.005 (i) (1-3) of the PFIA; or
- 2) The officer is related within the second degree by affinity or consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to transaction investment business with the entity.

Investment officers shall on an annual basis sign a statement acknowledging that they are in compliance with Section 2256.005 (1) of the Public Funds Investment Act.

SUITABLE AND AUTHORIZED INVESTMENTS

Portfolio Management

The City currently has a “buy and hold” portfolio strategy. Maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity. However, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. Securities may be sold for the following reasons:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, diversification, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

Exemption for Existing Investments

Any investment currently held that does not meet the guidelines of this policy, but was authorized at the time of purchase, shall be exempted from the requirements of this policy and investment officers shall not be required to liquidate the investment. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

Investments and Investment Parameters

City funds governed by this policy may be invested in the instruments described below, all of which are authorized by Chapter 2256 of the Government Code (Public Funds Investment Act). The maximum limits, by instrument, are established for the City's total portfolio:

Authorized

- 1) Obligations of the United States of America and its agencies and instrumentalities, including the Federal Home Loan Bank. Additionally, those obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States, in an amount up to 100% of portfolio.
- 2) Obligations of the state of Texas, its agencies, counties, cities, and other political subdivisions rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent, in an amount up to 20% of portfolio. Individual issuer exposure shall be limited to 5% of the total portfolio.
- 3) Certificates of Deposit, in an amount up to 20% of portfolio, purchased with the following conditions:
 - A. Shall be issued by a depository institution that has its main office or branch office in the state of Texas.
 - B. Shall be guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or secured by obligations in a manner and amount provided by law for deposits of the investing entity as described in Section 2256.010 (b) (3) of the PFIA.
 - C. Shall be purchased through a broker that has a main office or a branch office in this state and is selected from a list adopted by the investing entity.
 - D. The broker or depository institution selected shall arrange for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the City's account.
 - E. The City shall appoint the depository institution selected or a clearing broker-dealer registered with the Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c.3-3) as custodian for the investing entity with respect to the certificates of deposit issued for the account of the City.

- 4) Fully collateralized direct repurchase agreements with a defined termination date secured by cash and obligations of the United States or its agencies and instrumentalities. These securities or cash shall be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in Texas. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 102 percent at the time funds are disbursed. Repurchase agreement security types will be limited to 20% of the portfolio.
- 5) Money Market Mutual funds that are 1) registered and regulated by the SEC, 2) have a dollar weighted average stated maturity of 90 days or less, 3) maintain a net asset value of \$1 for each share, 4) investments are exclusive in obligations approved by the PFIA, 5) continuously rated as to investment quality by at least one nationally recognized investment rating firm of not less than AAA or its equivalent, and 6) provide a prospectus and other information as described in Section 2256.014 (a) (2) of the PFIA. Total investment in all money market mutual funds shall not exceed 50% of the portfolio.
- 6) Government investment pools which 1) meet the requirements of Chapter 2256.016 of the Public Funds Investment Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, 3) investments are exclusive in obligations approved by the PFIA and 4) are authorized by resolution or ordinance by City Council. Investment in any one local government investment pool shall not exceed 40% of the City's portfolio. Total investment in all pools shall not exceed 80% of the City's portfolio.

Not Authorized

Investment instruments not authorized for purchase by the City include the following:

- 1) Any instrument or security not authorized under the PFIA
- 2) Interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral.
- 3) Collateralized mortgage obligations with an inverse floating interest rate or a maturity date of over 10 years.
- 4) Commercial Paper, except the City can invest in local government pools and money market mutual funds that have commercial paper as authorized investments. A local government investment pool or money market mutual fund that invests in commercial paper must meet the requirements of Article VI, section Investment and Investment Parameters, subsection, Authorized, clauses 4 and 5 of this policy and Chapter 2256.013 of PFIA regarding commercial paper.

INVESTMENT MATURITIES AND DIVERSIFICATION

Maximum Maturities

The longer the maturity of investments, the greater their price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

The City attempts to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturity more than three (3) years from the date of purchase; however, the above described obligations, certificates, or agreements may be collateralized using longer dated investments.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days.

The composite portfolio, including money market and LGIP balances, will have a weighted average maturity of one (1) year or less. This dollar weighted average maturity will be calculated using the stated final maturity dates of each security.

Diversification

The City of Liberty recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities),
- Limiting investment in securities that have higher credit risks,
- Investing in securities with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

SELECTION OF BANKS AND DEALERS

Depository

At least every five years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state and local laws.

- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

Authorized Brokers/Dealers

The City of Liberty will conduct investment transactions only with authorized broker/dealers that have been approved by the governing body of the City. Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule), and qualified depositories as established by Chapter 105 of the Local Government Code. Firms requesting to become qualified bidders will be required to provide the following: 1) A completed broker/dealer questionnaire which provides information regarding creditworthiness, experience and reputation and 2) a certification signed by an authorized representative stating the firm has received, read and understood the City's investment policy and agree to comply with the policy and acknowledges that the firm has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the firm that are not authorized by the City's investment policy. The City shall, at least annually, review and revise this list as needed. The review will consist of consideration of new firms that have submitted the required documentation and a review of the performance of previously approved firms. Any modifications to the list will be submitted to the governing body for their review, approval, and adoption.

The City may engage the services of an investment advisory firm to assist in the management of the portfolio. Such investment advisors may utilize their own approved list of broker/dealers. Such approved brokers shall comply with the criteria listed above and shall provide the list of broker/dealers to the City on an annual basis or upon request.

Competitive Bids

It is the policy of the City to obtain at least three bids for security transactions except for: a) transactions with money market mutual funds and local government investment pools b) treasury and agency securities purchased at issue through an approved broker/dealer or financial institution or c) securities offered by approved broker/dealers when market conditions would make obtaining bids impractical. Any time competitive bids are not received, comparative interest rates must be obtained and two investment officers must approve the purchase of the security.

Delivery vs. Payment

Securities shall be purchased using the **delivery vs. payment** method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received.

SAFEKEEPING OF SECURITIES

Safekeeping Agreement

The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits.

Safekeeping and Custody

Safekeeping and custody of securities and collateral shall be in accordance with state law. Securities and collateral will be held by a third party custodian designated by the City, and held in the City's name as evidenced by safekeeping receipts of the institution with which the securities are deposited. Original safekeeping receipts shall be obtained. Collateral for certificates of deposits in banks will be registered in the City's name in the bank's trust department or, alternatively, in a Federal Reserve Bank account in the City's name, or a third party bank in the City's name, at the City's discretion.

Collateralization

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City investments and funds on deposit with a depository bank, other than investments which are obligations of the U.S. government and its agencies and instrumentalities. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC. At its discretion, the City may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The agreement shall specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A safekeeping receipt shall be submitted to the City and retained. Collateral shall be reviewed daily to assure that funds are adequately collateralized. The bank will provide a monthly written report stating the market value of the pledged securities. This report shall be reviewed by the Chief Finance Officer.

Collateral Defined

The City of Liberty shall accept only the following securities as collateral:

- FDIC insurance coverage.
- Obligations of the United States of America, its agencies and instrumentalities.
- Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
- A bond of the State of Texas or of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "A" or its

equivalent) by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.

Subject to Audit

All collateral shall be subject to inspection and audit by the City's independent auditors.

PERFORMANCE

Performance Standards

The City's investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the City.

Performance Benchmark

It is the policy of the City to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, the City attempts to purchase the highest yielding allowable investments available on the market at that time. Market value will be calculated on a quarterly basis on all securities owned and compared to current book value of those securities to determine portfolio performance during that period of time. The City's portfolio shall be designed with the objective of regularly meeting or exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to the City's weighted average maturity in days.

REPORTING

Methods

The Investment Officer shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the total investment return for the quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles. This summary will be prepared in a manner which will allow the City to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the City Manager and City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the ending book and market value of securities for the period.
- A summary statement of each pooled fund group that states the:
 - Beginning market value for the reporting period
 - Ending market value for the period
 - Fully accrued interest for the reporting period

- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued interest for the reporting period
- The percentage of the total portfolio which each type of investment represents.
- Statement of compliance of the City's investment portfolio with state law and the investment strategy and policy approved by the City Council.

An independent auditor will perform a formal annual review of the quarterly reports with the results reported to the governing body.

INVESTMENT POLICY ADOPTION

The City of Liberty Investment Policy shall be adopted by resolution of the City Council. It is the City's intent to comply with state laws and regulations. The City's investments policies shall be subject to revisions to stay current with changing laws, regulations, and needs of the City. The policy shall be reviewed and approved annually by the City Council.

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

Agenda Wording: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE UTILIZATION OF CAMBRIDGE FUND MONIES FOR THE PURCHASE OF THREE (3) COATED HEAVY-DUTY PUNCHED STEEL OUTDOOR PICNIC TABLES AND ONE (1) COATED HEAVY-DUTY PUNCHED STEEL ADA ACCESSIBLE OUTDOOR PICNIC TABLE FOR THE CITY HALL CAMPUS IN THE TOTAL AMOUNT OF \$5,192.46; AND PROVIDING AN EFFECTIVE DATE.

