



# The City of Liberty City Council

## Special Called Meeting

~ Minutes ~

1829 Sam Houston  
Liberty, TX 77575  
[www.cityofliberty.org](http://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 3<sup>rd</sup> 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