



The City of Liberty City Council

Regular Meeting

~ Agenda ~

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

April Gilliland
City Secretary
936-336-3684

Tuesday, August 11, 2026

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 Debbie Dugger				
Council Member Ed Seymour				
Council Member Ross Ward				
Council Member Bruce Bell				
Council Member Nick Dennis				
Council Member Betty Runkle				

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. July 14, 2026
2. July 28, 2026

B. Resolution for the Trinity Valley Exposition parade and temporary closure of state right of way.

VII. REGULAR AGENDA

A. Regular Session

1. Discussion and possible action awarding the fiscal year 2026–2027 employee health, dental, vision and life insurance.
2. Discussion and possible action on approving the sign request in the Downtown District for First Liberty Bank.
3. Discussion and possible action approving the plat for the Liberty Pitstop Express Truck Stop.
4. Discussion and possible action on adopting an ordinance amending the master fee schedule by adding an investigation fee for unpermitted construction.
5. Discussion and possible action on ratifying the \$50,000 LCDC expenditure for the 2026 Lights in Liberty.
6. Discussion and possible action approving \$20,000 from the Hotel Occupancy Tax to fund the 2026 Light in Liberty Program.
7. Discussion and possible action approving the City to advertise for proposals for grant administration services for the Mitigation Reallocation Program (MRP) grant from the Texas General Land Office (GLO).
8. Discussion and possible action approving the City to advertise for qualifications for engineering services for the Mitigation Reallocation Program (MRP) grant from the Texas General Land Office (GLO).

B. Work Session

1. Discussion of the fiscal year 2026-2027 Budget for the City of Liberty.

C. 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.

D. 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 5th day of August 2026. 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: August 11, 2026

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

Department: Administration

Subject: Minglewood Wastewater Project - Status Update

Liberty Municipal Park Concession Stands and Bathrooms:

Softball Side:

- Dirt work is complete
- Working on underground utilities
- Preparing to pour footers soon

Baseball Side:

- Dirt work is complete
- Footers have been poured
- Working on underground utilities
- Getting ready to pour the slab

Timeline of Project:

Published bid: January 8th

Bid opening: March 26

City Council approval: April 14

Prepare and execute contracts: April 15–24

Issue Notice to Proceed: April 27

Contractor preparation of subcontracts: April 28–May 5

Contractor preparation of submittals (for review and material procurement): May 6–June 26

Mobilization and start of construction: July 13

Estimated Completion: End of December

Background:

Funding Source:

Staff Recommendation:

Airport Operations

Snapshot Local Time

Start Date 07/01/2026 00:00 LT
End Date 07/31/2026 23:59 LT

Creation 08/02/2026 18:09
User mark_bush
Customer ID KT78

Summary

Landings		Take-Offs		Totals	
Single Engine	481	Single Engine	494	Single Engine	975
Single Engine Turbine	14	Single Engine Turbine	14	Single Engine Turbine	28
Multi Engine	4	Multi Engine	5	Multi Engine	9
Multi Engine Turbine	13	Multi Engine Turbine	15	Multi Engine Turbine	28
Business Jet	1	Business Jet	2	Business Jet	3
Helicopter	30	Helicopter	42	Helicopter	72
TOTAL	543	TOTAL	572	TOTAL	1115

FAA AAC/ADG Summary

Landings		Take-Offs		Totals	
A1	488	A1	501	A1	989
B1	4	B1	5	B1	9
B2	17	B2	19	B2	36
C2	1	C2	2	C2	3
HEL	30	HEL	42	HEL	72
UKN	3	UKN	3	UKN	6
TOTAL	543	TOTAL	572	TOTAL	1115

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	223	AT6T	8	BE58	2	B200	1	CL60	3				A119	2
B36	3	KODI	6	C421	7	B350	25						AR1	2
BE33	2	P28A	12			BE9T	2						B06	1
BE35	5	TBM7	2										B407	20
C150	6												BK17	5
C172	429												EC45	9
C175	8												H269	1
C177	6												R44	32
C180	4													
C182	46													

Airport Operations
Snapshot Local Time

Start Date 07/01/2026 00:00 LT
End Date 07/31/2026 23:59 LT

Creation 08/02/2026 18:09
User mark_bush
Customer ID KT78

Single Engine		Single Engine Turbine	Multi Engine	Multi Engine Turbine	Business Jet	Jet 2	Jet NB	Jet 4	Jet WB	Helicopter
C210	6									
DA40	14									
GB1	6									
M20	13									
P28A	52									
PA28	107									
PA32	2									
PMentor	2									
RV10	2									
RV4	10									
RV6	4									
RV7	2									
RV8	2									
SCOUT	2									
SR22	5									
Others	14									

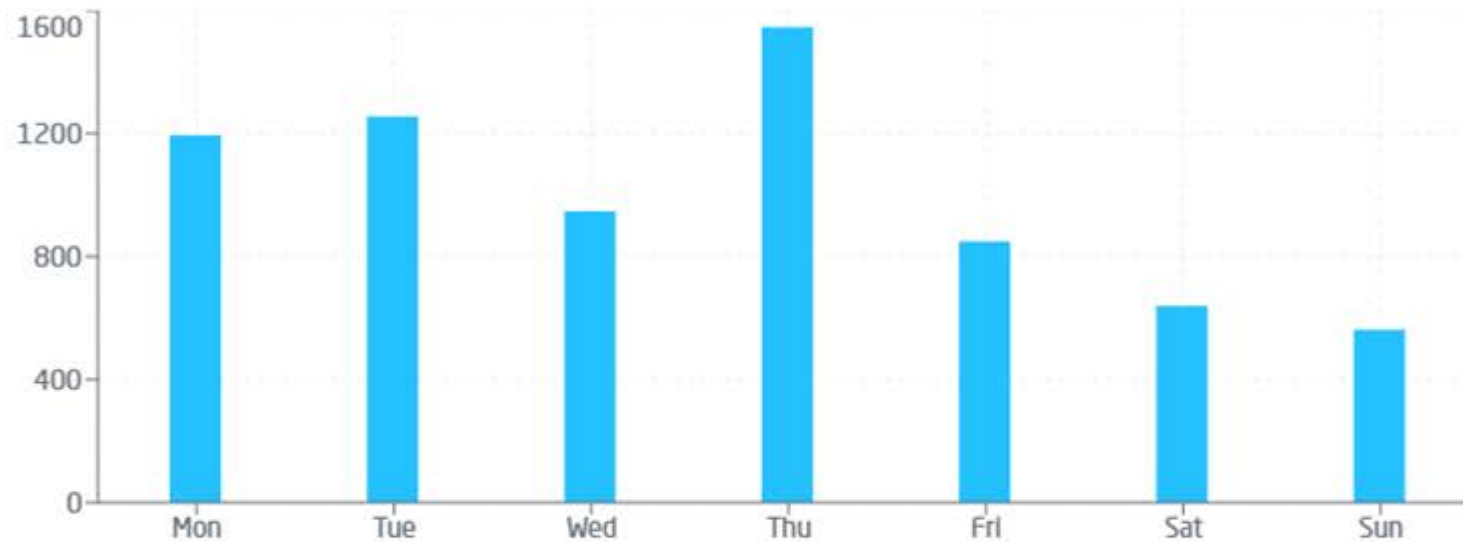
Activity Summary

ENTER RAMP	207
LANDING HELICOPTER	8
LANDING RWY 16	457
LANDING RWY 34	78
SELF FUEL	186
TAKEOFF HELICOPTER	23
TAKEOFF RWY 16	446
TAKEOFF RWY 34	103
T&G RWY 16	151
T&G RWY 34	22
T-HANGARS	34

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

Operations by Day of Week

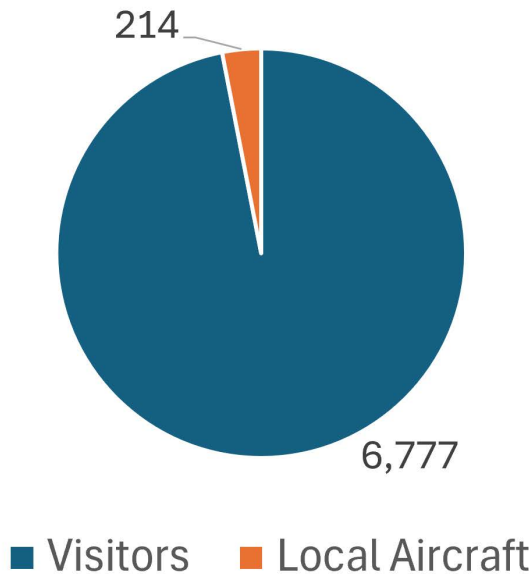
KT78 01/01/2026 0:00 > 06/30/2026 23:59 LT



virtower

Findings: Higher weekday air traffic is normally related to healthy business utilization of local airport.

Visitors' Operations compared to Based Aircraft Operations (January - June 2026)



CODE ENFORCEMENT MONTHLY REPORT

JULY 1, 2026 to JULY 31, 2026

<u>Case #</u>	<u>Case OPEN Date</u>	<u>Address</u>	<u>Current Status</u>	<u>Follow Up Date & Notes</u>	<u>Case Details & Notes</u>
LITTER					

26-028 6/15/26 4013 Hillcrest
Liberty, TX 77575

CLOSED

6/15: Spoke with the current resident and issued a Code Compliance hangtag concerning old fence materials located adjacent to the street in front of the residence. Advised the resident that the materials must be removed and properly disposed of due to a complaint received by the City. Took updated photographs documenting the violation. **7/1:** Upon reinspection of the property, litter remains present on the premises, and the violation has not been corrected. Updated photographs documenting the ongoing violation were taken during the inspection. Please issue a Notice of Violation to the property owner regarding the remaining litter on the property and require corrective action to bring the premises into compliance. **7/13:** Took updated photos of the property and mailed a third Notice of Violation (NOV) to the property owner listed on the CAD records. **7/27:** Upon reinspection, the litter and debris had been removed from the property. The property is now in compliance.

26-040 7/27/2026 1010 Ridgewood Dr.
Liberty, TX 77575 1st NOV- Mail 8/7/2026

7/27: Observed a pile of old fencing material near the edge of the street at this location. An attempt was made to contact the resident in person to advise that the material would likely need to be disposed of privately, as Frontier Waste may not collect it during regular litter pickup due to its apparent classification as construction debris. There was no answer at the residence. As a result, a Notice of Violation (NOV) was mailed to the property owner regarding the condition.

HIGH GRASS

26-010	5/18/26	1716 Cypress Liberty, TX 77575	PENDING ABATEMENT	8/12/2026	5/18: Received a complaint call from the neighboring property owner regarding this property. An inspection was conducted, photographs were taken, and a hang tag was posted at the property as the first Notice of Violation (NOV). ***This Notice of Violation was returned undelivered. 6/3: No changes were observed at the property. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the address listed in the CAD records. 6/15: Liberty has had quite a bit of rain recently, so it's reasonable to give the property owners a little grace to bring their property into compliance. 6/25: A reinspection of the property was conducted on June 26 and no noticeable changes were observed. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the property owner listed on the CAD website. The property will be reinspected in approximately 7–10 days. 7/6: The Final Notice of Violation for overgrown grass, weeds, and debris was returned by the postal service marked as undeliverable due to the absence of a forwarding address for the property owner. 7/13: After reinspection of the property, no changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the Code of Ordinances and the property remains out of compliance. A third Notice of Violation (NOV) was sent by certified mail, and a copy of the notice was posted on the property. 7/27: Reinspected the property and observed no changes. The property remains in violation and is ready for abatement of the overgrown grass and minor debris. 7/29: Sent bid requests to contractors for the abatement of high grass and weeds at this property. Bid submissions are due by August 12, 2026.
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26-012	5/19/26	708 Lamar Liberty, TX 77575	PENDING ABATEMENT	8/12/2026	5/19: A first Notice of Violation (NOV) was mailed to the address listed in the CAD records, along with photographs documenting the high grass violation. ***This Notice of Violation was returned undelivered. 6/3: No changes were observed at the property. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the address listed in the CAD records. The first Notice of Violation was returned undelivered. 6/15: Liberty has had quite a bit of rain recently, so it's reasonable to give the property owners a little grace to bring their property into compliance. 6/25: A reinspection of the property was conducted on June 26 and no noticeable changes were observed. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the property owner listed on the CAD website. The property will be reinspected in approximately 7–10 days. 7/1: The Notice of Violation was returned by mail and was not successfully delivered to the recipient. 7/13: After reinspection of the property, no changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the Code of Ordinances and the property remains out of compliance. A third Notice of Violation (NOV) was sent by certified mail, and a copy of the notice was posted on the property. 7/27: Reinspected the property and observed no changes. The property remains in violation and is ready for abatement of the overgrown grass and minor debris. 7/29: Sent bid requests to contractors for the abatement of high grass and weeds at this property. Bid submissions are due by August 12, 2026.
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26-014	5/19/26	1015 Lamar Liberty, TX 77575	PENDING ABATEMENT	8/12/2026	5/19: A first Notice of Violation (NOV) was mailed to the address listed in the CAD records, along with photographs documenting the high grass violation. 6/3: No changes were observed at the property. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the address listed in the CAD records. 6/15: Liberty has had quite a bit of rain recently, so it's reasonable to give the property owners a little grace to bring their property into compliance. 6/25: A reinspection of the property was conducted on June 26 and no noticeable changes were observed. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the property owner listed on the CAD website. The property will be reinspected in approximately 7–10 days. 7/6: The Final Notice of Violation regarding overgrown grass and weeds was delivered & signed for on July 3, 2026, to the property owner of record as listed on the CAD website. 7/13: After reinspection of the property, no changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the Code of Ordinances and the property remains out of compliance. A third Notice of Violation (NOV) was sent by certified mail, and a copy of the notice was posted on the property. 7/29: Sent bid requests to contractors for the abatement of high grass and weeds at this property. Bid submissions are due by August 12, 2026.
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26-018	5/19/26	1203 Lamar Liberty, TX 77575	PENDING ABATEMENT	8/12/2026	5/19: A first Notice of Violation (NOV) was mailed to the address listed in the CAD records, along with photographs documenting the high grass violation. ***This Notice of Violation was returned undelivered. 6/3: No changes were observed at the property. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the address listed in the CAD records. ***This letter came back in the mail unopened/undelivered. 6/15: Liberty has had quite a bit of rain recently, so it's reasonable to give the property owners a little grace to bring their property into compliance. 6/25: A reinspection of the property was conducted on June 26 and no noticeable changes were observed. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the property owner listed on the CAD website. The property will be reinspected in approximately 7–10 days. 7/1: The Notice of Violation was returned by mail and was not successfully delivered to the recipient. 7/13: After reinspection of the property, no changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the Code of Ordinances and the property remains out of compliance. A third Notice of Violation (NOV) was sent by certified mail, and a copy of the notice was posted on the property. 7/27: Reinspected the property and observed no changes. The property remains in violation and is ready for abatement of the overgrown grass and minor debris. 7/29: Sent bid requests to contractors for the abatement of high grass and weeds at this property. Bid submissions are due by August 12, 2026.
26-020	5/26/26	2232 Centennial Liberty, TX 77575	CLOSED		5/26: A hang tag was placed on the door of the residence. Spoke with a representative of Liberty ISD regarding mowing this property and other properties owned by the district. Received confirmation via email that the property would be placed on a mowing rotation coordinated with the City of Liberty. 7/6: Lot has been mowed by the City of Liberty parks department.

26-021	6/2/26	3570 Hwy. 90 Liberty, TX 77575	CLOSED	6/2: Called the phone number listed on the sign for the upcoming gas station and spoke with an individual named Christian. He stated that he would arrange for the property to be mowed. 6/15: Liberty has had quite a bit of rain recently, so it's reasonable to give the property owners a little grace to bring their property into compliance. 7/1: Upon reinspection of the property, the grass remains in excess of the 12-inch maximum height permitted by the Code of Ordinances. The property continues to be in violation. Please issue a second Notice of Violation to the property owner. 7/15: A reinspection of the property was conducted and it was observed that the grass and vegetation had been mowed. The property has been brought into compliance with the City Code of Ordinances. The violation has been corrected, and this case may be closed.
26-022	6/2/26	1718 Kipling Liberty, TX 77575	CLOSED	6/2: Notified by Raymond of a property requiring attention. An inspection was conducted and it was observed that the grass needed to be trimmed. A hang tag was placed on the front door of the residence. 6/15: Liberty has had quite a bit of rain recently, so it's reasonable to give the property owners a little grace to bring their property into compliance. 6/25: A reinspection of the property was conducted on June 26 and no noticeable changes were observed. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the property owner listed on the CAD website. The property will be reinspected in approximately 7–10 days. 7/13: After reinspection of the property, no changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the Code of Ordinances and the property remains out of compliance. A third Notice of Violation (NOV) was sent by certified mail, and a copy of the notice was posted on the property. 7/24: Spoke with Ashley Hughes (936-641-2885) regarding the mowing of this property. She advised they had recently received notice of the issue and that the property is scheduled to be mowed by August 6, 2026.

26-025	6/1/26	3210 Hwy. 90 Liberty, TX 77575	CLOSED	6/3: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 6/15: Liberty has had quite a bit of rain recently, so it's reasonable to give the property owners a little grace to bring their property into compliance. 6/25: Spoke with Mr. Foster regarding the property. He stated that he has hired someone to mow the tall grass. He also provided an updated mailing address and cell phone number, which have been entered into the call log for future correspondence. 7/6: Upon reinspection, the property was found to have been mowed by the property owner and is now in compliance. Please remove this property from your list of properties requiring attention.
26-026	6/3/26	Meadow Dr.- ID#47995 & 47996 Liberty, TX 77575	CLOSED	6/3: A door hang tag notice was placed on the property to inform the owner of a Notice of Violation (NOV) for grass exceeding the 12-inch height limit as stated in the city's code of ordinances. 6/15: Liberty has had quite a bit of rain recently, so it's reasonable to give the property owners a little grace to bring their property into compliance. 6/25: A reinspection of the property was conducted on June 26 and no noticeable changes were observed. Updated photographs were taken, and a second Notice of Violation (NOV) was mailed to the property owner listed on the CAD website. The property will be reinspected in approximately 7–10 days. 7/13: Upon reinspection of the property, the grass has been mowed and the violation has been corrected. The property is now in compliance with the City's Code of Ordinances. Please remove this case from your list of active cases.

26-029	6/22/26	1517 Columbia Liberty, TX 77575	CLOSED		6/22: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/6: After reinspection of the property, no changes were observed. The grass remains in excess of the 12-inch maximum permitted under the Code of Ordinances and is still out of compliance. Please issue a Notice of Violation. 7/16: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation. 7/27: The third Notice of Violation (NOV) mailed to the property owner was returned after it was determined that the property owner is deceased. 7/29: Sent bid requests to contractors for the abatement of high grass and weeds at this property. Bid submissions are due by August 12, 2026. 8/3: Upon reinspection, this property had been mowed and is now in compliance with the grass height requirements of the City Code of Ordinances. 7/2: A Notice of Violation (NOV) was mailed to the property owner regarding grass and weeds exceeding the maximum height limit of 12 inches, in violation of the City's Code of Ordinances. This Notice of Violation is being mailed to the property owner because there did not appear to be a clear or accessible path to the front entrance of the residence, preventing personal contact at the door. 7/16: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation. 7/28: After reinspection of the property, no changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the Code of Ordinances and the property remains out of compliance. A third Notice of Violation (NOV) was sent by certified mail, and a copy of the notice was posted on the property.
26-031	7/2/26	1001 Minglewood Liberty, TX 77575	3rd NOV & POSTED	8/8/2026	

26-032	7/6/26	2406 Grand Liberty, TX 77575	3rd NOV & POSTED	8/8/2026	7/6: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/16: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation. 7/28: After reinspection of the property, no changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the Code of Ordinances and the property remains out of compliance. A third Notice of Violation (NOV) was sent by certified mail, and a copy of the notice was posted on the property.
26-033	7/13/26	Bowie-ID#56671 Liberty, TX 77575	CLOSED		7/13: Contacted the realtor listed on the sign at this property to inform him of a complaint received regarding the height of the grass and to inquire whether arrangements had been made for routine mowing and maintenance. Additionally, a Notice of Violation (NOV) was mailed to the property owner regarding grass exceeding the 12-inch maximum height permitted by the City's Code of Ordinances. 7/27: Reinspected the property and confirmed that the overgrown grass and weeds have been abated. Please close this case.
26-034	7/13/26	Bowie-ID#56652 Liberty, TX 77575	1st NOV- Mail	8/7/2026	7/13: A call was made to James with the City of Liberty Public Works Department to inquire about the mowing of overgrown vegetation located within the public right-of-way (ROW) at this location. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation.
26-035	7/13/26	1200 Sam Houston Liberty, TX 77575	CLOSED		7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/23: Carl Pickett called and said he would have the lot mowed within 2 weeks. 7/28: Upon reinspection, the grass had been mowed, and the property was found to be in compliance with the City's Code of Ordinances.

26-036	7/13/26	1502 Lynch Liberty, TX 77575	2nd NOV-Mail	8/7/2026	7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation. 7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation.
26-037	7/13/26	1200 Hwy. 90 Liberty, TX 77575	2nd NOV-Mail	8/7/2026	7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation. 7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation.
26-038	7/13/26	123 Milam Liberty, TX 77575	2nd NOV-Mail	8/7/2026	7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation. 7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation.
26-039	7/13/26	1710 Hwy. 90 Liberty, TX 77575	2nd NOV-Mail	8/7/2026	7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation. 7/16: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/28: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation.
26-041	7/16/26	1301 Minglewood Liberty, TX 77575	2nd NOV-Mail	8/7/2026	7/13: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/27: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation.

26-042	7/16/26	1402 Minglewood Liberty, TX 77575	2nd NOV-Mail	8/7/2026	7/16: A Notice of Violation (NOV) letter was sent to the property owner regarding grass exceeding the 12-inch height limit as specified in the city's code of ordinances. 7/28: Performed a reinspection of the property. No changes were observed. The grass remains in excess of the 12-inch maximum height permitted under the City Code of Ordinances and the property remains out of compliance. Updated photographs were taken to document the continuing violation.
26-044	7/27/26	1503 Edgewood Liberty, TX 77575	1st NOV- Mail	8/6/2026	7/27: Mailed a Notice of Violation (NOV) to the property owner advising them to trim the vines growing over the fence Mailed a Notice of Violation (NOV) to the property owner advising them to trim the vines growing over the fence.

STOP WORK ORDER

RV VIOLATIONS

25-005V	6/11/25	3023 Grand Liberty, TX 77575	VERBAL	8/14/26	6/11: Mr. Falke, property owner, stated he has been living in his RV while remodeling the residence. He indicated this arrangement began approximately at the start of 2025. 7/22: Revisited the property. No changes were observed regarding site conditions, improvements, or relocation of the RV. 8/14: Visited the property again. No changes were observed. There were no visible signs of remodeling activity or permits pulled for the property. 11/10: No positive change was observed at the location. Updated photographs were taken documenting the continued conditions. 12/10: Met with Mr. Falke, who stated he has been living in an RV on the property since early 2025, with connections to city sewer and electricity. He reported that he is remodeling the home; however, no residential remodel permits were found on file after checking with the Permit Department. The building official was advised and stated he would speak with him. 12/17: Spoke with the building official regarding the matter. He advised that the issue would be addressed after Christmas. 1/6: Followed up with the building official regarding the matter. He advised that he would address the issue. 6/8: Updated photos were taken on June 8. No visible changes to the property's condition or status were observed. 7/1: Updated photographs of the violation were taken during the reinspection of the property. The violation remains present. At this time, we are awaiting guidance from the Building Official, who will be consulting with the City's legal team regarding the appropriate next steps for enforcement. 7/16: At this time, guidance is still being awaited from the City's legal team and the Building Official regarding how the City of Liberty intends to proceed with this type of violation. No further enforcement action will be taken until direction is received. 7/31: Spoke with the Building Official regarding this matter. He advised that he would discuss with the City Manager how aggressively the City intends to pursue enforcement in situations such as this.
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26-005V	2/25/26	1409 Webster Liberty, TX 77575	2nd NOV-Mail	8/14/26	2/25: Observed an RV parked in the driveway that was connected to the sewer cleanout and electrical service. The resident stated they are living in the RV. The resident was advised of the city's code of ordinances and a hang tag was issued. 6/5: Performed an inspection of the property. The RV remains in the same location with no observed change. 6/15: Conducted a follow-up inspection and took updated photographs of the RV located on the property. No changes were observed from the previous inspection, and the violation appeared to remain uncorrected. A second Notice of Violation (NOV) was mailed to the property owner at the mailing address listed on the Liberty County Appraisal District (CAD) website. Updated photographs documenting the current condition of the property were included with the notice. 7/1: Updated photographs of the violation were taken during the reinspection of the property. The violation remains present. At this time, we are awaiting guidance from the Building Official, who will be consulting with the City's legal team regarding the appropriate next steps for enforcement. 7/16: At this time, guidance is still being awaited from the City's legal team and the Building Official regarding how the City of Liberty intends to proceed with this type of violation. No further enforcement action will be taken until direction is received. 7/31:Spoke with the Building Official regarding this matter. He advised that he would discuss with the City Manager how aggressively the City intends to pursue enforcement in situations such as this.
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DILAPIDATED PROPERTY

25-074 7/15/25 2757 Cos
Liberty, TX 77575

CLOSED

7/16: Spoke with the property owner by phone regarding the reason for the door hanger. The resident acknowledged the need to repair or demolish the garage and to remove debris from the yard in order to comply with the city's code of ordinances.

9/16: Litter had been cleaned from the property; however, a hole remains in the garage roof. After discussing the matter with the building official, it was noted that demolition of the garage may not be feasible without impacting the condition of the main house structure. **12/12:** Spoke with the property owner regarding litter, debris, and the condition of the garage roof. The owner stated that a contractor would be visiting the property to provide an estimate for repairs to the garage. **1/6:** Minor improvements were observed at the property; however, no improvements have been made to the garage area. **6/2:** Visited the property to take updated photographs, speak with the owner, and issue a door hanger outlining concerns regarding the garage structure. **7/7:** Visited the property to obtain updated photographs of the garage and discuss the progress of repairs with the resident. Due to a language barrier, a translator was available to assist with communication and ensure the severity of the situation was clearly conveyed to the property owner. During the conversation, the property owner advised that he plans to remove the vehicles from the driveway and demolish the garage to address the unsafe condition. **7/9:** Met with the City Attorney regarding this property. After reviewing the circumstances, he advised that the property could be removed from the report due to the manner in which the dilapidated structure is attached to the main residence.

25-082 1/10/25 134 McMannus
Liberty, TX 77575

Scheduled for
Council

8/22/26

1/10: The property was observed to be in a condition that warrants continued monitoring for potential demolition considerations. The site has been identified as a property to watch due to its apparent state of deterioration.
Week of 9/15: Spoke with the property owner and her daughter regarding the dilapidated trailer located on the property. During the conversation, ownership of the trailer could not be definitively determined at this time. **11/3:** A pre-public hearing letter was sent to the property owner listed in the CAD records regarding the condition of the property. **12/10:** The trailer is dilapidated, open to the elements, and surrounded by litter. Staff began researching and attempting to identify the property and landowners. **1/6:** Spoke with Ms. McCarty, the property owner's widow, regarding contact information for the owners of the dilapidated trailer on the property. **2/23:** Contacted the property owner listed in CAD records while attempting to locate or identify the owner of the trailer structure in question. **5/20:** Unsafe and substandard condition letters were mailed to all addresses identified through the title search. **6/9:** Prepared presentations for July 14th City council meeting and forwarded to April per the building official's request. **7/15:** Received the Orders of Abatement from the City Attorney for the demolition of the structures at this property. The documents will be presented to the Mayor for signature and then posted at the location as required. An excerpt of the Order of Abatement will also be published in the local newspaper to provide the property owner with one final opportunity to obtain the necessary permits and begin repairs before demolition proceedings move forward. **7/21:** Received email about the Order of Abatement would be published in the paper on 7/23. **7/24:** The Order of Abatement sent to Maynard Jones @ 4201 N Main in Liberty for 134 McManus was returned to sender as undeliverable due to a vacant address. **7/31:** Sent bid requests to contractors on file for the demolition of the structures located on this property with a due date of August 14, 2026.

