

CITY OF HUNTSVILLE, TEXAS

Andy Brauninger, Mayor

Bert Lyle, Position 1 At-Large
Karen Denman, Position 2 At-Large
Vicki McKenzie, Position 3 At-Large
Pat Graham, Position 4 At-Large



Mayor Pro Tem Russell Humphrey, Ward 2
Vacant, Ward 1
Deloris Massey, Ward 3
Jon Strong, Ward 4

CITY COUNCIL AGENDA

TUESDAY, JUNE 20, 2023, 6:00 PM

Huntsville Public Library, 1219 13th Street, Huntsville, Texas, 77340

Persons with disabilities who plan to attend this meeting and may need auxiliary aids or services are requested to contact the City Secretary's office (936.291.5413) two working days prior to the meeting for appropriate arrangements.

MAIN SESSION (6:00 p.m.)

CALL TO ORDER

INVOCATION AND PLEDGES - *U.S. Flag and Texas Flag: Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.*

PROCLAMATION

- a. Proclamation No. 2023-18 SHSU Joining Conference USA
Andy Brauninger, Mayor

PRESENTATIONS

PUBLIC HEARING

1. CONSENT AGENDA

The presiding officer will call for public comments before action is taken on these items. *(Approval of Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendations. An item may be removed from the Consent Agenda and added to the Statutory Agenda for full discussion by request of a member of Council.)*

- a. Consider approving the Minutes from the June 6, 2023 Regular City Council Meeting.
Kristy Doll, City Secretary
- b. Consider approving the Amended Minutes from the June 7, 2022 Regular City Council Meeting
Minutes
Kristy Doll, City Secretary
- c. Consider the approval of supply contracts for chemicals used in water and wastewater treatment throughout the City with a term of one (1) year plus three (3) additional one (1) year renewal options.
Brent Sherrod, Public Works Director
- d. Consider approving the 2023 Election Services Contract and Joint Election Agreement with Walker County for the November 7, 2023, General Election for the purpose of electing an at-large Mayor and four (4) Ward Councilmembers to serve two-year terms and any special election that may be called by the City.
Kristy Doll, City Secretary

2. STATUTORY AGENDA

- a. **First Reading** - Consider adopting Ordinance No. 2023 -15 - Amending Chapter 42, “Taxation”, Article III, Hotel and Motel Occupancy Tax, of the Code of Ordinances.
Kristy Doll, City Secretary

3. CITY COUNCIL/MAYOR/CITY MANAGER

- a. Consider appointments to the City of Huntsville Boards and Commissions for vacant Board positions.
Andy Brauning, Mayor

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

5. ITEMS OF COMMUNITY INTEREST

6. EXECUTIVE SESSION

- a. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.087 for deliberation regarding economic development negotiations - Project Cowboys.
Tammy Gann, Director of Economic Development
- b. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager Aron Kulhavy.
Aron Kulhavy, City Manager

7. RECONVENE

Take action on item discussed in executive session, if needed.

ADJOURNMENT

*If during the course of the meeting and discussion of any items covered by this notice, City Council determines that a Closed or Executive session of the Council is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 – consultation with counsel on legal matters; 551.072 – deliberation regarding purchase, exchange, lease or value of real property; 551.073 – deliberation regarding a prospective gift; 551.074 – personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; 551.076 – implementation of security personnel or devices; 551.087 – deliberation regarding economic development negotiation; Sec. 551.089 - deliberation regarding security devices or security audits; and/or other matters as authorized under the Texas Government Code. If a Closed or Executive session is held in accordance with the Texas Government Code as set out above, the City Council will reconvene in Open Session to take action, if necessary, on the items addressed during Executive Session.

CERTIFICATE

I, Kristy Doll, City Secretary, do hereby certify that the above notice was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City’s website, www.HuntsvilleTX.gov, in compliance with Chapter 551, Texas Government Code.

DATE OF POSTING: June 16, 2023

TIME OF POSTING: 9:00 a.m.

TAKEN DOWN:

Kristy Doll

Kristy Doll, City Secretary



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: a.

Agenda Item: Proclamation No. 2023-18 SHSU Joining Conference USA

Initiating Department/Presenter: City Council

Presenter:

Andy Brauninger, Mayor

Recommended Motion: Not Applicable

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. Proclamation No. 2023-18 SHSU

City of Huntsville

Proclamation No. 2023-18



- WHEREAS,** **Sam Houston State University**, a distinguished institution of higher learning, has recently achieved being invited to join the Conference USA; and
- WHEREAS,** **Sam Houston's** Conference USA membership is a testament to the institution's dedication to student athletic success, academic excellence, campus community, and the City of Huntsville; and
- WHEREAS,** **Sam Houston** will provide its student-athletes with enhanced opportunity to further their abilities and showcase their talents through their entrance into the Conference USA; and
- WHEREAS,** **Sam Houston's** achievements foster a sense of pride and solidarity through the fellow alumni who reside in the region and in the City of Huntsville; and
- WHEREAS,** **Sam Houston** joining Conference USA will bring a heightened level of excitement, camaraderie, and competitive spirit to the City of Huntsville

NOW, THEREFORE, I, Andy Brauninger, Mayor of Huntsville Texas,

DO HEREBY CONGRATULATE AND PROCLAIM JULY 1, 2023, as

SHSU JOINING CONFERENCE USA

Andy Brauninger, Mayor



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: 1.a.

Agenda Item: Consider approving the Minutes from the June 6, 2023 Regular City Council Meeting.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Move to approve the Minutes from the June 6, 2023 Regular City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. June 6, 2023 City Council Minutes

MINUTES FROM THE HUNTSVILLE CITY COUNCIL REGULAR MEETING HELD ON THE 6th DAY OF JUNE 2023, AT THE HUNTSVILLE PUBLIC LIBRARY, LOCATED AT 1219 13th STREET, IN THE CITY OF HUNTSVILLE, COUNTY OF WALKER, TEXAS, AT 6:00 P.M.

The Council met in a workshop and regular session with the following:

COUNCILMEMBERS PRESENT: Mayor Brauninger, Mayor Pro Tem Humphrey, Councilmember At-Large Position 1 Lyle, Councilmember At-Large Position 2 Denman, Councilmember Ward 3 Massey, Councilmember At-Large Position 3 McKenzie, Councilmember Ward 4 Strong, Councilmember At-Large Position 4 Graham

COUNCILMEMBERS ABSENT:

OFFICERS PRESENT: Aron Kulhavy, City Manager; Kristy Doll, City Secretary; Leonard Schneider, City Attorney

WORKSHOP (5:00 p.m.)

Mayor Brauninger called the workshop meeting to order at 5:07 p.m.

- a. The City of Huntsville Employee Scholarship Committee hosted a Reception for the Class of 2023 Scholarship Recipients.

MAIN SESSION (6:00 p.m.)

CALL TO ORDER (6:00 p.m.)

Mayor Brauninger called the meeting to order at 6:00 p.m.

INVOCATION AND PLEDGES - *U.S. Flag and Texas Flag:* *Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.*

Councilmember Massey gave the invocation and Mayor Brauninger led the pledges.

PROCLAMATION

- a. Proclamation No. 2023-14 for National Police Week
Andy Brauninger, Mayor
- b. Proclamation No. 2023-16 for Fair Housing Month
Andy Brauninger, Mayor

PRESENTATIONS

- a. Presentation to the Class of 2023 Scholarship Recipients
Andy Brauninger, Mayor

1. CONSENT AGENDA

The presiding officer will call for public comments before action is taken on these items. (*Approval of Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendations. An item may be removed from the Consent Agenda and added to the Statutory Agenda for full discussion by request of a member of Council.*).

- a. Consider approving the Minutes from the May 16, 2023, Regular City Council Meeting.**

Kristy Doll, City Secretary

- b. Consider updating and reaffirming the City's Fair Housing Policy as required for continued program eligibility and compliance to administer various state and federal grants, and to adopt Resolution 2023-8 in support of same.**

Kathlie Jeng-Bullock, City Engineer

Councilmember Pat Graham made a motion to approve the Consent Agenda, items a and b. The motion was seconded by Councilmember Vicki McKenzie. The motion passed 8-0. Yes - Andy Brauninger, Russell Humphrey, Karen Denman, Jon Strong, Vicki McKenzie, Deloris Massey, Pat Graham, Bert Lyle; No - None

2. STATUTORY AGENDA

- a. Consider authorizing the City Manager to enter into an agreement of the Guaranteed Maximum Price Amendment number three (3) with Christensen Building Group for the City Hall Building Project.**

Kathlie Jeng-Bullock, City Engineer.