Department: Administration

Subject: 46" Round Metal Outdoor Picnic Table Punched Steel / Green \$1,456
46" Round Metal Outdoor Picnic Table ADA Compliant Punched Steel / Green \$1,369

We saved 9.5% (\$ 544.54) through Amazon Government Contract for a total amount of \$5,192.46

Background:

Funding Source:

Staff Recommendation:



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 12/8/20256:00 PM

Department: Administration
Category: Resolution

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE UTILIZATION OF CAMBRIDGE FUND MONIES FOR THE PURCHASE OF THREE (3) COATED HEAVY-DUTY PUNCHED STEEL OUTDOOR PICNIC TABLES AND ONE (1) COATED HEAVY-DUTY PUNCHED STEEL ADA ACCESSIBLE OUTDOOR PICNIC TABLE FOR THE CITY HALL CAMPUS IN THE TOTAL AMOUNT OF \$5,192.46; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Liberty ("City") desires to make improvements to the City Hall campus for the benefit, safety, and convenience of residents and visitors; and

WHEREAS, City staff has identified a need for durable, weather-resistant outdoor seating and tables to enhance public usability of the City Hall grounds; and

WHEREAS, staff has obtained pricing for the purchase of three (3) 46" Round Coated Heavy-Duty Punched Steel Outdoor Picnic Tables in green, each at a cost of \$1,456.00, and one (1) 46" Round Coated Heavy-Duty Punched Steel ADA-Compliant Outdoor Picnic Table in green, at a cost of \$1,369.00; and

WHEREAS, the City, through the Amazon Government Contract Program, received a price reduction of 9.5% (\$544.54) for these purchases; and

WHEREAS, the total cost for all four tables, after application of the discount, is \$5,192.46; and

WHEREAS, funding for this purchase is available through the Cambridge Fund, and staff recommends that these funds be utilized for this purpose.

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

1. The City Council hereby approves the purchase of three (3) Coated Heavy-Duty Punched Steel Outdoor Picnic Tables and one (1) Coated Heavy-Duty Punched Steel ADA-Accessible Outdoor Picnic Table for installation on the City Hall campus, in the total amount of \$5,192.46.
2. The City Council hereby authorizes the use of Cambridge Fund monies to fund this purchase.
3. The City Manager, or designee, is authorized to take all actions necessary to effectuate the purchase, including execution of any related agreements, purchase orders, or documents.
4. This Resolution shall take effect immediately upon its passage.

PASSED AND APPROVED on this 8th day of December 2025.

ATTEST:

Mayor
City of Liberty, Texas

City Secretary
City of Liberty, Texas



See Reviews



Buy	Get
3+	3% Off

Add to cart



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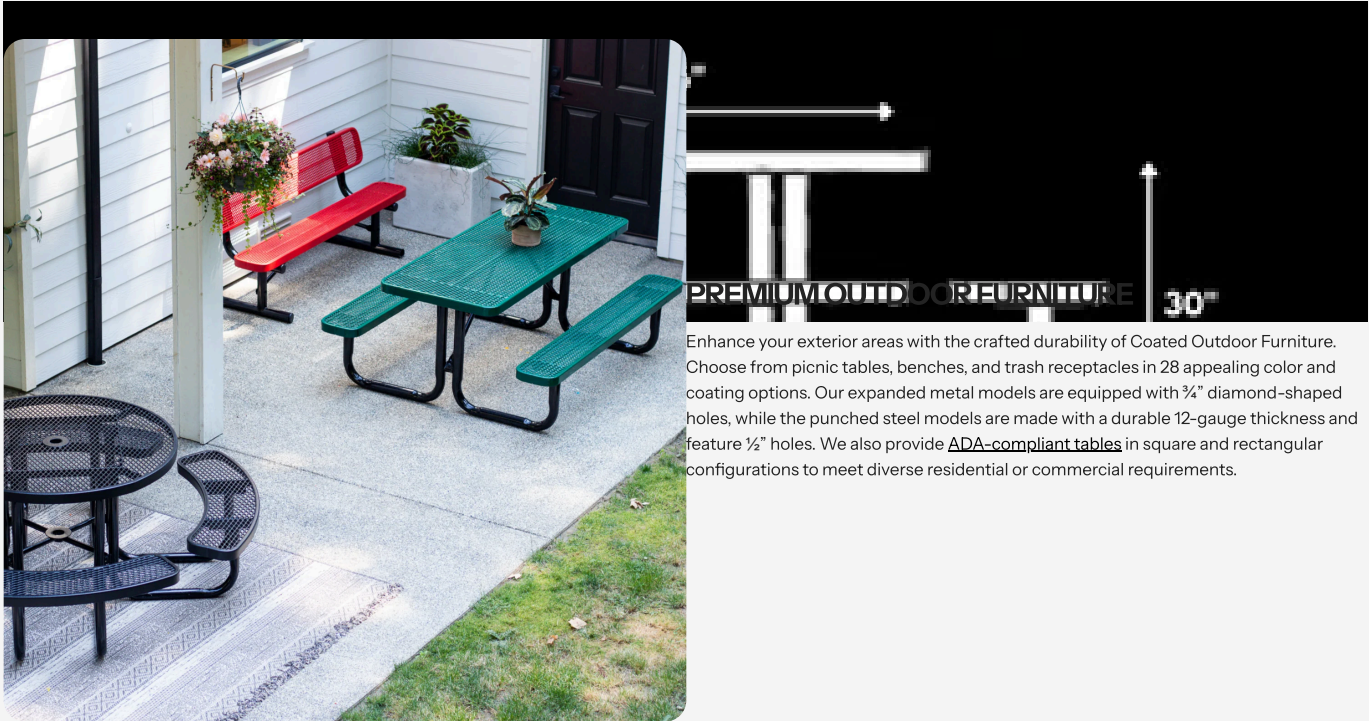
Enhance your outdoor spaces with our **Round Picnic Tables**, expertly crafted for both durability and style. Available in expanded metal or punched steel designs, our tables cater to residential and commercial needs, offering a compact and versatile seating solution. Each table includes a center umbrella hole, allowing you to easily add shade for added comfort during sunny days. Manufactured in our advanced facility, these tables feature non-porous surfaces impervious to stains, mold, mildew, and dirt build-up, ensuring they stay clean and presentable. The weather-resistant coating shields the tables from common outdoor elements like acids, salts, and seawater, while the design reduces moisture buildup. For smaller spaces or unique setups, consider our [3-Seat Round Picnic Tables](#) as an excellent alternative, or explore our [Square Picnic Tables](#) for more traditional options.

This product ships via a [freight company](#) and will require a delivery appointment. Please ensure your contact information is current for scheduling purposes.

Product Details

Please note our products ship unassembled and are made in the USA.

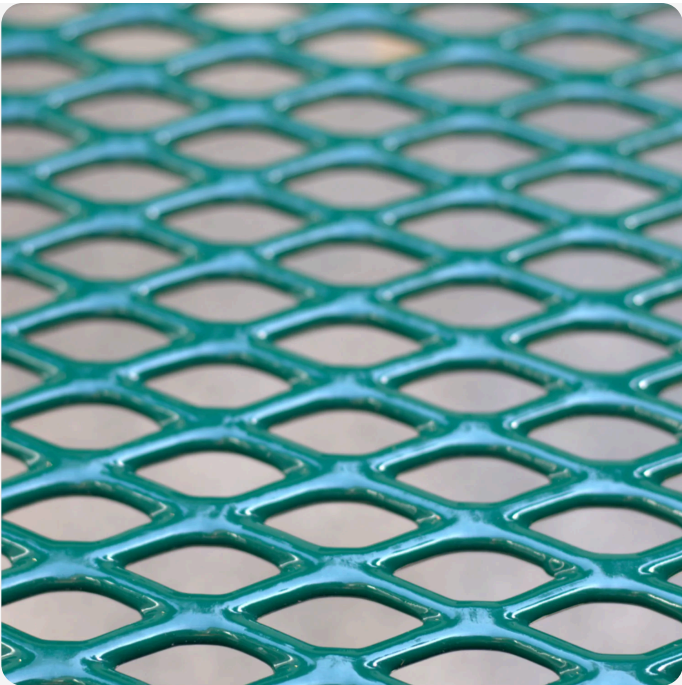
Tools Needed	+
Assembly Instructions	+
Weight	+
Seating Capacity	+
Metal Description	+



Enhance your exterior areas with the crafted durability of Coated Outdoor Furniture. Choose from picnic tables, benches, and trash receptacles in 28 appealing color and coating options. Our expanded metal models are equipped with ¼" diamond-shaped holes, while the punched steel models are made with a durable 12-gauge thickness and feature ½" holes. We also provide [ADA-compliant tables](#) in square and rectangular configurations to meet diverse residential or commercial requirements.

INNOVATIVE POLYETHYLENE COATING SOLUTIONS

Our proprietary coating system not only meets but exceeds numerous industry standards with the highest adhesion rating available. It offers a scratch-resistant, thick layer that won't peel or crack, providing a smooth, glossy finish without any drips or runs. Also, explore our innovative new premium textured coatings for a unique aesthetic.