25-097	8/25/25	2721 Cos Liberty, TX 77575	Scheduled for Council	8/22/26	8/25: Observed the porch in a state of structural deterioration, with visible sagging or collapse. Grass was overgrown and trash was present in significant amounts. A door tag was placed on the property. 9/23: A pre-public hearing letter was sent to individuals listed in the title search. 11/3: A pre-public hearing letter was sent to the property owner listed in CAD records. 12/12: No visible improvements were observed at the property. Staff moved forward with scheduling a pre-public hearing. A warrant was obtained, and an inspection of the property was planned with the Building Official. 1/6: Updated photographs were taken. A pre-public hearing notice was mailed to the “new” address for the owner listed in CAD records. 3/9: A pre-public hearing notice was posted on the property. Certified copies were mailed to all owners listed in the title search and CAD records.***Some of these notices were returned as undeliverable by mail. 5/20: Unsafe and substandard condition letters were mailed to all addresses identified through the title search. Some of these letters were returned undelivered. 6/9: Prepared presentations for July 14th City council meeting and forwarded to April per the building official's request. 7/15: Received the Orders of Abatement from the City Attorney for the demolition of the structures at this property. The documents will be presented to the Mayor for signature and then posted at the location as required. An excerpt of the Order of Abatement will also be published in the local newspaper to provide the property owner with one final opportunity to obtain the necessary permits and begin repairs before demolition proceedings move forward. 7/21: Received email about the Order of Abatement would be published in the paper on 7/23. 7/24: The Order of Abatement sent to Michael & Christina Tabers at 2721 Cos in Liberty for 2721 Cos & Benjamin Wiley were returned to sender as undeliverable due to a vacant address. 7/31: Sent bid requests to contractors on file for the demolition of the structures located on this property with a due date of August 14, 2026.
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26-002	2/24/26	2713 Cornell Liberty, TX 77575	CLOSED		2/24: Observed that the garage structure appeared to have a failing roof, with the roofline bowing or drooping. The condition suggested possible structural compromise. Pre-public hearing letters were sent to property owners listed in CAD records. 5/28: Warrants were obtained and preparations were made to conduct further inspections of the property with the Building Official in early June if no remodeling permits are issued. 6/10: A tentative inspection has been scheduled with the Building Official for this property. 6/11: Upon further inspection, the Building Official and I determined that this structure is also located at 2711 Cornell. 6/12: Correspondence was mailed to the property owners identified in the CAD records for 2711 and 2713 Cornell. 7/15: The owner of 2711 Cornell, Juana Castro (936-776-8711), met with the Building Official and advised that they had intended to begin repairs to the garage structure; however, the work was delayed due to recent weather conditions. After reviewing the circumstances, the Building Official granted a two-week extension to allow additional time for the repairs to be completed and the property to be brought into compliance. 7/31: Upon reinspection, the dilapidated garage structure at this location had been demolished. The property is now in compliance. Please close this case.
26-004	2/24/26	1515 Lakeland Liberty, TX 77575	Working on Warrant	8/14/26	2/24: Observed that the garage structure at the property appeared to have a sagging or bowing roofline, indicating possible structural failure. The condition may compromise the safety of the structure. Pre-public hearing notification letters were sent to property owners listed in CAD records. 5/28: Inspection warrants were obtained. If no remodeling permits are issued, a follow-up inspection of the property will be conducted with the Building Official during the first week of June to further assess the condition of the structure. 6/10: A tentative inspection has been scheduled with the Building Official for this property. 6/11: Upon consultation with the Building Official, it was determined that a title search should be conducted and additional Notices of Violation (NOVs) should be sent before any further action is taken on this property. 6/12: Contacted Daniel and requested that he perform a title search on this property at the request of the Building Official. 7/29: Spoke with Daniel regarding the title search to identify the property's ownership and any associated parties to notify them of the dilapidated structure on the premises. Sent him the utility account information associated with this parcel.

26-027	6/12/26	2315 Grand Liberty, TX 77575	Working on Warrant	8/6/26	6/15: While conducting an inspection of another property, the Building Official and I observed conditions at this property that warranted further investigation. Initial photographs were taken on June 15, 2026, to document those conditions for the purpose of seeking a search warrant and researching the associated utility account. A pre-public hearing notice was sent via mail to the property owner's address of record as listed by the Liberty County Appraisal District (CAD). The notice informed the owner of the observed violations and provided thirty (30) days to obtain the necessary permits and/or correct the violations before further enforcement action would be considered. Spoke with the Utility Department regarding this property. Utility Department staff advised that an individual over the age of 65 is believed to reside at the property and that utility payments are typically made after the due date. 6/22: Property owner's son came by to speak with me in regards to the letter received about the structure. 7/16: The property owner's son visited the office and advised that the property owner has recently passed away. He requested additional time to address the violations at this property, including mowing the lot and making repairs to the structure. After discussing the matter with the Building Official, a three-week extension was granted to allow the family additional time to bring the property into compliance.
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SIGN ORDINANCE VIOLATIONS

26-043	7/27/26	3912 N Main Liberty, TX 77575	CLOSED	7/27: Observed that a permanent sign has been installed at this location. Spoke with the property owner by phone, and he advised that he would come to City Hall to obtain the required permit for the newly erected sign. 7/29: The property owner obtained a permit for this sign. The sign has been inspected, and this case is now closed.
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MULTIPLE VIOLATIONS

26-005	2/25/26	150 Lone Oak Liberty, TX 77575	VERBAL	8/7/26	2/25: Responded to the location following a tip from a neighbor reported at City Hall. An investigation revealed the barrier fence around the pool and hot tub was dilapidated or partially collapsed, leaving the pool and hot tub exposed to the public.***This notice was returned as undeliverable by mail. 2/27: The property owner contacted staff and advised that repairs would be completed. 3/17: Contacted the owner and advised that the fence repairs had not been completed properly. 5/13: Called Jay, the property owner, regarding the status of the fence repairs. 5/14: Spoke with Jay about the progress of the fence repair. He stated he was waiting for a contractor to follow up. 5/26: Attempted to contact Jay on the phone regarding fence repair and property trimming; there was no answer. Updated photos were taken and a hang tag was placed on the door. 6/8: Conducted a follow-up inspection of the property. No positive changes were observed, and the violations remain uncorrected. Updated photographs were taken and documented for inclusion with the Notice of Violation (NOV). 6/22: Conducted a follow-up inspection of the property and took updated photographs. No significant changes were observed since the previous inspection. The grass and bushes remain overgrown, and the fence is still in disrepair. Due to the lack of progress, I consulted with another code enforcement officer to discuss the situation and determine an appropriate plan of action moving forward. Spoke with Jay about the tall grass, vines and the fence that is still in disrepair. He mentioned he would take care of them himself this weekend. 7/1: The grass at this property has been trimmed. However, the rear fence remains down, leaving the pool and spa accessible. Please contact the owner by phone and/or issue a Notice of Violation regarding the unsecured fence. 7/24: At the Building Official's request, I was asked to contact the Police Department to issue a citation to the property owner for continued non-compliance. 7/27: Spoke with Liberty Police about this situation and he advised he would check it out. 7/29: Inspected the property from the curb. Observed vines growing over the privacy fence to the left of the front door. Also noted that a section of the privacy fence was being supported by a T-post. Responded to the property following a report of an unsecured swimming pool with no protective barrier.
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JUNK MOTOR VEHICLE (JMV)-PRIVATE PROPERTY

<u>JMV Case</u> #	<u>Case OPEN</u> Date	<u>Owner Name</u>	<u>Vehicle Location</u>	<u>License</u> <u>Plate #</u>	<u>Latest Case Details & Notes</u>
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25-006V	6/4/25	Craig Terrell	924 Sam Houston Liberty, TX 77575
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6/4: Spoke with Mr. Terrell regarding the vehicle in question. He stated the keys are lost and that parts have been ordered for repairs. Options to bring the vehicle into compliance were explained. **6/13:** A warrant was obtained for this property to allow examination of the vehicle and collection of information necessary to determine its status. **7/28:** Spoke with Mr. Terrell regarding the car cover for the vehicle. He did not provide a projected timeline for covering the vehicle. **8/29:** The vehicle remains unidentifiable and could not be verified based on available information. **12/10:** The vehicle could not be identified because the VIN was unreadable based on the available photographs on file. **7/7:** Contacted the Liberty Police Department to assist in identifying the owner of the vehicle so that the violation could be properly addressed and corrective action pursued. Subsequently, spoke with Mr. Terrell regarding the junk motor vehicle (JMV) parked on his lawn. Mr. Terrell stated that he had been unable to get his nephew to take responsibility for the vehicle or have it removed from the property. A Notice of Violation (NOV) was issued to Mr. Terrell regarding the vehicle depicted in the photographs. Mr. Terrell advised that he would provide the notice to his nephew and stated that efforts would be made to either remove the vehicle from the property or properly screen it from public view in order to achieve compliance. **8/6:**

25-020V 11/20/25 Terry Smith 311 Riverbend
Liberty, TX 77575 TZS449

11/20: Met with the Liberty Police Department at the location and requested that vehicles be tagged. A door hanger was placed on the RV with contact information.

12/22: The vehicles had not been moved from the location. **2/2:** No positive change was observed at the location. **2/3:** A TxDOT representative, John, contacted staff regarding vehicles located within the right-of-way. TxDOT had reached out to the Liberty County Sheriff's Office to assist with removal of the vehicles. **5/11:** 30-day notices were sent to the property owners and vehicle owners with the option to appeal the city's decision to remove the vehicle. **5/28:** Multiple individuals contacted staff regarding removal of the vehicles from the property. **6/2:** Nancy, the court clerk, requested the case file for review and to discuss next steps with the judge. **6/11:** Checked with the Court Clerk to determine whether a hearing had been scheduled regarding the status of this vehicle and in response to the letter received. The Court Clerk advised that the letter had been received by the City Secretary. The Building Official stated that he would consult with the City Attorney regarding the matter.

6/18: Spoke with Brandon about the status of this case and he advised he would get back to us (Raymond and I) about the status. **7/9:** After consulting with Brandon, the City Attorney, and Mr. Norwood, the property owner's attorney, it was determined that the City may proceed with enforcement action, including the removal of the vehicles in accordance with applicable ordinances and procedures. **7/17:** Spoke with Jeff regarding the JMV Removal Agreement and advised that the signed agreement must be returned before the vehicles can be removed. Also coordinated with LPD to have an officer present on July 27, 2026, during the scheduled vehicle removal. **7/27:** Received the Junked Motor Vehicle (JMV) towing agreement between JTT Towing and the City of Liberty. **7/31:** Sent an email to JTT Towing requesting a status update on their evaluation of the situation at 311 Riverbend.

25-022V 11/20/25 Benny Driskill 311 Riverbend
Liberty, TX 77575

DLZ2649

11/20: Met with the Liberty Police Department at the location and requested that vehicles be tagged. A door hanger was placed on the RV with contact information. **12/22:** The vehicles had not been moved from the location. **2/2:** No positive change was observed at the location. **2/3:** A TxDOT representative, John, contacted staff regarding vehicles located within the right-of-way. TxDOT had reached out to the Liberty County Sheriff's Office to assist with removal of the vehicles. **5/11:** 30-day notices were sent to the property owners and vehicle owners with the option to appeal the city's decision to remove the vehicle. **5/28:** Multiple individuals contacted staff regarding removal of the vehicles from the property. **6/2:** Nancy, the court clerk, requested the case file for review and to discuss next steps with the judge. **6/11:** Checked with the Court Clerk to determine whether a hearing had been scheduled regarding the status of this vehicle and in response to the letter received. The Court Clerk advised that the letter had been received by the City Secretary. The Building Official stated that he would consult with the City Attorney regarding the matter. **6/18:** Spoke with Brandon about the status of this case and he advised he would get back to us (Raymond and I) about the status. **7/9:** After consulting with Brandon, the City Attorney, and Mr. Norwood, the property owner's attorney, it was determined that the City may proceed with enforcement action, including the removal of the vehicles in accordance with applicable ordinances and procedures. **7/17:** Spoke with Jeff regarding the JMV Removal Agreement and advised that the signed agreement must be returned before the vehicles can be removed. Also coordinated with LPD to have an officer present on July 27, 2026, during the scheduled vehicle removal. **7/27:** Upon reinspection, the junk motor vehicle (JMV) had been removed from the property. Please close this case.

26-013V	3/17/2026	Loyce McBride	507 Minglewood Liberty, TX 77575	DW3R413	3/17: The vehicle was identified as a possible Junked Motor Vehicle (JMV). Initial photographs were taken documenting the condition, location, and apparent repair status. 5/22: A Notice of Violation (NOV) was sent to the property owner listed in CAD records, identifying the vehicle as a JMV. This initiated a 30-day compliance period requiring the owner to remove, cover, or provide proof that the vehicle is operable. 6/4: Spoke with Mr. McBride's son-in-law, who advised that Loyce McBride has passed away. The compliance timeline and required removal of the vehicles were discussed. 6/8: Spoke with Mr. Fountain (property owner's grandson) regarding the door hangers that were placed on the vehicles. The purpose of the notices and the required corrective actions were discussed during the conversation. 6/22: Spoke with Mr. Fountain (property owner's grandson), attempted to gain information about the progress and removal of the 2 JMV's on the property.
26-014V	3/17/2026	Loyce McBride	507 Minglewood Liberty, TX 77575	DPP1578	3/17: The vehicle was identified as a possible Junked Motor Vehicle (JMV). Initial photographs were taken documenting the condition, location, and apparent repair status. 5/22: A Notice of Violation (NOV) was sent to the property owner listed in CAD records identifying the vehicle as a JMV. This initiated a 30-day compliance period requiring the owner to remove, cover, or provide proof that the vehicle is operable. 6/4: Spoke with Mr. McBride's son-in-law, who advised that Loyce McBride has passed away. The compliance timeline and required removal of the vehicles were discussed. 6/8: Spoke with Mr. Fountain (property owner's grandson) regarding the door hangers that were placed on the vehicles. The purpose of the notices and the required corrective actions were discussed during the conversation. 6/22: Spoke with Mr. Fountain (property owner's grandson), attempted to gain information about the progress and removal of the 2 JMV's on the property.

<u>Case Type</u>	<u>Began</u>	<u>Closed</u>	<u>OPEN</u>
LITTER	2	1	1
HIGH GRASS	22	8	14
STOP WORK ORDER	0		0
RV VIOLATIONS	2		2
DILAPIDATED PROPERTY	6	2	4
SIGN VIOLATIONS	1	1	0
MULTIPLE VIOLATIONS	2		2
JUNK VEHICLES	5	1	4
			0
TOTAL CASES	40	13	27

<u>Bandit signs collected this month:</u>	3
<u>Number of citations issued this month:</u>	

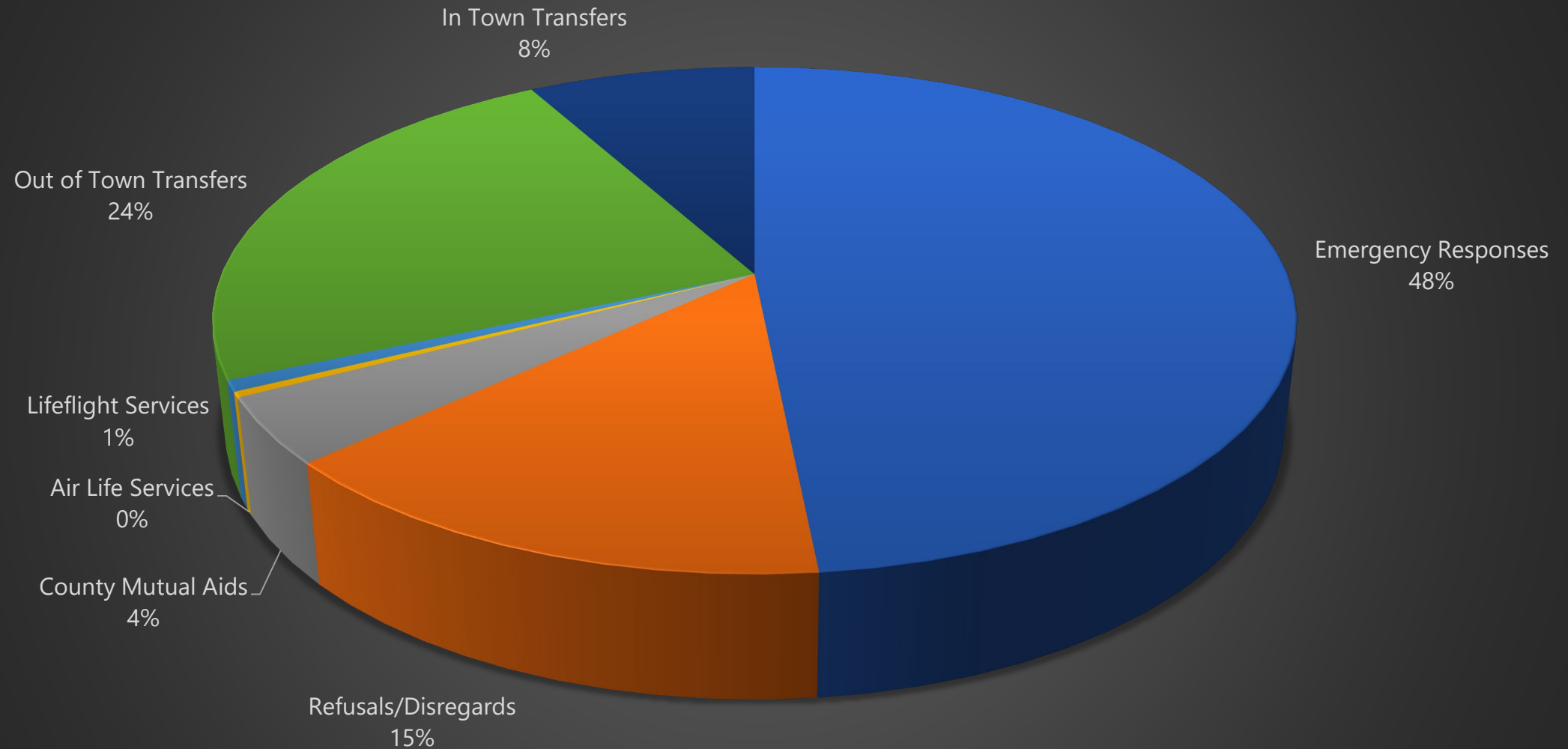


Liberty Fire

July Monthly Report

EMS Calls: 285

Jul-26



Fire Calls: 58

■ Call with in the City ■ Mutual Aid for the County



"A" SHIFT

- **18-wheeler fire**
- **Clean up after rope rescue incident**
- **Extrication during MVA**



"B" Shift

- Aerial Operations Training.
- Cooling down the High School Band.
- Vehicle fire on Hwy 90.





"C" Shift

- Cos fire
- Blacked out Search and rescue.
- Team Work.

Fire Marshal's Office

- Completed 10 inspections since July 13th
- Inspected all 4 schools





Ever since I was a little girl, I've known I wanted to help people. It's something that has always come naturally to me, and I couldn't imagine myself in any other career. Being a firefighter and EMT allows me to do what I love every day while making a difference in people's lives during some of their most vulnerable moments. One of my favorite parts of the job is that no two patients are ever the same. Every call is a new opportunity to learn, grow, and become a better provider. I also appreciate the strong sense of teamwork and the friendships I've built with my crew. I genuinely enjoy talking with my patients, hearing their life stories, and being someone who can bring a little comfort or reassurance when they need it most. When I'm off duty, I love spending quality time with my son and my family. Whether we're swimming, cooking together, exploring new places, or simply watching my son use his imagination while he plays, those moments remind me why I chose a career centered around caring for others. I strive to live each day with kindness, courage, and a heart for serving my community.

July 2026 Golf Course Report

July 2026

Pro Shop Report

Attached are detailed reports from: July 2025 and July 2026

July 2025 receipts were \$77508.054 compared July 2026 receipts of \$88649.52. This gives us a 13% growth in revenue over previous July. Even though we had a very wet start to the month, we still had a very robust month on the days that we were ABLE to open.

We were closed 6 days of the month because of weather and wet conditions.

We were able to totally renovate the restaurant building and move the Pro Shop in less than 2 days. Our staff did an incredible job of making this happen. We were also able to hire enough staff to open the restaurant and begin to sell and serve our customers.

As of now, we are open to be able to at least have some food and beverages 7 days a week from 7 to 7. We are staffing up and are growing in our output and expectations every day.

GL Summary

Liberty Municipal Golf Course

Tuesday, July 1, 2025 - Thursday, July 31, 2025

GL Code	Total	GL Code Description	Quantity	Sub Total
Add-On Modifiers	\$1,729.77	Concessions	987	\$1,729.77
Cart Fees	\$23,523.82	Cart Fees	2,016	\$23,523.82
Gift Cards Sold	\$243.99	Gift Cards Sold	2	\$243.99
Green Fees	\$29,728.62	Employee	9	\$0.00
		Member	595	\$0.00
		Member Guest	63	\$0.00
		Online	36	\$1,475.00
		Public	803	\$18,098.61
		Regular	23	\$212.52
		Resident	605	\$9,942.49
Memberships	\$2,498.83	Membership	8	\$2,498.83
Merchandise	\$8,721.60	Accessories	92	\$2,569.63
		Clubs	19	\$1,371.74
		Gloves	72	\$880.87
		Golf Balls	280	\$2,979.51
		Men Apparel	15	\$601.33
		Shoes	3	\$173.67
		Tees	48	\$44.16
Range	\$4,800.91	Women Apparel	2	\$100.69
		Range Balls	724	\$4,800.91
Sales Tax	\$5,857.42	Sales Tax	0	\$5,857.42
Credit Card Surcharge	\$403.58	CC Surcharge	0	\$403.58
Cash	\$14,261.63	Cash	0	\$17,811.15
		Cash Change	0	(\$3,549.52)
Checks	\$639.99	Check	0	\$639.99
Credit Cards	\$62,606.92	American Express	0	\$4,107.13
		Discover	0	\$1,121.06
		MasterCard	0	\$25,012.38
		Visa	0	\$32,366.35

JULY, 2025

TOTAL, \$77,508.54

Sales by Item Category

Liberty Golf Course - 08/04/2026

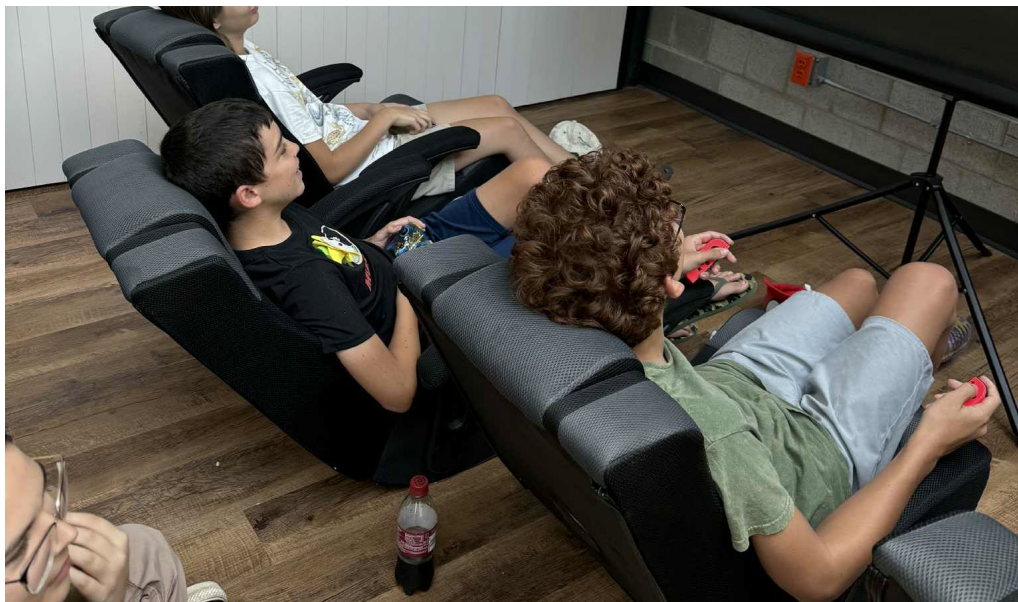
Item Search	2026-07-01 to 2026-07-31
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Category	Parent	Subtotal	Subtotal w/ Discounts	Discounts	Total	Cost	Profit	Margin
CC Surcharge - #11		\$2064.34	\$2064.34	\$0.00	\$2064.34	\$0.00	\$2064.34	100%
Cart Fees - #8		\$23482.64	\$23456.23	\$26.41	\$25391.37	\$0.00	\$23456.23	100%
Concession - #14		\$7472.91	\$7202.15	\$270.76	\$7757.22	\$3133.49	\$4068.66	56.49%
Daily Green Fees - #6		\$29768.88	\$29727.48	\$41.40	\$32180.00	\$0.00	\$29727.48	100%
Membership - #7		\$7736.70	\$7736.70	\$0.00	\$8374.98	\$0.00	\$7736.70	100%
Merchandise - #3		\$8019.04	\$7770.65	\$248.39	\$8337.48	\$3688.68	\$4081.97	52.53%
Accessories - #4	Merchandise - #3	\$1829.13	\$1819.53	\$9.60	\$1895.39	\$430.45	\$1389.08	76.34%
Clubs - #27	Merchandise - #3	\$610.15	\$578.74	\$31.41	\$626.49	\$220.00	\$358.74	61.99%
Gloves - #28	Merchandise - #3	\$1067.84	\$1058.96	\$8.88	\$1146.32	\$666.50	\$392.46	37.06%
Golf Balls - #5	Merchandise - #3	\$3514.78	\$3394.38	\$120.40	\$3674.42	\$1736.90	\$1657.48	48.83%
Men Apparel - #25	Merchandise - #3	\$666.01	\$614.74	\$51.27	\$665.46	\$405.50	\$209.24	34.04%
Shoes - #29	Merchandise - #3	\$18.48	\$18.48	\$0.00	\$20.00	\$9.00	\$9.48	51.3%
Women Apparel - #26	Merchandise - #3	\$45.27	\$33.95	\$11.32	\$36.75	\$26.00	\$7.95	23.42%
Range Balls - #10		\$4698.37	\$4696.71	\$1.66	\$5084.19	\$0.00	\$4696.71	100%

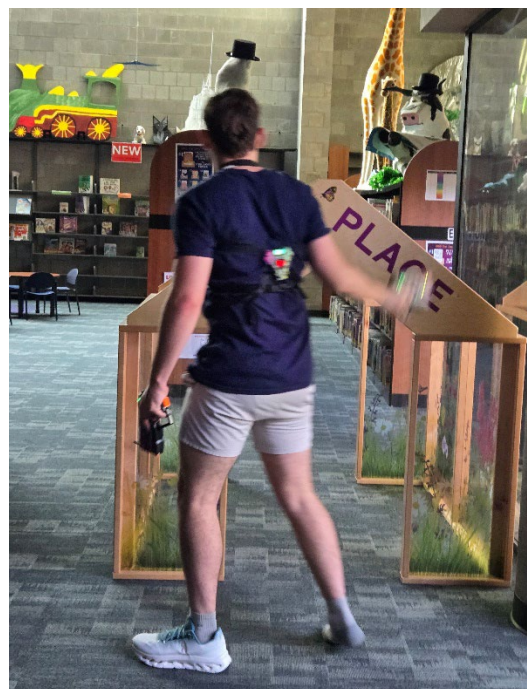
July 2026
TOTAL 88,649.52

Liberty Municipal July 2026 Report

The teens had four programs this month including Snow Cone Day on July 2nd, Water Event with water slide and water balloons on July 10th, Movies on July 17th, and rounding out the program with Smash Brothers Party on July 24th.



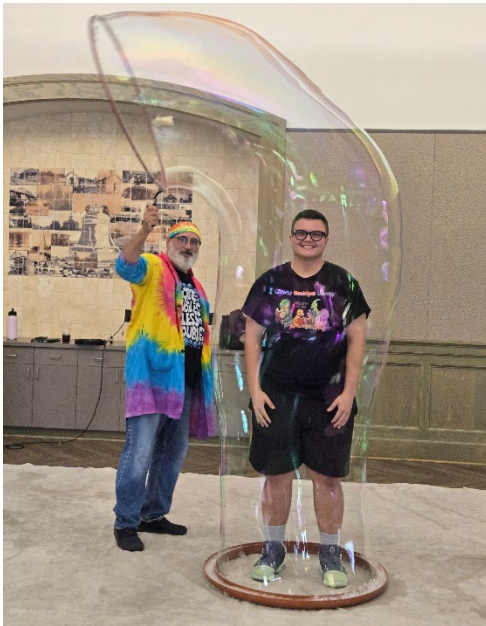
The first adult event in July was the popular “Painting in the Dark” Dino-style. Everyone in attendance had a great time. The events following “Painting in the Dark” were, Dino Safari a city-wide scavenger hunt, Dino Hunt a laser tag adventure, and Jurassic Trivia testing adults on their dino-knowledge. Those who participated appreciated the staff’s time and effort that went into creating the adult summer reading program.





A new entertainer for this year was Mr. Sudd's from A Real Mad Hatters Production. If you think you have seen bubbles, think again! Anton and Kristina have performed for corporate events hosted by Paramount Pictures, Disney/Pixar, DreamWorks Animation, 20th Century Fox, Chicago Bulls and Bears, Make a Wish Foundation, and many more. They also perform at private events, schools, and of course, libraries. All in attendance had a great time. Everyone was invited at the end of the performance to have their picture taken within a bubble. Children and adults alike took the opportunity given to them to have their photos taken within a bubble.





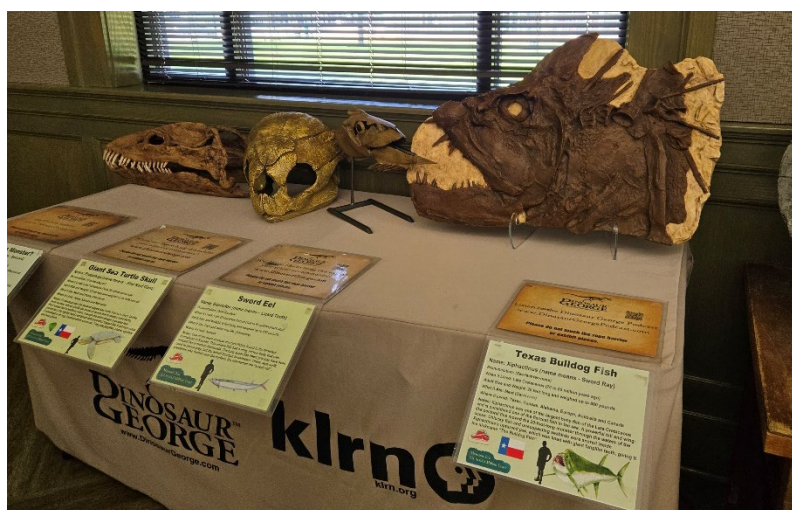
Wild Things Zoofari was another hit this year with 99 children and 80 adults in attendance. Old favorites including a fennec fox, aramdillo, and a kangaroo were seen once again for this event. New animals introduced to the 179 member audience were a sloth and a lemur.





The library was excited to have Dinosaur George back for this year's dino-themed summer reading program after visiting in 2024. The Liberty Municipal Library and the citizens of Liberty once again received high praise from Dinosaur George. With a great, steady turnout from local residents and beyond, all in attendance of the Dinosaur George Museum were praised for their kindness by the owner and operator of Dinosaur George Traveling Museum. The museum travels all over Texas bringing Dinosaur fossils and stories to cities and their citizens. This \$3,500 event (plus travel and overnight fees) was the second time that the library has secured Dinosaur George at no cost to host, and we are excited that he is willing to return at future date.