Councilmember Bert Lyle made a motion to authorize the City Manager to enter into an agreement of the Guaranteed Maximum Price (GMP) Amendment number three with Christensen Building Group for the City Hall Building Project in an amount of not to exceed \$17,076,129.00. The motion was seconded by Councilmember Vicki McKenzie. The motion passed 8-0. Yes - Andy Brauninger, Russell Humphrey, Karen Denman, Jon Strong, Vicki McKenzie, Deloris Massey, Pat Graham, Bert Lyle; No - None

- b. Consider adoption of Ordinance 2023-14 to amend the budget for FY 22-23 and/or CIP Project budgets.**

Steve Ritter, Finance Director

Councilmember Vicki McKenzie made a motion to adopt Ordinance 2023-14 to amend the budget for FY 22-23 and/or CIP Project budgets. The motion was seconded by Councilmember Pat Graham. The motion passed 8-0. Yes - Andy Brauninger, Russell Humphrey, Karen Denman, Jon Strong, Vicki McKenzie, Deloris Massey, Pat Graham, Bert Lyle; No – None

- c. Consider authorizing the City Manager to approve the Additional Services with RPS for professional engineering services for the IH-45 Segment 2B Widening and Utility Relocation with Betterment Project.**

Kathlie Jeng-Bulloch, City Engineer

Councilmember Russell Humphrey made a motion to consider authorizing the City Manager to approve the Additional Services with RPS for professional engineering services for the IH-45 Segment 2B Widening and Utility Relocation with Betterment Project in the amount of \$266,376.00. The motion was seconded by Councilmember Vicki McKenzie. The motion passed 8-0. Yes - Andy Brauninger, Russell Humphrey, Karen Denman, Jon Strong, Vicki McKenzie, Deloris Massey, Pat Graham, Bert Lyle; No – None

d. Consider authorizing the City Manager to award the construction contract for FY 21-22, FY 22-23 McGary Creek Lift Station Improvement Project.

Kathlie Jeng-Bulloch, City Engineer

Councilmember Bert Lyle made a motion to authorize the City Manager to enter into a construction contract with LEM Construction CO., Inc. in the amount of \$4,863,600.00 for the construction of the McGary Creek Lift Station Improvement Project. The motion was seconded by Councilmember Pat Graham. The motion passed 8-0. Yes - Andy Brauninger, Russell Humphrey, Karen Denman, Jon Strong, Vicki McKenzie, Deloris Massey, Pat Graham, Bert Lyle; No – None

3. CITY COUNCIL/MAYOR/CITY MANAGER

a. Consider the appointments to the City of Huntsville Boards and Commissions for vacant board positions.

Andy Brauninger, Mayor

Mayor Brauninger made a motion to appoint the Board and Commission members as presented. The motion passed 8-0. Yes - Andy Brauninger, Russell Humphrey, Karen Denman, Jon Strong, Vicki McKenzie, Deloris Massey, Pat Graham, Bert Lyle; No – None

BOARD NAME	SEAT #	APPOINT/ REAPPOINT	BOARD MEMBER	TERM EXPIRES
ARTS COMMISSION				
	8	Appoint	Derrick Birdsall	08/31/2025
HOUSING AUTHORITY				
	5 - Resident Commissioner	Appoint	Cynthia Cooper	08/31/2023

b. Consider rescheduling the Regular City Council meeting scheduled for July 4th to July 5th.

Kristy Doll, City Secretary

Councilmember Bert Lyle made a motion to reschedule the Regular City Council meeting scheduled for July 4th to July 5th. The motion was seconded by Councilmember Pat Graham. The motion passed 8-0. Yes - Andy Brauninger, Russell Humphrey, Karen Denman, Jon Strong, Vicki McKenzie, Deloris Massey, Pat Graham, Bert Lyle; No – None

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

None

5. ITEMS OF COMMUNITY INTEREST

Mayor and Council announced Items of Community Interest

6. EXECUTIVE SESSION

- a. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.087 for deliberation regarding economic development negotiations - Project LTS, Project Peanut, and Project Cowboys.
Tammy Gann, Director of Economic Development
- b. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Secretary Kristy Doll.
Kristy Doll, City Secretary

City Council convened in closed session at 6:31 p.m.

7. RECONVENE

Council reconvened from Executive Session into Open Session at 7:53 p.m.

Councilmember Vicki McKenzie made a motion to renew the City Secretary's contract with a 5% merit increase and a six-month severance extension. The motion was seconded by Councilmember Russell Humphrey. The motion passed 8-0. Yes - Andy Brauning, Russell Humphrey, Karen Denman, Jon Strong, Vicki McKenzie, Deloris Massey, Pat Graham, Bert Lyle; No – None

ADJOURNMENT

Mayor Brauning adjourned the meeting without objection at 7:54 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Andy Brauning, Mayor



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: 1.b.

Agenda Item: Consider approving the Amended Minutes from the June 7, 2022 Regular City Council Meeting Minutes

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Move to approve the Amended Minutes from the June 7, 2022 Regular City Council Meeting

Strategic Initiative:

Discussion: The Minutes for the June 7, 2022 City Council were amended to correct the motion on Item 2.a. as follows;

2.a. FIRST READING: Consider authorizing the City Manager to award and enter into a contract with Care Corporation for the Animal Control Facility Maintenance and Operations.

Councilmember Russell Humphrey made a motion to temporarily suspend the two-reading requirement and authorize the City Manager to enter into a contract with Care Corporation for the Animal Control Facility maintenance and operations. The motion was seconded by Councilmember Pat Graham. The motion passed 9-0. Yes - Andy Brauningner, Russell Humphrey, Daiquiri Beebe, Vicki McKenzie, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham Bert Lyle; No - None

Previous Council Action: June 7, 2022 Minutes were approved at the June 21, 2022 Regular City Council Meeting.

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. June 7, 2022 City Council Meeting Minutes - Amended

AMENDED MINUTES FROM THE HUNTSVILLE CITY COUNCIL REGULAR MEETING HELD ON THE 7th DAY OF JUNE 2022, IN THE CITY HALL, LOCATED AT 1212 AVENUE M, IN THE CITY OF HUNTSVILLE, COUNTY OF WALKER, TEXAS, AT 6:00 P.M.

The Council met in a workshop and regular session with the following:

COUNCILMEMBERS PRESENT: Mayor Brauninger, Mayor Pro Tem Humphrey, Councilmember Ward 1 Beebe, Councilmember At-Large Position 3 McKenzie, Councilmember At-Large Position 2 Mullins, Councilmember Ward 3 Massey, Councilmember Ward 4 Strong, Councilmember At-Large Position 4 Graham, Councilmember At-Large Position 1 Lyle

COUNCILMEMBERS ABSENT: None

OFFICERS PRESENT: Aron Kulhavy, City Manager; Kristy Doll, City Secretary; Leonard Schneider, City Attorney

WORKSHOP (4:30 p.m.)

DISCUSSION

- a. MLK Community Center Discussion Aron Kulhavy, City Manager
- b. 5:30p.m. - Reception for Class of 2022 Scholarship Recipients Employee Scholarship Committee

MAIN SESSION (6:00 p.m.)

CALL TO ORDER (6:00 p.m.)

Mayor Brauninger called the meeting to order at 6:00 p.m.

INVOCATION AND PLEDGES - U.S. Flag and Texas Flag: Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.

Mayor Brauninger gave the invocation, and the scholarship recipients led the pledges

PRESENTATIONS

- a. Presentation to the Class of 2022 Scholarship Recipients

PUBLIC HEARING

1. CONSENT AGENDA

The presiding officer will call for public comments before action is taken on these items. (Approval of Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendations. An item may be removed from the Consent Agenda and added to the Statutory Agenda for full discussion by request of a member of Council.)

- a. Consider approving the Minutes from May 17, 2022, Regular City Council Meeting.
Kristy Doll, City Secretary

- b. Consider authorizing the City Manager to award the purchase of Hauling Services for Recyclable Materials to Stella Environmental Services, LLC.
Brent Sherrod, Public Works Director**
- c. Consider authorizing the City Manager to enter into an agreement with Raftelis Financial Consultants, Inc. for Water and Wastewater rate study services.
Steve Ritter, Finance Director**
- d. Consider adoption of Ordinance 2022-19 to amend the budget for FY 21-22 and/or CIP Project budgets. Steve Ritter, Finance Director**

Councilmember Daiquiri Beebe made a motion to approve the consent agenda items a, b, c, and d. The motion was seconded by Councilmember Pat Graham. The motion passed 9-0. Yes - Andy Brauning, Russell Humphrey, Daiquiri Beebe, Vicki McKenzie, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham Bert Lyle; No - None

2. STATUTORY AGENDA

- a. FIRST READING: Consider authorizing the City Manager to award and enter into a contract with Care Corporation for the Animal Control Facility Maintenance and Operations.**

Councilmember Russell Humphrey made a motion to temporarily suspend the two-reading requirement and authorize the City Manager to enter into a contract with Care Corporation for the Animal Control Facility maintenance and operations. The motion was seconded by Councilmember Pat Graham. The motion passed 9-0. Yes - Andy Brauning, Russell Humphrey, Daiquiri Beebe, Vicki McKenzie, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham Bert Lyle; No - None

- b. SECOND READING: Consider Ordinance No. 2022-18 for the proposed annexation of approximately 263 acres located south of the current City limits, south of Veterans Memorial Blvd and east of Montgomery Rd.**

Councilmember Daiquiri Beebe made a motion to Move to approve Ordinance No. 2022-18 for the proposed annexation of approximately 263 acres located south of the current City limits, south of Veterans Memorial Blvd and east of Montgomery Rd. The motion was seconded by Councilmember Deandra (Dee) Mullins. The motion passed 9-0. Yes - Andy Brauning, Russell Humphrey, Daiquiri Beebe, Vicki McKenzie, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham, Bert Lyle; No - None.