13 AVAILABLE COLORS: SMOOTH & GLOSSY

BLACK		BROWN		RED
DARK GREEN	GREEN	DARK BLUE	LIGHT BLUE	PURPLE
ORANGE	BURGUNDY	YELLOW	TAN	GREY

15 AVAILABLE COLORS: PREMIUM TEXTURED

TEXTURED BLACK	TEXTURED BROWN	TEXTURED RED	TEXTURED DARK GREEN	TEXTURED GREEN
TEXTURED DARK BLUE	TEXTURED LIGHT BLUE	TEXTURED PURPLE	TEXTURED ORANGE	TEXTURED BURGUNDY
TEXTURED YELLOW	TEXTURED SANDSTONE	TEXTURED GREY	TEXTURED COPPER	TEXTURED GOLD VEIN

RICH, ENDURING COLORS

Embrace a wide range of fade-resistant colors ideal for enhancing parks, playgrounds, patios, schools, campgrounds, gyms, and other recreational areas. Our colors are crafted to remain striking and lively, even in the most active settings.

OUR BRAND

We are dedicated to providing customers with the finest American-made coated outdoor furniture. Relax with peace of mind and elevate your outdoor living experience with products that are built-to-last. Join us in our mission to redefine outdoor furniture by setting a new standard of quality, durability, and safety.

[About Us](#)

Thick Metal Legs

Steel produced in the United States of America by the latest automated equipment and the most skilled craftsmen in the industry. Our tables can often weigh twice the industry standard coated outdoor table. 2" OD tubing for round & square tables. 2-3/8" OD on rectangular tables.



1



Customers Photos and videos



★★★★★ 76 reviews ▾

Hide review

Write a review

- Chris Fox

★★★★★

📅 09/30/25

📍 United States

👍👎
- Stanley Shuman

★★★★★

📅 09/29/25

📍 United States

👍👎
- Stanley Shuman

★★★★★

📅 09/29/25

📍 United States

👍👎
- Brandon Jones

★★★★★

📅 08/15/25

Corporate Agent
We recently received two picnic tables from Coated Outdoor Furniture, and the experience was seamless from start to finish. Sandi was incredible, friendly, responsive and kind, making the whole process smooth and stress-free. We can't wait to set up the tables in our community space. Coated Outdoor Furniture comes highly recommended.

📍 United States

👍👎
- Amazon Customer

★★★★★

📅 02/24/25

Love my tablet took weather very good

👍 1 👎
- Satisfied Customer

★★★★★

📅 01/31/25

For anyone with Kids, this Table is Excellent, super durable, easy to clean, seat 8 comfortably, will Not blow away in any Wind. This is commercial grade.

👍 1 👎
- RMangum

★★★★★

📅 01/01/25

Simple assembly, quick and easy. Nice construction, nice coating.

👍👎
- Shams

★★★★★

📅 10/28/24

ITS OK . NO GOOD AND NO BAD.

👍👎
- Brian Clark

★★★★★

📅 08/09/24

This comfortable, attractive table should last me forever! My wooden tables kept withering in the heat and rain. This one is not only unique, but weatherproof.

👍👎
- Sherilyn

★★★★★

📅 10/22/24

Tables should last forever. They are like city park quality.

👍👎
- C. Johnson

★★★★★

📅 08/27/24

Love it! Beautiful, functional, and sturdily constructed. Also, easy to assemble! Exactly as described! And made in the USA!

👍👎
- Bob unfried

★★★★★

📅 07/18/24

Nice stuff

👍👎
- Madison

★★★★★

📅 06/03/24

This table is exactly what I was hoping for. Very sturdy. It should last a very long time. The seats are a perfect height compared to the tabletop.

👍👎
- Momofboys

★★★★★

📅 05/28/24

Easy to assemble! Sturdy! Looks great!

👍👎
- C.W. Lovely

★★★★★

📅 07/11/24

I am obsessed with this gorgeous piece of patio furniture. The color is so pretty and vibrant. It's going to be perfect poolside later this month when our pool installation is complete. It's VERY sturdy. Heavy to move; takes two regular sized people or a really big man. Easy to assemble. I did have an issue with a bent bracket and contacted the manufacturer and they made it right immediately. The customer service from a lovely woman named Sandi was amazing; exactly what you would expect from a family business in Texas. I chose purple but there are many really great color options.

👍👎

Load more



Manufacturing Facility
Family Owned & Operated
Facility in Central Texas



Phone Support
(855) 955-1388
Monday - Friday
9:00AM - 5:00PM CT



Contact Us
We're here to help!
sales@coatedoutdoorfurniture.com

Coated Outdoor Furniture

We manufacture high-quality Picnic Tables, Park Benches & Trash Receptacles in Central Texas. Our business is family owned & operated, with a state-of-the-art manufacturing facility that allows us to offer timely delivery, competitive pricing and top-notch products.

 Follow on shop



All Categories

Square & Round Tables

3-Seat Round Tables

Rectangular Tables

Handicap Tables

Game Tables

Park Benches

Buddy Benches

Garden Benches

Trash Receptacles

Customer Support

Contact Us

Track Your Order

Refunds & Returns

Privacy Policy

Terms of Service

Newsletter

Join our company newsletter to get early access to seasonal discounts & promotions.

Email address







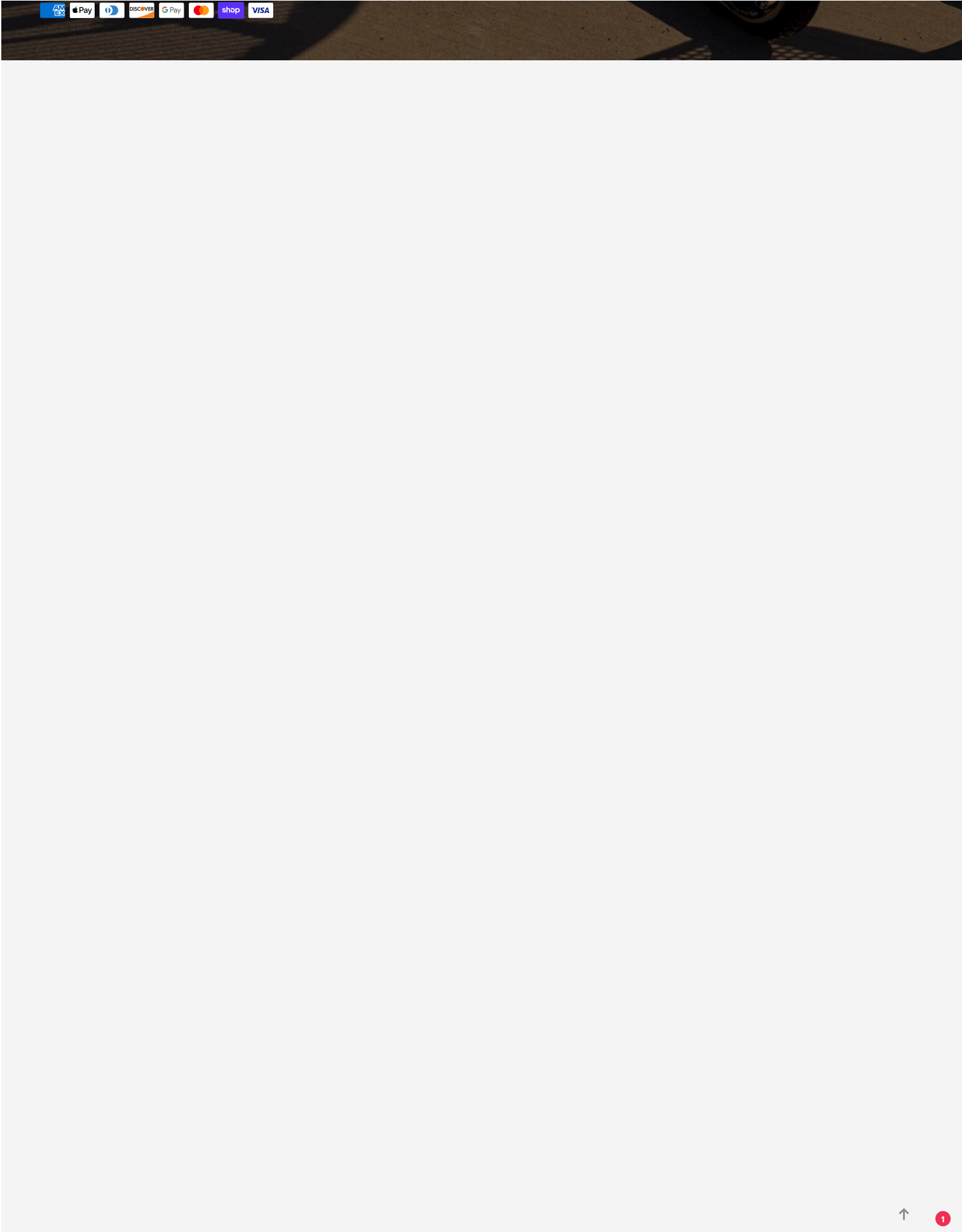
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<https://coatedoutdoorfurniture.com/collections/classic-round-picnic-tables/products/all-weather-square-round-metal-outdoor-picnic-table-with-benches>

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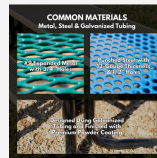
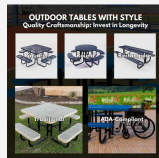


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See Reviews



Buy	Get
3+	3% Off

→



Add to cart



Buy with  shop

[More payment options](#)

Choose lasting durability and superior craftsmanship with Coated Outdoor Furniture **3-Seat Round Picnic Tables**. Each table includes a center umbrella hole for convenient shade coverage, making it ideal for sunny outdoor areas. Shop our expanded metal or punched steel style options—we also offer [Classic 4-Seat Round or Square Tables](#) & [ADA-Compliant Square Tables](#). Our high-tech manufacturing facility allows us to deliver superior products quickly and at competitive prices. Our picnic tables, park benches, and trash receptacles are efficiently shipped to your home or business location. Engineered for tough outdoor environments, our non-porous surfaces resist stains, mold, mildew, and dirt buildup, along with protection from common acids, salts, and seawater. Keeping the table clean is a breeze, thanks to its easy maintenance.