The Liberty Municipal Library was the place to be this summer with our summer reading program which wrapped up on July 25th. There was a total of 8,610 items circulated during the summer reading program. There were 1,899 people in attendance for all the summer reading programs this year. It is important to note that children participating in this year's program read a combined total of 1,597 hours. The combined total by our children's top readers alone was 537 hours for hours read. Top readers were as follows: ages 0-4 were Tucker Torres, Abigail Torres and Aurora Johnson; ages 5-8 were Lilah Ritter, Dominic Moore, Shyla Moore, Rosie Briseno; ages 9-12 were Judson Nance, Hezekiah Moore, Alijah Hebert, and Gracie Briseno; teens were Sophia, Aubree Adams, Brayden Hertzog; and adults were Lauren Daniel, Brenda Martinez, and Marcia Trahan. The library offers congratulations to the top readers, drawing winners, and all who participated in the program and events. The library would like to thank our sponsors for this year's summer reading program including Allstate, Alma's Designs Florist & More, B&M Creations, Boot Barn, Brookshire Brothers, Brothers Catering BBQ, The Buttered Pecan Creamery, Chambers County Children's Museum, Chili's, City Florists, Crumbl, Dinosaur George Traveling Museum, First Liberty Bank, Frontier Waste Solutions, HEB, Jehovah Java Coffee Shop, Jill Daniel & Family, John Deere, Laura's Sandwich Shop, Lee College, Liberty Fire Department, Liberty Golf Course, Liberty Police Department, Nolan D. Pickett VFW, R.A. Smith Gifts, Spirit of Sharing, Space Center Houston, Starbucks, Subway, Tidal Wave, Tractor Supply, The Ursprung Family, The Varela Family, and Whataburger. The library would also like to thank the Friends of the Liberty Municipal Library and City of Liberty for their constant support in our summer reading and other various programs.

Liberty Municipal Library Monthly Report February 2026 through July 2026

Circulation	February	March	April	May	June	July
Spanish Materials Circulation	26	45	32	32	117	86
Total Adult, Teen & YA Circulation All Formats	1,016	1,126	1,086	672	1,690	14,181
Total Juvenile Circulation All Formats	899	948	860	433	3,076	2,363
Total Circulation All Formats	1,915	2,074	1,946	1,105	4,766	3,844
Reference Services						
In-house Reference	215	235	144	170	264	206
Telephone Reference	99	153	95	77	138	106
Public Computer Assistance	117	156	106	120	170	177
Collection Statistics						
Total Volumes in Collection	49,671	49,610	49,794	49,734	49,776	46,713
Total Titles in Collection	70,816	70,893	70,830	70,987	71,012	68,032
Cataloging						
Books Cataloged	99	0	86	97	45	96
DVD/ Blu-Rays Cataloged	0	10	0	1	0	0
Audiobooks & Music CDs Cataloged	0	0	0	0	0	0
Periodicals Cataloged	0	0	39	59	0	0
Building Use/ Programs/Public Relations						
Meeting Room/Pavilion Use	11	21	32	12	16	19
Story Time Programs	4	4	4	4	0	0
Story Time Attendance	40	105	78	67	0	0
Misc. Children's Programs/Tours	3	7	11	1	3	5
Misc. Children's Programs/Tours Attendance	125	243	168	52	379	1,390
Adult Programs Attendance	16	125	52	7	81	70
YA/Teen Programs Attendance	0	0	0	38	26	28
Patron Count/ Volunteers						
Total Active Accounts In-City Patrons	2,328	2,309	2,308	2,289	2,275	2,275
Total Active Accounts Out-of-City Patrons	3,628	3,613	3,612	3,583	3,588	3,588
Total Volunteers	10	8	5	2	2	6
Total Volunteer Hours	53.25	64	23.5	27.5	3.25	22
Patron Visits Count	2,284	2,400	2,408	2,254	3,537	3,049
Public Use Technology						
Wireless Users	450	85	111	150	28	231
Hours of Patron Wireless Use	83	48	66	74	7.5	63
Public Computers Users This Month	210	237	256	252	235	165
Hours of Patron Computer Use	130	128	175	161	137	112
Website Sessions: Online Catalog	2,575	1,233	1,220	1,664	1,889	2,269
Social Media Sessions: Facebook, Instagram	657	1,195	527	1,200	1,938	1,872

	Liberty Municipal Library Volunteer Report for the Month of July 2026																																																						
	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																								
Calhoun, Aubree																												5.00	4.00		9.00																								
Calhoun, Shelby																												5.00	4.00		9.00																								
Davis, Beverly																															0.00																								
Dominguez, Hannah										2.00																					2.00																								
Harbour, Cathy																															0.00																								
Hammer, Theresa																															0.00																								
Lawrence, Lindsay																															0.00																								
Mitchell, Leah																															0.00																								
Minchew, Sammie																															0.00																								
Pickett, Sandy																															0.00																								
Stratton, Gloria																															0.00																								
Sundgren, Gary																															0.00																								
Ursprung, Jerry																													2.00		2.00																								
Total for month																															22.00																								

CITY OF LIBERTY
INSPECTION AND PERMIT DEPARTMENT MONTHLY REPORT
JULY 2026

<u>PLAN REVIEW</u>		
# of Plans Reviewed	10	
<u>BUILDING PERMITS</u>		
Commercial Building Permits - New	0	
Commercial Building Permits - Renovation/Remodel	2	
Commercial Building Permits - Addition/Expansion	0	
Residential Building Permits- New (Manufactured Homes)	0	
Residential Building Permits - New (Single Family)	3	
Residential Building Permits - New (Multi-Family)	0	
All Other Permits Issued	65	
<u>CERTIFICATE OF OCCUPANCY</u>		
Commercial C of O's Issued	5	
TOTAL ALL PERMITS	70	
<u>FEE REVENUE</u>		
Permit Fee Revenue	\$9,530.80	
Tap Fee Revenue	\$1,789.00	
TOTAL:	\$11,319.80	

CITY OF LIBERTY
INSPECTION AND PERMIT DEPARTMENT MONTHLY REPORT
JULY 2026

BUSINESS NAME	ADDRESS	PERMIT TYPE
JULY 2026-COMMERCIAL		
DENNY'S DISCOVERIES	820 N MAIN, STE E	CERTIFICATE OF OCCUPANCY
LIBERTY DAYTON REGIONAL MEDICAL CENTER	1353 N TRAVIS	REMODEL
BYERS FOR AT&T	3434 BEAUMONT	RIGHT OF WAY
CASA OF LIBERTY	2015 SCOUT STREET	ACCESSORY STRUCTURE
EZ WASH	1915 MYRTLE	ELECTRICAL
CITY OF LIBERTY-SOFTBALL FIELD	501 R. E. VINSON	ELECTRICAL
CITY OF LIBERTY-BASEBALL FIELD	501 R. E. VINSON	ELECTRICAL
FREEDOM CHURCH	422 HWY 90	PLUMBING
LIBERTY DAYTON REGIONAL MEDICAL CENTER	1353 N TRAVIS	ELECTRICAL
LIBERTY DAYTON REGIONAL MEDICAL CENTER	1353 N TRAVIS	MECHANICAL
LIBERTY DAYTON REGIONAL MEDICAL CENTER	1353 N TRAVIS	PLUMBING
LIBERTY ISD-BASEBALL FIELD	2615 JEFFERSON	ELECTRICAL
MILENTZ BILLBOARD	805 N MAIN	SIGN
LIBERTY COUNTY FIRE MARSHALL	2400 BEAUMONT	ELECTRICAL
W&SC STORES LLC	2770 HWY 90	CERTIFICATE OF OCCUPANCY
OPEN HOUSE MINISTRIES	3605 N MAIN	FIRE SPRINKLER
AESTHETICALLY BEAUTIFUL BY ESTEE	2816 N MAIN	CERTIFICATE OF OCCUPANCY
MAGNOLIA PLACE-BURMONT NURSING HOME	1620 MAGNOLIA	PLUMBING
3004 N MAIN LLC	3004 N MAIN	MECHANICAL
3004 N MAIN LLC	3004 N MAIN	REMODEL
CATO FASHIONS	2011 HWY 146	MECHANICAL
HIT HOUSE	3004 N MAIN	CERTIFICATE OF OCCUPANCY
3004 N MAIN LLC	3004 N MAIN	ELECTRICAL
DENNY'S DISCOVERIES	820 N MAIN, STE E	SIGN
CORNER STONE CHURCH	1693 HWY 146	PLUMBING
TACO BELL	1830 HWY 90	CERTIFICATE OF OCCUPANCY

CITY OF LIBERTY
INSPECTION AND PERMIT DEPARTMENT MONTHLY REPORT
JULY 2026

APPLIED REFACTORY	713 DR MLK JR DR	ELECTRICAL
MOORE'S TIRES	3912 N MAIN	SIGN
UNKNOWN BUSINESS NAME	5199 N MAIN	ELECTRICAL

LIBERTY POLICE DEPARTMENT

- MONTHLY REPORT
- July 2026





LIBERTY POLICE DEPARTMENT

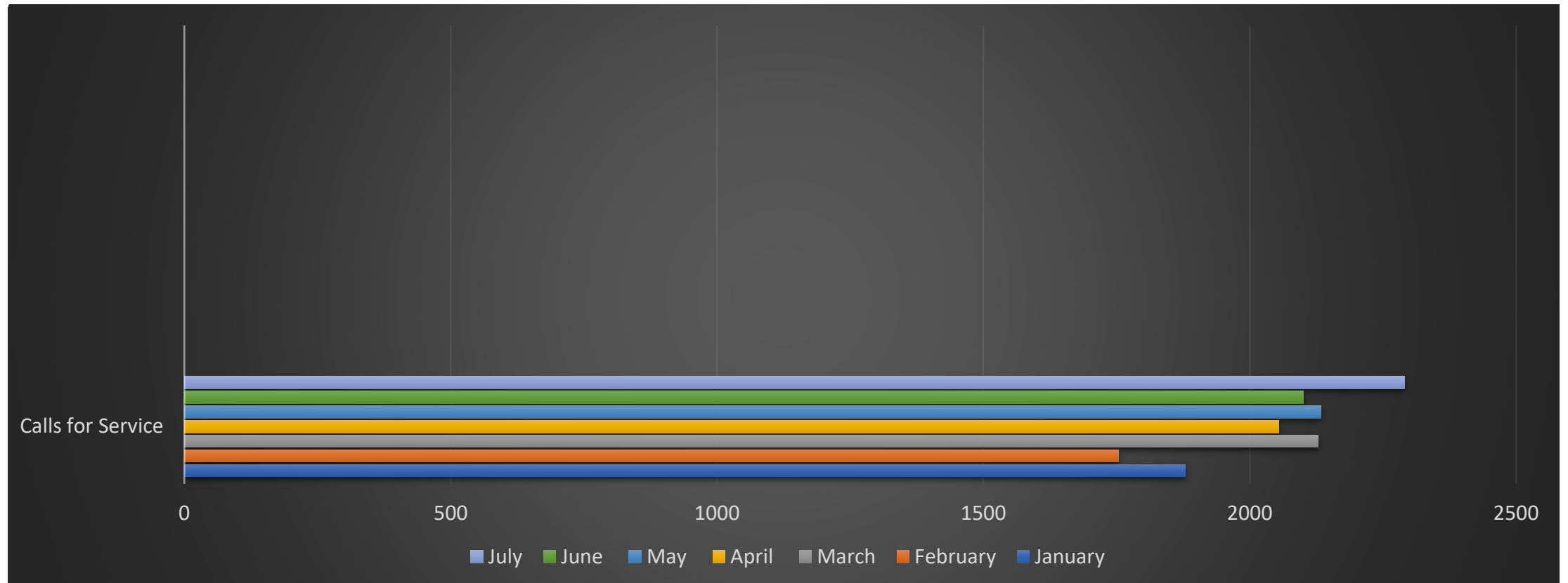
• CALLS FOR SERVICE	2290
• OFFENSES REPORTED	34
• OFFENSES CLEARED	22
• TRAFFIC CITATIONS	78
• WARNING TICKETS	315
• TRAFFIC ACCIDENTS	22
• ARRESTS	7
• ANIMALS HANDLED	30
• ALARM CALLS	65
• AMOUNT RECOVERIES	\$ 15,000.00



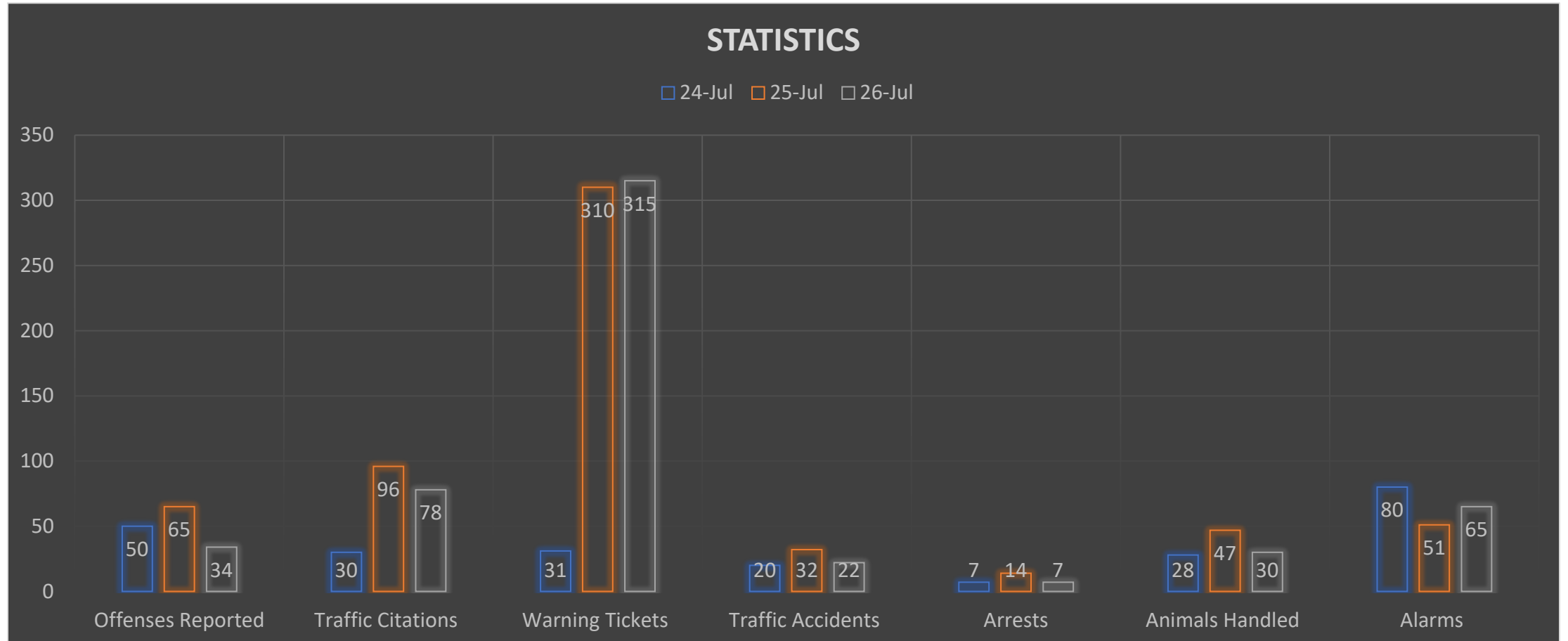
- The speed monitor on Texas will remain on location. The speed monitor on FM 563 will be re-located to Grand near the Stadium.
- We hired Officer Linda Gillespie and Officer Kerry McClahan.
- We will continue to prepare for National Night Out. Sheriff Radar has inquired about our Departments combining our NNO Event. We will have our first meeting this week.
- We promoted Sgt. Kandice Ellison & Sgt. Jason Rice.



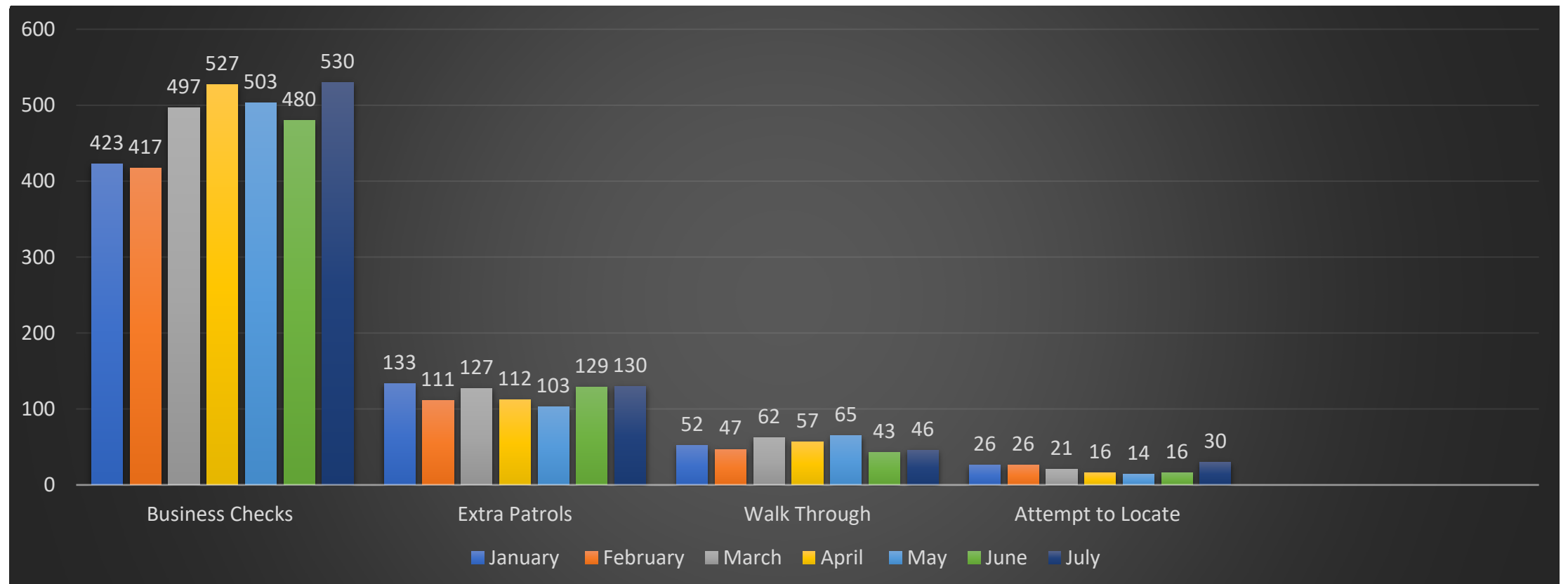
CALLS FOR SERVICE



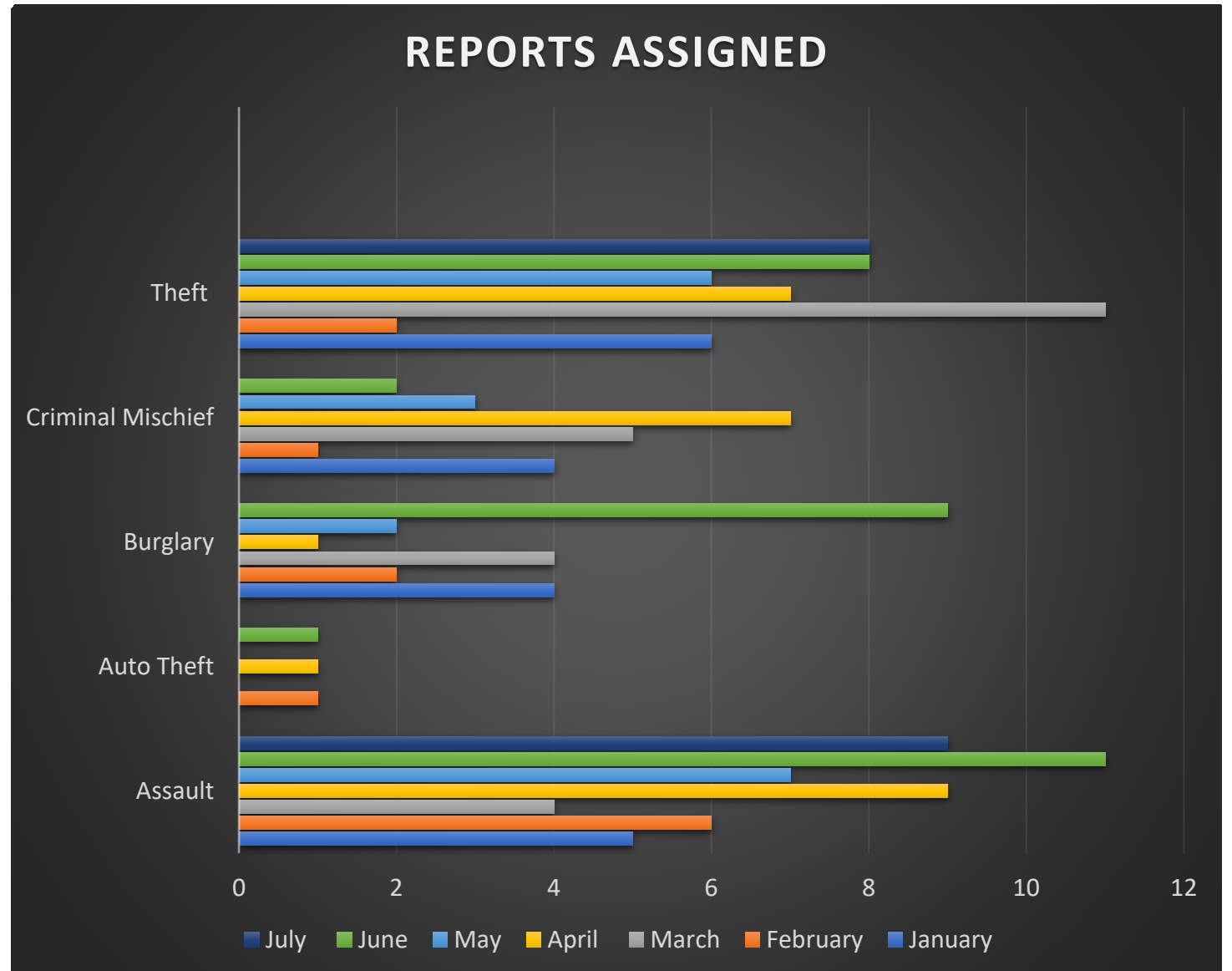
YEAR BY YEAR COMPARISON



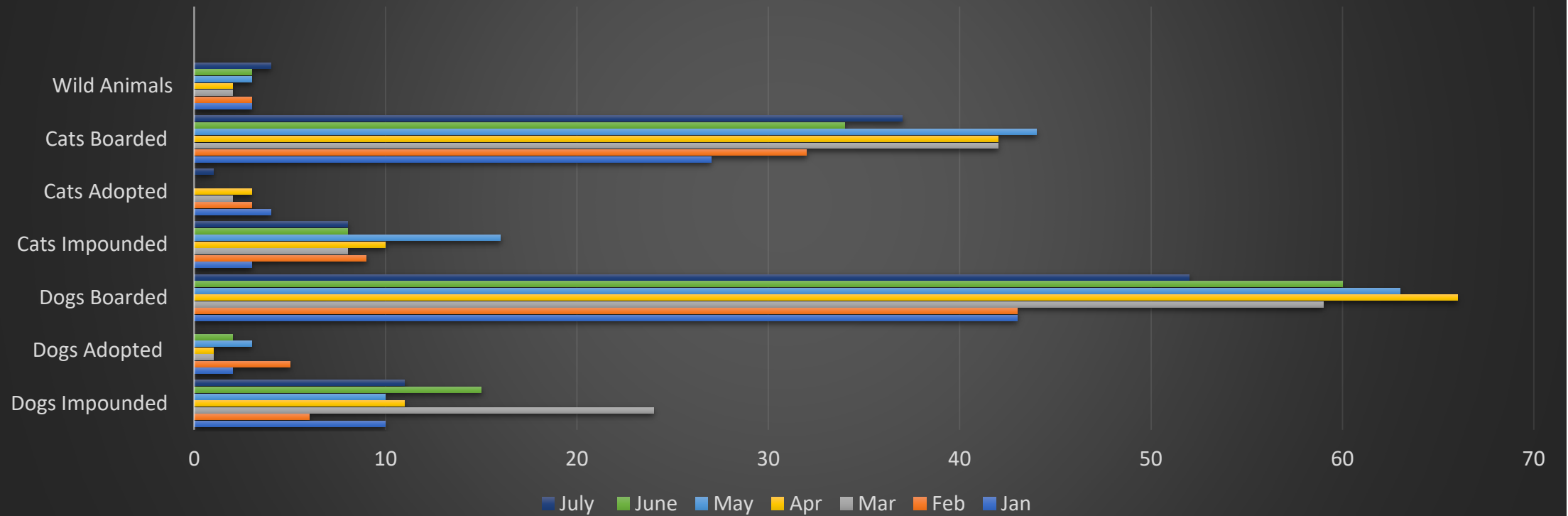
PROACTIVE POLICING



DETECTIVE DIVISION SUMMARY OF ACTIVITY

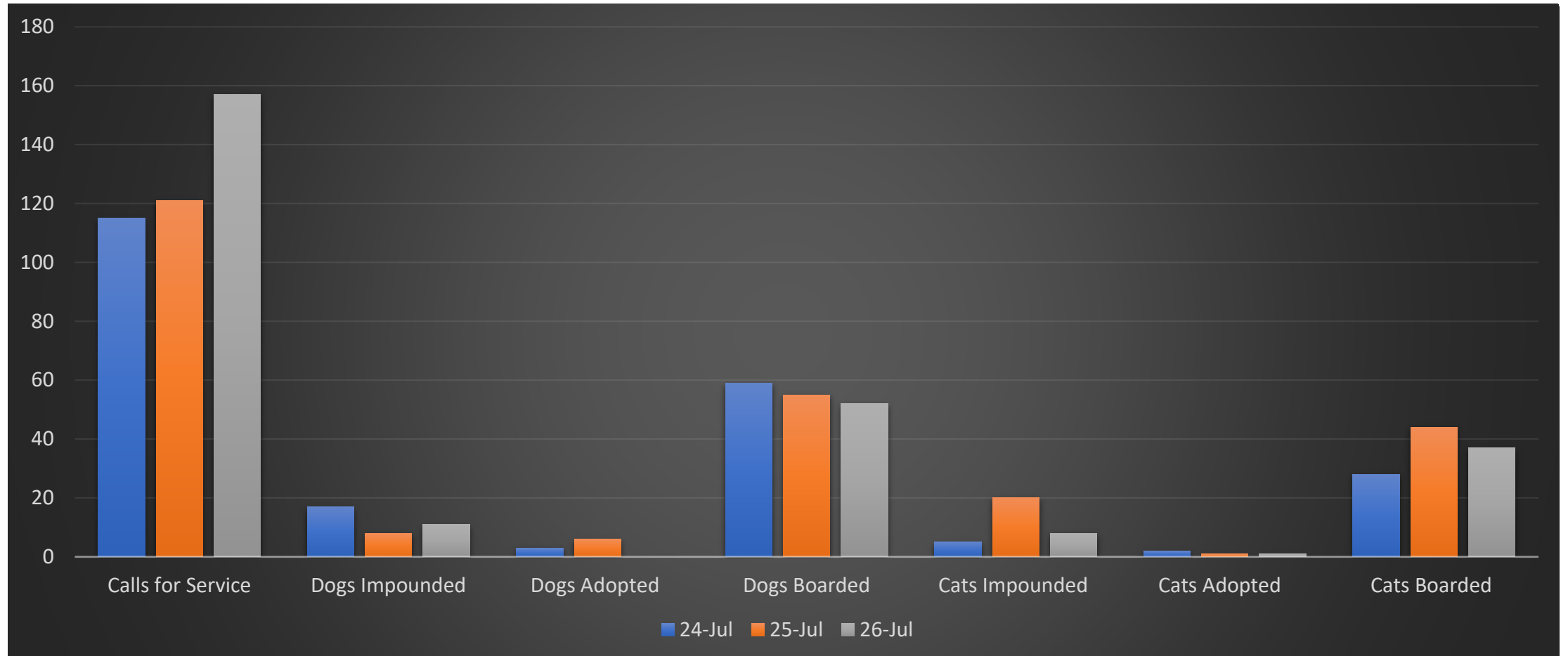


ANIMAL SHELTER MONTHLY STATS



Animal Shelter

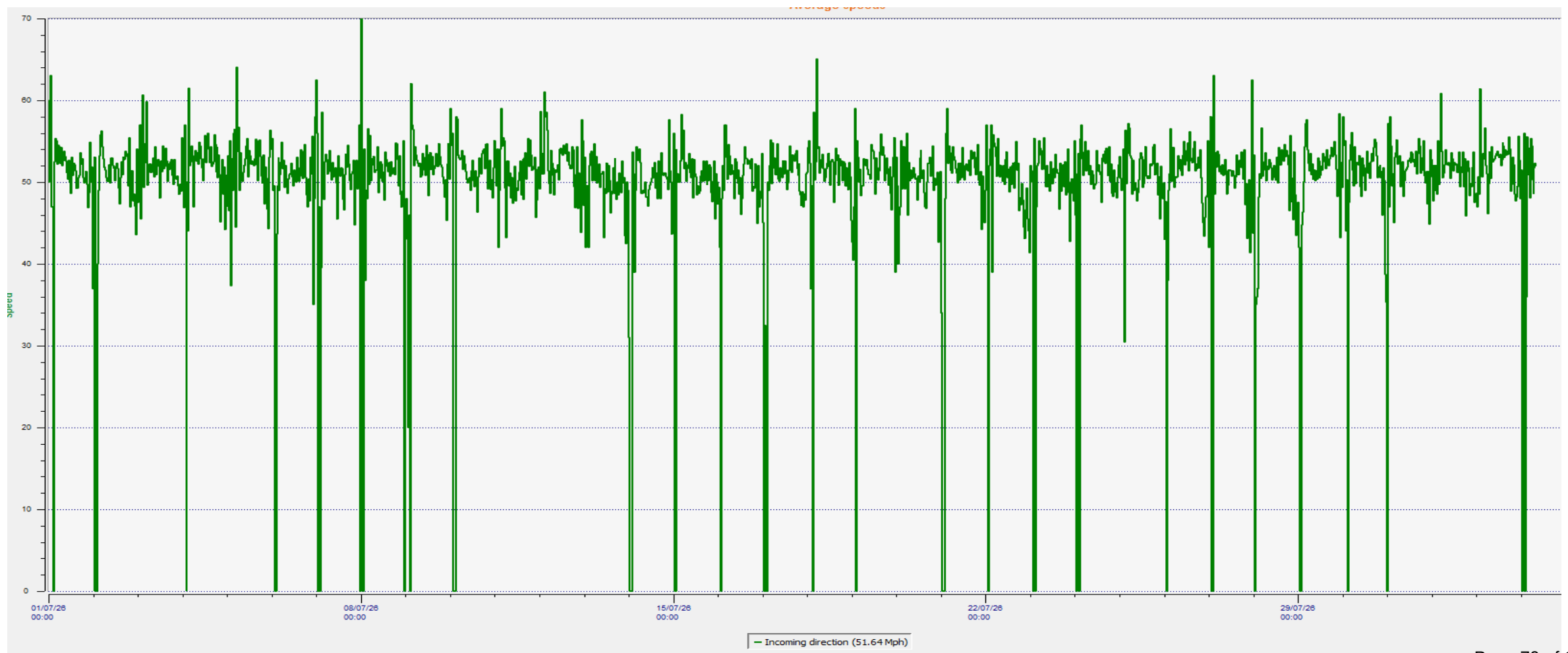
Year by Year Comparison



July 2026 Texas Street



July 2026 FM563 (WALLISVILLE ROAD)



Flock Safety

- The cameras read over 217,060 unique vehicles over the 9 cameras. Keep in mind some vehicles will go by multiple cameras.
- We had two License plate searches, one for a missing person/runaway, and the other was a stolen vehicle from Dayton Police Department.