- c. Consider authorizing the City Manager to enter into a contract with DTA, a public finance consulting firm, to provide Public Improvement District (PID) administration services to manage the public improvement districts created in the City of Huntsville.**

Councilmember Daiquiri Beebe made a motion to Move to authorize the City Manager to enter into a contract with DTA, a public finance consulting firm, to provide Public

Improvement District (PID) administration services to manage the public improvement districts created in the City of Huntsville. The motion was seconded by Councilmember Bert Lyle. Motion passed 9-0. Yes - Andy Brauninger, Russell Humphrey, Daiquiri Beebe, Vicki McKenzie, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham, Bert Lyle; No - None.

3. CITY COUNCIL/MAYOR/CITY MANAGER

a. Consider the appointments to City of Huntsville Boards, Commissions, and Committees for expired terms or vacant board positions.

Mayor Brauninger moved to nominate to appoint the Board and Commission members as presented. Motion passed 9-0. Yes - Andy Brauninger, Russell Humphrey, Daiquiri Beebe, Vicki McKenzie, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham, Bert Lyle, No – None

BOARDS/COMMISSIONS/ COMMITTEES	SEAT	BOARD MEMBER	TERM EXPIRES
Airport Advisory Board			
	#8	Appoint - Bill Daugette	
	#9	Appoint - Christopher Russo	
Library Board			
3-year terms	#2	Appoint - Amanda Smithson	8/31/2023
	#3	Appoint - Dianne Myers	8/31/2023
Veterans Affairs Advisory Board			
3-year terms			
	#2	Appoint - Jack Duirsh	8/31/2023
	#9	Appoint - Dorothy Fulton	8/31/2024
	#15	Appoint - Robert H. Kane	8/31/2024
	Chairman	Shane Loosier	
	Vice-Chairman	Jack Durish	
	Secretary	Liesa Hackett	

b. Consider adoption of Resolution No. 2022-20 concerning the demolition of the Texas Department of Criminal Justice warehouse, home to the Mexican Free-Tailed bat colony.

Councilmember Daiquiri Beebe made a motion to Move to adopt Resolution 2022-20 concerning the demolition of the Texas Department of Criminal Justice warehouse, home to the Mexican Free-Tailed bat colony. The motion was seconded by Councilmember Bert Lyle.

Roll Call: Yes - Daiquiri Beebe, Vicki McKenzie. Bert Lyle
No - Andy Brauninger, Russell Humphrey, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham. The motion fails 6-3

Public comments regarding bats were heard from: Carolina Crimm, Robyn Logan, and Rob Hipp

c. Consider membership in the Transportation Excellence for the 21st Century (TEX-21) organization.

Mayor Andy Brauninger made a motion to authorize the City Manager to apply for membership in the Transportation Excellence for the 21st Century (TEX-21) organization. The motion was seconded by Councilmember Deandra (Dee) Mullins. The motion passed 6 - 3. Yes - Andy Brauninger, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham, Bert Lyle; No - Russell Humphrey, Daiquiri Beebe, Vicki McKenzie

d. Consider action to direct the City Manager on how to proceed on the MLK Community Center Project.

Councilmember Daiquiri Beebe made a motion to direct the City Manager to negotiate with the selected contractor and prepare an agenda item to award the construction bid for Phase 1 of the MLK Community Center project to include the remodel and expansion of the existing facility. The motion was seconded by Councilmember Jon Strong.

Councilmember Bert Lyle made a motion to amend the main motion with a 3.2 million cap. The motion was seconded by Councilmember Vicki McKenzie. The motion passed 8 – 1. Yes: Andy Brauninger, Russell Humphrey, Vicki McKenzie, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham, Bert Lyle, No - Daiquiri Beebe

Councilmember Daiquiri Beebe made a motion to direct the City Manager to negotiate with the selected contractor and prepare an agenda item to award the construction bid with a cap of 3.2 million for Phase 1 of the MLK Community Center project to include the remodel and expansion of the existing facility. The motion was seconded by Councilmember Jon Strong. The amended motion passed 9 – 0. Yes - Andy Brauninger, Russell Humphrey, Daiquiri Beebe, Vicki McKenzie, Deandra (Dee) Mullins, Deloris Massey, Jon Strong, Pat Graham, Bert Lyle, No - None

4. REQUESTS FOR CITIZEN PARTICIPATION

(An opportunity for citizens to be heard on any topic and for the City Council to participate in the discussion. **No action will be taken.**)

None

5. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

Media inquiry was received from Joshua Lewright with the Huntsville Item.

6. ITEMS OF COMMUNITY INTEREST

Mayor and Council announced items of community interest.

7. EXECUTIVE SESSION

- a. **City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.071 - consultation with legal counsel on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with chapter 551 relating to and for the purpose of attorney-client communications concerning City of Huntsville New Police Headquarters and Fire Station #2/Fire Administration Building Project.
Leonard Schneider, City Attorney**

Council convened into Executive Session at 7:06 p.m.

8. RECONVENE

Take action on item discussed in executive session if needed.

Reconvened from Executive Session into Open Session at 7:24 p.m.

ADJOURNMENT

Mayor Brauninger adjourned the meeting without objection at 7:24 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Andy Brauninger, Mayor



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: 1.c.

Agenda Item: Consider the approval of supply contracts for chemicals used in water and wastewater treatment throughout the City with a term of one (1) year plus three (3) additional one (1) year renewal options.

Initiating Department/Presenter: Public Works

Presenter:

Brent Sherrod, Public Works Director

Recommended Motion: Move to authorize the City Manager to award a contract in the amount of, not to exceed, \$364,724.43 to supply contracts to DXI Industries, Inc. for chlorine and sulfur dioxide in gas form, SNF Polydyne, Inc. for polymer, COYNE Chemical Sterling Water Technologies, LLC. for Polyphosphate, Shannon Chemical Corporation for Hydrofluorosilicic Acid, and Chemrite, Inc. for Calcium Hypochlorite to be used in water and wastewater treatment throughout the City with a term of one (1) year plus plus three (3) additional one (1) year renewal options.

Strategic Initiative: Goal #4, Infrastructure - Ensure the quality of the City utilities, transportation and physical structures so that the City's core services can be provided in an effective and efficient manner.

Discussion: The City of Huntsville uses water and wastewater treatment chemicals to keep the water wells, ground water systems, and public waters safe in accordance with the Texas Commission on Environmental Quality (TCEQ) guidelines. The chemicals included in this bid award recommendation are chlorine, sulfur dioxide, polymer, hydrofluorosilicic acid, polyphosphate, and calcium hypochlorite. A bid tabulation has been provided for City Council review for these chemicals, with highlighted cells denoting vendor and unit prices proposed for award.

City staff utilized sealed bid proposals for water and wastewater chemicals to achieve optimal results at a competitive price. Multiple vendors were invited to bid, along with the invitation to bid being advertised as required. City staff recommends approving supply contracts to DXI Industries Inc. for chlorine and sulfur dioxide in gas form, SNF Polydyne, Inc. for polymer, COYNE Chemical Sterling Water Technologies, LLC for Polyphosphate, Shannon Chemical Corporation for Hydrofluorosilicic Acid, and Chemrite, Inc. for Calcium Hypochlorite to be used in water and wastewater treatment throughout the City with a term of one (1) year plus plus three (3) additional one (1) year renewal options with a final expiration of July 5, 2027.

Previous Council Action: The previous chemical supply contract was awarded by the Council on 2/1/2022.

Financial Implications: The item is budgeted in various PW division budgets in the amount of \$364,724.43.