A [freight company](#) will deliver this product, and you will need to schedule an appointment. Please confirm that the shipping address includes a valid contact name and phone number for the shipper to call you.

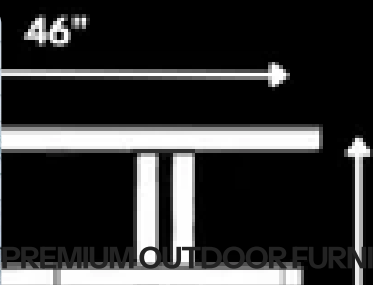
Product Details

Please note our products ship unassembled and are made in the USA.

Tools Needed	+
Assembly Instructions	+
Weight	+
Seating Capacity	+
Metal Description	+
Mount Type	+



46"

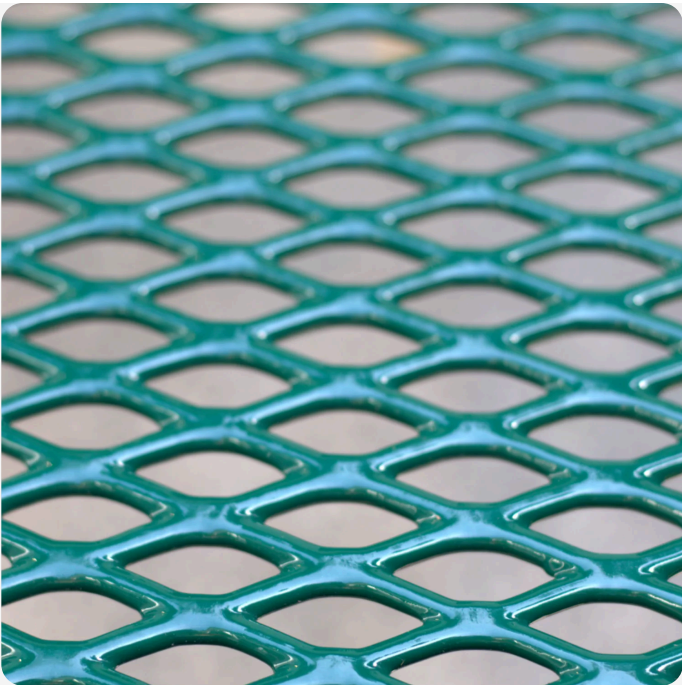


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Steel produced in the United States of America by the latest automated equipment and the most skilled craftsmen in the industry. Our tables can often weigh twice the industry standard coated outdoor table. 2" OD tubing for round & square tables. 2-3/8" OD on rectangular tables.



CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

Agenda Wording: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE USE OF CITY PROPERTY BY LIBERTY COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 5 FOR DRAINAGE PURPOSES AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ANY NECESSARY AGREEMENTS; AND PROVIDING AN EFFECTIVE DATE.

Department: Administration

Subject:

Background:

Funding Source:

Staff Recommendation:



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 12/8/2025 6:00 PM

Department: Administration
Category: Resolution

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE USE OF CITY PROPERTY BY LIBERTY COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 5 FOR DRAINAGE PURPOSES AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ANY NECESSARY AGREEMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Liberty County Water Control and Improvement District No. 5 (“WCID #5”) has approached the City of Liberty (“City”) seeking to use certain City-owned property for drainage purposes; and

WHEREAS, the City Council finds that permitting such use is in the best interest of the City and will promote proper drainage and stormwater management within the affected area.

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

1. **Authorization for Use of Property.** WCID #5 is hereby authorized to use the City’s property for drainage purposes, subject to execution of any agreements deemed necessary and appropriate by the City.
2. **City Manager Authority.** The City Manager is authorized to negotiate, approve, and execute any agreements, documents, or instruments necessary to facilitate WCID #5’s use of the property for drainage purposes.
3. **Effective Date.** This Resolution shall take effect immediately upon its passage.

PASSED AND APPROVED this ____ day of _____, 2025.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

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, AWARDED THE BID FOR THE MINGLEWOOD SANITARY SEWER IMPROVEMENT PROJECT FUNDED BY THE CITY'S CDBG DISASTER RECOVERY (CDBG-DR) PROGRAM CONTRACT NO. 24-067-026-E213 WITH THE TEXAS GENERAL LAND OFFICE TO TEXAS UNDERGROUND UTILITIES, INC IN THE AMOUNT OF \$4,153,555.00.

Department: Water, Wastewater

Subject: Minglewood Sanitary Sewer Project Bid Award

Background: The Minglewood Sanitary Sewer improvement project consists of the following:

- 15-inch Sanitary Sewer Lines: approximately 2,900 LF of pipe bursting and upsizing of the existing sanitary sewer lines and 2,900 LF of new 15-inch sewer lines
- Manholes: one repair, five remove and replace, and seven new concrete manholes.
- 12-inch Water Lines: approximately 5,500 LF and cut, plug, and abandon the existing water line.
- Pavement Improvements: approximately 6,000-feet in length and 20-feet wide existing pavement will be repurposed and used as the new aggregate material).

On November 14, 2025, three (3) bids were received, ranging from the apparent low bid of \$4,153,555.00 to a high bid of \$7,163,100.00. The apparent low bidder is Texas Underground Utilities, Inc. of Houston, Texas. The engineer for this project worked with Texas Underground Utilities on other projects and their work met or exceeded the specifications for the project. The engineer's estimate of probable cost for the project was \$4,938,600.00. A copy of the bid tab is enclosed.

Funding Source: CDBG DISASTER RECOVERY (CDBG-DR) PROGRAM CONTRACT NO. 24-067-026-E213 WITH THE TEXAS GENERAL LAND OFFICE.

Staff Recommendation: Staff recommends approval of the resolution awarding the bid for the Minglewood Sanitary Sewer Improvement Project to Texas Underground Utilities, Inc.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 12/8/2025 6:00 PM

Department: Water, Wastewater
Category: Resolution

Resolution

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, AWARDING THE BID FOR THE MINGLEWOOD SANITARY SEWER IMPROVEMENT PROJECT FUNDED BY THE CITY'S CDBG DISASTER RECOVERY (CDBG-DR) PROGRAM CONTRACT NO. 24-067-026-E213 WITH THE TEXAS GENERAL LAND OFFICE TO TEXAS UNDERGROUND UTILITIES, INC. IN THE AMOUNT OF \$4,153,555.00; AUTHORIZING THE CITY MANAGER TO EXECUTE RELATED DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Liberty ("City"), a Home Rule municipality, desires to undertake the Minglewood Sanitary Sewer Improvement Project to improve sanitary sewer infrastructure, manholes, water line facilities, and related pavement within the Minglewood area; and

WHEREAS, the project includes the following improvements:

- Approximately 2,900 linear feet of pipe bursting and upsizing of existing sanitary sewer lines and 2,900 linear feet of new 15-inch sanitary sewer lines;
- Manhole improvements including one (1) repair, five (5) remove and replace, and seven (7) new concrete manholes;
- Approximately 5,500 linear feet of new 12-inch water line installation and abandonment of existing water line;
- Pavement improvements consisting of repurposing approximately 6,000 linear feet of existing pavement material for new aggregate base; and

WHEREAS, the project is funded through the City's CDBG Disaster Recovery (CDBG-DR) Program Contract No. 24-067-026-E213 administered by the Texas General Land Office ("GLO"); and

WHEREAS, on November 14, 2025, the City received three (3) competitive bids for the project, ranging from a low bid of \$4,153,555.00 to a high bid of \$7,163,100.00, as reflected in the engineer's bid tabulation; and

WHEREAS, the apparent low bidder, Texas Underground Utilities, Inc., of Houston, Texas, submitted a responsible and responsive bid, and the project engineer has confirmed that the contractor has successfully completed similar projects and has previously met or exceeded project specifications; and

WHEREAS, the engineer's estimate of probable cost for the project was \$4,938,600.00, and City staff recommends awarding the bid to the lowest responsible bidder; and

WHEREAS, the City Council finds it to be in the best interest of the City to accept the low bid of Texas Underground Utilities, Inc. and to move forward with the project.

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

1. Bid Award. The bid for the Minglewood Sanitary Sewer Improvement Project is hereby awarded to Texas Underground Utilities, Inc. in the amount of \$4,153,555.00, being the lowest responsible bid submitted to the City.
2. Funding. The project shall be funded through the City's CDBG-DR Program Contract No. 24-067-026-E213 with the Texas General Land Office.
3. Authorization. The City Manager, or designee, is hereby authorized to execute all documents, contracts, notices, and agreements necessary to effectuate the project and complete the bid award, subject to approval as to form by the City Attorney.
4. Effective Date. This Resolution shall take effect immediately upon its passage and approval.