SAVE THE
DATE: OCTOBER 6,
2026
NATIONAL NIGHT
OUT



NATIONAL NIGHT OUT 2026

- NATIONAL NIGHT OUT WILL BE TUESDAY, OCTOBER 6, 2026. WE HAVE STARTED REACHING OUT TO OUR LAW ENFORCEMENT/COMMUNITY PARTNERS.
- WE HAVE BEEN COLLECTING DONATIONS FOR NATIONAL NIGHT OUT.
- WE PLAN TO START GATHERING SCHOOL SUPPLIES TO PASS OUT AT NATIONAL NIGHT OUT.
- WE HAVE ORDERED THE HATS FOR THE FIRE DEPT. WILL BE ORDERING THE SHIRTS AND HATS FOR POLICE DEPARTMENT IN THE MONTH OF JULY.
- WE HAVE STARTED PURCHASING PRIZES, PHAMPLETS, STICKERS, CRAYONS, FOOTBALLS, FRISBEES, AND WATER BOTTLES TO PASS OUT.





SCHOOL SUPPLY DRIVE

Drop off at two convenient locations:

Liberty Police Department- 1906 Lakeland Dr, Liberty, TX 77575

Or

Liberty City Hall - 1829 Sam Houston St. Liberty, Texas 77575

- Backpacks
- Pencils
- Pencil/Pen Case
- Pens
- Composition Notebooks
- Rulers
- Crayola Crayons
- Notebook Paper
- Crayola Map Colors
- Crayola Markers Washable
- Scissors
- Rulers
- Glue Sticks

Goal:

150 backpacks by
September 15, 2026

National Night Out

JDTRACKLESS TRAIN MULTICOLOR TRAIN



CHARACTERS4HOUSTON

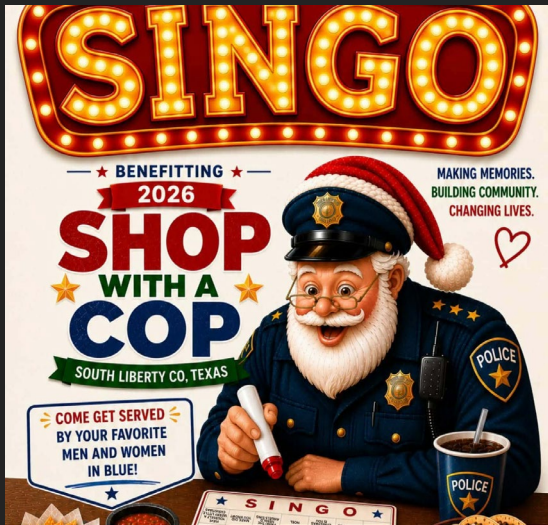
CHASE & MARSHALL



SINGO BINGO



SINGO BINGO JULY 30, 2026 EL-BURRITO



TRAINING DURING MONTH OF JULY

PATROL RIFLE CLASS @ LIBERTY COUNTY GUN RANGE CLEVELAND

- OFFICER GUERRA
- OFFICER GILLESPIE
- OFFICER MARTIN
- OFFICER KOLAT
- OFFICER REYNOLDS
- LT CEDRIC MCDUFFIE
- OFFICER MCCLAHAN

JULY TRAINING

OFFICER KOLAT

- SPECIAL INVESTIGATIVE TOPICS #3232
- INTERACTING WITH DRIVERS WHO ARE DEAF & HARD OF HEARING
- CANINE ENCOUNTERS

OFFICER STANLEY FOMBUH

- INTERMEDIATE CRIME SCENE INVESTIGATIONS
- CRISIS INTERVENTION TRAINING

SGT JASON RICE

- TCOLE SBLE #41502 INTERMEDIARY TRAINING

DETECTIVE KELVIN BURKS

- 3 DAY COGNITIVE INTERVIEW AND DECEPTING DECEPTION
- EYEWITNESS EVIDENCE & IDENTIFICATION

DETECTIVE CURTIS TROUSDLALE

- EYEWITNESS EVIDENCE & IDENTIFICATION

ASSISTANT CHIEF CUMMINS

- FBI NATIONAL ACADEMY LEADERSHIP CERTIFICATION

SELENA RODRIGUEZ

- DPS CONFERENCE

DONNA SMITH

- DPS CONFERENCE

SWEARING IN CEREMONY

- SGT JASON RICE
- SGT KANDICE ELLISON
- OFFICER KERRY MCCLAHAN
- OFFICER ZAHORIK REYNOLDS
- OFFICER LINDA GILLESPIE
- OFFICER CHANNING BIRDLONG





OFFICER LINDA GILLESPIE
&
OFFICER KERRY MCCLAHAN





SNEAK PEAK INTO AUGUST

- AUGUST 3, 2026 FIRST DAY OF SCHOOL
- OFFICER TABITHA KOLAT – LIBERTY ELEMENTARY
- OFFICER STANLEY FOMBUH – SAN JACINTO ELEMENTARY
- OFFICER KERRY MCCLAHAN – LIBERTY MIDDLE SCHOOL
- SGT. JASON RICE – LIBERTY HIGH SCHOOL



Public Information Monthly Activity Report July 2026



Facebook Insights

Views: 225,059

The number of times our content was played or displayed.

Reach: 109,975

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: 1,479

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

+Followers: 182

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



LinkedIn Insights

- 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: 149

Reach: 52

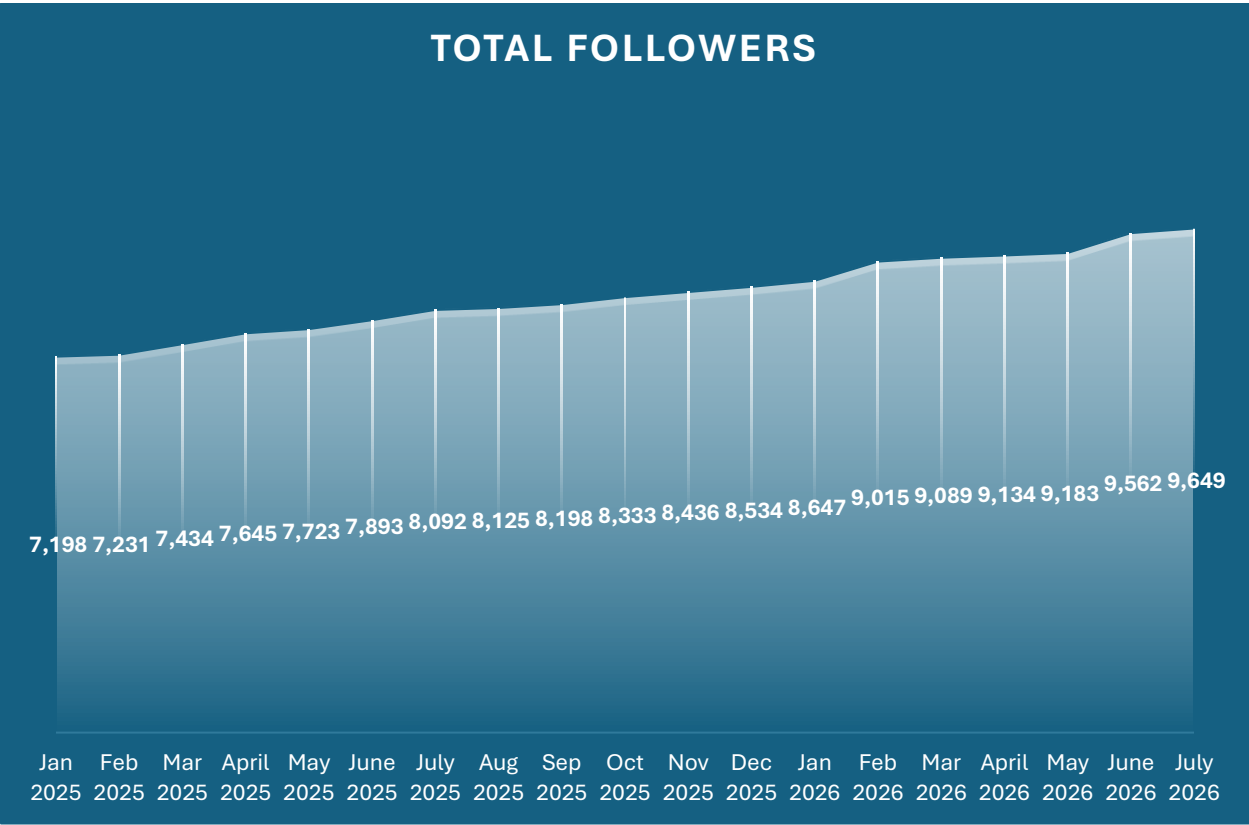
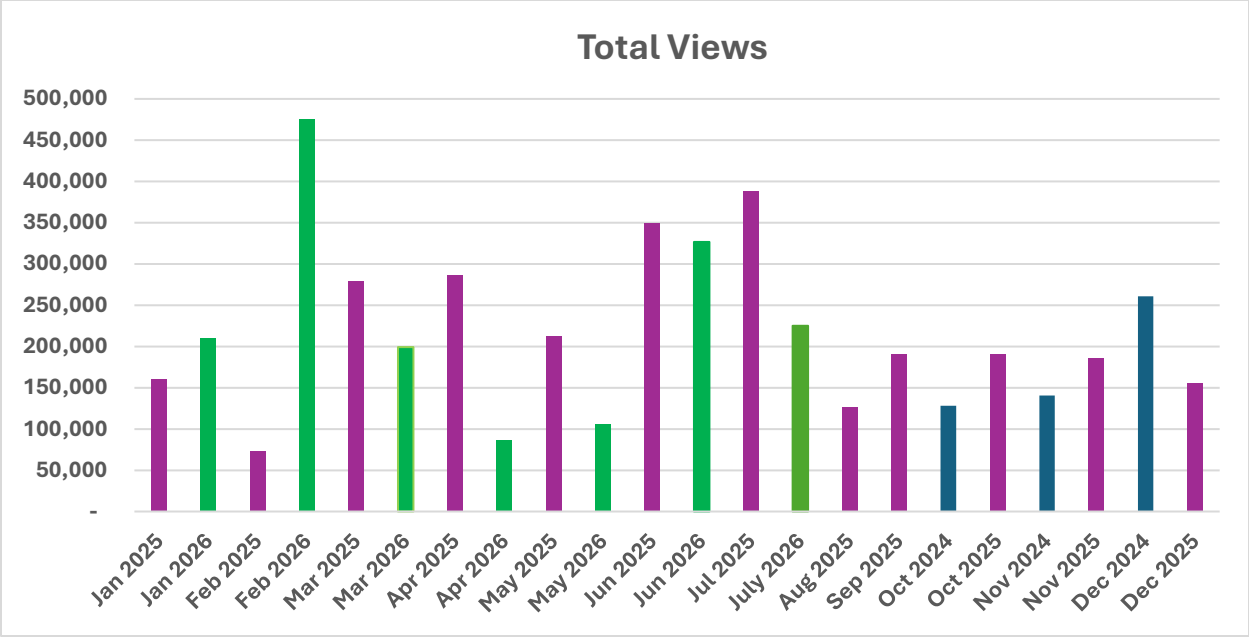
Clicks: 5

+Followers: 5

"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.



JULY // 2026 //

PUBLIC WORKS MONTHLY REPORT

STREET DEPARTMENT

NOTES:

- Patched around town
- Did an asphalt job at the golf course
- Picked up limbs on layl dr.
- Sprayed for mosquitos
- Picked up limbs on Trinity
- Replaced signs
- Repaired concrete driveway on Lawence and East St.
- Cleaned inlets
- Repaired curbs around town
- Took sweeper to shop
- Picked tractor up from shop
- Mowed on route
- Repaired concrete street cut on Kentucky
- Took scrap metal in for recycling
- Repaired concrete cut on Texas St. and on Grand St.
- Picked up junk metal and took in for recycling
- Picked up limbs for Elite around town
- Picked up trash at airport and put in dumpster at Service Center

STREET DEPARTMENT – CONT.

FIXING THESE STREETS

Streets:						
	Graded:					Miles
	Swept:				10	Hours
	Street cut repairs:				1	Each
	Curb & Gutter Repair:				28	Feet
Drainage:						
	Ditch Cleaning:					Feet
	Culvert Installation:					Feet
	Catch Basin/inlets cleaned:				685	Each
	Levee Inspection:				Yes	
	Flap Gate Debris Removal					
Spraying:						
	Herbicide:					Gallons
	Mosquito:				483	Miles
Signs:						
	Installed					Each
	Repaired/ Replaced				2	Each

PARKS DEPARTMENT

Work Completed:

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: Demo started on both girls and boys concession stands.

Splash Pad:

Work Performed. Picked up trash and cleaned the splash pad pressure washed the surface.

Jogging Trail:

Work Performed: Picked up limbs and trash as needed. 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. Checked all playground equipment for wear and made sure they were all good.

Trees:

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

Flags:

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

PARKS DEPARTMENT – CONT.

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. Mowed all city properties
7. Mowed Potetz ditch on Main St.
8. Started demo on both concession stands at boys and girls complexes.
9. Pressure washed the splash pad and basketball pavilion
10. Pressure washed both playgrounds equipment and surrounding sidewalks.
11. Mowed three new tax properties that were added to the mowing crews.
12. Set up safety barricades around construction site to keep citizens away from construction activity.

WATER / WASTEWATER DEPARTMENT

MONTHLY WATER REPORT

REPAIRS COMPLETED

15	WATER REPAIRS
4	SEWER REPAIRS

LINE MAINTENANCE (CAMEL)

3007	HOURS OF OPERATION TOTAL
2650	FEET OF SEWER LINE CLEARED / CLEANED
3	MANHOLES CLEANED

WORK COMPLETED

0	MANHOLE REPAIRS
12	SEWER STOPAGES
1	WATER TAPS
1	SEWER TAPS
2	CLEANOUTS REPLACED / INSTALLED
5	METERS REPAIRED / REPROGRAMMED
6	RADIO REPLACEMENTS
11	CUSTOMER PROBLEMS / ISSUES
4	METER BOXES REPLACED
5	METER LIDS REPLACED
8	CUSTOMER REQUEST TURN ON
10	CUSTOMER REQUEST TURN OFF
10	CUT OFF SERVICE NON-PAYMENT
100	RECHECKS
6	PULLED / CHANGED METERS
274	TEXAS 811 LINE LOCATES

MISC:

AMES READINGS CHECKED DAILY
CLOSED 38 WORK ORDERS

MONTHLY OPERATIONS

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

Date	Location	Time Called Out	Time Power Restored	Response Time (mins)	Outage Time (mins)	Cause of Outage
2	1915 Myrtle	6:00 PM	7:03 PM	10	63	missing leg on transformer
5	1005 N. Travis	10:20 PM	10:45 PM	5	25	blown line fuse
5	1107 Milam	9:45 AM	10:15 AM	15	30	broken neutral at transformer
9	1005 woods drive	9:05 PM	9:35 PM	22	30	flipped breaker
10	2449 Jefferson	4:30 PM	6:50 PM	15	140	replaced bad transformer
12	4008 Hillcrest	9:10 PM	10:25 PM	20	75	limb on line, line fuse blown
20	1009 Washington/123 Louisiana	6:30 PM	8:25 PM	17	115	blown line fuse
21	2610 Webster	4:55 PM	6:15 PM	5	80	power surging-bad neutral
22	city wide	5:50 PM	7:40 PM	10	110	downed wire
25	Ridgewood	1:58 PM	5:10 PM	12	180	tree on lines, broken primary & neutral
25	439 HWY 90	10:23 AM	11:15 AM	17	52	connection damaged on transformer
26	1824 Reese	5:07 PM	6:45 PM	38	98	bad breaker
26	south liberty oilfield (well)	5:00 PM	8:00 PM	15	180	customer issue
30	413 Webster	6:07 AM	6:45 AM	23	38	main breaker off
AVERAGE				16	87	



The City of Liberty City Council

Regular Meeting

~ Minutes ~

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

April Gilliland
City Secretary
936-336-3684

Tuesday, July 14, 2026

6:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on July 14, 2026, in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 6:00 p.m. by Mayor John Hebert.

A.	Attendee Name	Present	Absent	Late	Arrived
	Mayor John Hebert, Jr.	X			
	Mayor Pro Tem Debbie Dugger	X			
	Council Member Ed Seymour	X			
	Council Member Ross Ward	X			
	Council Member Bruce Bell	X			
	Council Member Nick Dennis	X			
	Council Member Betty Runkle	X			

II. INVOCATION

Invocation was given by Edgar Vazquez, youth pastor, from Freedom Church.

III. PLEDGE OF ALLEGIANCE

The Pledge to the American Flag and the pledge to the Texas Flag was led by Mayor Hebert.

IV. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

Public Comment is reserved for members of the public who would like to address the City Council regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Council may not deliberate or take any action during Citizen's comments for items not on the agenda. In some situations, City Staff may be able to respond to the public comment with a factual statement or clarification. The City Council may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

Mayor Hebert welcomed guests and visitors, opening the floor for public comment to those individuals wishing to address the Council. Mike Ely requested to speak to Council regarding the improvements at the Airport and the current need to get rid of vegetation overgrowth and improve drainage.

V. PRESENTATIONS / REPORTS

- A. 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:

- Recent events - July 3rd & 250 Celebration at Sam Center
- Upcoming events - National Night Out & Lights in Liberty
- 2027 Budget Process
- Municipal Park Projects

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.

Council Member Seymour moved to approve all items on the consent agenda, and Council Member Ward seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

A. Minutes Approval

1. June 9, 2026 - Strategic Planning Work Session
2. June 9, 2026 - Regular Meeting
3. June 23, 2026 - Special Called Meeting
4. June 30, 2026 - Joint Meeting

VII. REGULAR AGENDA

A. Regular Session

1. Discussion on Liberty Jubilee

Luke Liberty presented to the Council the revival vision of the Jubilee Committee. He discussed the following topics:

- Target date of Early March 2027
- Community group introduction
- The vision
- Proposed Format
- What makes this different?
- Governance & Accountability
- Preliminary program elements
- Financial framework
- Community & Economic benefits
- Year one
- Planning timeline
- What they are asking from the City

After the presentation, Council Member Dugger moved to give approval and structure to the committee to move forward with planning, and Council Member Ward seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

2. Consider a resolution on a variance request regarding the setback requirements at 1710 Kipling St.

Thomas and Michelle Dinger are requesting a variance to the setback requirements to allow construction of a carport over the existing driveway and handicap-accessible ramp. The purpose of the carport is to provide covered access for their mother (mother-in-law), enabling her to safely exit a vehicle and use the ramp without being exposed to rain or other inclement weather.

The Planning and Zoning Commission approved the variance at its June 24, 2026, meeting by a unanimous 5–0 vote.

Council Member Dennis moved to approve the variance to the setback requirements at 1710 Kipling, and Council Member Dugger seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

3. City Council held a public hearing on the condemnation of two (2) hazardous and unsafe structures to determine if the structures should be repaired or demolished: 2721 Cos and 134 McManus

At 7:03 p.m., Mayor Hebert opened the Public Hearing on the condemnation of two (2) hazardous and unsafe structures to determine if the structures should be repaired or demolished. The Code of Ordinances requires the City Council to hold a public hearing to determine if a structure complies with the City's Hazardous Building Ordinance and, if not, to determine if the structure should be (1) repaired, (2) vacated and repaired or (3) demolished. The Code of Ordinances specifies that if a structure is fifty (50) percent damaged, decayed, or deteriorated, it shall be demolished or if the cost of repairs exceeds fifty (50) percent of the value of the structure, it shall be demolished. The public hearing will consider the following structures:

1. 2721 Cos
2. 134 McManus

City Attorney Brandon Davis questioned Code Enforcement Officer, Daryl Marek, and Building Official, Raymond Theriot, regarding the condition of the structures located at 2721 Cos and 134 McManus. It was determined that the structures do not meet building code requirements and are a safety and health hazard to the public. Photos attached to the agenda show the current conditions of each property. At 7:20 p.m., Mayor Hebert closed the Public Hearing.

4. Consider and take possible action regarding the abatement of and possible demolition and removal of structures located at 2721 Cos and 134 McManus as discussed in the hearings held before City Council on July 14, 2026.

The structures at 2721 Cos and 134 McManus have been inspected by City Staff and found to be unsafe structures as defined by the City of Liberty's Code of Ordinances, Article 3.05, Hazardous Structures and by the 2021 International Property Maintenance Code. Additionally, the structures at 2721 Cos and 134 McManus have deteriorated to a condition that they are no longer considered suitable for repair. If not demolished by the owner, demolition funds are available in the Inspections & Permits operating budget.

A motion was made by Council Member Runkle within thirty (30) days of the date of the public hearing held on July 14, 2026, that the property located at 2721 Cos is a public nuisance and public necessity requires the demolition and removal of the identified structure and seconded by Council Member Seymour. The motion passed unanimously, 7 to 0, with all members present voting in favor.

A motion was made by Council Member Ward within thirty (30) days of the date of the public hearing held on July 14, 2026, that the property located at 134 McManus is a public nuisance and public necessity requires the demolition and removal of the identified structure and seconded by Council Member Bell. The motion passed unanimously, 7 to 0, with all members present voting in favor.

5. Consider potential opportunities to fund street infrastructure projects

Mr. Dustin "Dusty" Taylor, Managing Director, of RBC Capital Markets presented to the Council an overview of existing debt and preliminary financing to fund street infrastructure projects. Dusty went over the following topics:

- Outstanding Debt Profile
- Total Assessed Value and Tax Rate History
- Summary of Assumptions
- Estimated I&S Rate Impact
- Different Scenarios based on the amount issued

This item will be presented during budget work session to see how council would like to proceed.

6. Consider a resolution requesting financial assistance from the Texas Water Development Board

During the March 10, 2026, Council Meeting, Public Management was selected as the grant administration firm to assist the city with the submittal of an application for funding and administration of a contract from the Texas Water Development Board House Bill 500 Water Supply and Infrastructure Grant. The attached resolution is to authorize Public Management to file an application with the Texas Water Development Board seeking financial assistance in the amount not to exceed \$10,000,000 for the cost of City water system improvements and designate Mayor Hebert as the authorized representative for the City of Liberty.

Council Member Bell moved to approve the resolution requesting financial assistance from the Texas Water Development Board, and Council Member Dennis seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

7. Consider a resolution accepting the 2026 TxDOT Airport Generator Project Grant

This resolution is required to document the governing body's support and acceptance of this project. To meet state requirements, this resolution must provide at a minimum the governing body's agreement to make improvements to the airport in general description form, provide 5% of the total project costs and acknowledge TxDOT as agent for administration of federal and state funds for projects.

Council Member Dennis moved to approve the resolution accepting the 2026 TxDOT Airport Generator Project Grant, and Council Member Seymour seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

8. Consider a resolution adopting a Code of Ethics for City Council, Boards, and Commissions

City Manager Bryan Kendrick brought to Council a Code of Ethics for the City Council, Boards and Commissions for review and approval.

Council Member Bell moved to approve the resolution adopting a Code of Ethics for the City Council, Boards, and Commissions and Council Member Ward seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

9. Consider a resolution approving the Purchasing Policy Manual.

Deputy City Manager Naomi Herrington explained to Council that the update policy being presented was to update the limits that changed during the last legislative session and conform with state policy.

Council Member Dugger moved to approve the resolution approving the purchasing policy manual, and Council Member Dennis seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

B. Executive Session

At 8:10 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.

- **City Manager**

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

Discussion regarding economic development negotiations.

C. Reconvene into Regular Session

At 9:28 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.

- **City Manager**

Council Member Ward moved to allow City Manager Bryan Kendrick to sell back all accrued vacation and sick time to the city, and Council Member Bell seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

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 9:29 p.m.

John Hebert Jr., Mayor

ATTEST:

April Gilliland, City Secretary



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

Tuesday, July 28, 2026

7:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on July 28, 2026 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 7:00 p.m. by Mayor John Hebert.

A.	Attendee Name	Present	Absent	Late	Arrived
	Mayor John Hebert, Jr.	X			
	Mayor Pro Tem Debbie Dugger	X			
	Council Member Ed Seymour	X			
	Council Member Ross Ward	X			
	Council Member Bruce Bell	X			
	Council Member Nick Dennis	X			
	Council Member Betty Runkle	X			

II. 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. No comments were made.

III. 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. Resolution for Texas Conviction Reporting (TXCR) Interlocal Cooperation Contract

Council Member Bell moved to approve all items on the consent agenda, and Council Member Ward seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

IV. REGULAR AGENDA

A. Regular Session

1. Consider authorizing completion of the North and South Liberty Water Wells rehabilitation.

The City's North and South Liberty Water Wells are critical components of the municipal water system but have both experienced approximately two decades of deferred maintenance. The original plan (previously discussed in open session under former Public Works Director Mark Reed) was to rehabilitate these wells sequentially once the new Highway 146 Water Plant became operational.

In May 2026, the North Well suffered a catastrophic failure, requiring emergency repairs including the construction of a custom Electric Control Panel and Scada System. While the well is currently operational, significant deferred maintenance remains.

Staff was recently notified of a serious issue with the Highway 146 Water Plant project that will require the contractor to re-drill the well. Although the contractor has stated they will cover the cost and that the delay will be limited to a few weeks, city management remains skeptical of the timeline.

Current Status and Remaining Needs

- North Liberty Water Well
 - Emergency repairs completed: \$270,000
 - Original projected full rehabilitation cost: \$1,025,000
 - Remaining work needed: Ground Storage Tank rehabilitation, new Booster Pump, new Jockey Pumps, piping and spool pieces
 - Remaining estimated cost: ≈ \$755,000
- South Liberty Water Well
 - Projected full rehabilitation cost: \$1,050,000
 - Needed improvements: New custom Electric Control Panel, SCADA system upgrades, Ground Storage Tank rehabilitation, piping, and related work

Staff requests Council authorization to prioritize the rehabilitation of both wells as follows:

Authorize the use of \$200,000 from fund balance in the current fiscal year to complete the most critical immediate work:

North Well: Install new Booster and Jockey Pumps, piping, and spool pieces

South Well: Install new custom Electric Control Panel and SCADA system

Begin planning for full subsequent Ground Storage Tank rehabilitation during low-demand periods:

South Well: Take offline in November 2026 (4–5 month timeline)

North Well: Take offline in November 2027 (4–5 month timeline)

Staff is not seeking authorization for expenditures on the Ground Storage Tank rehabilitation at this time. Those expenditures would come back to Council at the appropriate time.

Fiscal Impact: Immediate authorization: \$200,000 from fund balance

Benefit: Completing this work will bring the City's aging water infrastructure up to date after two decades of deferred maintenance. Once the Highway 146 Water Plant comes online and with the potential addition of a fourth well (currently being explored), the City will be well-positioned for future water demands.

Council Member Ward moved to approve the use of \$200,000 from the fund balance for immediate repairs, and Council Member Dennis seconded the motion. The motion passed unanimously, 7 to 0, with all members present voting in favor.

B. Work Session

1. Preliminary discussion of the FY2027 Municipal Budget

City Manager Bryan Kendrick provided the Council with a preliminary overview on how city staff is preparing the 2026-2027 fiscal year budget for review and approval. The city is still waiting for the final appraised values to complete the budget. There will be at least two meetings in August, maybe more depending on when the numbers are received. Mr. Kendrick advised the Council that they will see changes in the way the budget is presented as some of the transfers to the general fund are being removed, and the allocations will be taken directly from the utility funds or other funds in the 2026–2027 budget. The city staff is working diligently and going over the budget line by line, looking over costs and projects.

V. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, Mayor Hebert adjourned the meeting at 8:40 p.m.

John Hebert, Jr., Mayor

ATTEST:

April Gilliland, City Secretary

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: August 11, 2026

Agenda Wording: Resolution for the Trinity Valley Exposition parade and temporary closure of state right of way.

Department: Administration

Subject: TVE Parade

Background: TxDOT informed the City that an Agreement for the Temporary Closure of State Right of Way would be required for all future closures on State highways. The agreement would be required even if the event was sponsored by a third party. The agreement includes a physical description of the limits of the event, including names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates of each location, a brief description of the proposed activities involved, the approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved. Additionally, the local agreement shall assume all costs for the operations associated with the event, to include, but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway and highway facilities, and all traffic control and temporary signing. This is the same agreement approved last year for the 2025 TVE parade and will need to be approved each year until further notice.