Approvals:

Brent Sherrod

Leonard Schneider

Aron Kulhavy

Kristy Doll

Associated Information:

1. Bid NO. 23-35 Water and Wastewater Chemicals

Bid Tabulation

Project Name: Bid NO. 23-35 Water and Wastewater Chemicals

Location: 1220 11th Street Huntsville, TX 77340

Date: Tuesday May 30, 2023 Time: 2:00 P.M. Central Time



					DXI Industries, Inc.		SNF Polydyne		Shannon Chemical Corporation		Chemrite Incorporated		CARUS LLC		COYNE Chemical Sterling Water Technologies LLC		Univar S NO 1
Line Item	Description	Locations	Unit	Approximate Quantity (1 year)	Unit Price	Total (1 year)	Unit Price	Total (1 year)	Unit Price	Total (1 year)	Unit Price	Total (1 year)	Unit Price	Total (1 year)	Unit Price	Total (1 year)	Unit Price
1	Chlorine in gas form One (1) ton cylinder	Lower Pressure Pump Station: 805 Hwy 30, East Huntsville, TX	One (1) ton cylinder	59	\$ 2,214.00	\$ 130,626.00											
		A.J. Brown Waste Water Treatment Plant: 94 Parker Creek Road Huntsville, TX															
		N.B. Davidson Waste Water Treatment Plant: 1860 Camellia Huntsville, TX															
		Spring Lake Water Plant: 3391 Autumn Drive, Huntsville, TX															
		Palm Street Water Plant: 596 Palm Street Huntsville, TX															
2	Chlorine in gas form One (1) 150lb cylinder	Lower Pressure Pump Station: 805 Hwy 30, East Huntsville, TX	One (1) 150lb cylinder	30	\$ 222.00	\$ 6,660.00											
		Spring Lake Water Plant: 3391 Autumn Drive, Huntsville, TX															
		Palm Street Water Plant: 596 Palm Street Huntsville, TX															
3	Sulfur Dioxide in gas form One (1) ton cylinder	A.J. Brown Waste Water Treatment Plant: 94 Parker Creek Road Huntsville, TX	One (1) ton cylinder	31	\$ 2,064.00	\$ 63,984.00											
		N.B. Davidson Waste Water Treatment Plant: 1860 Camellia Huntsville, TX															
4	Liquid Ammonium Sulfate Price per one (1) gallon	Lower Pressure Pump Station: 805 Hwy 30, East Huntsville, TX	Price per one (1) gallon	5300													
		Spring Lake Water Plant: 3391 Autumn Drive, Huntsville, TX															
		Palm Street Water Plant: 596 Palm Street Huntsville, TX															
5	Polyacrylamide based Flocculant Price per 55 gallon drum	A.J. Brown Waste Water Treatment Plant: 94 Parker Creek Road Huntsville, TX CLARIFLOC CE-1473	Price per 55 gallon drum	160			\$ 751.50	\$ 120,240.00									
		Robinson Creek Waste Water Treatment Plant: 4420 FM 1374 Huntsville, TX CLARIFLOC C-6246															
6	Hydrofluorisilicic Acid Price per one (1) gallon	Lower Pressure Pump Station: 805 Hwy 30, East Huntsville, TX	Price per one (1) gallon	4500					\$ 7.27	\$ 32,715.00							
		Spring Lake Water Plant: 3391 Autumn Drive, Huntsville, TX															
		Palm Street Water Plant: 596 Palm Street Huntsville, TX															
7	Polyphosphate Price per 30 gallon drum	Lower Pressure Pump Station: 805 Hwy 30, East Huntsville, TX	Price per 30 gallon drum	4					\$ 540.00	\$ 2,160.00	\$ 850.00	\$ 3,400.00	\$ 675.12	\$ 2,700.48	\$ 397.8563	\$ 1,591.4252	
		Spring Lake Water Plant: 3391 Autumn Drive, Huntsville, TX															
		Palm Street Water Plant: 596 Palm Street Huntsville, TX															
8	Sodium Hypochlorite Price per 55 gallon drum	Robinson Creek Waste Water Treatment Plant: 4420 FM 1374 Huntsville, TX	Price per 55 gallon drum	4													
9	Malodor Suppressant Price per 40 Pound Bucket	Robinson Creek Waste Water Treatment Plant: 4420 FM 1374 Huntsville, TX	Price per 40 Pound Bucket	6													
10	Grease Emulsifier Price per 60 Pound Bucket	Service Center Front 448 SH 75 N Huntsville, TX	Price per 60 Pound Bucket	16													
11	Root Control Chemical Price per 10 Pound Pack	Service Center Front 448 SH 75 N Huntsville, TX	Price per 10 Pound Pack	16													
12	Calcium Hypochlorite Granular Price per 100 Pound Bucket	A.J. Brown Waste Water Treatment Plant: 94 Parker Creek Road Huntsville, TX	Price per 100 Pound Bucket	34							\$ 262.00	\$ 8,908.00					
		Robinson Creek Waste Water Treatment Plant: 4420 FM 1374 Huntsville, TX															
		Service Center Front 448 SH 75 N Huntsville, TX															
		N.B. Davidson Waste Water Treatment Plant: 1860 Camellia Huntsville, TX															
Term: July 6, 2023 - July 5, 2024					\$ 201,270.00		\$ 120,240.00		\$ 32,715.00		\$ 8,908.00				\$ 1,591.4252		



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: 1.d.

Agenda Item: Consider approving the 2023 Election Services Contract and Joint Election Agreement with Walker County for the November 7, 2023, General Election for the purpose of electing an at-large Mayor and four (4) Ward Councilmembers to serve two-year terms and any special election that may be called by the City.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Move to approve the 2023 Election Services Contract and Joint Election Agreement with Walker County for the November 7, 2023, General Election for the purpose of electing an at-large Mayor and four (4) Ward Councilmembers to serve two-year terms and any special election that may be called by the City.

Strategic Initiative: Goal #2, Communications - Provide public information outreach efforts that inform the public of City operations, accomplishments and policies and allows for citizens input on matters of Council policy.

Discussion: Huntsville Municipal Code Section 6.01 states Regular City general elections shall be held on the uniform election date in November, to be effective and starting January 1, 2010, alternating between the four at-large positions in even-numbered years and then the Mayor and four ward positions in odd-numbered years. All Councilmembers and the Mayor shall be elected for two-year terms.

Pursuant to Chapter 31 of the Texas Election Code, the City is authorized to enter into an Election Services Agreement with Walker County, Texas, and, pursuant to Chapter 271 of the Texas Election Code, the City is authorized to enter into a Joint Election Agreement with Walker County and other participating political subdivisions for this election.

Since November 2009, the City has contracted with Walker County to provide election services and to hold joint elections with participating entities under the provisions of the Huntsville Municipal Charter and the Texas Election Code.

Previous Council Action: All City elections, general or special, since November 2009 have been contracted with Walker County.

Financial Implications: The item is budgeted in account #101-114-56020 in the amount of \$ 27,000. The participating authorities agree to share election expenses and the cost for the 2022 General Election, which will be determined by the number of entities participating and the number of ballot items from each entity.

Approvals:

Leonard Schneider
Aron Kulhavy
Kristy Doll

Associated Information:

1. 2023 Joint Election Agreement and Election Services Contract



2023 JOINT ELECTION AGREEMENT

Between the County of Walker, City of Huntsville, City of New Waverly, City of Riverside,
Huntsville Independent School District, New Waverly Independent School District,
and Walker County Hospital District,

AND

ELECTION SERVICES CONTRACT

Between the County Election Officer
And the Political Subdivisions Listed Above Respectively

- WHEREAS** Texas Election Code Chapter 271, Joint Elections, authorizes two or more political subdivisions to enter into an agreement to hold their elections jointly in the election precincts that can be served by common polling places if the elections are to be held on the same day in all or part of the same territory; and
- WHEREAS** the County of Walker, Texas ("County"), the City of Huntsville, Texas ("CityH"), the City of New Waverly, Texas ("CityNW"), the City of Riverside, Texas ("CityR"), the Huntsville Independent School District ("HISD"), the New Waverly Independent School District ("NWISD"), and the Walker County Hospital District ("WCHD") shall hold their respective general elections on Tuesday, November 7, 2023; and
- WHEREAS** the County Election Officer, Diana L. McRae, hereinafter referred to as "Contracting Officer", along with the Voter Registration/Elections Department (VR/ED) she oversees, and by authority of Section 31.092(a) of the Texas Election Code, enters into this election services contract with each political subdivision holding their respective general election on Tuesday, November 7, 2023 for the conduct and supervision of; and
- WHEREAS** the County, CityH, CityNW, CityR, HISD, NWISD, and WCHD (*also referred to as participating authority(ies)/entity(ies), joint participants, political subdivisions*) represent that they have each adopted orders, resolutions or other official documents required by their respective governing bodies reciting the terms of this joint election agreement and the contract for election services; and
- WHEREAS** the County, CityH, CityNW, CityR, HISD, NWISD, and WCHD find that this joint election agreement and this election services contract will adequately and conveniently serve all voters in Walker County and will facilitate the orderly conduct of the elections; and
- THEREFORE**, the County, CityH, CityNW, CityR, HISD, NWISD, and WCHD agree as follows:

The Walker County Voter Registration/Elections Department (VR/ED), under the direction of the County Election Officer, agrees to coordinate, supervise, and handle all aspects of administering the Joint Election in accordance with the provisions of the Texas Election Code and as outlined in this agreement. Each participating authority agrees to pay Walker County for leasing the equipment, election supplies, services and administrative costs as outlined in this agreement. The VR/ED will serve as administrator for the election; however, each participating authority remains responsible for the lawful conduct of their respective election.