PASSED AND APPROVED on this 8th day of December 2025.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

November 17, 2025

Mr. Mark Reed
City of Liberty Public Works Director
City Hall (1829 Sam Houston Street)
Liberty, TX 77575

Re: Recommendation of Award for Proposed Minglewood Sanitary Sewer Improvements

Dear Mr. Reed,

Bids from three (3) contractors for the subject project were received at City Hall on Friday, November 14, 2025, for the above referenced project. This project consists of

- 15-inch Sanitary Sewer Lines: approximately 2,900 LF of pipe bursting and upsizing of the existing sanitary sewer lines and 2,900 LF of new 15-inch sewer lines
- Manholes: one repair, five remove and replace, and seven new concrete manholes
- 12-inch Water Lines: approximately 5,500 LF and cut, plug, and abandon the existing water line
- Pavement Improvements: approximately 6,000-feet in length and 20-feet wide existing pavement will be repurposed and used as the new aggregate material).

The three (3) bids received are summarized in Table 1 below. The detailed Bid Tabulation is provided as Attachment 1 to this letter.

Table 1: Summary of Total Bid Price

No.	Bidder	Total Bid Price ⁽¹⁾
1	Texas Underground Utilities, Inc.	\$ 4,153,555.00 ⁽²⁾
2	ISJ Underground Utilities, LLC	\$ 4,694,857.50 ⁽³⁾
3	EP Brady, Ltd.	\$ 7,163,100.00 ⁽⁴⁾
	Engineer's Estimate	\$ 4,938,600.00

(1) The Total bid price reflects the total construction costs.

(2) Texas Underground Utilities, Inc. provided a total value of \$ 4,161,555.00. This discrepancy is due to mathematical errors on Bid Items #45 and is listed in Table 1a below.

(3) ISJ Underground Utilities, LLC. provided a total value of \$ 4,694,500.00. This discrepancy is due to mathematical errors on the following bid items listed in Table 1a below.

(4) EP Brady, Ltd. provided a total value of \$ 7,162,475.00. This discrepancy is due to mathematical errors on the following bid items listed in Table 1a below.

Table 1a: Summary of Total Bid Price Discrepancies

Bidder	Bid Item	Qty x Unit Price = Bidder's Total Cost	Correct Total Cost
Texas Underground Utilities, Inc.	45 – Extra Rip Rap	80 SY x \$ 80.00 = \$ 14,400.00	\$ 6,400.00
ISJ Underground Utilities, LLC	34 – Air Release Valve	6 EA x \$ 24,665.00 = \$ 147,993.00	\$ 147,990.00
EP Brady, Ltd.	2 – City Proj Sign	2 EA x \$ 1,785.00 = \$ 3,570.00	\$ 3,570.00
EP Brady, Ltd.	11 – MH up to 8ft deep	25 EA x \$ 3,450.00 = \$ 86,250.00	\$ 86,250.00
EP Brady, Ltd.	26 – CCTV Inspection	15,910 LF x \$ 2.30 = \$ 36,599.00	\$ 36,593.00
EP Brady, Ltd.	Sub Total Extra Unit Price Items	\$8k + \$6k + \$3k + \$9k + \$7.2k + \$6k + \$9k + \$2.8k + \$4.2k + \$5.4k + \$6.9k + \$7.5k + \$8.4k = \$ 258,400.00	\$ 83,400.00

The apparent low bid is from Texas Underground Utilities, Inc. The difference between the lowest bid is approximately 15.90% of the Engineer's Estimate. The difference between these two is \$785,045.00. A tabulation of the bids received is enclosed as Attachment 1.

Two bids of the three bids were lower than the Engineer's Estimate. Based on our analysis, there are several observations to be brought to the City's attention.

1. The difference between the lowest bid and the second lowest bid is \$243,742.50, or 4.94%.
The difference between the lowest bid and third lowest bid is \$2,224,500.00, or 45.04%.

These bids reflect a consistent understanding of the project requirements and further validate the appropriateness of the low bid received.

2. The difference between the lowest bid and the Engineer's Estimate is \$785,045.00, which is approximately 15.90% of the Engineer's Estimate. During the bid evaluation, we identified nine items which primarily account for the significant difference. These items are listed in Table 2 below.

Table 2: Comparison of Bid Items

<u>Bid Item No.</u>	<u>Tx Underground Utilities, Inc.</u>	<u>Engineer's Estimate</u>	<u>Delta (\$)</u>
	<u>Total Cost</u>	<u>Total Cost</u>	
7 – Removal/Disposal of Exist Pipe and MH	\$ 82,500.00	\$ 0.00 ⁽¹⁾	-\$ 82,500.00
8 – Removal of Asbestos Pipe	\$ 179,700.00	\$ 0.00 ⁽¹⁾	-\$ 179,700.00
11 – Manhole up to 8ft Deep	\$ 86,250.00	\$ 300,000.00	\$ 213,750.00
13 – Open cut 8in PVC San Swr Pipe	\$ 97,983.00	\$ 214,900.00	\$ 116,917.00
17 – Open cut 15in PVC San Swr Pipe	\$ 474,145.00	\$ 848,500.00	\$ 374,355.00
20 – Abbott's Creek Improvements	\$ 903,355.00	\$ 200,000.00	-\$ 703,355.00
24 – Long Side San Swr Service Conn.	\$ 238,815.00	\$ 60,900.00	-\$ 177,915.00
26 – CCTV Inspection	\$ 206,830.00	\$ 318,200.00	\$ 111,370.00
29 – Open cut 6in WL Pipe	\$ 284,144.00	\$ 811,900.00	\$ 527,756.00
30 – Trenchless 6in WL Pipe	\$ 58,194.00	\$ 241,600.00	\$ 183,406.00
34 – Air Release Valve	\$ 48,000.00	\$ 180,000.00	\$ 132,000.00
		Delta Sum	+\$ 598,584.00
Total Project Difference Between Low Bid and Engineer's Estimate			\$ 785,045.00

(1) Bid Item No. 7 and Bid Item No. 8 were not included in the original Engineers Cost Estimate. They were added during Addendum No. 2 so that these items would be listed as its own individual bid item.

As previously stated, the apparent low bid provided by Texas Underground Utilities, Inc., which is approximately 15.90% of the Engineer's Estimate. Based on our evaluation of the bids presented above, we believe the bid submitted by Texas Underground Utilities, Inc. is in line with the work required. We therefore recommend that the City of Liberty award Project Minglewood Sanitary Sewer Improvements to Texas Underground Utilities, Inc. based on the low bid submitted.

Sincerely,

HR GREEN, INC.