Funding Source:

Staff Recommendation:



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/20266:00 PM

Department: Administration
Category: Resolution

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, FINDING THAT THE TRINITY VALLEY EXPOSITION PARADE SERVES A PUBLIC PURPOSE AND AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR TEMPORARY CLOSURE OF STATE RIGHT-OF-WAY.

WHEREAS, the Trinity Valley Exposition (“TVE”) Parade is an annual community event that promotes civic pride, encourages tourism, and provides educational and cultural benefits to residents and visitors; and

WHEREAS, the City Council of the City of Liberty, Texas, finds that participation in and support of the TVE Parade serves a valid public purpose consistent with the City’s mission of promoting community engagement and economic vitality; and

WHEREAS, the Texas Department of Transportation (“TxDOT”) requires local governmental authorization for temporary closure of state rights-of-way during community events; and

WHEREAS, the City Council desires to authorize execution of an agreement with TxDOT to allow the temporary closure of portions of the state highway system for the safe conduct of the 2026 TVE Parade;

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

1. **Public Purpose.** The City Council hereby finds and determines that the Trinity Valley Exposition Parade serves a legitimate public purpose by promoting community spirit, tourism, and economic development.
2. **Authorization to Execute Agreement.** The City Council hereby authorizes the City Manager to execute, on behalf of the City of Liberty, an agreement with the Texas Department of Transportation for the temporary closure of state right-of-way as necessary for the safe conduct of the 2026 TVE Parade.
3. **Open Meetings.** It is hereby officially found and determined that the meeting at which this Resolution is adopted was open to the public, and that public notice of the time, place, and subject of said meeting was given as required by law.
4. **Effective Date.** This Resolution shall take effect immediately upon its passage.

PASSED AND APPROVED this ____ day of _____, 2026.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

STATE OF TEXAS §

COUNTY OF Liberty §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of Liberty, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "local government."

WITNESSETH

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Liberty, in Liberty County; and

WHEREAS, the local government has requested the temporary closure of Loop 227 (Main Street) for the purpose of the TVE Opening Day Parade, from 10/21/26 to 10/21/26, as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the local government's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right of way will be performed within the State's requirements; and

WHEREAS, on the ____ day of _____, 20____, the _____ City Council passed Resolution / Ordinance No. _____, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the local government to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

AGREEMENT

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The physical description of the limits of the Event, including county names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved shall be attached hereto along with a location map and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

A. The local government shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The local government shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State's Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the local government will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.

C. The local government will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.

D. The local government will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the agreement will be terminated upon written notice from the State to the local government. The local government hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three years.

E. The local government will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

F. The local government will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The local government will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the local government shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

G. The local government hereby assures the State that there will be appropriate passage

allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the local government's traffic control plan.

H. The local government will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the local government will remain the property of the local government. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

- (1) By mutual written agreement and consent of both parties.
- (2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.
- (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations, and liabilities of the State and local government under this agreement. If the potential termination of this agreement is due to the failure of the local government to fulfill its contractual obligations as set forth herein, the State will notify the local government that possible breach of contract has occurred. The local government must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the local government does not remedy the breach to the satisfaction of the State, the local government shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right of way, the local government and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period

that the local government and/or its contractors are encroaching upon the State right of way.

B. In the event the local government is a self-insured entity, the local government shall provide the State proof of its self-insurance. The local government agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the local government and the State.

Article 10. COMPLIANCE WITH LAWS

The local government shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

Local Government:	State:
_____	Texas Department of Transportation
_____	_____
_____	_____
_____	_____

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

Agreement No. _____

Each party is signing this agreement on the date stated beside that party's signature.

THE CITY OF _____

Executed on behalf of the local government by:

By _____ Date _____
City Official

Typed or Printed Name and Title _____

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

Exhibit A

TVE Opening Day Parade Road Closure

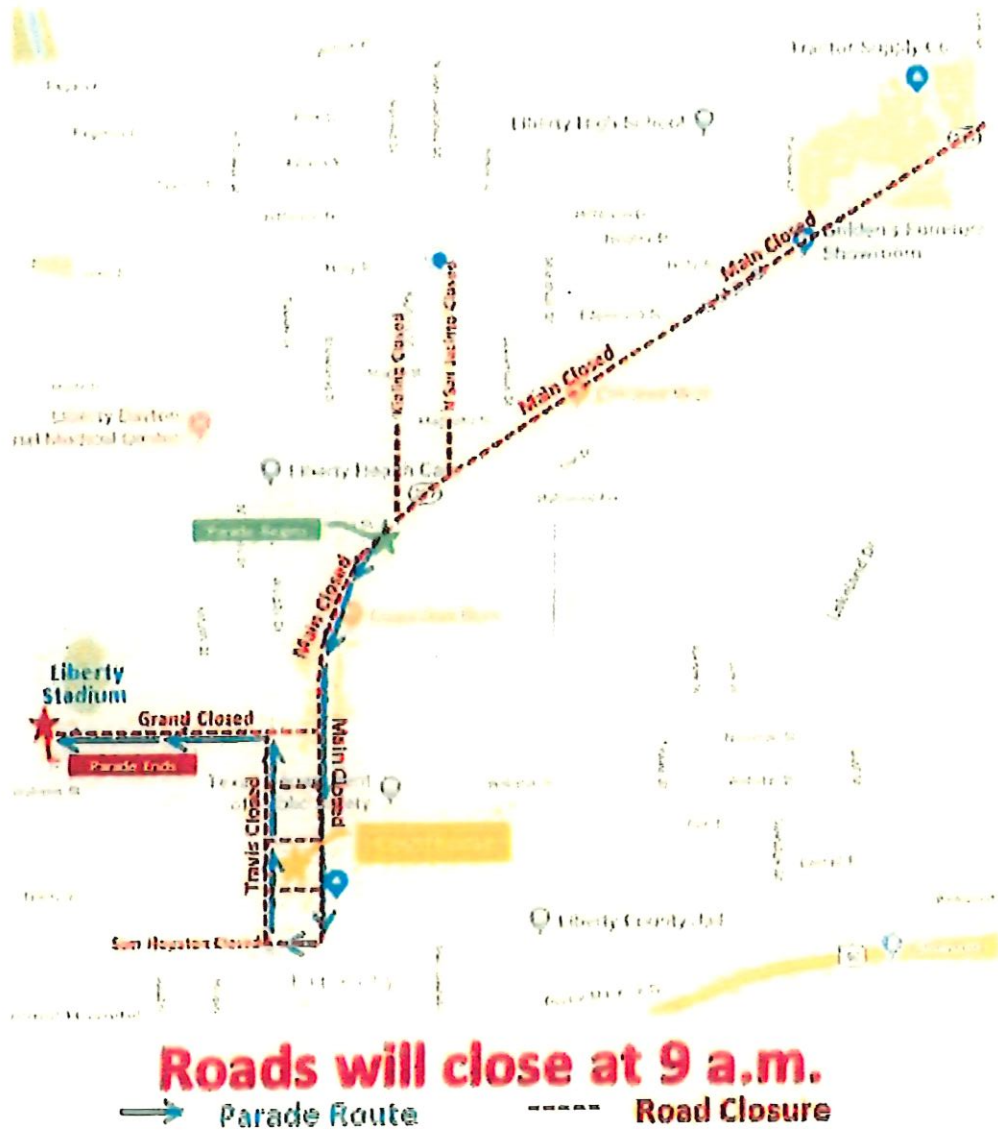


Exhibit B

Agreement No. _____

Exhibit C



RULES FOR OPENING DAY PARADE

1. No one may ride on top of the vehicle (roof, hood, etc.).
2. Candy, gum, beads, advertisement etc. may be given out from the entry during the parade. It must be **HANDED (Not thrown, tossed, etc.)** over the white line to the spectators. No warning will be given; entry will be removed from parade.
3. There will be no alcoholic beverages allowed during the parade.
4. If you need to drop off a rider for an entry in the parade, you **MUST** do so by parking on a side road and walking them to their destination. Transportation will not be provided by the parade committee and once the streets are shut down only vehicles in the line-up will be allowed.
5. All trucks, trailers, and floats must have guard rails or some type of railing to prevent riders from falling off the side of the entry. No tractor trailers.
6. The Parade will not stop for any type of exhibition. **Do not stop to perform.**
7. Entries with walkers and trailers must continue to move. If your walkers get behind, the trailer must continue at the pace of the parade and not wait on the walkers.
8. If walking, the parade committee cannot guarantee you will not be behind an animal. Please wear appropriate footwear.
9. There is no set theme for the Opening Day Parade. All entries must be approved by the Parade Committee.

All participants will be contacted **AFTER** 6:00 p.m. on **Monday, October 19, 2026** to inform you of your parade entry number. Please answer unknown numbers/ check your voicemail. You may also be contacted by text.

All participants must be at their designated site by **9:15 a.m.** to line up on Wednesday, October 21, 2026.

By entering into the parade, everyone involved in your entry agrees to the above stated rules. Rules are subject to change without prior notice. The parade committee and/or TVE have the right to refuse to let anyone in the parade or to escort them off of the route at any time during the parade. Chairman has the final say.

By entering into this parade you agree that your entry's picture belongs to T.V.E and can be released to the public as they see fit.

THE PARADE WILL BEGIN PROMPTLY AT 10:00 a. m.

Return to:
TVE Opening Day Parade
Email: tveparades@yahoo.com
Or
Fax: 936-336-5192

Exhibit C

Liberty Police Department
Traffic Management Plan for:

Annual TVE Parade
October 21st, 2026

PURPOSE:

The primary purpose of the traffic management plan is to formally establish a coordinated plan for the direction and control of traffic during the 2026 TVE parade on October 21st.

To provide designated detour routes for traffic flow north and south on Loop 227.

Estimated Time of Detour: 0900 am until 1230 pm.

DETOUR ROUTE LOOP 227:

North Bound Traffic;

Traffic traveling north on Loop 227 will detour at Loop 227 (Main Street) and HWY 146/HWY 90. Flow will travel East to the intersection of HWY 90/146 Bypass. Turn left on HWY 146 Bypass and travel to the intersection of HWY 146 Bypass and Loop 227 (Main Street).

South Bound Traffic;

Traffic traveling south on HWY 146 (Main Street) will detour (turn left) at the 146 Bypass and travel south to HWY 90 intersection. Then turn right and travel west on HWY 90 to their destination.

TRAFFIC POINTS DETOUR ROUTE

Barricades needed:

Barricades and detour signs south side of the railroad tracks at MLK.

Barricades will be placed on Loop 227 and Bypass.

Detour signs needed:

HWY 90 intersection directing traffic East on HWY 90.

HWY 90 Bypass directing East Bound North on 146 Bypass.

HWY 146 (N Main) directing South on HWY 146 Bypass

HWY 146 Bypass and HWY 90 intersection directing south bound traffic right on HWY 90.



To: Liberty City Council Members and City of Liberty Administrative Team

From: The Hebert Group

RE: 2026 Employee Benefit Plan Renewal Recommendations

Summary:

The City of Liberty currently offers health insurance through UnitedHealthcare and dental, vision and life insurance through Mutual of Omaha. A summary of the current coverages with final, negotiated renewals from the current carriers and competitive options is attached for your review.

Medical Plans:

- There are 12 claimants with claims over \$15,000 for the 12 months with UHC from 6/1/2025 to 5/31/2026
- The claim to premium ratio for the last 20 months with UHC is 71.3%. See claims details in following pages
- UHC renewed the current coverage at an initial increase of **18% increase** with an annual estimated cost of **\$198,017**.
- After receiving a competitive offer from BCBS of Texas, UHC agreed to a **13% increase** with an annual estimated cost of **\$143,169**. This is a \$54,848 savings to the City of Liberty.
- UHC offered an alternative plan that would provide a 6% overall increase, but the following changes should be noted:
 - PCP copay increases from \$10 to \$15
 - Specialist copay increases from \$40/\$80 to \$50/\$100 (preferred/non-preferred specialist)
 - Lab and x-rays at office visits would increase from a flat \$40 copay to being subject to the \$3,000 deductible and 20% coinsurance
 - Complex imaging would increase from a flat \$500 copay to being subject to the \$3,000 deductible and 20% coinsurance
 - The Emergency Room copay would increase from \$300 to \$400
- BCBS submitted a proposal at a 10% increase over the 2025 UHC rates. The following differences were noted:
 - Family deductibles would be a maximum of \$9,000 versus \$6,000 with UHC
 - Max out of pocket would be \$9,000 (Individual)/\$18,000(Family) versus \$8,150 (Individual)/\$16,300(Family) with UHC
 - PCP copay increases from \$10 to \$40
 - Specialist copays increase to \$80 versus \$40/\$80 with UHC
 - UHC offers free PCP visits to children under 19 and BCBS charges \$40

- Complex imaging would increase from a flat \$500 copay to being subject to the \$3,000 deductible and 20% coinsurance
- The Emergency Room copay would increase from \$300 to \$750
- Labs and X-Rays would be included at no charge with BCBS versus \$40 per test with UHC
- The BCBS plan saves \$28,971 for the City for the year. The plan does require the employees to pay higher costs out of pocket for many types of services.
- Aetna, Cigna and Allstate declined to offer a quote.

The Hebert group received quotes for dental, vision, and life insurance from the following carriers:

- **Mutual of Omaha- Current Carrier**
 - The original renewal for life, dental and vision was a 7% overall increase.
 - After receiving competitive offers, Mutual of Omaha submitted a revised renewal with an overall decrease of \$5,239 or a 4% overall decrease for life, dental and vision.
- **Lincoln**
 - Offer includes a 1% increase over the revised Mutual of Omaha renewal
- **MetLife**
 - Offer includes a less than a 1% savings over the revised Mutual of Omaha renewal
- **Pacific Life**
 - Offer includes a 1% increase over the revised Mutual of Omaha renewal
- **Principal**
 - Offer includes a 1% increase over the revised Mutual of Omaha renewal
- **Sun Life**
 - Offer includes a 10% increase over the revised Mutual of Omaha renewal

Overall Analysis:

Keeping UHC and Mutual of Omaha as the current carriers would increase overall annual costs by \$137,930 for the entire group for all benefits. We recommend keeping the current plans and carriers as the competitive offers require employees to pay more out of pocket for their coverage.

TEXAS - MANDATED REPORTING FOR INSURED BUSINESS

Section I, II: Hospital Pre-Certification, Premium, Claims, Enrollment

Customer Name: CITY OF LIBERTY TEXAS
 Policy Number: 1700265
 Reporting Period:
 Processed (paid) Dates: 10/01/2024-05/31/2026
 Service (incurred) Dates: ALL

Date of Information Request:	6/26/26
Receipt Date of Information Request:	6/26/26
Receipt Date of HIPAA Certification:	6/26/26
Date of Report Production:	6/30/26

Section I:

For claims that are not part of this report, the number of pre-certification requests for hospital stays of 5 days or longer that were made during the 30-day period preceding the Reporting Period last Processed (paid) Date

0

Section II:

Bill / Book Year / Month	Restated Billed Premium	Total Payments	Single Subscribers	Subscribers plus Spouse	Subscribers plus Child/Children	Subscribers plus Family	Total Subscribers	Positively Enrolled Dependents	Total Members
202605	\$ 90,822	\$ 64,695	76	10	6	13	105	55	160
202604	\$ 90,802	\$ 106,802	76	10	6	13	105	55	160
202603	\$ 91,136	\$ 66,327	76	9	6	14	105	56	161
202602	\$ 92,144	\$ 69,140	76	10	6	14	106	56	162
202601	\$ 95,255	\$ 94,854	78	10	6	15	109	61	170
202512	\$ 88,434	\$ 33,658	74	10	5	13	102	55	157
202511	\$ 86,640	\$ 69,722	71	10	5	13	99	54	153
202510	\$ 87,932	\$ 49,541	69	9	5	15	98	63	161
202509	\$ 77,269	\$ 31,299	65	9	5	14	93	53	146
202508	\$ 74,753	\$ 40,041	62	10	6	12	90	52	142
202507	\$ 72,397	\$ 41,259	60	9	6	12	87	51	138
202506	\$ 73,508	\$ 42,077	62	9	6	12	89	51	140
202505	\$ 72,975	\$ 37,778	62	10	6	11	89	49	138
202504	\$ 76,420	\$ 48,663	65	10	6	12	93	51	144
202503	\$ 79,976	\$ 82,766	65	10	6	14	95	60	155
202502	\$ 75,842	\$ 43,122	63	9	6	13	91	55	146
202501	\$ 75,905	\$ 47,209	59	11	6	13	89	57	146
202412	\$ 74,467	\$ 126,027	57	11	6	13	87	55	142
202411	\$ 73,889	\$ 44,990	54	12	7	12	85	65	150
202410	\$ 70,866	\$ 15,513	53	12	8	10	83	60	143
TOTAL	\$ 1,621,432	\$ 1,155,483	1323	200	119	258	1900	1114	3014

City of Liberty
October 1, 2026

MEDICAL				
Insurance Company	UHC			2026 BCBS
	Current	Renewal	2026 OPTION	
Network	Choice Plus	Choice Plus	Choice Plus	Blue Choice PPO
Rx Network				
Plan Number	E11J/Z9	E11J/Z9	ETQI/Z9	MTBCP628
C.Y. Ded In Network	\$3,000/\$6,000	\$3,000/\$6,000	\$3,000/\$6,000	\$3,000/\$9,000
Coinurance In Network	20%	20%	20%	20%
Max Out of Pocket-In	\$7,150/\$14,300	\$7,150/\$14,300	\$8,150/\$16,300	\$9,000/\$18,000
Telehealth Visit Co-Pay	\$0	\$0	\$0	\$0
Office Visit Co-Pay	\$10	\$10	\$15	\$40
PCP Copay for children < 19	\$0	\$0	\$0	\$40
	\$40 Preferred	\$40 Preferred	\$50 Preferred	
Specialist Visit Co-Pay	\$80 Non-Preferred	\$80 Non-Preferred	\$100 Non-Preferred	\$80
Lab/X-Ray at Office Visit	\$40	\$40	Ded + 20%	\$0
Complex Imaging	\$500	\$500	Ded + 20%	Ded + 20%
Urgent Care Co-Pay	\$25	\$25	\$25	\$75
Emergency Room Co-Pay	\$300 Copay+20%+Ded	\$300 Copay+20%+Ded	\$400 Copay+20%+Ded	\$750 Copay+20%+Ded
Out Patient Co-Pay	Ded + 20%	Ded + 20%	Ded + 20%	\$100 Copay+20%+Ded
Hospital Co-Pay	Ded + 20%	Ded + 20%	Ded + 20%	Ded + 20%
Preventive Services	100%	100%	100%	100%
Prescription Co-Pay				\$0/\$10/\$50/\$100/ \$150/\$250
	\$15/\$45/\$80	\$15/\$45/\$80	\$15/\$45/\$80	
PREMIUMS	#			
Employee Only	75	\$ 598.16	\$ 676.26	\$ 679.90
Employee + Spouse	10	\$ 1,341.25	\$ 1,516.37	\$ 1,510.90
Employee + Children	7	\$ 1,172.09	\$ 1,325.13	\$ 1,199.41
Employee + Family	13	\$ 1,915.17	\$ 2,165.23	\$ 2,030.42
Monthly Group Total	105	\$ 91,376.34	\$ 103,307.10	\$ 100,892.83
Annual Medical Cost		\$ 1,096,516.08	\$ 1,239,685.20	\$ 1,210,713.96
Annual Increase/(Decrease)			\$ 68,705.76	\$ 114,197.88
% Change			6%	10%
Annual Cost of Life, Dental & Vision		\$ 124,794.65	\$ 119,555.95	\$ 119,555.95
Total Benefit Costs		\$ 1,221,310.73	\$ 1,359,241.15	\$ 1,330,269.91
Annual Increase			\$ 63,467.06	\$ 108,959.18
% Change			5%	9%
Annual Cost Savings to move to BCBS				\$ (28,971.24)

City of Liberty

October 1, 2026

LIFE INSURANCE							
Insurance Company	Mutual of Omaha		LIFE OPTIONS				
	2025	2026	Lincoln	MetLife	Pacific Life	Principal	SunLife
Employee Life & AD&D 2 Times Annual Salary with Maximum of \$250,000	Same	Same	Same	Same	Same	Same	Same
Age Reduction	65% at age 70 50% at age 75	65% at age 70 50% at age 75	65% at age 70 50% at age 75	65% at age 70 50% at age 75	65% at age 70 50% at age 75	65% at age 70 50% at age 75	65% at age 70 50% at age 75
EE Life Rate per \$1,000	\$ 0.240	\$ 0.180	\$ 0.150	\$ 0.268	\$ 0.217	\$ 0.216	\$ 0.236
Life Volume	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800
Monthly Premium for Life	\$ 3,073.39	\$ 2,305.04	\$ 1,920.87	\$ 3,431.95	\$ 2,778.86	\$ 2,766.05	\$ 3,022.17
Employee AD&D Rate	\$ 0.040	\$ 0.040	\$ 0.040	\$ 0.020	\$ 0.023	\$ 0.040	\$ 0.029
AD&D Volume	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800	\$ 12,805,800
AD&D Monthly Premium	\$ 512.23	\$ 512.23	\$ 512.23	\$ 256.12	\$ 294.53	\$ 512.23	\$ 371.37
Retiree Life Insurance	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Volume	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00
Rate per \$1,000 (No AD&D)	\$ 0.240	\$ 0.180	\$ 0.150	\$ 0.268	\$ 0.143	\$ 0.216	\$ 2.280
Monthly Premium for Retiree	\$ 42.00	\$ 31.50	\$ 26.25	\$ 46.90	\$ 25.03	\$ 37.80	\$ 399.00
Dependent Life Insurance	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000
Spouse/Child Coverage	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000	\$5,000/\$2,000
Rate per family unit	\$ 0.240	\$ 0.240	\$ 2.330	\$ 0.530	\$ 1.247	\$ 1.810	\$ 1.650
# of Family units	49	49	49	49	49	49	49
Monthly Premium	\$ 11.76	\$ 11.76	\$ 114.17	\$ 25.97	\$ 61.10	\$ 88.69	\$ 80.85
Rate Guarantee		1 Year	24 Months	24 Months	24 Months	24 Months	24 Months
Total Monthly Life Premium	\$ 3,639.38	\$ 2,860.54	\$ 2,573.52	\$ 3,760.94	\$ 3,159.52	\$ 3,404.77	\$ 3,873.39
Monthly Premium Difference		\$ (778.85)	\$ (287.01)	\$ 900.40	\$ 298.98	\$ 544.24	\$ 1,012.85
Annual Premium Difference		\$ (9,346.176)	\$ (3,444.168)	\$ 10,804.853	\$ 3,587.808	\$ 6,530.866	\$ 12,154.212

City of Liberty

October 1, 2026

Dental Insurance								
		Mutual of Omaha		DENTAL OPTIONS				
		2025	2026	Lincoln	MetLife	Pacific Life	Principal	SunLife
Insurance Company								
Annual Benefit Maximum		\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Deductible		\$50/\$150	\$50/\$150	\$50/\$150	\$50/\$150	\$50/\$150	\$50/\$150	\$50/\$150
Waiting Period		None	None	None	None	None	None	None
Preventive Services		100%	100%	100%	100%	100%	100%	100%
Basic Services		80%	80%	80%	80%	80%	80%	80%
Major Services		50%	50%	50%	50%	50%	50%	50%
Deductible waived preventive		Yes	Yes	Yes	Yes	Yes	Yes	Yes
Endodontics and Periodontics		Basic, 80%	Basic, 80%	Basic, 80%	Basic, 80%	Basic, 80%	Basic, 80%	Basic, 80%
Rollover Feature		Yes	Yes	Yes	Yes	Yes	Yes	Yes
Children Orthodontia		50%	50%	50%	50%	60%	50%	50%
Adult Orthodontia		None	None	None	None	None	None	None
Lifetime Ortho Maximum		\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Out of Network fee basis		90th% UCR	90th% UCR	90th% UCR	90th% UCR	90th% UCR	90th% UCR	90th% UCR
Premium								
Employee Only	68	\$ 30.44	\$ 32.57	\$ 36.75	\$ 28.35	\$ 31.72	\$ 30.44	\$ 32.66
Employee + Spouse	16	\$ 60.51	\$ 64.75	\$ 73.05	\$ 56.34	\$ 63.06	\$ 60.51	\$ 64.94
Employee + Children	8	\$ 90.15	\$ 96.46	\$ 108.83	\$ 83.95	\$ 93.96	\$ 90.15	\$ 96.74
Employee + Family	15	\$ 127.37	\$ 136.29	\$ 153.76	\$ 118.61	\$ 132.74	\$ 127.37	\$ 136.68
Group Total	107	\$ 5,669.83	\$ 6,066.79	\$ 6,844.84	\$ 5,279.99	\$ 5,908.70	\$ 5,669.83	\$ 6,084.04

City of Liberty

October 1, 2026

Vision Insurance							
Insurance Company	Mutual of Omaha		VISION OPTIONS				
	2025	2026	Lincoln	MetLife	Pacific Life	Principal	SunLife
Benefit Frequency:							
Exams	12 months	12 months	12 months	12 months	12 months	12 months	12 months
Lenses	12 months	12 months	12 months	12 months	12 months	12 months	12 months
Frames	24 months	24 months	24 months	24 months	24 months	24 months	24 months
Exam Co-Pay	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Lenses Co-Pay	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Frame Allowance	\$150	\$150	\$150	\$150	\$150	\$150	\$150
Contact Allowance	\$150	\$150	\$150	\$150	\$150	\$150	\$150
Network	EyeMed Insight	EyeMed Insight	Lincoln Vision	Davis Vision	Eye Med	VSP	VSP
Premium							
Employee Only 68	\$ 6.55	\$ 6.22	\$ 6.79	\$ 5.91	\$ 6.44	\$ 6.22	\$ 6.55
Employee + Spouse 17	\$ 13.09	\$ 12.44	\$ 13.56	\$ 11.80	\$ 12.86	\$ 12.44	\$ 13.09
Employee + Children 8	\$ 13.22	\$ 12.56	\$ 13.70	\$ 11.92	\$ 12.98	\$ 12.56	\$ 13.22
Employee + Family 15	\$ 21.11	\$ 20.05	\$ 21.87	\$ 19.04	\$ 20.74	\$ 20.05	\$ 21.11
Group Total 108	\$ 1,090.34	\$ 1,035.67	\$ 1,129.89	\$ 983.44	\$ 1,071.48	\$ 1,035.67	\$ 1,090.34
Dental & Vision Total	\$ 6,760	\$ 7,102	\$ 7,975	\$ 6,263	\$ 6,980	\$ 6,706	\$ 7,174
Monthly Increase/(Savings)		\$ 342	\$ 1,215	\$ (497)	\$ (122)	\$ (397)	\$ 72
Annual Increase/(Savings)		\$ 4,107	\$ 14,575	\$ (5,961)	\$ (1,467)	\$ (4,764)	\$ 863
Total Life, Dental, Vision	\$ 10,400	\$ 9,963	\$ 10,548	\$ 10,024	\$ 10,140	\$ 10,110	\$ 11,048
Total Monthly Increase L/D/V		\$ (437)	\$ 149	\$ (375)	\$ (260)	\$ (289)	\$ 648
Annual Increase from 2025		\$ (5,239)	\$ 1,784	\$ (4,502)	\$ (3,118)	\$ (3,471)	\$ 7,779
Percentage Increase/(Decrease)		-4%	1%	-4%	-2%	-3%	6%
2026 Renewal vs 2026 Options			\$ 585 6%	\$ 61 1%	\$ 177 2%	\$ 147 1%	\$ 1,085 11%



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/20266:00 PM

Department: Administration
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, AWARDDING THE FY 2026-2027 EMPLOYEE HEALTH INSURANCE TO UNITED HEALTHCARE AND THE DENTAL, VISION, AND LIFE INSURANCE TO MUTUAL OF OMAHA.

WHEREAS, the City received proposals for employee health, vision, dental and life insurance for fiscal year 2026-2027; and

WHEREAS, the City currently offers health insurance through United Health Care (HC) and dental, vision and life insurance through Mutual of Omaha; and

WHEREAS, United Health Care is offering the City a renewal plan with a 13% increase with an annual estimated cost of \$143,169; and

WHEREAS, Mutual of Omaha for Dental, Vision and Life Insurance offered a renewal with a 4% decrease for life, dental and vision; and

WHEREAS, Keeping UHC and Mutual of Omaha as current carriers would increase overall annual costs by \$137,930 for the entire group for all benefits.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Liberty, Texas, hereby awards the fiscal year 2026-2027 Employee Health Insurance to United Health Care and the Dental, Vision and Life Insurance to Mutual of Omaha.

PASSED AND APPROVED this ____ day of August 2026.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: August 11, 2026

Agenda Wording: Discussion and possible action on approving the sign request in the Downtown District for First Liberty Bank.

Department: Administration

Subject: Downtown District Sign Request

Background: First Liberty Bank is applying to place a sign at the intersection of Main and Sam Houston. The City Ordinance states that this request has to have prior approval obtained by the downtown district advisory board. (which per section §3.09.001 Definitions. Downtown district advisory board = The planning and zoning commission)

Per Section § 3.09.124 Approval procedure.

If a sign requiring a permit under this article is to be placed, constructed, erected or modified on a site within the downtown district, in addition to the requirements for permit described in division 2 of this article, prior approval of the downtown district advisory board must be obtained, with proof thereof submitted to the building official.

1. As applicant, the building owner, or, with the owner's written permission, the owner's designee, shall meet with the building official to determine the requirements for a sign to be placed, constructed, erected or modified on a site within the downtown district.
2. The applicant shall then complete any written application for a sign as required by the downtown district advisory board, and submit the application, with all attachments required, to the building official for review as required by the downtown district advisory board.
3. The applicant shall attend such meetings as may be scheduled by the downtown district advisory board for the purpose of presenting the application for sign approval.
4. Upon approval by the downtown district advisory board, the applicant shall secure such permits as may be required for construction, placement or modification from the building official.
5. Within sixty (60) days of grant of a permit from the building official, construction shall commence as described in the approved application. Work must be

completed within 180 days.