1. **Uniform Election Date.** Joint elections to be held on November 7, 2023, unless canceled by certification of unopposed candidates under Section 2.051-2.053 of the Texas Election Code. If a political subdivision cancels its respective election pursuant to Section 2.053, the Contracting Officer shall be entitled to receive an administrative fee of \$75.00 [Section 31.100(d)] and shall prepare and submit an invoice for payment within 60 days after the unofficial notification of cancellation is received. Once the cancellation of the election is formally approved by the respective governing body, the political subdivision shall provide a copy of the certification of cancellation to the VR/ED in order for it to be posted at each poll place used in the election. Note: This Agreement does not include any provisions or costs associated with a subsequent runoff election. Any additional election, held on any day other than said uniform election date of November 7, 2023, will be subject to VR/ED availability and a new contract.
2. **Voting Equipment.** The VR/ED will provide voting machines and equipment, prepare them for use in the election including logic and accuracy testing, and transport them (*or arrange to have them transported*) to and from the early voting location(s) and the Election Day polling places. A testing board (consisting of at least two persons), overseen by the County Election Officer, has been established and will consist of the Election Manager, Election Specialist, and/or the Voter Registrar Specialist.
3. **Election Supplies.** The VR/ED will arrange for all necessary election supplies, including but not limited to ballots, election forms, maps, and supplies for election judges, ballot boxes, voting booths, transfer cans, electronic poll book and accessories, etc. and if necessary, instructions and other information needed to enable the election judges to conduct a proper election.

The VR/ED will combine election forms and records in a manner convenient and adequate to record and report the results of the election for each of the participating entities as prescribed by Section 271.009 of the Texas Election Code. This includes the use of a single ballot containing all the offices or propositions stating measures to be voted on at a particular polling place (Section 271.007 Texas Election Code).

Each participating entity will remain the filing authority for applications for a place on the ballot respectively and shall furnish to the VR/ED a list of candidates and/or propositions showing the order and the exact manner in which their candidate names and/or propositions are to appear on the official ballot in both English and in Spanish. The list will be delivered to the VR/ED as soon as possible after ballot positions have been determined by each of the participating authorities. Each participating authority will be responsible for proofreading and approving the ballot in so far as it pertains to the authority's candidates and/or propositions. The VR/ED will order programming and ballots based on the projected number of ballots needed. In the event, a participating authority approved a ballot containing an error, that authority will be solely, financially responsible for all replacement costs of the programming and ballots, along with any additional related expenses (i.e. shipping, etc.).

NEW LAW: S.B. 1, 87th Leg, 2nd C.S., eff. Dec. 2, 2021 – Unopposed Candidate for Office of State of County Government. Candidates that are unopposed and declared elected by the certifying authority shall be listed separately on the ballot. The offices and names of any candidates declared elected shall be listed separately after the contested races under the heading “Unopposed Candidates and Declared Elected”. The candidates shall be grouped according to their respective political party affiliations or status as independents in the same relative order prescribed for the ballot generally. No votes are cast in connection with the candidates. (Sec. 2.056)

The VR/ED will be responsible for procuring the election supplies for an election. The ballot allocation will be in accordance to Section 51.005 of the Texas Election Code. In the case of a Local Option Election, the ballot allocation will be in accordance to Title 17, Section 501.104 of the Texas Election Code. However, the final ballot order will be calculated and authorized by the VR/ED to ensure sufficient supplies without excessive waste.

4. Election Notices and other Pre-Election Matters.

- a. Each authority will post their respective election orders and public election notices; and provide a copy of the orders and notices with the VR/ED and those issued by VR/ED to each participating authority.
- b. The VR/ED will select, with Commissioners' Court approval, and arrange for the use of all countywide polling locations. In the event a voting location is not available or a change has been made for another reason, the VR/ED will arrange for an alternate location and will notify each participating authority affected by the change. **The countywide polling locations are listed in Attachment "A" of this agreement.** The VR/ED will notify each participating authority of any changes from the locations listed in Attachment "A".

5. Election Judges, Clerks and Other Election Information.

- a. The VR/ED will be responsible for the appointment by Commissioners' Court of the presiding judge and an alternate for each polling location. The VR/ED will arrange for training and compensation of all judges and clerks. **The election judges are listed in Attachment "B" of this agreement.** If a person is unable or unwilling to serve, the VR/ED will be responsible for the appointment of a replacement judge for the polling location and notify each participating authority affected by the change.
- b. The VR/ED will take the necessary steps to insure that all election judges appointed for the joint election are eligible to serve.
- c. The presiding judge for each election precinct appoints the election clerks, one of which must be the alternate judge, in the number determined/recommended by VR/ED and approved by Commissioners' Court. *The number of clerks may vary based on the type of the election(s), anticipated voter turnout, etc.* The presiding judge is responsible for ensuring the eligibility of each appointed clerk. The VR/ED is available upon request to assist with eligibility questions and/or confirmations.
- d. The VR/ED will conduct one or more election schools, and will notify the election judges/workers and each participating authority of the date(s), time(s), and place(s) of such school(s).
- e. The election judges are responsible for picking up election supplies at the time and place determined by the VR/ED. Each election judge will receive \$12.00 per hour and each clerk \$11.00 per hour (for a maximum of 16 hours). The election judge will receive an additional \$25.00 for picking up the election supplies prior to Election Day and for delivering election returns and supplies to the County Annex building on Election Night.
- f. The VR/ED will employ other personnel necessary for the proper administration of the election, including temporary staff, as is necessary to prepare for the election, to ensure the timely delivery of supplies and equipment during the period of early voting and for Election Day, and for the efficient collection of precinct supplies on election night at the central accumulation station. This temporary, election personnel will be paid \$11.00 per hour as agreed upon by the participating authorities.

6. Early Voting.

- a. All participating entities agree to conduct their early voting jointly (Section 271.006 of the Texas Election Code). Diana L. McRae, the County Election Officer/Tax Assessor-Collector, is the Early Voting Clerk (EVC) as established by Secs. 83.002 and 83.006 of the Texas Election Code. Julie Cooper, Elections Manager, is appointed Deputy Early Voting Clerk (DEVK) for the joint early voting, approved by Commissioners' Court, as with respect to early voting in person and voting by mail. Additional clerks may be appointed by the EVC/DEVK as needed to assist in the conduct of the election.
- b. The joint early voting will be conducted at the early voting poll place of the County at the Walker County Storm Shelter (reference Section 6d for specific details) and at minimum, will be the hours that the early voting clerk regularly conducts business and if applicable, will be extended to include any extended or weekend hours.
- c. The EVC/DEVK may appoint additional clerks for early voting by personal appearance/voting by mail as needed to assist in the conduct of the election.
- d. Early voting will be conducted at the following locations:

Early Voting Site: **Walker County Storm Shelter***
455 SH 75 North, Huntsville, TX 77320

Dates of Early Voting: October 23, 2023 thru November 3, 2023

Early Voting Times: Monday, October 23rd – Friday, October 27th, 8:00 am – 5:00 pm
(including weekend Saturday, October 28th, 7:00 am – 7:00 pm
& extended hours) Sunday, October 29th, 10:00 am – 4:00 pm
Monday, October 30th – Friday, November 3rd, 7:00 am – 7:00 pm

- e. The Early Voting Ballot Board (EVBB), consisting of a presiding judge and at least two other members depending on type of election(s), will be appointed by the County Election Board in even numbered years and in odd numbered years Commissioners' Court appoints the EVBB Judge only (*name submitted by applicable party chair*). The presiding judge is responsible for appointing election clerks and for their eligibility. The VR/ED is available upon request to assist with eligibility questions and/or confirmations.
- f. The presiding election judge of the EVBB will receive \$12.00 per hour and election clerks of the EVBB will receive \$11.00 per hour. Per Sec. 87.005(b) of TEC EVBB members may be compensated for a minimum of 10 hours of service, regardless of number of hours worked.

7. Election Day.

- a. The VR/ED will monitor all polling locations on Election Day for adequate supplies, operating voting systems, voter check-in assistance, qualifying the voter, etc.
- b. As required by law, the VR/ED will be open on Election Day and also available by phone, cell phone, e-mail, and instant messaging (via electronic poll books) to assist all election workers and participating authorities.

8. Returns of Elections.

- a. The VR/ED is responsible for establishing and operating the central accumulation station (CAS) in accordance with the provisions of the Texas Election Code and this agreement. The CAS is overseen by the County Election Officer/Central Accumulation Manager, appointed by Commissioners' Court, with the assistance of the Election Manager as Tabulation Supervisor, the Election Specialist as the Assistant Tabulation Supervisor, along with numerous appointed Receiving Clerks based on the type of election, complexity of the election, etc.