John Mudd, P.E.
 Project Manager
 Regional Director – Water/Wastewater

ATTACHMENT 1 – BID TABULATION



				TX UNDERGROUND UTILITIES		ISJ UNDERGROUND UTILITIES		EP BRADY		Engineers OPCC		Average Bid Price		Delta between low bid and EOPCC	
Item	Item Description	Quantity	Unit	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
A. SITE PREPARATION															
1	Mobilization/Demobilization, and Temporary Facilities and Controls	1	LS	\$ 85,000.00	\$ 85,000.00	\$ 472,501.00	\$ 472,501.00	\$ 546,420.00	\$ 546,420.00	\$ 190,000.00	\$ 190,000.00	\$ 367,973.67	\$ 367,973.67	\$ 105,000.00	\$ 105,000.00
2	Furnish and Install City of Liberty Project Sign	2	EA	\$ 1,500.00	\$ 3,000.00	\$ 1,000.00	\$ 2,000.00	\$ 1,785.00	\$ 3,570.00	\$ 2,000.00	\$ 4,000.00	\$ 1,428.33	\$ 2,856.67	\$ 500.00	\$ 1,000.00
3	Complete TPDES requirements, including development and implementation of SWPPP, stabilized construction access, installation and maintenance of filter fabric fence, and all permitting, maintenance, inspection and reporting shown on the plans or required by the permit, complete in place.	1	LS	\$ 85,750.00	\$ 85,750.00	\$ 800.00	\$ 800.00	\$ 46,672.50	\$ 46,672.50	\$ 15,000.00	\$ 15,000.00	\$ 44,407.50	\$ 44,407.50	\$ (70,750.00)	\$ (70,750.00)
4	Install and maintain trench excavation safety systems, including all labor, material, and supervision, complete and in place.	12,380	LF	\$ 2.00	\$ 24,760.00	\$ 1.00	\$ 12,380.00	\$ 1.00	\$ 12,380.00	\$ 2.50	\$ 31,000.00	\$ 1.33	\$ 16,506.67	\$ 0.50	\$ 6,240.00
5	Traffic Control and Regulation for project work	1	LS	\$ 75,000.00	\$ 75,000.00	\$ 25,000.00	\$ 25,000.00	\$ 27,300.00	\$ 27,300.00	\$ 30,000.00	\$ 30,000.00	\$ 42,433.33	\$ 42,433.33	\$ (45,000.00)	\$ (45,000.00)
B. DEMOLITION				\$ 273,510.00		\$ 512,681.00		\$ 636,342.50		\$ 270,000.00		\$ 474,177.83		\$ (3,510.00)	
6	Cap, grout, and abandon in place or remove all piping to be abandoned as shown on plans, including 4-in sanitary forcemain from Glenn LS to Minglewood LS and from Minglewood LS to MH 40045, 2-in waterline along Tanner St and 2-in waterline along Glenn St, 6-in sanitary sewer line between Tanner St and Glenn St, 4-in and 6-in waterline along Minglewood Rd, and 8-in sanitary sewer along Minglewood Rd, including all labor, material, and supervision, complete in place.	5,500	LF	\$ 12.00	\$ 66,000.00	\$ 29.00	\$ 159,500.00	\$ 12.00	\$ 66,000.00	\$ 27.27	\$ 150,000.00	\$ 17.67	\$ 97,166.67	\$ 15.27	\$ 84,000.00
7	Remove and dispose of existing sewer line (all sizes) and manholes, include all labor, materials, and supervision.	1	LS	\$ 82,500.00	\$ 82,500.00	\$ 11,691.00	\$ 11,691.00	\$ 120,000.00	\$ 120,000.00		\$ -	\$ 71,397.00	\$ 71,397.00	\$ (82,500.00)	\$ (82,500.00)
8	Removal and disposal of asbestos concrete pipe material (all sizes) meeting all applicable state and federal guidelines for the disposal of such material.	2,995	LF	\$ 60.00	\$ 179,700.00	\$ 2.00	\$ 5,990.00	\$ 45.00	\$ 134,775.00		\$ -	\$ 35.67	\$ 106,821.67	\$ (60.00)	\$ (179,700.00)
9	Demolish existing Glenn LS including removal of equipment, coordination with TCEQ, demolition of wet well and all yard piping, removal of fence, removal of electrical service from utility pole, and site restoration/grading, including all labor, materials, and supervision.	1	LS	\$ 29,000.00	\$ 29,000.00	\$ 58,429.50	\$ 58,429.50	\$ 26,250.00	\$ 26,250.00	\$ 50,000.00	\$ 50,000.00	\$ 37,893.17	\$ 37,893.17	\$ 21,000.00	\$ 21,000.00
10	Demolish existing Minglewood LS including removal of equipment, coordination with TCEQ, demolition of wet well and all yard piping, removal of fence, removal of electrical service from utility pole, and site restoration/grading, including all labor, materials, and supervision.	1	LS	\$ 33,000.00	\$ 33,000.00	\$ 52,957.00	\$ 52,957.00	\$ 26,250.00	\$ 26,250.00	\$ 50,000.00	\$ 50,000.00	\$ 37,402.33	\$ 37,402.33	\$ 17,000.00	\$ 17,000.00
C. SANITARY SEWER IMPROVEMENTS				\$ 390,200.00		\$ 288,567.50		\$ 373,275.00		\$ 250,000.00		\$ 350,680.83		\$ (140,200.00)	
11	Furnish and install 4-foot diameter manhole with varying depths up to 8 ft as shown in drawings including sanitary sewer piping connections and associated appurtenances including inflow preventer, all including labor, material and supervision, tree protection, site work, site restoration, utility coordination, seeding, grading, and diversion pumping, complete and in-place.	25	EA	\$ 3,450.00	\$ 86,250.00	\$ 18,663.50	\$ 466,587.50	\$ 3,450.00	\$ 86,250.00	\$ 12,000.00	\$ 300,000.00	\$ 8,521.17	\$ 213,029.17	\$ 8,550.00	\$ 213,750.00
12	Furnish and install 4-foot diameter manhole with varying depths greater than 8 ft as shown in drawings, all including labor, material, and supervision, tree protection, site work, utility coordination, seeding, grading, and diversion pumping, complete and in-place.	429	VF	\$ 250.00	\$ 107,250.00	\$ 73.50	\$ 31,531.50	\$ 210.00	\$ 90,090.00	\$ 160.00	\$ 68,700.00	\$ 177.83	\$ 76,290.50	\$ (90.00)	\$ (38,550.00)
13	Furnish and install new 8-inch PVC gravity sanitary sewer pipe by open cut as shown in drawings, all including labor, trench safety, tree protection, site work, site restoration, seeding, grading, roadway restoration, utility coordination, material, and supervision, complete and in-place.	1,719	LF	\$ 57.00	\$ 97,983.00	\$ 115.00	\$ 197,685.00	\$ 234.65	\$ 403,363.35	\$ 125.00	\$ 214,900.00	\$ 135.55	\$ 233,010.45	\$ 68.00	\$ 116,917.00
14	Furnish and install new 8-in PVC gravity sanitary sewer pipe through trenchless methods as shown in drawings, all including labor, trench safety, bore pits, tree protection, site work, site restoration, utility coordination, seeding, grading, material, and supervision, complete and in-place.	523	LF	\$ 90.00	\$ 47,070.00	\$ 231.00	\$ 120,813.00	\$ 359.40	\$ 187,966.20	\$ 220.00	\$ 115,100.00	\$ 226.80	\$ 118,616.40	\$ 130.00	\$ 68,030.00
15	Furnish and install new 12-in PVC gravity sanitary sewer pipe by open cut as shown in drawings, all including labor, trench safety, tree protection, site work, site restoration, utility coordination, seeding, grading, roadway restoration, material, and supervision, complete and in-place.	483	LF	\$ 75.00	\$ 36,225.00	\$ 156.50	\$ 75,589.50	\$ 320.65	\$ 154,873.95	\$ 150.00	\$ 72,500.00	\$ 184.05	\$ 88,896.15	\$ 75.00	\$ 36,275.00
16	Furnish and install new 12-in PVC gravity sanitary sewer pipe through trenchless methods as shown in drawings, all including labor, trench safety, bore pits, tree protection, site work, site restoration, utility coordination, grading, seeding, material, and supervision, complete and in-place.	310	LF	\$ 139.00	\$ 43,090.00	\$ 304.50	\$ 94,395.00	\$ 350.50	\$ 108,655.00	\$ 240.00	\$ 74,400.00	\$ 264.67	\$ 82,046.67	\$ 101.00	\$ 31,310.00
17	Furnish and install new 15-in PVC gravity sanitary sewer pipe by open cut as shown in drawings, all including labor, trench safety, tree protection, site work, site restoration, utility coordination, grading, seeding, material, and supervision, complete and in-place.	4,991	LF	\$ 95.00	\$ 474,145.00	\$ 206.50	\$ 1,030,641.50	\$ 334.45	\$ 1,669,239.95	\$ 170.00	\$ 848,500.00	\$ 211.98	\$ 1,058,008.82	\$ 75.00	\$ 374,355.00
18	Furnish and install new 15-in PVC gravity sanitary sewer pipe through trenchless methods as shown in drawings, all including labor, trench safety, bore pits, tree protection, site restoration, site restoration, utility coordination, grading, seeding, material, and supervision, complete and in-place.	214	LF	\$ 225.00	\$ 48,150.00	\$ 421.00	\$ 90,094.00	\$ 405.20	\$ 86,712.80	\$ 300.00	\$ 64,200.00	\$ 350.40	\$ 74,985.60	\$ 75.00	\$ 16,050.00
19	Furnish and install new 15-inch PVC gravity sanitary sewer pipe with 24-inch steel casing across Abbott's Creek as shown in drawings, all including labor, material, tree protection, site work, site restoration, utility coordination, grading, seeding, material, and supervision, complete and in-place.	136	LF	\$ 290.00	\$ 39,440.00	\$ 745.50	\$ 101,388.00	\$ 635.70	\$ 86,455.20	\$ 500.00	\$ 68,000.00	\$ 557.07	\$ 75,761.07	\$ 210.00	\$ 28,560.00
20	Furnish and install improvements at Abbott's Creek Crossing, including precast concrete culverts, crossing supports, wing walls, gabions, associated embankment demolition and replacement at the creek as shown in drawings, all including labor, material, site work, site restoration, utility coordination, seeding, grading, and supervision, complete and in-place.	1	LS	\$ 903,355.00	\$ 903,355.00	\$ 197,408.50	\$ 197,408.50	\$ 927,150.00	\$ 927,150.00	\$ 200,000.00	\$ 200,000.00	\$ 675,971.17	\$ 675,971.17	\$ (703,355.00)	\$ (703,355.00)
21	Furnish and install riprap for Abbott's Creek Crossing, all including labor, material, site work, site restoration, grading, and supervision, complete and in-place.	160	SY	\$ 180.00	\$ 28,800.00	\$ 224.00	\$ 35,840.00	\$ 97.15	\$ 15,544.00	\$ 120.00	\$ 19,200.00	\$ 167.05	\$ 26,728.00	\$ (60.00)	\$ (9,600.00)
22	Furnish and install sanitary sewer cleanouts, complete and in-place.	2	EA	\$ 2,875.00	\$ 5,750.00	\$ 1,300.50	\$ 2,601.00	\$ 763.35	\$ 1,526.70	\$ 1,500.00	\$ 3,000.00	\$ 1,646.28	\$ 3,292.57	\$ (1,375.00)	\$ (2,750.00)
23	Cut and reinstall existing short-side sanitary sewer service connections all sizes and depths, all including labor, material, site work, roadway restoration, and supervision.	24	EA	\$ 2,385.00	\$ 57,240.00	\$ 1,608.50	\$ 38,604.00	\$ 1,709.40	\$ 41,025.60	\$ 1,500.00	\$ 36,000.00	\$ 1,900.97	\$ 45,623.20	\$ (885.00)	\$ (21,240.00)
24	Cut and reinstall existing long-side sanitary sewer service connections all sizes and depths, all including labor, material, site work, roadway restoration, and supervision.	29	EA	\$ 8,235.00	\$ 238,815.00	\$ 3,725.50	\$ 108,039.50	\$ 4,205.25	\$ 121,952.25	\$ 2,100.00	\$ 60,900.00	\$ 5,388.58	\$ 156,268.92	\$ (6,135.00)	\$ (177,915.00)