The complete sign ordinance, First Liberty Bank Application and sign drawings are included for your review.

Funding Source: n/a

Staff Recommendation: n/a



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/2026 6:00 PM

Department: Administration
Category: Action Item

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, APPROVING A SIGN REQUEST IN THE DOWNTOWN DISTRICT FOR FIRST LIBERTY BANK; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, First Liberty Bank submitted an application to place a sign at the intersection of Main Street and Sam Houston Street within the Downtown District; and

WHEREAS, pursuant to Section 3.09.124 of the City of Liberty Code of Ordinances, signs placed within the Downtown District require prior approval of the Downtown District Advisory Board; and

WHEREAS, pursuant to Section 3.09.001 of the City of Liberty Code of Ordinances, the Downtown District Advisory Board is defined as the Planning and Zoning Commission; and

WHEREAS, the Planning and Zoning Commission, acting as the Downtown District Advisory Board, considered and approved the sign request at its July 29, 2026 meeting; and

WHEREAS, the City Council finds that the approved sign request complies with the requirements of the City's sign ordinance and is in the best interest of the City;

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

Section 1. That the City Council hereby approves the sign request submitted by First Liberty Bank for a sign located at the intersection of Main Street and Sam Houston Street within the Downtown District.

Section 2. That the applicant shall secure such permits as may be required from the building official and shall commence construction within sixty (60) days of permit issuance, with work completed within 180 days, as required by Section 3.09.124 of the Code of Ordinances.

Section 3. That this Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this ____ day of _____, 2026.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

ARTICLE 3.09 SIGNS

DIVISION 1 Generally

§ 3.09.001. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Advertising vehicle. Any vehicle or trailer that has advertisement as its primary purpose and is parked or located for the primary purpose of displaying the sign and is not parked on a site for a continuous period exceeding seventy-two (72) hours.

Alley. A narrow right-of-way or easement not in excess of thirty (30) feet in width dedicated adjacent to the rear or side of a lot and providing limited access to the lots abutting said right-of-way or easement.

Alley sign. A sign used to identify the alley entrance to a building or business.

Awning. Any rigid or nonrigid material that extends from the exterior wall of a building and is supported by or attached to a frame.

Awning sign. Any sign painted or applied to the face, valance or side panel of an awning.

Backlit sign. A sign that uses bulbs within the sign for illumination.

Banner. Any sign printed or displayed upon cloth or other flexible material with or without frames, and limited to temporary use.

Billboard. Shall have the same meaning as “off-premises sign.”

Building official. The official of the city or his/her designee charged with the inspection of the structural integrity of signs, any electrical inspection and permitting.

Building permit. A permit issued by the building official for construction, renovation or alteration of property.

Building sign. Any sign attached to any part of a building, as contrasted to a ground sign.

Building wall. An exterior loadbearing or nonloadbearing vertical structure that encompasses the area between the final grade elevation and eaves of the building, and used to enclose the space within the building. A porch, balcony or stoop is part of the building structure and may be considered as a building wall.

Changeable copy sign. A sign on which copy is changed automatically on a lamp bank or through mechanical means (e.g., electrical or electronic time and temperature units), or a sign on which copy is changed manually in the field (e.g., reader boards with changeable letters), but shall not include portable signs.

Changeable electronic variable message sign. A sign which permits light to be turned on or off intermittently, or which is operated in a way whereby light is turned on or off intermittently, including any illuminated sign on which such illumination is not kept stationary or constant

in intensity and color at all times when such sign is in use, including an LED (light emitting diode) or digital sign, and which varies in intensity or color. A changeable electronic variable message sign shall not include a sign located within the right-of-way that functions as a traffic-control device and that is described and identified in the Manual on Uniform Traffic-Control Devices approved by the Federal Highway Administration as the national standard.

Clear sight triangle or horizontal sight distance. A triangle sight area at all intersections which shall include that portion of public right-of-way and any corner lot within the adjacent curblines or pavement edges of intersecting streets, roads or alleys and a diagonal line intersecting such curblines or pavement edges at points 35 feet back from their actual or projected point of intersection. Such triangle or distance must remain unobstructed in order to ensure that drivers can see traffic and pedestrians around the corner of the intersection, entrance or driveway.

Code official. The official of the city or his/her designee charged with the enforcement of the provisions of this article.

Day. Those hours between 7:00 a.m. and 10:00 p.m.

Development. A group of houses or other buildings, residential or nonresidential, that are built as a single construction project.

Dilapidated sign. A sign that:

- (1) Is not properly secured or is otherwise structurally unsound;
- (2) Has defective parts; or
- (3) Is in need of painting or maintenance.

Downtown district. That area designated in section 3.09.125 of this article.

Downtown district advisory board. The planning and zoning commission.

Electronic message board sign. Any sign flashing one or more messages, symbols or videos in succession.

Electronic message center. A sign, or portion of a sign, that displays an electronic image or video, which may or may not include text, including any sign or portion of a sign that uses changing lights or similar form of electronic display such as LED to form a sign message or messages with text or images wherein the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes. This definition includes, without limitation, television screens, plasma screens, digital screens, flat screens, LED displays, video boards, and holographic displays.

Extraterritorial jurisdiction or ETJ. That area extending beyond the boundaries of the city as defined by V.T.C.A., Local Government Code ch. 42, and as described in V.T.C.A., Local Government Code section 216.902.

Flag. Any fabric or bunting containing distinctive colors, patterns, or symbols, used as a symbol of government, political subdivision, corporation, lodge, fraternity or sorority, political party, nonprofit organization, charity, club, association or other entity.

Flashing sign. Any sign in which intensity of illumination is not consistent, thereby exhibiting

sudden or marked changes in lighting effect.

Governmental sign. A sign required, authorized or installed by any governmental entity, which is exempt from the permitting process.

Hanging sign. Any sign suspended from an awning, canopy or building facade.

Height (of a sign). The vertical distance measured from the highest point of the sign, excluding decorative embellishments, to the grade of the adjacent street or the surface grade beneath the sign, whichever is less (compare “clearance”).

Holiday decorations. Displays erected on a seasonal basis in observance of religious, national or state holidays, which are not intended to be permanent and contain no advertising material.

Holiday season. A reasonable and designated time period for the display of holiday decorations. The established time periods are November 15th through January 15th, and for all other nationally recognized holidays for a period not to exceed seven days.

Home occupation. Any occupation that is carried out within the home, primary or secondary structure or within any structure on the lot which is an accessory to the home.

Identification sign. A sign bearing the address of the premises or name of the occupant, but containing no logo or commercial message.

Illuminated sign. A sign that is illuminated by electrical or other artificial devices.

Incidental sign. A sign, generally informational, that has a purpose secondary to the use of the site on which it is located, such as “no parking,” “entrance,” “loading only,” “telephone,” and similar information and directives.

Logo. The graphic or pictorial presentation of a message, including, but not limited to, the use of shapes, designs, decorations, emblems, trademarks, symbols or illustrations, or the superimposition of letters or numbers or any other use of graphics or images other than the sequential use of letters and numbers.

Lot. A parcel of land, the boundaries of which have been established by some legal instrument such as a recorded deed or plat, and which is recognized as a separate legal entity for purposes of transferring title. This term shall include any number of contiguous lots, or portions thereof, upon which a single principal building and its accessory buildings are located or intended to be located.

Monument sign. A ground sign designed and constructed to enclose any and all supporting poles, braces, columns, and/or uprights on all sides of the sign, and to substantially appear as a solid mass or base, such as a cylinder, block, rectangle or square, from undisturbed natural ground level to the highest portion of the sign.

Multi-tenant business development. A development under the same ownership consisting of two (2) or more business establishments separated by a tenant separation wall, using common driveways and on-site parking facilities, including but not limited to shopping centers, office complexes, office buildings and business parks.

Multi-tenant sign. A freestanding sign used to advertise businesses that occupy a shopping center or complex of two or more tenants.

Night. Those hours between 10:00 p.m. and 7:00 a.m.

Nit. Candela per meter square used as a measurement of brightness.

Nonconforming sign. Any sign that if erected within the city limits met the requirements of the city at the time it was erected, but does not conform to the requirements of this article; and that if erected within the extraterritorial jurisdiction of the city met the requirements of any governing authority with jurisdiction to regulate said sign at the time it was erected, but which does not conform to the requirements of this article.

Off-premises sign. A sign which is located on property and transmits a message pertaining to a product, use, occupancy or function which is not located on the same property as the sign. The terms “off-premises sign” and “billboard” shall have the same meaning herein.

On-premises sign. A sign the context of which relates to a use, occupancy, function or product manufactured on the same property on which the sign is located.

Person. An individual, or any association, company, corporation, firm, organization or partnership, singular or plural, of any kind.

Pole mounted ground sign. A sign mounted on one or more visible freestanding poles, columns, uprights, or braces permanently attached to the ground, which is not attached to the building.

Portable sign.

- (1) Any sign not permanently attached to the ground or other permanent structure or a sign designed to be transported, including but not limited to:
 - (A) Signs designed to be transported by wheels;
 - (B) Signs made as A-frames or T-frames;
 - (C) Balloons used as signs; and
 - (D) Umbrellas used for commercial messages.
- (2) Portable signs shall be allowed for no more than thirty (30) days. The total usage for a portable sign shall not exceed four (4) per calendar year.

Primarily commercial area. An area of property along one side of a public street between two (2) adjacent intersecting public streets in which fifty-one percent or more of the total frontage is used for commercial purposes.

Primarily residential area. An area of property along one side of a public street between two (2) adjacent intersecting public streets in which fifty-one percent or more of the total frontage is used for residential purposes.

Projecting sign. A sign, other than a flat wall sign, which is attached to and projects from a building wall or other structure not specifically designed to support the sign.

Residential purposes. Property devoted to use as a single-family, for one and two single-family dwelling. Residential purposes include but are not limited to property used for houses, duplexes, condominiums, townhouses or townhomes, and garden or patio homes. Property used for apartments, hotels, motels and boardinghouses shall be considered nonresidential. Property devoted to both residential and nonresidential use shall be considered as used for

residential purposes.

Roof sign. A sign that is erected over or on the roof of a building.

Setback lines. A line parallel to and measured from a property line which establishes an area in which no building or structure, or portion thereof, shall encroach or otherwise be established or constructed. Setback line requirements refer to both sides and backs of lots.

Sidewalk sign. An A-frame or T-frame sign, placed immediately exterior to the building wall and designed to be removed after business hours.

Sign. Any device, fixture, placard or structure that uses any color, form, graphic, illumination, symbol, or writing to advertise, announce the purpose of, or identify the purpose of a person or entity, or to communicate information of any kind to the public.

Sign permit application. A plan establishing parameters for the size, location and design of signs on a property being constructed or managed or managed as a single development.

Site. A lot, tract or parcel of land considered as one land unit for purpose of this article. For a single-family residence, the site shall be the subdivided lot on which it is located. For multifamily projects, the site shall be all land occupied by the buildings in the project and adjoining such property and under common ownership with it. For a vacant land, the site shall be all of the adjoining vacant land under single ownership. For single-occupancy, nonresidential properties, the site shall be the subdivided lot that is occupied. For multiple-occupancy properties, the site shall be all land included under the original "site plan" or "subdivision plan" approval under the code, or all land included under the original sign permit application approval under this article or its predecessor, whichever land area is larger. The intent of this definition is to treat as one site an entire project as planned and developed together.

Stake sign. A temporary sign not permanently affixed or mounted into the natural ground. Such sign shall be considered but not limited to a sign face affixed to supporting structure, typically a wooden stake or metal rod, and such that can be placed in and/or removed from the ground by a single individual with reasonable force without any aid from any tools or devices.

Temporary sign. A banner, pennant, poster or advertising display constructed of paper, cloth, canvas, plastic sheet, cardboard, wallboard, plywood or other like materials and that appears to be intended or is determined by the building official to be displayed for a limited period of time.

Traffic sign. A sign indicating federal, state or municipal regulations for automobile, truck, bicycle or pedestrian movement.

Wall, exterior. A vertical structural component of a building which encloses habitable or usable space; a parapet extending not more than 12 inches above a flat roof shall be considered part of the exterior wall for purposes of determining signage.

Wall sign. Any sign painted on or attached to and extending not more than six inches from an exterior wall in a parallel manner.

Window sign. A sign affixed to the interior or exterior of a window or placed immediately behind a windowpane.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.002. Notice of violation; penalty.

When any sign is erected, constructed, built, reconstructed, altered or maintained in violation of these regulations, the property owner, his/her agent, lessee, management and/or tenant shall be given written notice to remove or alter the structure so as to comply with the standards set forth in these regulations as follows:

- (1) The property owner, his/her agent, lessee, management and/or tenant shall be served with a written notice that states the violation and requires compliance with this article not more than ten (10) days from the date the notice is served. The notice may be served in person or by depositing the same as certified in the United States Postal Service addressed to the property owner at the owner's address as shown on the most current tax roll of the city, or the tenant as shown on the utility billing records of the city. If the municipality mails the notice to the property owner and the United States Postal Service returns the notice as "refused" or "unclaimed," the validity of the notice is not affected, and the notice is considered as delivered.
- (2) Furthermore, after all provisions of subsection (1) of this section have been followed, the property owner, his/her agent, lessee, management and/or tenant shall be subject to a fine not to exceed five hundred dollars (\$500.00) for each provision violated, and each day that there is a failure to comply with the terms of any provision of this article is declared a separate offense. For violations of the provisions of this article that govern fire safety, zoning, or public health and sanitation, including dumping of refuse, the fine may not exceed two thousand dollars (\$2,000.00) per day, per violation.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.003. Prohibited signs and devices.

- (a) All signs hereunder are prohibited within the city limits and within its extraterritorial jurisdiction. Such signs include, but are not limited to:
 - (1) Abandoned signs, or dilapidated signs;
 - (2) Any sign that copies or imitates an official sign or purports to have official status;
 - (3) Any sign that obstructs or substantially interferes with any window, door, fire escape, stairway, ladder, or opening intended to provide light, air, ingress, or egress to any building;
 - (4) Signs imitating standard public traffic, regulatory or emergency signs or signals;
 - (5) Signs using the words, "stop," "danger" or any other word, symbol or character in a manner which may mislead, confuse or distract the driver of a motor vehicle;
 - (6) Off-premises signs and billboards constructed after the date of enactment of the ordinance from which this article is derived, including, but not limited to, a new off-premises changeable electronic variable message sign or the conversion of an existing nonchangeable electronic variable message sign to a changeable electronic variable message sign, within the city limits or within the extraterritorial jurisdiction of the city;

- (7) Any sign placed in or projecting in or over the public right-of-way or on a utility pole in the public right-of-way as described in subsection (c) of this section;
 - (8) Advertising vehicles;
 - (9) Signs which use supports such as trees, rocks, bridges, windmill towers or dilapidated buildings.
- (b) Any such prohibited signs shall be removed at the discretion of the code official and/or his/her designee. If not removed by owners or occupants of the property within ten (10) days of notice, the code official and/or his designee shall cause the signs to be otherwise removed and the cost of removal shall become a lien against the property until satisfied.
- (c) Only the following signs shall be allowed on a city street, easement or right-of-way within the city limits or on a public street, easement or public right-of-way within the city's extraterritorial jurisdiction:
- (1) Public signs erected by or on behalf of a governmental body to identify public property, convey public information and direct or regulate pedestrian or vehicular traffic;
 - (2) Bus stop signs erected by a public transit company;
 - (3) Informational signs of a public utility regarding its poles, lines, pipes or other facilities;
 - (4) Signs appurtenant to a use of public property permitted under a franchise or lease agreement with the city;
 - (5) Signs posted in association with municipal, county, state or federal authorities for crime prevention or public safety and health;
 - (6) Legal notices erected by or on behalf of a governmental body; and
 - (7) Emergency warning signs erected by a government agency, a public utility company, or a contractor doing authorized or permitted work within the public right-of-way.

Any other sign placed in or projecting in or over the public right-of-way or on a utility pole in the public right-of-way in violation of this article shall be deemed a public nuisance and may be seized by the code official or his/her designee, and the person owning or placing the sign may be charged both with a violation of this article and with the cost of removing and disposing of the sign. If the person or entity placing the sign cannot otherwise be determined for purposes of enforcement, it will be presumed that the name of the person or entity appearing on the sign, or the owner or occupant of the premises depicted on the sign, directed the placement and is subject to enforcement as described hereunder.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.004. Signs exempt from regulation.

The following signs shall be exempt from regulation under this article:

- (1) Any official or public notice or warning sign required by a valid and applicable federal, state or local law, regulation or ordinance, by a public utility company or by order of a court of competent jurisdiction.
- (2) Traffic signs on private property, such as stop, yield or similar signs, which meet department of transportation standards and contain no commercial message.
- (3) Holiday decorations, as long as said decorations are displayed within a holiday season.
- (4) Any governmental signs.
- (5) Incidental signs placed for informational purposes and limited to one square foot in area.
- (6) The changing of advertising copy or message on a painted sign, including theater marquee signs and similar signs specifically designed for the use of replaceable copy, change of face panel, or where the sign frame was designed for replaceable plates, shall not require a permit. For off-premises advertising, the sign structure shall be removed if the sign structure becomes so dilapidated as to violate section 3.09.082 of this article.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.005. Temporary signs.

(a) Temporary signs allowed at any time:

- (1) A property owner may place one sign with a sign face no larger than two (2) square feet on the property at any time.
- (2) A property owner may place a sign no larger than 8.5 inches by 11 inches in one window on the property at any time.
- (3) A property owner may place no more than one (1) banner sign on the fence of a commercial or industrial business.

(b) A sign may be located on the owner's property for a period of forty-five (45) days prior to an election involving candidates for a federal, state or local office that represents the district in which the property is located or involves an issue on the ballot of an election within the district where the property is located per issue and per candidate.

(c) One temporary sign may be located on a property when:

- (1) The owner consents and that property is being offered for sale or lease through a licensed real estate agent;
- (2) If not offered for sale through a real estate agent, when the sign is owned by the property owner and that property is offered for sale or lease by the owner. This includes, but is not limited to, "home for sale," "for sale by owner" and "owner financing available" signs;

- (3) For a period of forty-five (45) days following the date on which a contract of sale has been executed by a person purchasing the property;
 - (4) "Financing provided by" or similar signs may be placed on a property for the duration of a construction project;
 - (5) Contractor signs may be placed on a property for the duration of a construction project.
 - (6) "Coming soon," "future home of," or similar signs may be placed on a vacant lot for a period not to exceed sixty (60) days.
 - (d) Temporary signs may be located on the owner's property on a day when the property owner is opening the property to the public. Said "open to the public event" shall comply with article 4.12 of this code.
 - (e) Banners and portable signs. On-premises banner signs, flag signs and portable signs may be used only during business or activity opening or special promotions, and shall be subject to the following:
 - (1) Whether singly or in combination, no more than three (3) banners, flags or portable signs shall be permitted on a single lot of land; however, the area of such displays shall not be counted against the maximum combined sign area allowed for permitted permanent signs.
 - (2) Banners and portable signs may be placed no longer than forty-five (45) days.
- (Ordinance 2017-1 adopted 1/10/17; Ordinance 2023-07 adopted 4/25/2023)

§ 3.09.006. Nonconforming signs.

A sign lawfully erected prior to adoption of the ordinance from which this article is derived but which does not conform in one or more respects with the requirements of this article may remain in use, subject to the requirements of this section and other applicable requirements of city ordinances, under the following limitations:

- (1) Abandonment. Any sign or sign structure that has been abandoned shall be removed.
- (2) Change of copy. No change of copy shall be permitted, except on a changeable copy sign, without bringing the sign into full conformance with this article and with the applicable sign permit application.
- (3) Other nonconforming signs on premises. For single-occupant properties, the issuance of a sign permit for a new or replacement sign shall be subject to the condition that all nonconforming signs on that property shall be removed or brought into conformance as part of the work of installing the new or replacement sign. For multi-occupant properties, the issuance of a sign permit for a new or replacement sign for any occupant shall be subject to the condition that all nonconforming signs for that occupant shall be removed or brought into conformance as part of the work of installing the new or replacement sign.
- (4) Off-premises signs. All off-premises signs as defined herein shall not be allowed for

reconstruction and/or remodel.
(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.007. Unsafe signs.

If any sign or sign structure, in the opinion of the code official or his/her designee, becomes insecure or in danger of falling or otherwise unsafe, the code official or his/her designee shall give written notice on the condition of the sign to the person owning, leasing, or responsible for the sign. The person so notified shall correct the unsafe condition of the sign in a manner to be approved by the code official or his/her designee in conformity with this article and any other applicable code of the city. When a sign or sign structure poses an immediate danger or threat to public safety, the code official or his/her designee shall make a reasonable effort to contact the owner or lessee to remove or repair within twenty-four (24) hours. The code official or his/her designee shall take the necessary steps to abate the nuisance at the property owner's, tenant's and/or agent's expense either by using the following provisions:

- (1) Whenever the property owner, agent, lessee or tenant fails to abate the unsafe or dangerous sign, the code official or his/her designee shall abate the nuisance at the city's expense;
- (2) The charge shall be the actual cost of abatement, plus applicable sales taxes, and an administrative fee of \$75.00 shall be assessed for each charge; and
- (3) The owner of the property, agent, lessee, or tenant shall be billed for all expenses incurred and will submit payment within thirty (30) days after billing. If actual charges and administrative fees are not paid within specified time, the city shall file a lien against the property. Said lien shall be filed in the deed records of the county. The charges shown on the lien shall bear interest at the rate of ten percent (10%) per annum from the due date until paid. The lien shall be inferior only to tax liens and liens for street improvements.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.008. Enforcement in extraterritorial jurisdiction.

Pursuant to V.T.C.A., Local Government Code section 216.902, the provisions of this article shall be enforced in and extend to the city's extraterritorial jurisdiction.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.009. Sign setback line requirements for highways, downtown district, and city streets.

Hwy 146 Bypass	Hwy 90	Hwy 146	Downtown District	City Streets
5 ft. from property line	10 ft. from property line	5 ft. from property line	Property line	5 ft. from property line

(Ordinance 2017-1 adopted 1/10/17; Ordinance 2023-07 adopted 4/25/2023)

§ 3.09.010. Sign height limits for highways, downtown district, and city streets.

Hwy 146 Bypass	Hwy 90	Hwy 146	Downtown District	City Streets
41 feet	41 feet	41 feet	21 feet	41 feet

(Ordinance 2023-07 adopted 4/25/2023)

§ 3.09.011. through § 3.09.040. (Reserved)

DIVISION 2
Permit

§ 3.09.041. Required; liability insurance.

- (a) If a sign requiring a permit under this article is to be placed, constructed, erected or modified on a site, a contractor licensed by the state to erect signs, or, where otherwise permitted by law, the owner of the lot, or, with the owner's written permission, the owner's designee, shall secure a sign permit prior to the construction, placement, erection or modification of such a sign in accordance with the requirements of this article. If the applicant is someone other than the legal owner of the property, said applicant shall be required to submit the property owner's written verification acknowledging permission for placement of the sign on the property.
- (b) Commercial general liability insurance with a minimum aggregate of \$600,000.00 and a per-occurrence minimum of \$300,000.00 is required, and such insurance shall be written by an insurance carrier licensed to do business in this state and shall provide that coverage afforded under the policy will not be canceled, suspended, voided or reduced until at least thirty (30) days' prior written notice has been endeavored to be given to the city via certified mail, return receipt requested.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.042. Application.

- (a) An application for a sign permit may be filed only by a contractor licensed by the state to erect signs, or, where otherwise permitted by law, the owner of the lot, or, with the owner's written permission, the owner's designee, and if not the owner, the applicant must include the owner's written verification acknowledging permission for placement of the sign on the property.
- (b) An application for a sign permit shall be filed with the building official on a form prescribed by the building official, along with the approved fees incident to the application and permit.
- (c) Each application for a sign permit shall contain the information required on the application form, and such other information regarding the proposed sign as the building official may deem necessary in order to determine whether the proposed sign complies with the applicable requirements of this article and other applicable ordinances of the city. The application shall contain the following:
 - (1) One set of plans;
 - (2) A description of the proposed sign;
 - (3) All existing buildings on the property;
 - (4) The location by street and number of the proposed sign structure;
 - (5) The distance from the property line to the sign;

- (6) Size and height of the sign;
 - (7) Whether the sign is electrical;
 - (8) The name, address and telephone number of the property owner;
 - (9) The name, address, telephone number and license number of the registered sign contractor or erector.
- (d) The building official shall determine whether the application is complete. If the application is determined to be incomplete, the building official shall notify the applicant of any deficiencies and shall take no further steps to process the application until the deficiencies are remedied.
- (e) Application fees for sign permits shall be as established from time to time by the city council.
- (f) Notwithstanding section 3.09.002(2), the application fee or a sign permit shall be doubled when the installation or alteration of a sign is commenced or completed before the necessary permit is obtained.
- (Ordinance 2017-1 adopted 1/10/17)

§ 3.09.043. Approval procedure; appeals; variances.

Signs shall be erected, installed or created only in accordance with a duly issued and valid sign permit from the building official. Such permit shall be issued only in accordance with the following requirements and procedures:

- (1) An application for the construction, creation or installation of a new sign or for modification of an existing sign shall be accompanied by a detailed drawing showing the dimensions, design, structure and location of each particular sign, and such other information as is required to comply with this article. A separate application and permit is required for each sign.
- (2) The building official shall cause an inspection of the site for which each permit for a new sign or modification of an existing sign is issued within six (6) months following issuance of a permit, or at such earlier date that the owner may request. The sign permit shall be valid for 180 days from date of issuance.
- (3) Within forty-eight (48) hours, beginning at 9:00 a.m. on the next working day, of receiving an application for a sign permit, the building official shall review the application for completeness. Within ten (10) business days of finding an application to be incomplete, the building official shall provide written notice to the applicant detailing the specific deficiencies in the application, with appropriate references to this article.
- (4) Within twenty (20) business days of receipt of a complete application for a sign permit, the building official shall either:
 - (A) Issue the sign permit, if the sign conforms in every respect to the requirements of this article and the sign permit application; or

- (B) Deny the sign permit, if the sign fails to conform to either the requirements of this article or the sign permit application. If the sign permit is denied, the building official shall then give written notice to the applicant detailing the specific deficiencies, with appropriate references to this article.
- (5) Any person may appeal a decision of the building official concerning enforcement of the provisions of this article by filing such appeal with the city manager within ten (10) business days after the decision by the building official. The appeal will then be scheduled to be heard by the planning and zoning commission at a regular or specially called meeting, with a public hearing scheduled thereon, and, following such public hearing, the planning and zoning commission at such meeting will then take action on the appeal by either deferring, rejecting or approving the appeal as submitted, thence referring the decision to the city council for final approval or disapproval. If the decision of the building official is to be appealed respecting a sign in existence, no action shall be taken on the sign while the decision is being appealed to the planning and zoning commission, unless the sign, by virtue of its physical condition, presents an immediate and significant threat to public safety.
- (6) As part of a variance request where the literal application of this article would create an undue hardship for the sign user and the following criteria are met:
 - (A) A literal application of this article would not allow the property to be used.
 - (B) The granting of the requested variance would not be materially detrimental to the property owners in the vicinity.
 - (C) Any hardship is not in any way the result of the applicant's own action or the result of a self-created or personal hardship or for financial reason alone. Simply dividing a building into multiple occupancies shall not be sufficient grounds for granting a variance. Hardship caused the sign user under a literal interpretation of this article is due to conditions unique to that property and does not apply generally to the city.
 - (D) Applicants for a variance may only be accepted when the site complies with this article. A variance request shall not be accepted after a sign is installed in violation of this article.
 - (E) The granting of the variance would not be contrary to the general objectives of this article.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.044. Lapse.

A sign permit shall lapse if the use of a building or premises by a specified business or other establishment is discontinued by the owner or occupant for a period of ninety (90) days or more. Any sign for which a permit lapses shall be considered an abandoned sign and shall be removed as provided by this article.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.045. Removal of abandoned or nonconforming signs.

Abandoned signs and signs which do not conform to the requirements of this article shall be removed. Any sign permit application for a premises which is not in conflict with the requirements of this article or which has not otherwise lapsed shall remain in effect for the premises.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.046. Substitution of message on sign.

On a commercial sign that is otherwise allowed under this article, any message may be substituted, in whole or in part, without permitting or approval being required therefor, if no alteration is made of the size or structure of the sign.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.047. Approval of signs in downtown district.

A sign requiring a permit under this article which is to be placed, constructed, erected or modified on a site within the downtown district shall require advance approval of the downtown district advisory board, as described in division 4 of this article.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.048. through § 3.09.080. (Reserved)

DIVISION 3
Construction, Design and Maintenance

§ 3.09.081. Construction and design standards.

Notwithstanding such additional restrictions as may be applicable to signs placed within the downtown district, as described in division 4 of this article, all signs shall be designed, constructed and maintained in accordance with the following standards:

- (1) Compliance with building code. All signs shall comply with the provisions of the building code as then adopted by the city.
- (2) Electric signs. Electric signs that have internal wiring or lighting equipment, and external lighting equipment that directs light on signs, shall not be erected or installed until an electrical permit has been obtained from the building official. All such signs and equipment shall bear the seal of approval of an electrical testing laboratory that is nationally recognized as having the facilities for testing. All such signs and equipment shall comply with the National Electrical Code as then adopted by the city. All wiring to electric signs or to freestanding equipment that lights a sign shall be installed underground.
- (3) Construction generally; pole mounted ground signs. Except for temporary signs and sidewalk signs conforming in all respects with the requirements of this article, all signs shall be constructed of permanent materials and shall be attached to the ground, a building or another structure by direct attachment to a wall, frame or structure. All pole mounted ground signs (freestanding signs) shall be enclosed by material designed to prevent rust. The sign should appear as a solid mass or base, such as a cylinder, block, rectangle or square. The pole should be covered from undisturbed natural ground level to the highest portion of the sign.
- (4) Wind resistance. All sign foundations shall be designed for 110-mile-per-hour winds, the plan for which must bear a professional engineer's signature and seal. Exemption to this is that the sign is a pole mounted ground sign, pylon sign or monument sign and is a maximum height of seven (7) feet with the face being no larger than four (4) feet by eight (8) feet.
- (5) Electronic message centers. Electronic message centers shall conform to the following regulations:
 - (A) The message or image on an electronic message center must remain static (stationary) for a minimum of eight (8) seconds.
 - (B) Notwithstanding section 3.09.083, the message area of an electronic message board sign may be illuminated by incandescent lamps, LED (light emitting diodes), magnetic discs, or other sources of light. Whatever the light source, undue brightness is prohibited. For enforcing this provision, prima facie proof of undue brightness is the illumination of a portion of the sign in excess of the intensity levels specified below:
 - (i) Day: 5,000 nits.

(ii) Night: 1,000 nits

To ensure compliance with this provision, the sign must have an automatic phased proportional dimmer, which must be used to reduce nighttime brightness levels (compared to daytime brightness levels). Further, prior to the issuance of a permit for an electronic message center sign, the applicant shall provide written certification from the sign manufacturer that the light intensity has been factory preset not to exceed the levels specified above, and the intensity level is protected from end-user manipulation.

- (C) Any electronic message centers installed prior to the date of the adoption of this article must submit written certification from the sign manufacturer or other persons deemed appropriate by the city that the sign does not cause undue brightness and meets the intensity levels specified above. The owner of an electronic message center shall have sixty (60) days from the adoption of this article to submit certification to the city.
 - (D) A sign owner may modify existing legal conforming structures to an electronic message center only after filing application for a permit and receiving approval by the city.
 - (E) Electronic message centers shall comply with applicable federal and state laws and regulations.
 - (F) Failure to adhere to any of these provisions may result in the revocation of the electronic message center portion of the permit.
 - (G) Only one (1) electronic message center is allowed per premises.
 - (H) No electronic message center attached as a wall sign shall exceed fifty percent (50%) of the area of the maximum allowable size for a wall sign at that location.
 - (I) The addition of any electronic message center to any nonconforming freestanding sign is prohibited.
 - (J) By definition, changeable copy signs which display time, temperature or price shall be allowed as on-premises signs.
- (6) Area of freestanding signs. The area of a freestanding sign shall be based on total road frontage of the property where the sign is to be permitted. The area shall be as follows:

Frontage (feet)	Maximum Area (square feet)
0–50	25
51–100	50
101–150	75
151–200	100
201–250	125

Frontage (feet)	Maximum Area (square feet)
251–300	150
301–350	175
351–400	200
401–450	225
451–500	250
501–550	275
551–600	300

- (7) Wall signs. Wall signs shall be regulated by the following:
- (A) Maximum area: 15% of wall area.
 - (B) Maximum height: 3 feet above building roof.
- (8) Multi-tenant signs. Multi-tenant signs shall be allowed and shall follow the requirements of subsection (6) of this section; furthermore, each sign incorporated in the total signage allowed shall be equally proportioned among the business establishments.
- (9) Height of monument signs. The height of a monument style sign, pylon sign or pole mounted ground sign shall not exceed the limits set in section 3.09.010.
- (10) Window signs. The coverage area of a window shall not exceed thirty percent (30%).
(Ordinance 2017-1 adopted 1/10/17; Ordinance 2023-07 adopted 4/25/2023)

§ 3.09.082. Maintenance.

Notwithstanding such additional restrictions as may be applicable to signs placed within the downtown district, as described in division 4 of this article, all signs shall be maintained in good structural condition, in compliance with all building and electrical codes, in conformance with this article, and subject to the following provisions:

- (1) A sign shall have no more than twenty percent (20%) of its surface area covered with disfigured, cracked, ripped or peeling paint, poster paper or other material for a period of more than thirty (30) days.
- (2) A sign shall not stand with bent or broken sign facing, with broken supports, with loose appendages or struts, or more than fifteen (15) degrees from vertical for a period of more than ten (10) days.
- (3) A sign shall not have weeds, trees, vines or other vegetation growing upon it, or obscuring the view of the sign from the public right-of-way from which it is to be viewed, for a period of more than ten (10) days.
- (4) An internally illuminated sign shall be allowed to stand with only partial illumination for a period of no more than thirty (30) days.

- (5) Flags shall not be faded, tattered or torn.
- (6) Sign illumination shall be placed and shielded so as not to directly cast light rays into nearby residences or sleeping accommodations or into the eyes of motor vehicle drivers.
- (7) All signs and sign structures shall be kept in good repair and, unless of galvanized or noncorroding metal treated with appropriate wood preservative, shall be thoroughly painted as often as necessary, consistent with good maintenance. All signs, sign structures and surrounding area shall be maintained in a safe, clean, sanitary and nonoffensive condition, and shall be kept free and clear of all obnoxious substances and rubbish. All braces, belts, clips, supporting frames, fastenings and systems shall be free from deterioration, termite infestation, rot or loosening. All signs shall be able to withstand safely at all times the wind pressure specified in this article and any other applicable ordinances of the city. If any sign is not so maintained, the code official or his/her designee shall give written notice to the owner or lessee thereof to so maintain the sign or to remove the sign.
- (8) Signs may not create a traffic hazard, and shall be constructed and maintained as follows:
 - (A) Clear sight triangle. No sign shall be erected in the clear sight triangle. Signs shall be erected so as not to obstruct or impair motor vehicle driver vision at business ingress or egress points or at street intersections.
 - (B) Other hazards. No sign shall be erected, and there shall be no lighting of signs or premises thereof, in such a manner or in such location as to obstruct the view of, or to be confused with, any authorized traffic signal, notice or control device. Signs using the word “stop,” “danger” or any other word, symbol or character in a manner which may mislead, confuse or distract the driver of a motor vehicle are strictly prohibited.
 - (C) Notwithstanding other provisions of this article, any such sign or light source constituting a traffic hazard shall be removed at the direction of the building official and/or his/her designee. If not removed by the owner or occupant of the property within ten (10) days of notice, unless otherwise deemed an immediate hazard, the building official and/or his/her designee shall cause the sign to be otherwise removed, and the cost of removal shall become a lien against the property from which it was removed until payment for removal is satisfied.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.083. Lighting.

- (a) Generally. Notwithstanding such additional restrictions as may be applicable to signs placed within the downtown district, as described in division 4 of this article, the following regulations shall apply to signs where lighting is included:
 - (1) Sign illumination shall be placed and shielded so as not to directly cast light rays into nearby residences or sleeping accommodations or the eyes of motor vehicle drivers.
 - (2) Electrical requirements pertaining to signs shall be as prescribed under the National

Electrical Code as adopted.

- (3) No sign regulated by this article shall utilize an exposed incandescent lamp with an external reflector and without a sunscreen or comparable diffusion in excess of fifty (50) watts, or unless wattage does not exceed ten (10) watts.
- (4) A higher wattage incandescent lamp may be used with no diffuser for lane open or closed designation.
- (5) No sign shall use any revolving beacon light, flashing light or strobes.
- (b) Uniformity. Lighting on signs shall be consistent throughout a project, and no sign or portion thereof shall be illuminated differently from any other sign, except as allowed otherwise in this article.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.084. through § 3.09.120. (Reserved)

DIVISION 4
Downtown District

§ 3.09.121. Prohibited signs and devices.

In addition to those signs prohibited by section 3.09.003, the following signs are prohibited within the downtown district:

- (1) Backlit signs;
 - (2) Flashing signs;
 - (3) Portable signs designed to be transported by wheels; and
 - (4) Roof signs.
- (Ordinance 2017-1 adopted 1/10/17)

§ 3.09.122. Signs not requiring permit.

- (a) Sidewalk signs. Sidewalk signs in the downtown district shall not require a permit or advance approval but shall conform to the following requirements:
 - (1) The maximum height of the sign shall be four (4) feet;
 - (2) The maximum width of the sign shall be three (3) feet;
 - (3) In addition to conforming to the requirements of section 3.09.003(a), a minimum clear sidewalk width of four (4) feet shall be maintained;
 - (4) The sign must be properly anchored or weighted against wind;
 - (5) The sign may not contain changeable letters on tracks; and
 - (6) The sign must be removed after business hours.
- (b) Banners. A banner may not exceed twenty-four (24) square feet in area.
(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.123. Construction, design and placement.

All signs placed within the downtown district shall be designed, constructed and maintained in accordance with the standards described in division 3 of this article, and in addition thereto shall adhere to the following standards:

- (1) An alley sign shall not exceed six (6) square feet in area.
- (2) An awning sign shall not exceed sixteen (16) square feet in area.
- (3) A hanging sign shall not exceed eight (8) square feet per face, and shall provide a minimum of eight (8) feet clearance between the sidewalk surface and the bottom of the sign. The sign must hang perpendicular to the facade of the building.
- (4) A projecting sign shall not exceed twenty-five (25) square feet per face, and the top of

the sign shall be located below the roofline of the building to which it is attached, the base of the sign shall be no less than eight (8) feet above the ground, and the sign shall not project more than six (6) feet from the exterior wall of the building.

- (5) A wall sign shall be limited in size as follows:
 - (A) For a sign placed on the same side as the building's primary entrance, and based upon the linear measurement of the wall containing said primary entrance, the sign shall be no more than fifteen percent (15%) of the total wall area the sign is to be placed on.
 - (B) Any sign placed on a building's secondary side or the side facing any side street not containing the primary entrance of the building shall be no larger than the size of a sign on the wall containing the primary entrance of the building.
- (6) The coverage area of a window sign shall not exceed thirty percent (30%) of the area of the window in which it is placed.
- (7) Each premises may have no more than two (2) signs and one (1) sidewalk sign for each street entrance, with the exception of the following:
 - (A) A building located on the corner of two (2) named streets may also have one (1) sign and one (1) sidewalk sign oriented to its secondary or side street frontage; and
 - (B) A building containing a public rear entrance may also have one (1) sign and one (1) sidewalk sign oriented to the rear of the building.
- (8) No sign in the downtown district shall cover or otherwise obstruct any distinctive architectural feature of the building on which it is placed or painted.
- (9) No more than thirty percent (30%) of any exterior wall of a building may be covered by signage.
- (10) Projecting signs and awnings shall be anchored to withstand 110-mile-per-hour winds, and shall be built pursuant to a plan bearing a professional engineer's calculations and seal.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.124. Approval procedure.

If a sign requiring a permit under this article is to be placed, constructed, erected or modified on a site within the downtown district, in addition to the requirements for permit described in division 2 of this article, prior approval of the downtown district advisory board must be obtained, with proof thereof submitted to the building official.

- (1) As applicant, the building owner, or, with the owner's written permission, the owner's designee, shall meet with the building official to determine the requirements for a sign to be placed, constructed, erected or modified on a site within the downtown district.
- (2) The applicant shall then complete any written application for a sign as required by the downtown district advisory board, and submit the application, with all attachments

required, to the building official for review as required by the downtown district advisory board.

- (3) The applicant shall attend such meetings as may be scheduled by the downtown district advisory board for the purpose of presenting the application for sign approval.
- (4) Upon approval by the downtown district advisory board, the applicant shall secure such permits as may be required for construction, placement or modification from the building official.
- (5) Within sixty (60) days of grant of permit from the building official, construction shall commence as described in the approved application. Work must be completed within 180 days.

(Ordinance 2017-1 adopted 1/10/17)

§ 3.09.125. District boundaries.

The area of downtown beginning at the intersection of Dr. Martin Luther King, Jr. Blvd. and Milam heading north on Milam to the intersection of Milam and Grand, thence continue heading east on Grand to the intersection of Grand and San Jacinto, thence continue heading south on San Jacinto to the intersection of San Jacinto and Dr. Martin Luther King, Jr. Blvd., thence heading west on Dr. Martin Luther King, Jr. Blvd. to the intersection of Dr. Martin Luther King, Jr. Blvd. and Milam.

(Ordinance 2017-1 adopted 1/10/17)



Sign Permit Application

City of Liberty Community Development Department

1829 Sam Houston | Liberty, Texas 77575

Phone: 936-336-3684 | Fax: 936-336-9846 | Email: permits@cityofliberty.org

Permit Fee: \$150 Per Sign

1. Date 7 / 14 / 26
2. Job Address 1900 SAM HOUSTON, LIBERTY TX 77575
3. Legal Description Lot ALL Block 32 Addition LIBERTY INNER BLOCKS
4. Name of Business FIRST LIBERTY BANK
5. Valuation of Work (Cost + Labor) \$18,781.00
6. Property Owner FIRST LIBERTY BANK Phone _____
7. Contractor FLITE SIGNS Phone 832-518-7750
8. Contractor E-mail Address: OLDDOG PERMITS @ GMAIL .COM
9. Electrical Contractor (If Applicable) FLITE SIGNS
10. Class of Work ☒ New ☐ Reface ☐ Replace Existing
11. Sign Dimensions Length 4' Width 6' Total Sq. Ft. 24
12. Height of Sign 7'
13. Sign Type ☒ Freestanding ☐ Wall ☐ Canopy ☐ Portable
14. Does sign have any electronic message boards? ☐ Yes ☒ No
15. Does sign have any LED or Lit Channel letters? ☒ Yes ☐ No
16. Plans attached ☒ Site Plan ☒ Wording on Sign
17. All existing buildings on the property _____

18. Minimum Sign Setbacks and Height Limitations

	<i>Minimum Setbacks</i>	<i>Height Limits</i>
Highway 90	10 feet from property line	41 feet
Highway 146	5 feet from property line	41 feet
Highway 146 Bypass	5 feet from property line	41 feet
City Streets	5 feet from property line	21 feet

NOTES:

- No work shall be performed by applicant until permit is issued.
- Signs shall not be located in or on an easement or public right-of-way.
- Electrical permits are separate permits.

SUBMITTAL REQUIREMENTS

- For wall signs, please provide details on how the sign will be attached to the wall. If electric will be provided to the sign, please provide details. Electrical details should include how the electrical will run from the sign to the building and power source.
- For newly constructed pylon and other freestanding signs, please have engineered signed and sealed plans designed for 110 mph ultimate wind speed.
 - Exemption: Signs seven (7) feet or shorter with a sign face no wider than eight (8) feet are exempt from this provision.
- Adopted Codes: 2021 International Building Code (IBC); 2023 National Electric Code (NEC)

Applicant Name (Printed): John SAEPLERD Date: 7/14/26
 Applicant Name (Signature): J. Shepherd Date: 7/14/26

Approved by (Name): _____ Title: _____ Date: _____



FLITE SIGNS, LLC.
6015 SKYLINE DR
HOUSTON, TX 77057
713.429.6951

SINCE 1979

FIRST LIBERTY BANK

1900 SAM HOUSTON STREET | LIBERTY, TX 77575

SIGN TYPE

DRAWING NUMBER: 26-07025



FIELD SURVEY
REQUEST



VECTOR ARTWORK
RECEIVED



VERIFIED COLORS
RECEIVED



CERTIFIED ENGINEERING



PERMITTING
REQUEST



VERIFIED SITE PLAN

NOTES:

SALE REP:PROJECT MGR:DESIGNER:

DESIGN LOG

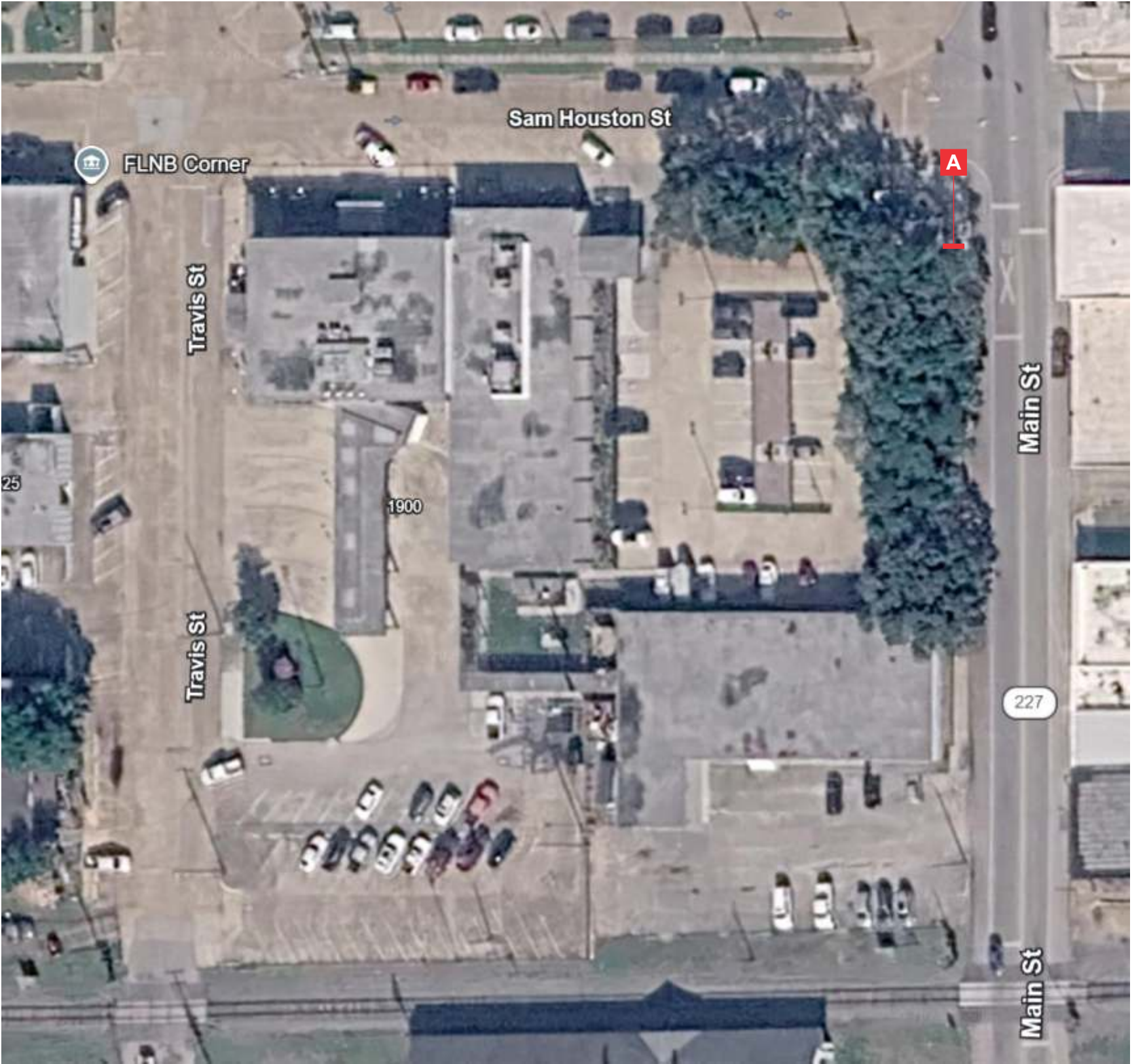
REVISION NUMBER - DATE - INITIAL

NEW DRAWING - 07.01.26 - KP
COMMENTS:

SIGN LOCATION

A

 MONUMENT



 AERIAL VIEW
SCALE: NTS

 **flitesigns**
6015 SKYLINE DRIVE
HOUSTON, TX 77057

SALES REP:
NATHAN N.

DESIGNER:
KEN P.

PROJECT MGR:
BRIANNE C.

DRAWING NUMBER:
26-07025

CLIENT:
FIRST LIBERTY BANK
1900 SAM HOUSTON STREET | LIBERTY, TX 77575

ELECTRICAL REQUIREMENT:
PRIMARY ELECTRICAL TO BE PROVIDED BY CUSTOMER. SIGNS WILL BE WIRED FOR 120-277 VAC. FLITE SIGNS LLC MUST BE NOTIFIED IF VOLTAGE IS DIFFERENT PRIOR TO SIGN MANUFACTURING. A CLEAN, DEDICATED 20AMP CIRCUIT CONSISTING OF PRIMARY (BLK), NEUTRAL (WHT), & GROUND (GRN) ARE TO BE PROVIDED BY CUSTOMER'S LICENSED ELECTRICAL CONTRACTOR. J-BOX MUST BE LOCATED WITHIN 6FT OF SIGN, WITH BREAKER LABELED.

UL SPECIFICATION:
UPON REQUEST, THIS SIGN IS INTENDED TO BE FABRICATED & INSTALLED IN ACCORDANCE TO UL STANDARDS AND THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRIC CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING. THE LOCATION OF THE DISCONNECT SWITCH AFTER INSTALLATION SHALL COMPLY WITH ARTICLE 600.6 (A)(1) OF THE NATIONAL ELECTRICAL CODE.



NOTES:

PROJECT APPROVED BY: _____ DATE: _____

PRODUCTION STATUS:
**AWAITING
FOR APPROVAL**



ELEVATION - EXISTING
SCALE: 1/4"=1'-0"



ELEVATION - PROPOSED
SCALE: 1/4"=1'-0"



ELEVATION - PROPOSED
SCALE: 3/8"=1'-0"

SIGN A

SCOPE OF WORK

MANUFACTURE AND INSTALL (1) D/F INTERNALLY ILLUMINATED MONUMENT

SPECIFICATIONS:

· ALL ALUMINUM CONSTRUCTION

· FACES: 3/16" 2447 WHITE ACRYLIC, D1-D2, V1-V4 VINYL GRAPHICS

· RETAINERS: 2" X 2" ALUMINUM, FINISH P1

· DIVIDER BAR: 1.5" ALUMINUM, FINISH P1

· REVEAL: 2" X 2" X 3/16" ALUMINUM SQ. TUBE, FINISH P2

· BASE/POLE COVER: ALUMINUM CLADDING OVER ALUM. ANGLE FRAMING FINISHED P3

· ILLUMINATION: 7100K WHITE LED MODULES WITH POWER SUPPLIES

SUPPORT & FOUNDATION:

· 4" STD STEEL PIPE, 4.5" O.D. (0.237" WALL)

· CONCRETE PIER 18" DIA X 4' DEEP

· @ 3000 PSI

PAINT COLORS	(M) MATTE FINISH (ST) STUCCO
P1: MP BLACK P2: PTM PANTONE 208 C P3: PTM C:35 M:90 Y:68 K:63	
DIGITAL PRINT	(T) TRANSLUCENT (O) OPAQUE (DR) DIRECT PRINT
D1: DIGITAL PRINT PMS 208 C (T) D2: DIGITAL PRINT (T)	
VINYL COLORS	(T) TRANSLUCENT (O) OPAQUE (P) PERFORATED
V1: 3M BURGUNDY 3630-49 (T) V2: 3M DURANODIC 3630-69 (T) V3: 3M SILVER GRAY 3630-51 (T) V4: 3M BLACK (O)	



 **SIGN LAYOUT**
SCALE: 3/4"=1'-0"

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: August 11, 2026

Agenda Wording: Discussion and possible action approving the plat for the Liberty Pitstop Express Truck Stop.

Department: Community Development

Subject: Liberty Pitstop Express Truck Stop Plat

Background: JP Anders of Windrose Land Services has submitted a plat application to create a single 3.604-acre lot for a proposed truck stop at 3570 Highway 90. The new lot will be created by combining 11 existing lots.

Funding Source: n/a

Staff Recommendation:



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/2026 6:00 PM

Department: Community Development
Category: Action Item

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, APPROVING THE PRELIMINARY PLAT FOR THE LIBERTY PITSTOP EXPRESS TRUCK STOP; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, JP Anders of Windrose Land Services, on behalf of Liberty Pitstop, LLC, submitted a plat application to create a single 3.604-acre lot for a proposed truck stop located at 3570 Highway 90, Liberty, Texas; and

WHEREAS, the proposed plat combines eleven (11) existing lots into a single lot; and

WHEREAS, the Planning and Zoning Commission considered and recommended approval of the preliminary plat at its July 29, 2026, meeting; and

WHEREAS, the City Council finds that the preliminary plat complies with the City's subdivision ordinance and applicable development regulations and is in the best interest of the City;

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

Section 1. That the City Council hereby approves the Preliminary Plat for the Liberty Pitstop Express Truck Stop, a 3.604-acre tract located at 3570 Highway 90, Liberty, Texas, as submitted by Windrose Land Services on behalf of Liberty Pitstop, LLC.

Section 2. That this approval pertains solely to the preliminary plat and the subdivision of land described herein. Nothing in this Resolution shall be construed as approval of any specific land use, site plan, building permit, or development activity on the property. All such approvals remain subject to the City's applicable zoning, permitting, and development regulations.

Section 3. That the appropriate City officials are authorized to take all actions necessary to effectuate the approval described herein.

Section 4. That this Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this ____ day of _____, 2026.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas



PLAT APPLICATION

City of Liberty Community Development Department

1829 Sam Houston, Liberty, Texas 77575

Phone: 936-336-3684 | Fax: 936-336-9846 | Email: permits@cityofliberty.org

APPLICATION FOR

☐ *Minor Plat (2 or fewer lots) - \$300.00

☒ Preliminary Plat - \$100.00

☒ *Short Form Final Plat (4 or fewer lots) - \$300.00

☐ *Final Plat - \$300.00

PROPERTY INFORMATION

Subdivision Name: Liberty Pitstop Express Truck Stop

Address/Location: 3570 US-90, Liberty, TX 77575

Lot(s): 1 Reserve

Block(s): 1

of Acres: 3.604

of Lots: 0

of Units: 0

APPLICANT INFORMATION

Name: JP Anders

Company: Windrose Land Services

Mailing Address: 5353 W Sam Houston Pkwy N, Suite 150 City: Houston State: TX Zip: 77041

Email Address: jp.anders@windroseservices.com Phone: (346) 998-3793

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

Name: Liberty Pitstop, LLC

Company: Liberty Pitstop LLC

Mailing Address: 322 Julie Rivers Dr. City: Sugar Land State: TX Zip: 77478

Email Address: imran@enccap.com Phone: (713) 636-2563

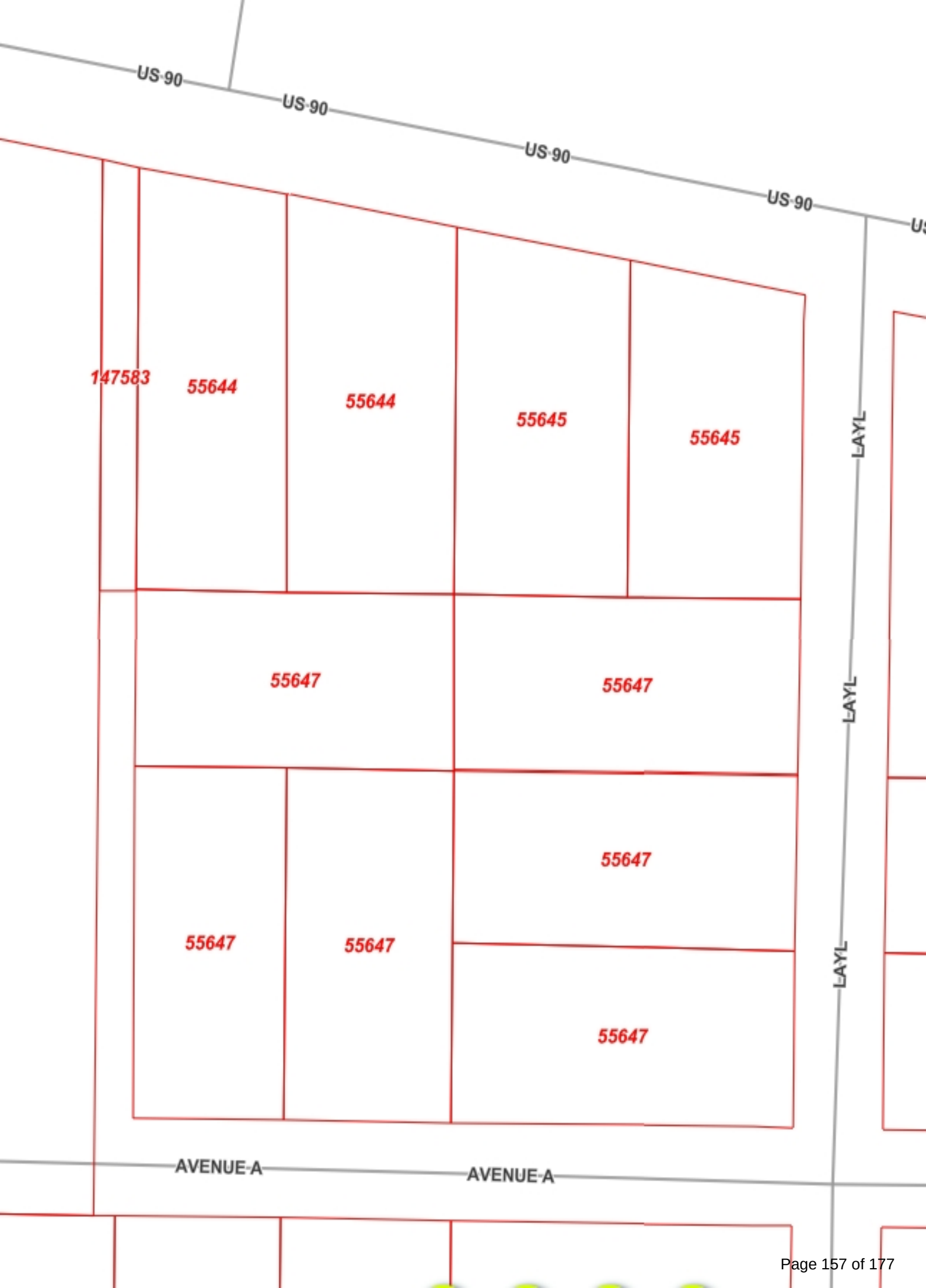
SIGNATURE


Owner's Signature

6/26/2026
Date

John P Anders
Applicant Signature

06/26/2026
Date



US-90

US-90

US-90

US-90

US-90

147583

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AVENUE-A

AVENUE-A

STATE OF TEXAS
COUNTY OF LIBERTY

This is to certify that we, Liberty Pitstop, LLC, are the legal owners of the land shown on this plat, being the tract of land as conveyed to us by deed recorded under L.C.C.F. NO. 2026002572, and designated herein as the LIBERTY PITSTOP EXPRESS TRUCK STOP in the city of Liberty, Texas.

FURTHER, We, the undersigned, do hereby DEDICATE to the use of the public forever all streets, alleys, parks, watercourses. Drains, easements, and public places shown on this plat for the purpose and consideration therein expressed.

Naqeeb Punjani

Imran Dhanani

STATE OF TEXAS
COUNTY OF LIBERTY

Before me, the undersigned authority, on this day personally appeared Naqeeb Punjani and Imran Dhanani of Liberty Pitstop, LLC, known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that such persons executed the same for the purpose and considerations therein stated.

Given under my hand and seal of office

this the _____ day of _____, 20____

Notary Public State of Texas (Signature)

Notary's Name Typed (Print Name)

My Commission expires:

KNOW ALL MEN BY THESE PRESENTS:

That I, MARCO A ANDRADE JR., do hereby certify that I made an actual and accurate survey of the platted land, and that the corner monuments shown on the foregoing plat were properly placed under my personal supervision, in accordance with all Subdivision and Land Development Ordinances for the City of Liberty, Texas.

MARCO A ANDRADE JR.
Registered Professional Land Surveyor
Texas Registration No. 6940

Liberty City Council Acknowledgement

Approved by the Liberty City Council, this _____ day of _____, 20____.

John Hebert, Jr.
Mayor

Debbie Dugger
Mayor Pro-Tem

Betty Runkle
Councilmember

Bruce Bell
Councilmember

Ed Seymour
Councilmember

Nick Dennis
Councilmember

Ross Ward
Councilmember

ATTEST:

April Gilliland
City Secretary

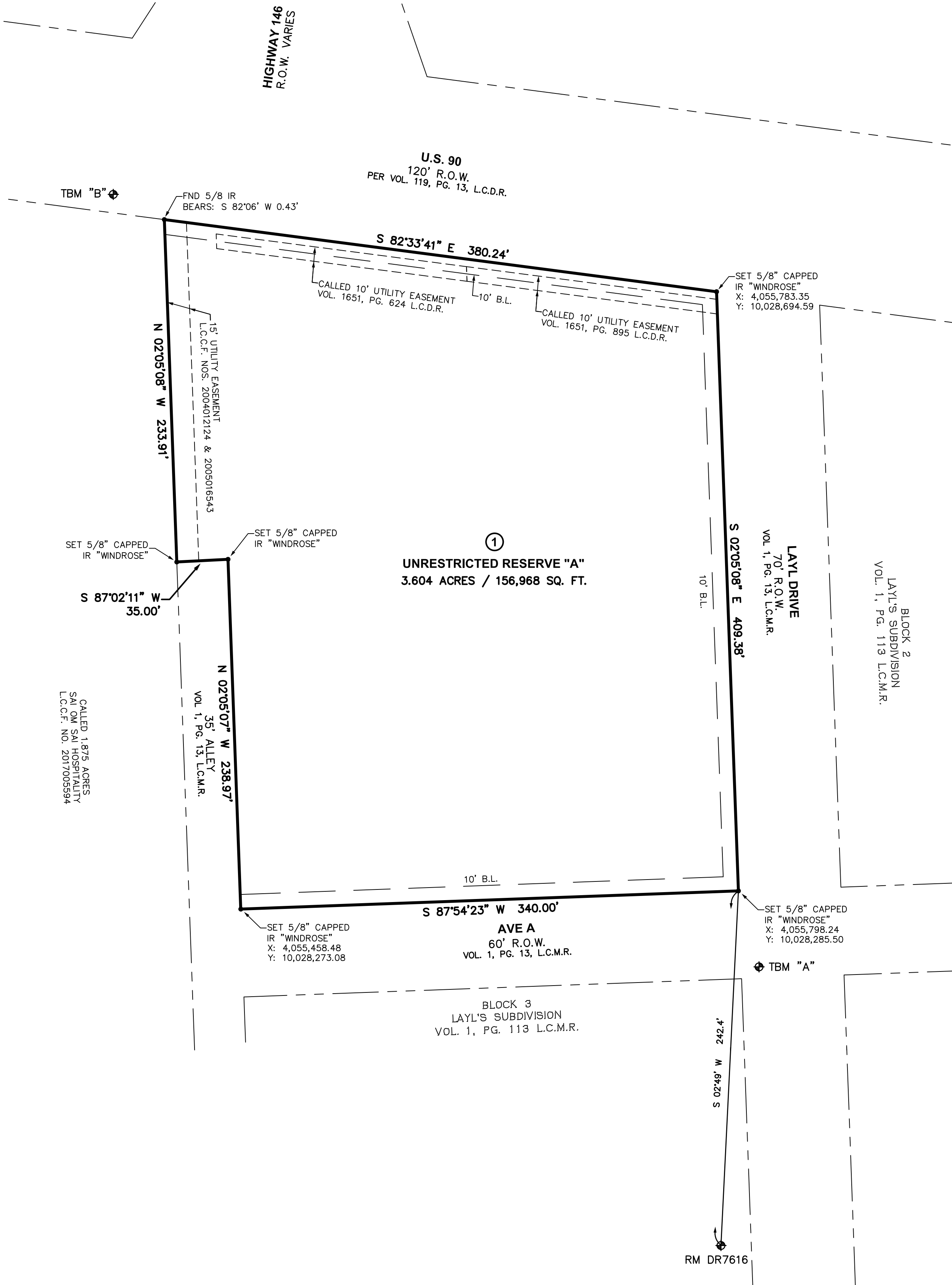
THE STATE OF TEXAS COUNTY OF LIBERTY

I, LEE HAIDUSEK CHAMBERS, County Clerk of Liberty County, Texas, do hereby certify that this instrument was filed for registration in my office on the _____ day of _____, 20____ at _____ o'clock ____m. and duly recorded on

the _____ day of _____, 20____ at _____ o'clock ____m.

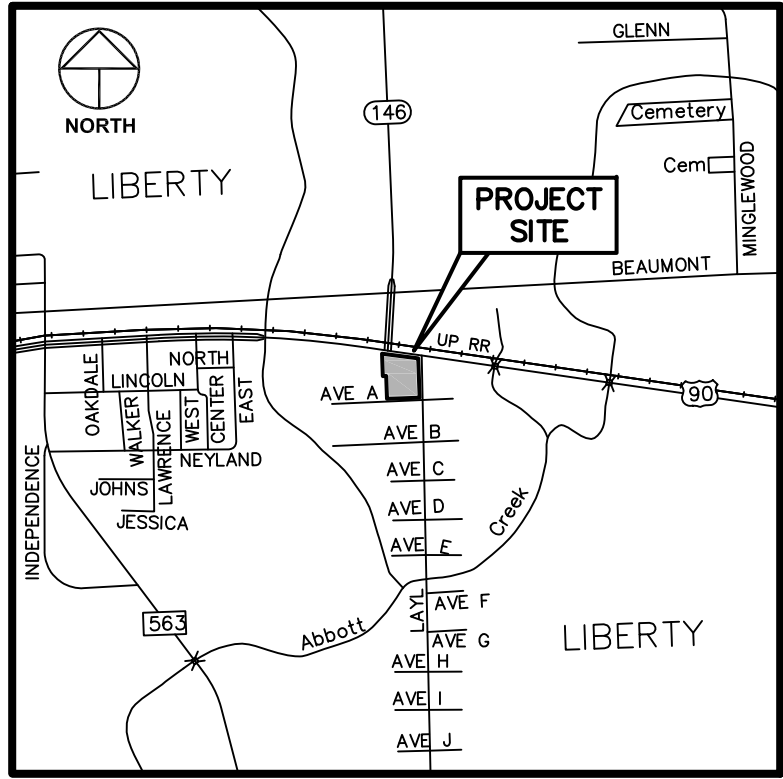
in the Plat Records of Liberty County, Texas, in Book _____, Page _____.

Witness my hand and seal at Liberty, Texas, this the day and date last above written



ABBREVIATIONS

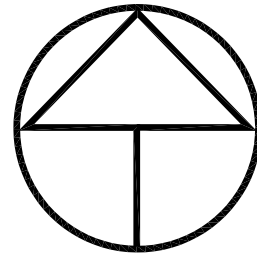
- A.E. - AERIAL EASEMENT
- D.E. - DRAINAGE EASEMENT
- ESMT. - EASEMENT
- FND - FOUND
- L.C.C.F. - LIBERTY COUNTY CLERK FILE
- L.C.D.R. - LIBERTY COUNTY DEED RECORDS
- L.C.M.R. - LIBERTY COUNTY MAP RECORDS
- IP - IRON PIPE
- IR - IRON ROD
- NO. - NUMBER
- PG. - PAGE
- R.O.W. - RIGHT-OF-WAY
- AC. - ACRES
- SQ. FT. - SQUARE FEET
- VOL. - VOLUME
- B.L. - BUILDING LINE
- W.L.E. - WATER LINE EASEMENT
- S.S.E. - SANITARY SEWER EASEMENT
- U.E. - UTILITY EASEMENT
- (S) - SET 5/8" CAPPED IR "WINDROSE"



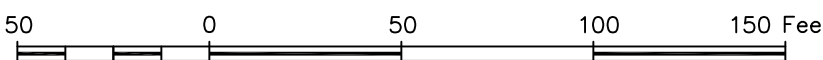
CITY OF LIBERTY, LIBERTY COUNTY, TEXAS

VICINITY MAP

SCALE: 1" = 2000'



NORTH



GENERAL NOTES

- BEARINGS WERE BASED ON THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203). COORDINATES SHOWN HEREON ARE GRID COORDINATES AND MAY BE BROUGHT TO SURFACE BY APPLYING THE FOLLOWING SCALE FACTOR: 0.9999700008
- ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), FLOOD INSURANCE RATE MAP (FIRM) FOR LIBERTY COUNTY, TEXAS, MAP NO. 48291C0445D REVISED/DATED JANUARY 19, 2018, THE SUBJECT TRACT APPEARS TO LIE WITHIN UNSHADED ZONE "X". THIS DETERMINATION WAS DONE BY GRAPHIC PLOTTING AND IS APPROXIMATE ONLY, AND HAS NOT BEEN FIELD VERIFIED. THIS FLOOD STATEMENT DOES NOT IMPLY THAT THE PROPERTY OR STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. ON RARE OCCASIONS FLOODS CAN AND WILL OCCUR AND FLOOD HEIGHTS MAY BE INCREASED BY MAN-MADE OR NATURAL CAUSES. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF WINDROSE SURVEYING AND LAND SERVICES.

BENCHMARK PUBLISHED ELEVATION - 40.1

ALL ELEVATIONS SHOWN HEREON ARE BASED ON NGS MONUMENT PID DR7616 BEING A FLANGE-ENCASED STAINLESS STEEL ROD STAMPED "TULI RM-2006" LOCATED ABOUT 700 FEET SOUTH ALONG LAYL DRIVE FROM HIGHWAY 90 AND UNION PACIFIC RAILROAD ABOUT 350 FEET EAST FROM HIGHWAY 146. (NAVD 88).

TEMPORARY BENCHMARK "A" ELEVATION - 38.77

BEING A BOX CUT APPROXIMATELY 417 WEST FEET FROM THE INTERSECTION OF LAYL DRIVE AND US 290. (SHOWN HEREON)

TEMPORARY BENCHMARK "B" ELEVATION - 39.19

BEING A BOX CUT ON CONCRETE STORM HEADWALL APPROXIMATELY 10 FEET EAST OF A POWER POLE AT THE INTERSECTION OF LAYL DRIVE AND AVE A. (SHOWN HEREON)

PRELIMINARY PLAT OF LIBERTY PITSTOP EXPRESS TRUCK STOP

A SUBDIVISION OF 3.604 AC. / 156,968 SQ. FT.

BEING A REPLAT OF LOTS 1 - 10,

AND A PORTION OF A 35' ALLEY, LAYL'S

SUBDIVISION, VOL. 1, PG. 113, L.C.M.R.

SITUATED IN THE

JAMES MARTIN SURVEY, ABSTRACT NO. 73

CITY OF LIBERTY, LIBERTY COUNTY, TEXAS

1 BLOCK 1 RESERVE

REASON FOR REPLAT: TO CREATE ONE (1) UNRESTRICTED RESERVE

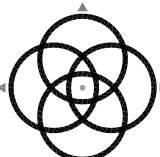
JULY 2026

Owner / Developer

Liberty Pitstop, LLC

322 Julie Rivers Dr.
Sugar Land, TX 77478
(713) 636-2563

Surveyor



WINDROSE
LAND SURVEYING | PLATTING

FIRM REGISTRATION NO. 10108800
713.458.2281 | WINDROSESERVICES.COM
5353 W SAM HOUSTON PKWY N, SUITE 150, HOUSTON TX 77041

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: August 11, 2026

Agenda Wording: Discussion and possible action on adopting an ordinance amending the master fee schedule by adding an investigation fee for unpermitted construction.

Department: Community Development

Subject: Unpermitted construction investigation fee

Background: Raymond Theriot would like to add an investigation fee for unpermitted construction to the master fee schedule in the amount of \$300 minimum or double the permit fee whichever is greater for each occurrence unpermitted construction is found.

Funding Source:

Staff Recommendation: Staff recommends approval of the ordinance establishing a unpermitted construction investigation fee.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/20266:00 PM

Department: Community Development
Category: Ordinance

Ordinance

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AMENDING THE CITY'S MASTER FEE SCHEDULE TO ADD FEES FOR THE INVESTIGATION OF UNPERMITTED CONSTRUCTION; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Liberty has adopted construction codes, standards and permits that citizens are expected to follow; and

WHEREAS, occasionally individuals violate our city codes and ordinances by performing construction without permits or in violation of their permits; and

WHEREAS, as a result of the unpermitted work, the building official and city staff must perform investigations to ensure the safety and standards for construction within the city; and

WHEREAS, the City Council finds that establishing an investigation fee for unpermitted construction will be beneficial to the citizens of Liberty by helping promote proper construction processes.

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

SECTION 1. Amendment of Master Fee Schedule: Permit and Inspection Department. The Permit and Inspection Department section of the City of Liberty Master Fee Schedule is hereby amended to add the following fees and policies applicable to the investigation of unpermitted construction.

A. Unpermitted Construction Fees.

Type of Fee	Fee Amount
Investigation Fee	for Greater of \$300 or double the permit fee. A
Unpermitted Construction	fee shall be charged for each occurrence where unpermitted construction is found.

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed only to the extent of such conflict.

SECTION 3. Severability. If any provision of this Ordinance is held invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions, which shall remain in full force and effect.

SECTION 4. Open Meetings. It is hereby officially found and determined that the meetings at which this Ordinance was introduced and passed were open to the public and that public notice of the time, place, and purpose of said meetings was given as required by law.

SECTION 5. Effective Date. This Ordinance shall take effect immediately upon its passage.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Liberty, this _____ day of _____, 2026.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: August 11, 2026

Agenda Wording: Discussion and possible action on ratifying the \$50,000 LCDC expenditure for the 2026 Lights in Liberty.

Department: Administration

Subject: Lights in Liberty

Background: Lights in Liberty would like to share:

- **Success of 2025 Lights in Liberty,
- **Confirmed plans for 2026
- **"In the Works" projects 2026
- **Estimated budget for 2026
- **Financial request to LCDC

Funding Source:

Staff Recommendation:



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/20266:00 PM

Department: Administration
Category: Action Item

Resolution

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 2026 LIGHTS IN LIBERTY EVENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Liberty Community Development Corporation ("LCDC") met on July 21, 2026, and voted to approve an expenditure of \$50,000.00 for the 2026 Lights in Liberty event; and

WHEREAS, Lights in Liberty is an annual holiday season event hosted by the City of Liberty promoting tourism, economic development, and community quality of life; and

WHEREAS, the City Council finds that the Lights in Liberty event serves a public purpose by attracting visitors to the City, supporting local businesses, and enhancing the quality of life for the citizens of Liberty; and

WHEREAS, the City Council finds that the proposed expenditure is in the best interest of the City;

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

Section 1. That the City Council hereby approves the expenditure by the Liberty Community Development Corporation in an amount not to exceed \$50,000.00 for the 2026 Lights in Liberty event.

Section 2. That the appropriate City officials are authorized to take all actions necessary to effectuate the event described herein.

Section 3. That this Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this ____ day of _____, 2026.

Mayor

City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas

CITY OF LIBERTY

City Council Agenda Item Form

Meeting Date: August 11, 2026

Agenda Wording: Discussion and possible action approving \$20,000 from the Hotel Occupancy Tax to fund the 2026 Light in Liberty Program.

Department: Administration

Subject: Lights in Liberty

Background: Lights in Liberty would like to share:

- **Success of 2025 Lights in Liberty,
- **Confirmed plans for 2026
- **"In the Works" projects 2026
- **Estimated budget for 2026
- **Financial request to LCDC

Funding Source:

Staff Recommendation:



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/20266:00 PM

Department: Administration
Category: Action Item

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, APPROVING THE EXPENDITURE OF HOTEL OCCUPANCY TAX FUNDS FOR THE 2026 LIGHTS IN LIBERTY EVENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Liberty collects a Hotel Occupancy Tax ("HOT") pursuant to Chapter 351 of the Texas Tax Code for the purpose of promoting tourism and the convention and hotel industry; and

WHEREAS, Lights in Liberty is a multi-day annual holiday season event hosted by the City of Liberty that attracts visitors to the City over an extended period, promoting overnight stays and tourism activity; and

WHEREAS, the expenditure of Hotel Occupancy Tax funds for the 2026 Lights in Liberty event constitutes a permissible use of such funds under Texas Tax Code § 351.101 as an activity that directly promotes tourism and the convention and hotel industry; and

WHEREAS, the City Council finds that the proposed expenditure is in the best interest of the City;

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

Section 1. That the City Council hereby approves the expenditure of \$20,000.00 from the City's Hotel Occupancy Tax fund for the 2026 Lights in Liberty event.

Section 2. That the appropriate City officials are authorized to take all actions necessary to effectuate the expenditure described herein.

Section 3. That this Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this ____ day of _____, 2026.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/20266:00 PM

Department: Administration
Category: Action Item

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE CITY TO ADVERTISE FOR PROPOSALS FOR GRANT ADMINISTRATION SERVICES FOR THE MITIGATION REALLOCATION PROGRAM (MRP) GRANT FROM THE TEXAS GENERAL LAND OFFICE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas General Land Office ("GLO") administers the Mitigation Reallocation Program ("MRP") utilizing Community Development Block Grant — Mitigation ("CDBG-MIT") funds for flood and drainage improvements, water system improvements, wastewater improvements, street improvements, and emergency communications equipment; and

WHEREAS, the MRP provides grant awards ranging from \$2,500,000 to \$10,000,000 per project to eligible units of local government; and

WHEREAS, the City of Liberty is an eligible entity under the MRP and intends to apply for grant funding for mitigation projects; and

WHEREAS, the GLO requires that grant recipients procure grant administration services in compliance with applicable federal and state procurement requirements; and

WHEREAS, the City Council finds it is in the best interest of the City to solicit proposals for grant administration services to assist the City in administering the MRP grant;

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

Section 1. That the City Council hereby authorizes the City to advertise for proposals (RFP) for grant administration services for the Mitigation Reallocation Program (MRP) grant from the Texas General Land Office.

Section 2. That the appropriate City officials are authorized to take all actions necessary to effectuate the procurement described herein.

Section 3. That this Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this ____ day of _____, 2026.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas



www.grtraylor.com

903.581.0500

info@grtraylor.com



CDBG- Mitigation Reallocation Program (MRP)

Administered by the Texas General Land Office, the MRP program will allow communities to construct mitigation projects in areas affected by flooding disasters from 2015 - 2018. Applications are expected to be released in Fall 2026.

*Action Plan is currently in the public comment period and the requirements are subject to change.

Act Now!

Ask our team for next steps and recommendations on identifying potential projects.

Applications: \$2.5 Million - \$10 Million

(10% Local Match To Maximize Points)



Low-to-Moderate Income Beneficiaries

Projects benefitting areas consisting of at least 51% LMI households will be prioritized.



No proof of damages required

Program does not require communities to prove prior damages in project area.



Program End Date of 2033

As with the original MIT program, large projects will have time to secure appropriate permitting and complex environmental assessments.

State of Texas CDBG Mitigation (CDBG-MIT) Action Plan Amendment 5: **Building Stronger for a Resilient Future**



Texas General Land Office
Dawn Buckingham, M.D., Commissioner

Published: July 7, 2026

Public Comment Period:
July 7- August 6, 2026

HUD Approval:

5.4.13 MITIGATION REALLOCATION PROGRAM (MRP)

The Mitigation Reallocation Program (MRP) is designed to support the reallocation of deobligated and unutilized CDBG-MIT funds for much needed further disaster mitigation. Eligible entities may submit up to three eligible projects through the call for projects. These submissions will be scored based on the selection criteria below and undergo an eligibility analysis before the eligible entities are invited to submit a full application.

As funds continue to be identified through the deobligation process, they may be added to this program. All remaining funds for mitigation programs in this action plan may be reallocated to this program, as appropriate.

The MRP supersedes any conflicting criteria of the Action Plan, as amended, while addressing the appropriate reallocation of unutilized funds that will be used in the MRP.

5.4.13.1 *Allocation Amount: \$92,000,000*

The GLO will ensure that MRP-funded projects maintain:

- i. Overall HUD MID counties and ZIP codes expenditures; and
- ii. LMI aggregate requirements.

5.4.13.2 *Award Amount*

- i. Maximum per project: \$10,000,000
- ii. Minimum per project: \$2,500,000

5.4.13.3 *Eligible Entities:* Units of local government (cities and counties), flood and drainage districts, and Indian Tribes.

5.4.13.4 *Eligible Activities*

- i. Flood and drainage improvements.
- ii. Water system improvements.
- iii. Wastewater improvements.
- iv. Street improvements.
- v. Permanently affixed emergency communications equipment.

5.4.13.5 *Ineligible Activities*

- i. Any activity not identified above.



5.4.13.6 Program Restrictions

- i. CDBG-MIT funds shall not be used for programs and projects to provide emergency response services. Emergency response services shall mean those services that are carried out in the immediate response to a disaster or other emergency in order to limit the loss of life and damage to assets by state and local governmental and nongovernmental emergency public safety, fire, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities;
- ii. CDBG-MIT funds may not be used to enlarge a dam or levee beyond the original footprint of the structure that existed prior to the disaster event. CDBG-MIT funds for levees and dams are required to:
 - a. Register and maintain entries regarding such structures with the USACE National Levee Database or National Inventory of Dams;
 - b. Ensure that the structure is admitted in the USACE PL 84–99 Rehabilitation Program (Rehabilitation Assistance for Non-Federal Flood Control Projects);
 - c. Ensure the structure is accredited under the FEMA NFIP; and
 - d. Maintain file documentation demonstrating a risk assessment prior to funding the flood control structure and documentation that the investment includes risk reduction measures.
- iii. Funds may not be used to assist a privately owned utility for any purpose. A private utility, also referred to as an investor-owned utility, is owned by private investors and is for-profit as opposed to being owned by a public trust or agency (e.g., a coop or municipally owned utility).
- iv. CDBG-MIT funds may not be used on buildings and facilities used for the general conduct of government (e.g., city halls, courthouses, and emergency operation centers);
- v. By law, (codified in the HCD Act as a note to 105(a)), the amount of CDBG-MIT funds that may be contributed to a USACE project is \$250,000 or less.
- vi. Section 582 of the National Flood Insurance Reform Act of 1994, as amended, (42 U.S.C. 5154a) prohibits flood disaster assistance in certain circumstances. In general, it provides that no federal disaster relief assistance made available in a flood disaster area may be used to make a payment (including any loan assistance payment) to a person for “repair, replacement, or restoration” for damage to any personal, residential, or commercial property if that person at any time has received federal flood disaster assistance that was conditioned on the person first having obtained flood insurance under applicable federal law and the person has subsequently failed to obtain and maintain flood insurance as required under applicable federal law on such property. No disaster assistance may be



provided for the repair, replacement, or restoration of a property to a person who has failed to meet this requirement.

5.4.13.7 *National Objectives:*

Low- and moderate-income (LMI) and urgent need mitigation (UNM).

5.4.13.8 *Project Selection*

The GLO will hold a call for projects with each entity permitted to submit a maximum of three eligible projects. The GLO will then rank projects using the criteria defined in the Selection Criteria section below. This ranking will be used to inform the project selection in addition to a review of program eligibility and grant conditions.

Depending on demand, no applicant will be awarded for their second application until all entities with an eligible project scoring at least 50 points have been awarded funding once. Likewise, no applicant will be awarded for their third application until all entities with two eligible projects scoring at least 50 points have been awarded funding for each respective project.

5.4.13.9 *Eligibility Criteria*

The financial and management capacity of each entity and feasibility for the submitted project to be completed within the three-year time frame will be evaluated by the GLO for each project submission. Additionally, each project must:

- i. Include one activity, one service area, and address one HUD national objective; and
- ii. Mitigate against one of the top risks to which Texas has the greatest exposure, as outlined in the Mitigation Needs Assessment: hurricanes/tropical storms/tropical depressions, severe coastal/riverine flooding, storms, and tornadoes.

5.4.13.10 *Selection Criteria*

Criteria	Maximum Points
LMI National Objective	10 Points Possible
<i>Project meets the LMI national objective</i>	<i>10 Points</i>
<i>Project does not meet the LMI national objective</i>	<i>0 Points</i>
Leverage	5 Points Possible
<i>Entity has pledged to provide Non-CDBG leverage (a minimum value of 10% of CDBG-MIT funds requested)</i>	<i>5 Points</i>
<i>Entity has not pledged to provide Non-CDBG leverage (a minimum value of 10% of CDBG-MIT funds requested)</i>	<i>0 Points</i>
Identification in existing plan	5 Points Possible
<i>Project is identified in a current adopted local plan</i>	<i>5 Points</i>



Criteria	Maximum Points
<i>Project is not identified in a current adopted local plan</i>	<i>0 Points</i>
HUD MID	5 Points Possible
<i>Project is in a HUD MID county or ZIP Code</i>	<i>5 Points</i>
<i>Project is in a State MID area</i>	<i>0 Points</i>
Social Vulnerability Index (SoVI)	25 Points Possible
<i>High</i>	<i>25 Points</i>
<i>Medium High</i>	<i>20 Points</i>
<i>Medium</i>	<i>15 Points</i>
<i>Medium Low</i>	<i>10 Points</i>
<i>Low</i>	<i>5 Points</i>
Composite Disaster Index (CDI)	25 Points Possible
<i>Top 10%</i>	<i>25 Points</i>
<i>Top 25%</i>	<i>20 Points</i>
<i>Top 75%</i>	<i>15 Points</i>
<i>Bottom 25%</i>	<i>10 Points</i>
<i>Bottom 10%</i>	<i>5 Points</i>
CDBG-DR Eligible Presidential Declarations from 2008 to 2025	25 Points Possible
<i>County declaration received with FEMA obligations for Housing Assistance and PA Categories C-G totaling more than \$200 million</i>	<i>2 Points per declaration</i>
<i>County declaration received with FEMA obligations for Housing Assistance and PA Categories C-G totaling less than \$200 million</i>	<i>1 Point per declaration</i>
Tie-Breakers: 1) National Risk Index (NRI) raw score 2) LMI national objective 3) Call for projects submission date and time.	
More details on the scoring criteria will be available in the scoring methodology.	

5.4.13.11 AFFH Review

All proposed projects will undergo AFFH review by the applicant before GLO approval. Such review will include assessments of (1) a proposed project's area demography, (2) socioeconomic characteristics, (3) housing configuration and needs, (4) educational, transportation, and health care opportunities, (5) environmental hazards or concerns, and (6) all other factors material to the AFFH determination. Submissions should show that projects are likely to lessen area racial, ethnic, and low-income concentrations, and/or promote affordable housing in low-poverty, nonminority areas in response to natural hazard-related impacts.

4.2.1.1 Timeline



The proposed program start date is immediately after HUD's approval of Action Plan Amendment 5. The proposed end date is three years from the start of the program. Project contracts will be for a maximum of three years from the contract execution; extensions will not be made available for projects funded by the MRP.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 8/11/2026:00 PM

Department: Administration
Category: Action Item

Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, AUTHORIZING THE CITY TO ADVERTISE FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR THE MITIGATION REALLOCATION PROGRAM (MRP) GRANT FROM THE TEXAS GENERAL LAND OFFICE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas General Land Office ("GLO") administers the Mitigation Reallocation Program ("MRP") utilizing Community Development Block Grant — Mitigation ("CDBG-MIT") funds for flood and drainage improvements, water system improvements, wastewater improvements, street improvements, and emergency communications equipment; and

WHEREAS, the MRP provides grant awards ranging from \$2,500,000 to \$10,000,000 per project to eligible units of local government; and

WHEREAS, the City of Liberty is an eligible entity under the MRP and intends to apply for grant funding for mitigation projects; and

WHEREAS, the procurement of engineering services is subject to the Professional Services Procurement Act, Texas Government Code Chapter 2254, which requires selection based on demonstrated competence and qualifications; and

WHEREAS, the City Council finds it is in the best interest of the City to solicit statements of qualifications for engineering services to design and oversee the City's MRP-funded project(s);

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

Section 1. That the City Council hereby authorizes the City to advertise for qualifications (RFQ) for engineering services for the Mitigation Reallocation Program (MRP) grant from the Texas General Land Office.

Section 2. That the appropriate City officials are authorized to take all actions necessary to effectuate the procurement described herein.

Section 3. That this Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this ____ day of _____, 2026.

Mayor
City of Liberty, Texas

ATTEST:

City Secretary
City of Liberty, Texas