- b. On election night as precinct returns arrive for processing, the VR/ED will provide timely cumulative reports of election results as soon as the returns are processed, accumulated and the initial reconciliation is completed. The VR/ED will be responsible for releasing cumulative totals, reflecting precinct returns via an election summary report to include early voting and election day to the joint participants and media by distribution of hard copies only, along with posting results to the County's website. Walker County will operate an Election Results Center to release election results restricted to a representative of each joint participant and the media in the Walker County Annex Building located at 1301 Sam Houston Avenue. Due to limited space, we recommend wearing a mask and practice social distancing.
- c. On election night, the VR/ED will have a designated area in the South Lobby of the Annex to accommodate one representative from each participating entity and media to receive election results. Specific instructions regarding recommended arrival time, entrance access, etc. will be sent out via email to each participating entity before Election Day as instructions may vary with each election. Due to limited space, we recommend wearing a mask and practice social distancing.
- d. The VR/ED will be responsible for entering election night returns electronically as required by the Secretary of State's Office.
- e. The VR/ED will prepare, after Election Day, the unofficial canvass report after all precinct returns have been accumulated, and will make available a copy of the unofficial precinct returns for canvassing to each participating authority as soon as possible after all returns, provisional and mail ballots have been tabulated; the unofficial precinct returns will be available by 12:00 noon on Wednesday, November 15, 2023.
- f. All participating authorities will be responsible for canvassing their respective election returns. As stated in Section 271.012 of the Texas Election Code, the presiding officer of the canvassing authority of each participating entity shall issue certificates of election to candidates elected in the joint election to offices of political subdivisions. *Please refer to the publication provided by the Elections Division of the Secretary of State's Office titled "Canvassing Elections and Qualification for Public Office" for an outline summarizing Texas case law and statutes relating to canvassing and reporting official election returns, as well as the laws specifying how candidates take office upon election.*
- g. The VR/ED will be responsible for conducting the post-election manual recount in accordance with Section 127.201 of the Texas Election Code. The VR/ED will post required notice of recount and may require a representative of each participating authority to be present and if necessary, assist with the recount process. Any recount, outside of the required post-election manual recount, will be conducted separately and outside of this JEA and at the expense of the political subdivision(s) effected.
- h. Each participating authority is responsible for entering their respective Precinct by Precinct election results through the Vote Count System, as required by the Secretary of State.

9. Records of the Election.

- a. The Contracting Officer (County Election Officer) shall serve as the general custodian of election records in accordance with Section 271.010 of the Texas Election Code. However, each participating entity will be the custodian and responsible for pre-election and post-election records for their respective elections to include but not limited to election orders, public election notices, applications for a place on the ballot, candidate drawing documents, along with canvassing records and certificates of election, etc.
- b. Election records will be available to each participating authority as well as to the public in accordance with the Public Information Act, Chapter 552 of the Texas Government Code and Chapter 66 of the Texas Election Code.
- c. Records of the election shall be preserved by VR/ED for at least 22 months after Election Day. (Sec.66.058)

- d. If records of the election are involved in any pending election contest, investigation, litigation, or Texas Public Information Act, the VR/ED will maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of any participating authority to bring to the attention of the VR/ED any notice of any pending contest, investigation, litigation, or Texas Public Information Act request which may be filed with a participating authority.
- e. Upon request to maintain records beyond eligibility for preservation according with Section 66.058 of the Texas Election Code, the VR/ED shall supply a written cost estimate for storage to requesting participant.

10. Election Expenses.

- a. The participating authorities mutually agree to pay the actual expenses attributable to their portion of the programming, coding, and ballot layout costs. Programming of voting equipment owned by Walker County is prepared by Election Systems and Software (ES&S).
- b. The cost of any special request from a participant, which is not agreed upon by all authorities, shall be borne by that participant.
- c. The participating authorities mutually agree to share election expenses incurred, including but not limited to, the costs and expenses of election supplies, newspaper publication of the testing notice, MiFi service for electronic poll books, logic and accuracy testing, voting machines and equipment transportation, absentee voting expenses, and other election related expenses.
- d. The participating authorities mutually agree to share the cost of all election personnel including overtime (*excluding the Contracting Officer*). This will include the early voting election workers, Election Day workers, Early Voting Ballot Board, along with any temporary employees hired to assist with delivery of equipment and supplies, and election workers at the central accumulation station, etc. Any hours worked over forty (40) hours per week by the full-time employees of the VR/ED (*shall be monitored and authorized by the County Election Officer*) beginning the Friday immediately before early voting begins and concluding the Friday following Election Day, due to the complexity of the elections, will be paid at one and one half (1 ½) time his/her regular rate and will be a shared cost by all participating authorities.
- e. The participating authorities will share in all countywide polling place expenses. On Election Day, political subdivisions will split the personnel costs for all countywide poll places according to their prorated percentage of county registered voters.
- f. The participating authorities mutually agree to lease the county-owned election equipment in accordance with Section 123.032 of the Texas Election Code. The voting systems, adopted by Walker County Commissioners' Court on June 10, 2019, to be used in the election are ES&S ExpressVotes (ADA accessible), DS200 precinct tabulators, and if necessary the DS450 high speed scanner. All voting equipment will be shared by participating entities. During Early Voting and on Election Day, political subdivisions will split cost to lease voting equipment for all countywide poll places according to their prorated percentage of county registered voters.
- g. The participating authorities mutually agree to pay an administrative fee to the county election officer for election services performed not to exceed 10% of the total cost of the election, but may not be less than \$75.00, as authorized by Section 31.100(d) of the Texas Election Code.
- h. The participating authorities mutually agree to pay Walker County within thirty (30) days of receipt of the invoice.

11. Waiver of Damages.

The Participating Authorities acknowledge that the electronic voting system and the programming of paper ballots is highly technical and that it is conceivable that despite the effort of the VR/ED it might fail during an election or might contain errors. The participating authorities agree that should the electronic voting system fail, the participating authorities will not make any claim against the County of Walker, the elected officials signed herein, or any of their employees, or agents for damages of any kind, including but not limited to damages incurred for having to conduct a second election caused as a result of such failure or error.

The participating authorities acknowledge that joint elections present logistical problems and other problems over and above elections that may be conducted individually. The County of Walker, the elected officials signed herein, or any of their employees, or agents will use their best efforts to help ensure that a joint election will be conducted without error or mishap, but on occasion, errors or mishaps occur. Accordingly, the participating authorities agree that should an error or mishap occur they will not make any claim against the County of Walker, the elected officials signed herein, or any of their employees, or agents for damages of any kind including but not limited to damages incurred for having to conduct a second election, as a result of such error or mishap.

To the extent possible by law, if legal action is filed against any of the participating authorities involving its' respective election and if, the County and/or the elected officials signed herein or any of their employees, or agents, is named as a party to this legal action and the complaint is based solely on allegations made against that particular political subdivision, then that political subdivision, participating authority, shall be solely responsible for the costs and defense of that suit and shall be authorized to provide counsel of its choice for the County and/or the elected officials signed herein or any of their employees, or agents.

The VR/ED will print multiple original documents and facilitate the coordination between the participating authorities and their respective governing bodies in order for each to have an original, signed and completed contract for each authority's records. The VR/ED shall file a copy of this executed contract with the County Treasurer, County Judge, and County Auditor.

SIGNED AND ENTERED into this joint agreement the 5th day of June, 2023 in duplicate originals.

WALKER COUNTY



Colt Christian, County Judge



Diana L. McRae, Tax Assessor-Collector/
County Election Officer

THE CITY OF HUNTSVILLE

Andy Brauninger, Mayor

Kristy Doll, City Secretary

Note: the signature page will be modified to include the County and each participating entity separately for the ease of coordination between participating entities and their respective governing bodies

Attachment A – Polling Locations
Attachment B – Election Judges



Attachment A (*Joint Election Agreement, November 7, 2023 Election*)

COUNTYWIDE ELECTION DAY POLL LOCATIONS

NEW: Registered voters of Walker County can vote at ANY Election Day poll place.

WALKER COUNTY FAIRGROUNDS

3925 SH 30 W, Huntsville, Texas 77340

WALKER COUNTY STORM SHELTER / VETERAN'S COMPLEX

455 SH 75 N, Huntsville, Texas 77320

UNIVERSITY HEIGHTS BAPTIST CHURCH FELLOWSHIP HALL

2400 Sycamore Avenue, Huntsville, Texas 77340 - *Voter entrance off Palm Street*

NEW WAVERLY FIRST BAPTIST CHURCH

460 Fisher Street, New Waverly, Texas 77358

HUNTSVILLE ISD TRANSPORTATION BUILDING

96 Martin Luther King, Huntsville, Texas 77320

COOK SPRINGS BAPTIST CHURCH

1936-A SH 75 N, Huntsville, Texas 77320

NORTHSIDE BAPTIST CHURCH

1207 FM 980, Huntsville, Texas 77320

RIVERSIDE UNITED METHODIST CHURCH

2341 FM 980, Huntsville, Texas 77320



Attachment B (*Joint Election Agreement, November 7, 2023 Election*)

ELECTION JUDGES

(Submitted/Nominated by Party Chairs; to be appointed by Commissioners' Court)

Democratic Judges

Republican Judges

TO BE UPDATED



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: 2.a.

Agenda Item: First Reading - Consider adopting Ordinance No. 2023 -15 - Amending Chapter 42, "Taxation", Article III, Hotel and Motel Occupancy Tax, of the Code of Ordinances.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: FIRST READING – No action necessary.

If the Council wishes to waive the two-reading requirement: Move to adopt Ordinance No. 2023 -15 - Amending Chapter 42, "Taxation", Article III, Hotel and Motel Occupancy Tax, of the Code of Ordinances.

Strategic Initiative: Goal #3, Economic Development – Promote and enhance a strong and diverse economy.

Discussion: Ordinance No. 2023-15 amends Ordinance No. 2021-32. When Ordinance No. 2021-32 was codified, it was supposed to amend only Chapter 10, "Aviation", of the Code of Ordinances; however, an incorrect reference in Exhibit A of that Ordinance also caused the Code of Ordinances to be amended in Chapter 42, "Taxation", Sec 42-65. The amendment in Sec 42-65 needs to be corrected by Ordinance.