		TX UNDERGROUND UTILITIES				ISJ UNDERGROUND UTILITIES		EP BRADY		Engineers OPCC		Average Bid Price		Delta between low bid and EOPCC	
Item	Item Description	Quantity	Unit	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
25	Provide Sanitary Service tie-in to the existing Beaumont LS.	1	LS	\$ 43,800.00	\$ 43,800.00	\$ 922.50	\$ 922.50	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 18,240.83	\$ 18,240.83	\$ (38,800.00)	\$ (38,800.00)
26	CCTV Inspection of existing and proposed sanitary sewer to verify installation and all service connections, all including labor, material, equipment, and supervision, complete and in-place.	15,910	LF	\$ 13.00	\$ 206,830.00	\$ 3.00	\$ 47,730.00	\$ 2.30	\$ 36,593.00	\$ 20.00	\$ 318,200.00	\$ 6.10	\$ 97,051.00	\$ 7.00	\$ 111,370.00
D. WATER LINE IMPROVEMENTS				\$ 2,464,193.00		\$ 2,639,870.50		\$ 4,027,398.00		\$ 2,468,600.00		\$ 3,043,820.50		\$ 4,407.00	
27	Field locate existing waterlines and determine existing depth along Beaumont and Minglewood Rd for tie in of proposed waterline as shown on drawings, all including labor, material, site work, utility coordination, and supervision, complete and in-place.	2	EA	\$ 6,500.00	\$ 13,000.00	\$ 2,500.00	\$ 5,000.00	\$ 4,500.00	\$ 9,000.00	\$ 500.00	\$ 1,000.00	\$ 4,500.00	\$ 9,000.00	\$ (6,000.00)	\$ (12,000.00)
28	Furnish and install tapping sleeve connections and valves for 6-in water line connections to existing water distribution system, all including labor, material, and supervision, complete and in-place.	3	EA	\$ 7,588.00	\$ 22,764.00	\$ 17,455.50	\$ 52,366.50	\$ 6,697.95	\$ 20,093.85	\$ 5,000.00	\$ 15,000.00	\$ 10,580.48	\$ 31,741.45	\$ (2,588.00)	\$ (7,764.00)
29	Furnish and install new 6-in water line by open cut as shown in drawings, all including labor, trench safety, material, fittings, tree protection, site work, site restoration, utility coordination, seeding, grading, required testing and disinfection, and supervision, complete and in-place.	5,074	LF	\$ 56.00	\$ 284,144.00	\$ 38.50	\$ 195,349.00	\$ 198.00	\$ 1,004,652.00	\$ 160.00	\$ 811,900.00	\$ 97.50	\$ 494,715.00	\$ 104.00	\$ 527,756.00
30	Furnish and install new 6-in water line through trenchless methods as shown on drawings, all including labor, materials, fittings, tree protection, site work, site restoration, utility coordination, seeding, grading, required testing and disinfection, and supervision, complete and in-place.	1,098	LF	\$ 53.00	\$ 58,194.00	\$ 121.00	\$ 132,858.00	\$ 283.60	\$ 311,392.80	\$ 220.00	\$ 241,600.00	\$ 152.53	\$ 167,481.60	\$ 167.00	\$ 183,406.00
31	Furnish and install new 6-in water line with restrained joints as shown on drawings, all including labor, materials, fittings, tree protection, site work, site restoration, utility coordination, seeding, grading, required testing and disinfection, and supervision, complete and in-place.	110	LF	\$ 70.00	\$ 7,700.00	\$ 117.50	\$ 12,925.00	\$ 307.95	\$ 33,874.50	\$ 470.00	\$ 51,700.00	\$ 165.15	\$ 18,166.50	\$ 400.00	\$ 44,000.00
32	Furnish and install new 6-in water line with restrained joints in 12-in steel casing by tunneling construction under roadway crossings as shown in drawings, all including labor, trench safety, material, fittings, tree protection, site work, site restoration, utility coordination, grading, seeding, required testing and disinfection, and supervision, complete and in-place.	281	LF	\$ 112.00	\$ 31,472.00	\$ 316.50	\$ 88,936.50	\$ 357.85	\$ 100,555.85	\$ 500.00	\$ 140,500.00	\$ 262.12	\$ 73,654.78	\$ 388.00	\$ 109,028.00
33	Furnish and install new isolation gate valve and valve manhole, all including labor, material, site work, site restoration, grading, seeding, and supervision, complete and in-place.	6	EA	\$ 6,900.00	\$ 41,400.00	\$ 4,932.00	\$ 29,592.00	\$ 1,685.25	\$ 10,111.50	\$ 15,000.00	\$ 90,000.00	\$ 4,505.75	\$ 27,034.50	\$ 8,100.00	\$ 48,600.00
34	Furnish and install new air release valve and valve manhole, all including labor, material, site work, site restoration, grading, seeding, and supervision, complete and in-place.	6	EA	\$ 8,000.00	\$ 48,000.00	\$ 24,665.00	\$ 147,990.00	\$ 10,216.50	\$ 61,299.00	\$ 30,000.00	\$ 180,000.00	\$ 14,293.83	\$ 85,763.00	\$ 22,000.00	\$ 132,000.00
35	Furnish and install fire hydrants as shown in drawings, all including isolation gate valve, pipe, fittings, labor, materials, tree protection, site work, site restoration, grading, seeding, required testing, and supervision, complete and in-place	13	EA	\$ 7,800.00	\$ 101,400.00	\$ 19,335.00	\$ 251,355.00	\$ 7,554.75	\$ 98,211.75	\$ 9,600.00	\$ 124,800.00	\$ 11,563.25	\$ 150,322.25	\$ 1,800.00	\$ 23,400.00
36	Furnish and install 3/4-in through 1-in short-side water service connections, all including labor, material, disinfection, site work, roadway restoration, and supervision, complete and in-place.	24	EA	\$ 1,537.00	\$ 36,888.00	\$ 2,352.50	\$ 56,460.00	\$ 1,611.75	\$ 38,682.00	\$ 2,400.00	\$ 57,600.00	\$ 1,833.75	\$ 44,010.00	\$ 863.00	\$ 20,712.00
37	Furnish and install 3/4-in through 1-in long-side water service connections, all including labor, material, disinfection, site work, roadway restoration, and supervision, complete and in-place.	35	EA	\$ 2,534.00	\$ 88,690.00	\$ 3,119.50	\$ 109,182.50	\$ 3,711.75	\$ 129,911.25	\$ 2,900.00	\$ 101,500.00	\$ 3,121.75	\$ 109,261.25	\$ 366.00	\$ 12,810.00
38	Removal and replacement of existing fence line (all types) as required by the construction process. Fencing shall be replaced in kind, complete and in-place.	1,000	EA	\$ 35.00	\$ 35,000.00	\$ 15.00	\$ 15,000.00	\$ 49.90	\$ 49,900.00		\$ -	\$ 33.30	\$ 33,300.00	\$ (35.00)	\$ (35,000.00)
E. ALLOWANCE ITEMS				\$ 768,652.00		\$ 1,097,014.50		\$ 1,867,684.50		\$ 1,815,600.00		\$ 1,244,450.33		\$ 1,046,948.00	
39	Material Testing	1	LS	\$ 105,000.00	\$ 105,000.00	\$ 500.00	\$ 500.00	\$ 100,000.00	\$ 100,000.00	\$ 40,000.00	\$ 40,000.00	\$ 68,500.00	\$ 68,500.00	\$ (65,000.00)	\$ (65,000.00)
40	Cash allowance for City approved adjustments to existing utilities (private) along the construction corridor.	1	CA	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00		\$ -	\$ 75,000.00	\$ 75,000.00	\$ (75,000.00)	\$ (75,000.00)
F. EXTRA UNIT PRICE ITEMS				\$ 180,000.00		\$ 75,500.00		\$ 175,000.00		\$ 40,000.00		\$ 68,500.00		\$ (140,000.00)	
41	Extra Hand Excavation	400	CY	\$ 30.00	\$ 12,000.00	\$ 10.00	\$ 4,000.00	\$ 20.00	\$ 8,000.00	\$ 40.00	\$ 16,000.00	\$ 20.00	\$ 8,000.00	\$ 10.00	\$ 4,000.00
42	Extra Machine Excavation	200	CY	\$ 6.00	\$ 1,200.00	\$ 10.00	\$ 2,000.00	\$ 30.00	\$ 6,000.00	\$ 42.00	\$ 8,400.00	\$ 15.33	\$ 3,066.67	\$ 36.00	\$ 7,200.00
43	Extra Select Backfill Material	200	CY	\$ 20.00	\$ 4,000.00	\$ 12.00	\$ 2,400.00	\$ 15.00	\$ 3,000.00	\$ 32.00	\$ 6,400.00	\$ 15.67	\$ 3,133.33	\$ 12.00	\$ 2,400.00
44	Extra Cement Stabilized Sand	200	CY	\$ 30.00	\$ 6,000.00	\$ 15.00	\$ 3,000.00	\$ 45.00	\$ 9,000.00	\$ 36.00	\$ 7,200.00	\$ 30.00	\$ 6,000.00	\$ 6.00	\$ 1,200.00
45	Extra Riprap	80	SY	\$ 80.00	\$ 6,400.00	\$ 85.00	\$ 6,800.00	\$ 90.00	\$ 7,200.00	\$ 250.00	\$ 20,000.00	\$ 85.00	\$ 6,800.00	\$ 170.00	\$ 13,600.00
46	Extra 12-in Water Line	50	LF	\$ 92.00	\$ 4,600.00	\$ 91.00	\$ 4,550.00	\$ 120.00	\$ 6,000.00	\$ 120.00	\$ 6,000.00	\$ 101.00	\$ 5,050.00	\$ 28.00	\$ 1,400.00
47	Stabilization for Wet Conditions at Creek Crossing	100	CY	\$ 45.00	\$ 4,500.00	\$ 10.00	\$ 1,000.00	\$ 90.00	\$ 9,000.00	\$ 15.00	\$ 1,500.00	\$ 48.33	\$ 4,833.33	\$ (30.00)	\$ (3,000.00)
48	Reroute Service Connections From Abandoned Sewer Line Between Glenn and Tanner	2	EA	\$ 5,170.00	\$ 10,340.00	\$ 2,952.00	\$ 5,904.00	\$ 1,400.00	\$ 2,800.00	\$ 3,000.00	\$ 6,000.00	\$ 3,174.00	\$ 6,348.00	\$ (2,170.00)	\$ (4,340.00)
49	Extra 6-in Stormwater Culvert (RCP), installed including all labor, materials, site restoration, complete and in-place.	60	LF	\$ 84.00	\$ 5,040.00	\$ 121.50	\$ 7,290.00	\$ 70.00	\$ 4,200.00	\$ 51.00	\$ 3,100.00	\$ 91.83	\$ 5,510.00	\$ (33.00)	\$ (1,940.00)
50	Extra 12-in Stormwater Culvert (RCP), installed including all labor, materials, site restoration, complete and in-place.	60	LF	\$ 84.00	\$ 5,040.00	\$ 135.00	\$ 8,100.00	\$ 90.00	\$ 5,400.00	\$ 63.00	\$ 3,800.00	\$ 103.00	\$ 6,180.00	\$ (21.00)	\$ (1,240.00)
51	Extra 15-in Stormwater Culvert (RCP), installed including all labor, materials, site restoration, complete and in-place.	60	LF	\$ 90.00	\$ 5,400.00	\$ 139.50	\$ 8,370.00	\$ 115.00	\$ 6,900.00	\$ 68.00	\$ 4,100.00	\$ 114.83	\$ 6,890.00	\$ (22.00)	\$ (1,300.00)
52	Extra 18-in Stormwater Culvert (RCP), installed including all labor, materials, site restoration, complete and in-place.	60	LF	\$ 98.00	\$ 5,880.00	\$ 204.50	\$ 12,270.00	\$ 125.00	\$ 7,500.00	\$ 87.00	\$ 5,300.00	\$ 142.50	\$ 8,550.00	\$ (11.00)	\$ (580.00)
53	Extra 24-in Stormwater Culvert (RCP), installed including all labor, materials, site restoration, complete and in-place.	60	LF	\$ 110.00	\$ 6,600.00	\$ 259.00	\$ 15,540.00	\$ 140.00	\$ 8,400.00	\$ 110.00	\$ 6,600.00	\$ 169.67	\$ 10,180.00	\$ -	\$ -
				\$ 77,000.00		\$ 81,224.00		\$ 83,400.00		\$ 94,400.00		\$ 10,180.00		\$ 17,400.00	
Total for Minglewood Sanitary Sewer Improvements				\$ 4,153,555.00		\$ 4,694,857.50		\$ 7,163,100.00		\$ 4,938,600.00		\$ 5,191,809.50		\$ 785,045.00	
Bidder Provided Total Price:				\$4,161,555.00		\$4,694,500.00		\$7,162,475.00							
				TX UNDERGROUND UTILITIES		ISJ UNDERGROUND UTILITIES		EP BRADY		Engineers OPCC		Average Bid Price		Delta between low bid and EOPCC	
				Represents Apparent Low Bidder on Project											
				Represents a Value Different From Submitted Bid Form											
				Represents the Total Price the Bidder Provided on the Submitted Bid Form											

