



The City of Liberty

Airport Advisory Board

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

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

April Gilliland
City Secretary
936-336-3684

~ Minutes ~

Thursday, November 6, 2025

3:00 PM

City Council Chambers

1. Call to Order

This meeting was called to order on November 6, 2025, in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 3:00 p.m. by Board Member / Airport Manager Mark Bush.

Members present: Bruce Blake, Mark Bush, Michael Ely, Bruce Mullinix, and Ed Seymour
Others present: April Gilliland

2. Public Comments

There were no public comments.

3. Approval of Minutes

a. October 9, 2025

The minutes of the October 9, 2025, meeting were reviewed. Board Member Ely made the motion to approve minutes, and Board Member Blake seconded. The motion passed 5 to 0.

4. Reports / Updates

a. Airport Manager Report

o FAA Projects

• Aerial Survey

The notice to proceed has been issued by TxDOT Aviation.

o TxDOT

• FAA National Based Aircraft Inventory Program

Per the TxDOT data base, we have 40 based aircraft located at the airport, this includes life flight helicopters.

• General update from monthly meeting

Need to work with TxDOT to prioritize grant funding for the second entrance to the ramp, generators, security cameras and fuel tank repairs.

o Fuel Tanks

Single point fueling is working. Need to work on obsolete filter housing.

o SOP's and Certificates

Mark is working on SOP's and certificates for the airport.

- Mowing Equipment Storage
Working with public works to install a building between the community hangars for storing mowing equipment.
- Virtual Tower Update
Mark has access to virtual tower and is working on the monthly details.

- b. Documentation on OneDrive
Documentation is located on the OneDrive for board to review.

5. Regular Session

- a. Vision Statement
Board Members to review the vision statement on the OneDrive and note if any changes need to be made.
- b. Fees
Board Member Ely proposed that a future community hangar development plan and service fee plan be developed to help with the growth of the airport.
 - Community Hangar
 - Service
- c. Communication Options
Item was not discussed
- d. Terminal Building Functionality
- e. Reviewing the Lease Agreement and Community Hangar
Need to develop rules for tenant for the hangars.
 - 9e
 - Rules for the Community Hangar

6. Adjournment

With no further business, the meeting was adjourned at approximately 4:46 p.m.