Ordinance No. 2021-23 was adopted by City Council during the August 3, 2021, City Council meeting. Adopting this Ordinance amended Chapter 42, "Taxation" to change the Hotel Occupancy Tax Advisory Board to the Tourism Advisory Board. The Ordinance also increased the number of members on the Board and broadened the board's scope of work.

Ordinance No. 2021-32 was adopted by the City Council during the October 19, 2021, City Council meeting. The adoption of this Ordinance was to amend Chapter 10, "Aviation", to create an Airport Advisory Board in order to keep the momentum moving forward and to work on the implementation of the Airport Master Plan.

Previous Council Action: Ordinance No. 2021-32 was adopted by the City Council on October 19, 2021, and Ordinance No. 2021-23 was adopted by City Council on August 3, 2021.

Financial Implications:

Approvals:

Aron Kulhavy

Associated Information:

1. Ordinance 2023-15
2. Ordinance No 2021-32
3. Ord. 2021-23-Exhibit A

ORDINANCE NO. 2023 - 15

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS AMENDING CHAPTER 42, "TAXATION", ARTICLE III, HOTEL AND MOTEL OCCUPANCY TAX, OF THE CODE OF ORDINANCES, CITY OF HUNTSVILLE, TEXAS; PROVIDING FOR A REPEALER AND SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND OPEN MEETINGS

WHEREAS, the City of HUNTSVILLE ("City") is a Texas home-rule municipality; and

WHEREAS, pursuant to Texas Local Government Code, Section 51.001, the City has the authority to adopt ordinances and regulations that are for good government, peace and order of the City; and

WHEREAS, the City Council of the City of Huntsville, Texas ("City Council") has authorized a hotel occupancy tax; and

WHEREAS, this ordinance amends Section 42-65 of Chapter 42 of the Code of Ordinances; and

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

SECTION 1: The facts and matters set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

SECTION 2: Huntsville Code of Ordinances Chapter 42 "Taxation" is hereby amended by amending section 42-65(a) as shown in the attached Exhibit "A" which is incorporated herein for all purposes.

SECTION 3: All ordinances or parts of Ordinances that are in conflict or inconsistent with the provisions of this Ordinance shall be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4: Should any paragraph, sentence, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION 5: This Ordinance shall take effective immediately from and after the date of its passage.

PASSED AND APPROVED THIS ____ DAY OF _____ 2023.

CITY OF HUNTSVILLE, TEXAS

Andy Brauninger, Mayor

ATTEST:

Kristy Doll, City Secretary

APPROVED AS TO FORM:

Leonard Schneider, City Attorney

EXHIBIT A

CHAPTER 42- TAXATION

ARTICLE III. HOTEL AND MOTEL OCCUPANCY TAX

DIVISION 2. TOURISM ADVISORY BOARD

Sec. 42-65. - Powers and duties.

(a) The board shall review all reports and information submitted by any entity, whether a governmental entity or private organization, to which the city has delegated the management or supervision of programs and activities funded with hotel occupancy tax revenue. The information and reports shall include any matter required by state statute to be reported to the city council or any other city authority, and shall include, but not be limited to, entities' annual budget, annual audit, monthly activity report, monthly financial summary of city hotel occupancy tax funds, and revenue and expenditures summary reports.

~~(a) Sec. 9.605 duties and powers. The airport advisory board is hereby charged with the duty and invested with the authority to:~~

~~(1) Inspect city-owned premises at reasonable hours where required in the discharge of its responsibilities under the laws of the state and of the city.~~

~~(2) Formulate and recommend to the city council for its adoption a comprehensive plan for the orderly growth and development of the airport and its environs, and from time to time recommend such changes in the plan as it finds will facilitate the movement of people and goods, and the health, recreation, safety, and general welfare of the citizens of the city.~~

~~(3) Maintain working knowledge of legislation as it pertains to the airport.~~

~~(4) Conduct periodic studies, inspections and other analysis of city-owned premises, as well as any other unannounced inspections at all reasonable hours as the board deems necessary.~~

~~(5) Advise the city council as to rules and regulations of the Federal Aviation Administration.~~

~~(6) Receive any and all status reports of the management or lessors of the airport, concerning damages, maintenance, traffic, facilities, building, rates and fees, and other reports as directed by the city council.~~

~~(7) The airport advisory board shall not have any authority to expend city funds except as provided in the annual city budget; hire, appoint or terminate staff; or create any other obligation on the part of the city.~~

Secs. 42-66-42-79.- Reserved

ORDINANCE NO. 2021-32

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS AMENDING CHAPTER 10, "AVIATION", OF THE CODE OF ORDINANCES, CITY OF HUNTSVILLE, TEXAS; PROVIDING FOR A REPEALER AND SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND OPEN MEETINGS

WHEREAS, the City of HUNTSVILLE ("City") is a Texas home-rule municipality;
and

WHEREAS, pursuant to Texas Local Government Code, Section 51.001, the City has the authority to adopt ordinances and regulations that are for good government, peace and order of the City; and

WHEREAS, the City of Huntsville, Texas owns the Bruce Brother's Huntsville Regional Airport; and

WHEREAS, the City Council supports the growth and development of the aviation industry in Huntsville; and

WHEREAS, this ordinance adds Article III "Airport Advisory Board" to Chapter 10, "Aviation" of the Code of Ordinances to create an Airport Advisory Board to make recommendations to the City Council regarding the operation, growth, and promotion of the Bruce Brothers Huntsville Regional Airport; and

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

SECTION 1: The facts and matters set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

SECTION 2: Huntsville Code of Ordinances Chapter 10 "Aviation" is hereby amended by adding Article III as shown in the attached Exhibit "A" which is incorporated herein for all purposes.

SECTION 3: All ordinances or parts of Ordinances that are in conflict or inconsistent with the provisions of this Ordinance shall be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4: Should any paragraph, sentence, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the

validity of this Ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION 5: This Ordinance shall take effective immediately from and after the date of its passage.

PASSED AND APPROVED THIS 19 DAY OF October 2021.



CITY OF HUNTSVILLE, TEXAS

Andy Brauhinger, Mayor

ATTEST:

Kristy Doll, City Secretary

APPROVED AS TO FORM:

Leonard Schneider, City Attorney

Exhibit A

CHAPTER 10-AVIATION

ARTICLE III. AIRPORT ADVISORY BOARD

Sec. 10-40. - Created; composition; qualifications; compensation; maximum term of members.

- (a) There is hereby created and established an Airport Advisory Board Board, an advisory board, to be composed of seven members.
- (b) Members of the airport advisory board shall serve without compensation. No member shall serve more than two consecutive terms beyond any unexpired term that they are appointed to fill. Any person over 18 years of age living in the city or working in the city shall be eligible to serve on the advisory board, provided at least four members of the board shall live in the city.

Sec. 10-41. - Appointment; tenure of members.

- (a) The original members of such board shall be appointed by the mayor by and with the advice and consent of the city council.
- (b) All Airport Advisory Board members, regardless of background, must have a known and demonstrated interest, competence, or knowledge in aviation within the City of Huntsville.
- (c) Each member shall reside within Walker County.
- (d) Each member shall hold office for a term of three years, except that of those first appointed, three shall hold office for a term of one year, and two other members shall hold office for a term of two years, and two other members shall hold office for a term of three years, the term of each to be determined by lot, and thereafter, their successors shall hold office for three years and until their successors are appointed.
- (e) The city council will each year act upon appointments made to the board by the mayor with the advice and consent of the city council in filling expired terms of members of the board.

Sec. 10-42. - Officers; meetings.

- (a) The board shall select its chair and a vice-chair at its first meeting of the calendar year. Such terms shall be for one year.
- (b) The board shall conduct its meetings in accordance with "Roberts Rules of Order Revised" provided that such shall not be in conflict with the City Charter or other provisions of law.
- (c) The board shall meet at least quarterly. Additional meetings may be called by the chair or at the request of city council.
- (d) A quorum shall consist of a majority of the entire membership of the Board and any issue to be voted on shall be resolved by those present. The Chairman shall be entitled to vote upon any issue but shall have no veto power.
- (e) No person having any financial interest in any commercial carrier by air, or in any concession, right or privilege to conduct any business or render any service for compensation upon the premises of the airport shall be eligible for membership on the board.

Sec. 10-43. – Airport Advisory Board function

(a) The Airport Advisory Board shall have the following duties:

1. Make recommendations to the City Council concerning leases and permits;
2. From time to time make such general studies of airport construction and operation as may be useful in keeping the Airport efficient and adequate for the needs of the City and of the air transportation industry;
3. Make recommendations to the City Council with respect to Airport construction, expansion, improvements, maintenance and operation, airport zoning regulations, airport hazard zoning regulations, and airport compatible land use regulations;
4. In an advisory capacity, work toward the implementation of the airport master plan, the general improvement of the Airport, and the advancement of the City as an air transportation center.

(b) The Airport Advisory Board shall not have any authority to expend city funds except as provided in the annual city budget; hire, appoint or terminate staff; or create any other obligation on the part of the City.