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

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 CITY MANAGER TO EXECUTE AN AGREEMENT WITH PYRO SHOWS OF TEXAS, INC., FOR THE CITY'S JULY 3, 2026, FIREWORKS DISPLAY.

Department: Administration

Subject: Firework Agreement

Background: The City has contracted with Pyro Shows of Fort Worth to provide the annual fireworks display. This year's display will be held on Friday, July 3, 2026. Pyro Shows has been providing fireworks displays since 2019. The cost of the display this year is \$27,800, which is \$4,800 more than last year.

Funding Source: Funding in the amount of \$23,000 for the firework display was included in the General Fund Budget Non-Departmental Budget. The additional funding can be transferred from the Non-Departmental Contingency line item or requested from LCDC to the Fireworks line item.

Staff Recommendation: Staff recommends approval of the resolution authorizing the City Manager to execute the agreement with Pyro Shows.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 12/8/2025 6:00 PM

Department: Administration
Category: Resolution

Resolution 2024-13

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, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH PYRO SHOWS OF TEXAS, INC., FOR THE CITY'S JULY 3, 2026, FIREWORKS DISPLAY.

WHEREAS, the City of Liberty schedules an Independence Day Celebration each year at the Liberty Municipal Park with a fireworks display; and

WHEREAS, the City has contracted with Pyro Shows of Texas, Inc., to provide the annual fireworks display; and

WHEREAS, this year's fireworks display will be held on Friday, July 3, 2026; and

WHEREAS, the current cost of the fireworks display is \$27,800.00.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Liberty, Texas, hereby authorizes the City Manager to execute an agreement with Pyro Shows of Texas, Inc., for the City's July 3, 2026, Fireworks Display in the amount of \$27,800.

PASSED AND APPROVED this ____ day of _____, 2025.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: December 8, 2025

Agenda Wording: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, APPROVING THE LIBERTY RANCH PUBLIC IMPROVEMENT DISTRICT REIMBURSEMENT AGREEMENT BETWEEN THE CITY OF LIBERTY AND LIBERTY RANCH, LLC; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND ESTABLISHING AN EFFECTIVE DATE.

Department: Administration

Subject:

Background:

Funding Source:

Staff Recommendation:



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 12/8/20256:00 PM

Department: Administration
Category: Resolution

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, APPROVING THE LIBERTY RANCH PUBLIC IMPROVEMENT DISTRICT REIMBURSEMENT AGREEMENT BETWEEN THE CITY OF LIBERTY AND LIBERTY RANCH, LLC, ATTACHED HERETO AS EXHIBIT “A”; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Liberty Ranch, LLC (the “Developer”) is developing approximately 51 acres of land located within the corporate limits of the City of Liberty, Texas (the “City”); and

WHEREAS, on June 14, 2022, the City Council adopted Resolution No. 2022-40, creating the Liberty Ranch Public Improvement District (“PID”) pursuant to Chapter 372, Texas Local Government Code (the “Act”); and

WHEREAS, the City Council is considering an Assessment Ordinance approving the Service and Assessment Plan (“SAP”) for the PID, including Assessment Rolls and Authorized Improvements to be constructed for the benefit of the assessed property; and

WHEREAS, the SAP allocates the Actual Costs of the Authorized Improvements to the property within the PID that receives special benefit, and the City anticipates levying Assessments to fund such costs; and

WHEREAS, the City and the Developer desire to enter into the Liberty Ranch Public Improvement District Reimbursement Agreement (the “Reimbursement Agreement”) to establish the terms and conditions for reimbursement of the Developer for Actual Costs of Authorized Improvements from Assessment revenues or, if applicable, proceeds of PID Bonds; and

WHEREAS, the Reimbursement Agreement is authorized by Section 372.023 of the Act and applies to all current and future Improvement Areas within the PID; and

WHEREAS, the City Council finds that approval of the Reimbursement Agreement is in the best interest of the City and the continued orderly development of the Liberty Ranch project; and

WHEREAS, the City Council desires to approve the Reimbursement Agreement and authorize the Mayor to execute it on behalf of the City.

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

Section 1. Approval of Agreement. The Liberty Ranch Public Improvement District Reimbursement Agreement between the City of Liberty and Liberty Ranch, LLC, attached hereto as Exhibit “A” and incorporated herein for all purposes, is hereby approved.

Section 2. Authorization. The Mayor is hereby authorized to execute the Reimbursement Agreement and any related documents consistent with its terms. The City Manager and City Attorney are authorized to take all actions necessary to implement the Agreement and carry out the purposes of this Resolution.

Section 3. Implementation. City staff is directed to take all necessary steps to administer the Reimbursement Agreement in accordance with the Act, the SAP, applicable Assessment Ordinances, and any applicable Indentures.

Section 4. Effective Date. This Resolution shall take effect immediately upon its passage and approval.

PASSED AND APPROVED this ____ day of _____, 2025.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

EXHIBIT A