Sec. 10-44-10-50. – Reserved

Sec. 42-65. - Powers and duties.

- (a) Sec. 9.605 Duties and Powers The airport advisory board is hereby charged with the duty and invested with the authority to: (1) Inspect city-owned premises at reasonable hours where required in the discharge of its responsibilities under the laws of the state and of the city. (2) Formulate and recommend to the city council for its adoption a comprehensive plan for the orderly growth and development of the airport and its environs, and from time-to-time recommend such changes in the plan as it finds will facilitate the movement of people and goods, and the health, recreation, safety, and general welfare of the citizens of the city. (3) Maintain working knowledge of legislation as it pertains to the airport. (4) Conduct periodic studies, inspections and other analysis of city-owned premises, as well as any other unannounced inspections at all reasonable hours as the board deems necessary. (5) Advise the city council as to rules and regulations of the Federal Aviation Administration. (6) Receive any and all status reports of the management or lessors of the airport, concerning damages, maintenance, traffic, facilities, building, rates and fees, and other reports as directed by the city council. (7) The airport advisory board shall not have any authority to expend city funds except as provided in the annual city budget; hire, appoint or terminate staff; or create any other obligation on the part of the city.

(Ord. No. 2008-33, § 1(5), 9-2-2008)

Secs. 42-66—42-79. - Reserved.

ORDINANCE NO. 2021-23

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS AMENDING CHAPTER 42, "TAXATION", ARTICLE III, HOTEL AND MOTEL OCCUPANCY TAX, OF THE CODE OF ORDINANCES, CITY OF HUNTSVILLE, TEXAS; PROVIDING FOR A REPEALER AND SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND OPEN MEETINGS

WHEREAS, the City of HUNTSVILLE ("City") is a Texas home-rule municipality;
and

WHEREAS, pursuant to Texas Local Government Code, Section 51.001, the City has the authority to adopt ordinances and regulations that are for good government, peace and order of the City; and

WHEREAS, the City Council of the City of Huntsville, Texas ("City Council") has authorized a hotel occupancy tax; and

WHEREAS, the City Council previously adopted Ordinance No. 2008-33 creating a Hotel Tax Advisory Board ("Board") to manage and supervise the programs and activities funded with hotel occupancy tax revenue;

WHEREAS, this ordinance amends Sections 42-61, 42-62, 42-64, and 42-65 of Chapter 42 of the Code of Ordinances to restructure the Hotel Occupancy Advisory Board to operate as a Tourism Advisory Board to promote tourism and support the industries within the city that directly affect tourism; and

WHEAREAS, the board may consist of members of various industries related to tourism within the City and advise the Tourism Staff on such matters as may be referred to it, including the administration of grant programs, advertising, and other activities for the promotion of tourism;

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

SECTION 1: The facts and matters set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

SECTION 2: Huntsville Code of Ordinances Chapter 42 "Taxation" is hereby amended by amending sections 42-61, 42-62, 42-64, and 42-65 as shown in the attached Exhibit "A" which is incorporated herein for all purposes.

SECTION 3: All ordinances or parts of Ordinances that are in conflict or inconsistent with

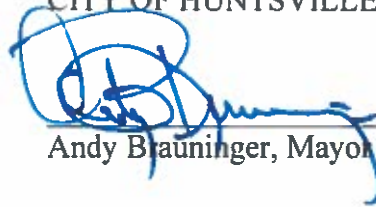
the provisions of this Ordinance shall be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4: Should any paragraph, sentence, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

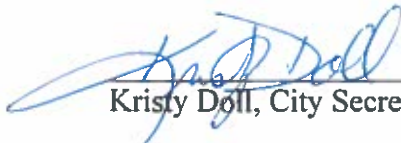
SECTION 5: This Ordinance shall take effective immediately from and after the date of its passage.

PASSED AND APPROVED THIS 3 DAY OF August 2021.

CITY OF HUNTSVILLE, TEXAS


Andy Brauning, Mayor

ATTEST:


Kristy Doll, City Secretary

APPROVED AS TO FORM:


Leonard Schneider, City Attorney

CHAPTER 42-TAXATION

ARTICLE III. HOTEL AND MOTEL OCCUPANCY TAX

DIVISION 2. - ~~HOTEL OCCUPANCY TAX~~TOURISM ADVISORY BOARD

Sec. 42-61. - Created; composition; qualifications; compensation; maximum term of members.

- (a) There is hereby created and established a ~~hotel occupancy tax~~tourism board, an advisory board, to be composed of ~~five-nine~~ members.
- (b) Members of the ~~hotel occupancy tax~~tourism advisory board shall serve without compensation. No member shall serve more than two consecutive terms beyond any unexpired term that they are appointed to fill. Any person over 18 years of age living in the city or working in the city shall be eligible to serve on the advisory board, provided at least ~~three-five~~ members of the board shall live in the city. ~~Members of the council may serve on the board, provided, however, no more than four shall serve at any one time.~~

(Ord. No. 2008-33, § 1(1), 9-2-2008)

Sec. 42-62. - Appointment; tenure of members.

- (a) The original members of such board shall be appointed by the mayor by and with the advice and consent of the city council.
- (b) Each member shall hold office for a term of three years, except that of those first appointed, ~~one~~ three shall hold office for a term of one year, and ~~two-three~~ other members shall hold office for a term of two years, and ~~two-three~~ other members shall hold office for a term of three years, the term of each to be determined by lot, and thereafter, their successors shall hold office for three years and until their successors are appointed.
- (c) The city council will, ~~at its first official meeting in the month of July in~~ each year ~~(or as soon thereafter as practicable)~~, act upon appointments made to the board by the mayor with the advice and consent of the city council in filling expired terms of members of the board.

(Ord. No. 2008-33, § 1(3), 9-2-2008)

Sec. 42-64. - Officers; meetings.

- (a) The board shall select its chair and a vice-chair at its first meeting of the calendar year. Such terms shall be for one year.
- (b) The board shall meet at least quarterly. Additional meetings may be called by the chair or at the request of city council.

(Ord. No. 2008-33, § 1(4), 9-2-2008)

Sec. 42-65. - Powers and duties.

- (a) The board shall review all reports and information submitted by any entity, whether a governmental entity or private organization, to which the city has delegated the management or supervision of programs and activities funded with hotel occupancy tax revenue. The information and reports shall include any matter required by state statute to be reported to the city council or any other city authority, and shall include, but not be limited to, entities' annual budget, annual audit, monthly activity report, monthly financial summary of city hotel occupancy tax funds, and revenue and expenditures summary reports.
- (b) The board shall make reports at least two times per year to the council, at least one of which shall include oral presentation to the city council during a public session. The board may also make such recommendations to the city council as it deems appropriate regarding the administration of hotel occupancy tax revenues and regarding entities to which the city council has designated management and supervision of programs and activities funded by hotel occupancy tax revenue. Recommendations of the ~~Hotel Occupancy Tax~~Tourism Advisory Board shall not be prerequisite to any action the city council may undertake regarding any matter concerning the hotel occupancy tax.
- (c) The board shall support the City's tourism staff of matters of local concern and the promotion of tourism and support the industries within the community that directly affect tourism. The board will also consider any other tourism related matters assigned to it by City Council.

(Ord. No. 2008-33, § 1(5), 9-2-2008)

Secs. 42-66—42-79. - Reserved.



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: 3.a.

Agenda Item: Consider appointments to the City of Huntsville Boards and Commissions for vacant Board positions.

Initiating Department/Presenter: City Council

Presenter:

Andy Brauningner, Mayor

Recommended Motion: Move to appoint the Board and Commission members as presented.

Strategic Initiative: Goal #5, Resource Development - Enhance the quality of life for citizens, businesses and visitors by leveraging the human and fiscal resources available to the community.

Discussion: Please see the attached chart for appointments to the following City of Huntsville Boards and Commissions: Housing Authority Board. The position on this Board is vacant and needs to be filled.

Previous Council Action: None

Financial Implications: None

Approvals:

Aron Kulhavy

Kristy Doll

Associated Information:

1. Board Appts 06-20-2023

BOARD NAME	SEAT #	APPOINT/ REAPPOINT	BOARD MEMBER	TERM EXPIRES
HOUSING AUTHORITY				
	4 - Resident Commissioner	Appoint	Leticia Requejo	08/31/2023



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: 6.a.

Agenda Item: City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.087 for deliberation regarding economic development negotiations - Project Cowboys.

Initiating Department/Presenter: Economic Development

Presenter:

Tammy Gann, Director of Economic Development

Recommended Motion: No action required

Strategic Initiative: Goal #3, Economic Development – Promote and enhance a strong and diverse economy.

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Tammy Gann

Aron Kulhavy

Associated Information:



CITY COUNCIL AGENDA

6/20/2023

Agenda Item Number: 6.b.

Agenda Item: City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager Aron Kulhavy.

Initiating Department/Presenter: City Manager

Presenter:

Aron Kulhavy, City Manager

Recommended Motion: None

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Leonard Schneider

Aron Kulhavy

Associated Information: