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, SEPTEMBER 19, 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.

WORKSHOP (5:15 p.m.) WORKSHOP

DISCUSSION DISCUSSION

a. Presentation and discussion on a possible development agreement for the construction of an extension of Pine Shadows
Kathlie Jeng-Bulloch, City Engineer
Aron Kulhavy, City Manager

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 - 24: 9/11 National Moment of Remembrance
Andy Brauninger, Mayor

PRESENTATIONS

PUBLIC HEARING

a. Public Hearing on the Tax Year 2023 (FY 2023/2024) Tax Rate for the City of Huntsville.
Steve Ritter, Finance Director

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 authorizing the City Manager to award a purchasing agreement to multiple vendors based on product, price, availability, and reasonable delivery time for Water and Wastewater supplies for the City of Huntsville's warehouse.
Brent Sherrod, Public Works Director

b. Consider authorizing the City Manager to award a mowing and trimming services contract for

R.O.W.(Veterans Memorial), Transfer Station, and additional acreage mowing to Precision L&L, and the Airport mowing to Wayne Pool, LLC.
Brent Sherrod, Public Works Director

c. Consider adoption of Ordinance 2023-22 to amend the budget for FY 22-23 and/or CIP Project budgets.
Steve Ritter, Finance Director

d. Consider authorizing the City Manager to award an emergency purchase order contract to Texas Waste Equipment for Vac-Con Truck repairs.
Brent Sherrod, Public Works Director

e. Consider authorizing the City Manager to renew the contract for demolition services of abandoned structures.
Kevin Byal, Director of Development Services

f. Consider authorizing the City Manager to approve an invoice for Fire Station #1 interior repairs
Sam Masiel, Assistant City Manager

2. STATUTORY AGENDA

a. Consider approval of Ordinance 2023-20 to adopt the FY 2023/2024 Budget with all policies, fees, rates, and provisions as referenced therein. **Record/rollcall vote required**
Steve Ritter, Finance Director

b. Consider ratifying the increased property tax revenues of $1,004,600 reflected in the FY 2023-2024 Budget as adopted.
Steve Ritter, Finance Director

c. Consider approval of Ordinance 2023-21 adopting the Tax Rate of $0.3074 per $100 valuation, one component being M&O at $0.2377 and the other component being Debt Service at $0.0697 and levying taxes for the City of Huntsville for the FY 2023/2024. **Record/rollcall vote required**
Steve Ritter, Finance Director

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

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

5. ITEMS OF COMMUNITY INTEREST

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: September 15, 2023

TIME OF POSTING: 9:00 a.m.

TAKEN DOWN:

Kristy Doll

Kristy Doll, City Secretary

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: a.

Agenda Item: Presentation and discussion on a possible development agreement for the construction of an extension of Pine Shadows

Initiating Department/Presenter: Engineering

Presenter:
Kathlie Jeng-Bulloch, City Engineer
Aron Kulhavy, City Manager

Recommended Motion: No action at this time. Staff will bring forward a development agreement for consideration based upon feedback from the Council.

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 Pine Shadow Road Right-of-Way (ROW) aligns with 10th Street, starting at State Highway 75N and extending westward to the I-45 N Feeder Road. The proposed project includes the partial undeveloped section of Pine Shadow Road between Hickory Drive and the I-45 Feeder Road. This section of Pine Shadows is included in the City's adopted Transportation Master Plan.

The developer is proposing to build a 200 units Multi-Family apartment complex which is on the northern side of the undeveloped Pine Shadows ROW (see attached map).

According to a strict reading of the City of Huntsville Development Code, the developer is responsible for designing and constructing all water, sewer, street and drainage infrastructure within the proposed development and for constructing the extension of the City's water, sewer, and drainage infrastructure to the development site. The Codes also require the developer to design the full width of the ROW and construct half of the width of the ROW that is adjacent to their property.
In order to design and construct the full width and full length (from I-45 Feeder to Hickory Drive) of the Pine Shadows Road, the developer has inquired about the City's participation to construct the street and

The developer has provided a preliminary engineer's estimate for the design and construction of this road extension with a value of $2,202,259 (see attached copy). The cost estimate includes not only the necessary paving, sidewalks, and associated storm drainage improvements with the actual street construction, but it also includes a cost estimate for drainage culverts that would be necessary to construct the street over the significant drainage channel on the south side of the property.

The developer has outlined three possibilities for moving forward with the project. The options are attached with this item. In summary, option A is for the developer to construct the western half of the street from IH-45, leaving the city responsible for the remainder of its construction at a future date when so desired. Option B is for the City to enter into a development agreement with the developer to construct the full length of the Pine Shadows extension from IH 45 to Hickory, with the developer's request that the street cost be shared but the city responsible for 100% of the cost of the necessary drainage structure for completion of the roadway. Option C is essentially for the developer to build in strict accordance with applicable codes and state laws, in particular the rough proportionality doctrine that outlines a detailed process for the calculation of costs that can be imposed on a development in proportion to the impacts made to the infrastructure to be constructed. In preliminary discussions with the developer, they indicate that they believe they would be responsible for only about 12-15% of the cost of building the road. At this time, City staff and the developer have not gone through the formal rough proportionality process in detail due with the desire to not work through the cumbersome process and address the issues through a development agreement.

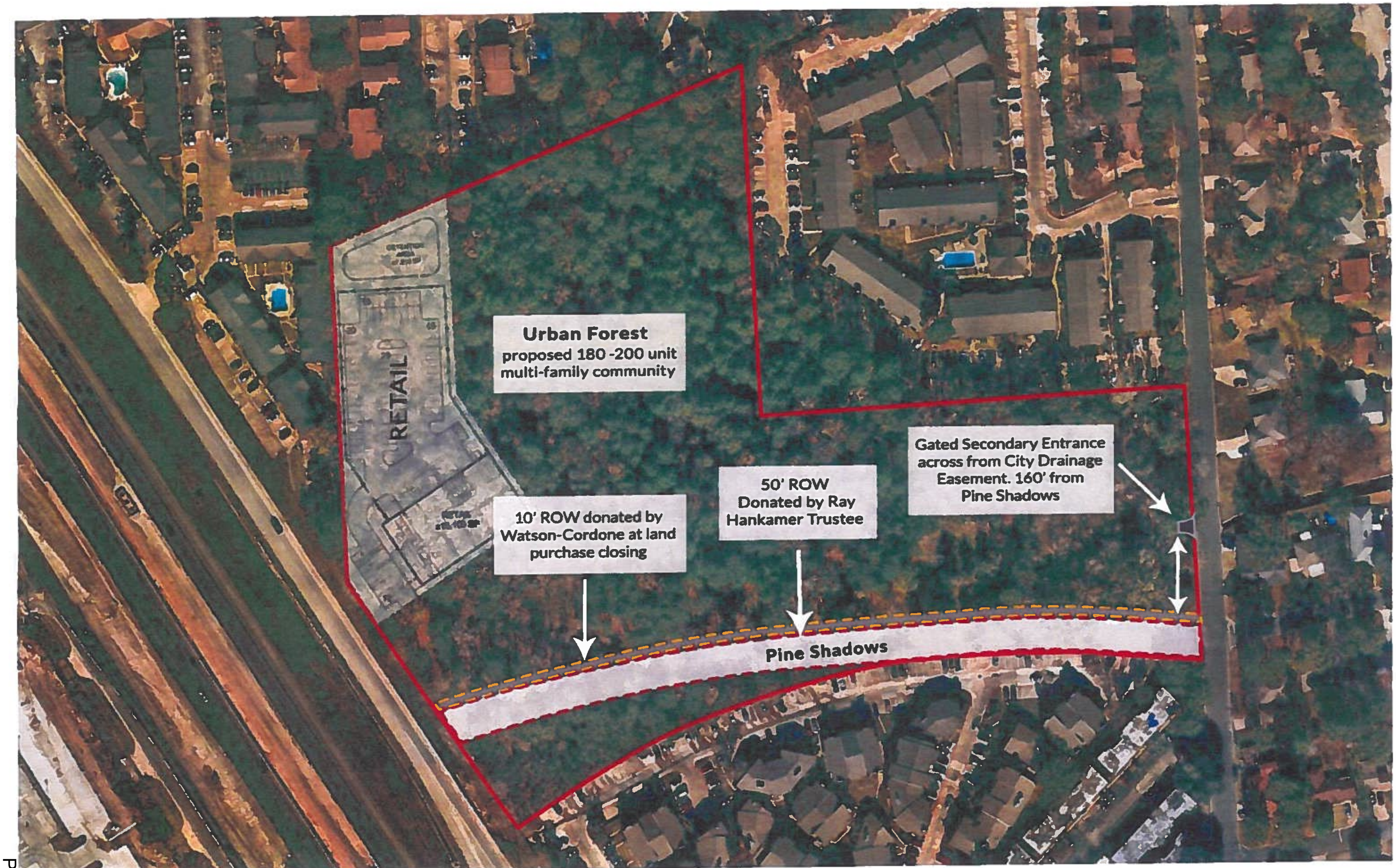
The developer will have a presentation to give to the Council at the workshop to discuss the project in more detail and additional information will be provided on the rough proportionality concept. During the workshop, it is the desire of all parties to receive feedback from Council on one of the three options presented and provide direction as to how to proceed in drafting a potential agreement for future consideration.

Previous Council Action: None

Financial Implications: The financial implications will depend on the contents of the development agreement. There are currently no funds budgeted for this project.

Approvals:
Aron Kulhavy
Kristy Doll

Associated Information:
1. Map
2. ROW Estimated cost by Joe
3. UrbanForest 6.1 Drainage
4. Urban Forest-Pine Shadows Extension Utility Letter Agreement Terms 9.12 (1)



The City of Huntsville, Texas or its employees gives NO warranty, expressed or implied, as to the accuracy, reliability, or completeness of these data. See full GIS Data Disclaimer at www.huntsvilletx.gov

CITY OF HUNTVILLE, TX - ENGINEERING/GIS DIVISION

Pine Shadows Drive

Huntsville				
Pine Shadows ROW	Quantity	Price	Total	Comments
Paving				
Total Road Length	1,047	347	362,819	
Sidewalks	123	1,047	128,781	
SWPPP			30,000	
Storm Sewer				
Pipe				
30'	500	142	71,150	
36'	547	194	106,118	
H2 inlet				
Stage 1	8	2,268	18,144	
Stage 2	8	1,460	11,680	
Type C1				
Stage 1	2	1,754	3,508	
Stage 2	2	1,694	3,388	
C2				
Stage 1	5	1,753	8,765	
Stage 2	5	2,044	10,220	
BB				
Stage 1	3	1,695	5,085	
Stage 2	3	2,134	6,402	
Drainage Swell	1	10,000	10,000	
Road Side ditch	1	5,000	5,000	
Safety End Treatments	1	8,000	8,000	
Type C Manhole				
4 foot Internal Diameter	15	3,832	57,480	
6 foot Internal Diameter	1	6,788	6,788	
Tie into Existing Drainage	1	35,000	35,000	
Television Inspection	1,047	3	3,455	
Trench Safety	1,047	0	241	
SWPP			26,532	
Total Storm Sewer			396,956	*Storm water collection system will collect run off just from the 12 acres. No upstream runoff
160 Foot line (figure 3)				
12' sanitary sewer	160	96	15,360	*Items not included-Rd Cost, Flagmen, SWPP
Mobilization	1	40,000	40,000	
Sanitary/Water	0	0	0	*Not Included
Engineering	1	112,500	112,500	
Drainage Studies	0	0	0	*Not Included
Pine Shadows ROW			1,086,416	
Contingency		15%	162,962	
Inflation		10%	124,938	
Total Pine Shadows ROW			1,374,316	

Culvert				
2 10X10	120	3,000	360,000	*Only one might be necessary
Demucking	1	25,000	25,000	
Bypass Pumping	1	37,000	37,000	
Dirt work and wingwalls	1	120,000	120,000	
Engineering	1	112,500	112,500	
Culvert			654,500	
Contingency		15%	98,175	
Inflation		10%	75,268	
Total Culvert			827,943	
Complete Road Estimate			2,202,259	

45’ drop over 1,000’
Complex drainage issues
Urban Forest
proposed 180 -200 unit multi-family community
Deep Drainage Ditch
IH 45 N FEEDER RD
HICKORY DR
2918
196
612
614
616
618
605
620A
620
620B
619
2714
2700
700A
706
45

Agreement Summary
Pine Shadows Extension, Utility Commitment Letter

Watson-Cordone Development Group (Developer): Plan to acquire and develop the subject land as follows:
Land: 10 +/- Acres (under contract to Watson-Cordone):
The land is:

- Located between I-45 and Hickory Dr. *See Exhibit 1.1*

Land Condition: The ***land has been and is currently undevelopable*** because:

- Insufficient sewer line capacity.
- Over burdensome requirement to build the Pine Shadows extension.
- Further, it is difficult because of challenging drainage issues exacerbated by neighboring developments being allowed to drain large uncontrolled flows onto subject land. *See Exhibit 6.1*

200 Apartments: Planned development will be:

- High quality, market rate (not student), multi-family rental.
- Valued at $30,000,000 to $35,000,000.

Utility Availability Letter: A utility availability commitment letter is requisite and must state the following:

- Capacity for water, sewer, and drainage is reserved for a ***minimum of 36 months from the operational completion*** of the planned new City sanitary sewer main trunk line serving the property.
- During these 36 months the development must file a development plan. Notwithstanding, if a development plan is not filed during the before mentioned 36 months and then filed subsequently, assuming adequate sanitary capacity at that time then exists, the City must then update the commitment letter to the date of the then filed development plan and allow the development to proceed.
- Reserved capacity will be for ***200 apartment units***.

Development Construction Start: Will occur:

- A development plan will be submitted within 36 months from the new trunk line becoming operational or later as provided in the previous paragraph.

Pine Shadows Extension Design and Cost Terms:

- The Developer will contribute free of cost to the City a ***10' x 1040' ROW*** to widen the existing ROW to 60' when the Developer closes on the purchase of the land. *See Exhibit 3.1*
- Future Pine Shadows will be approximately 1,040' to include both the new 900' and rebuilding the currently existing 140' asphalt stub portion of Pine Shadows.
- New Pine Shadows will be 32' wide, 6" reinforced concrete paving with concrete curb and gutter with drainage sized for the 10 acres.
- Construction Contract and Cost Sharing Options:
  - **Option A**: When the Developer is building the development, it will ***build the western most 520'*** including both east and west lanes along with the storm drain system, one sidewalk on the north side, and street lighting. *See Exhibit 5.1.* In this Option A case, **the City can then build the remaining eastern 520' portion of Pine Shadows when and if it chooses**. Engineering costs to be paid pro-rata share upon completion of final plans.
  - **Option B**: **When the Developer is building the development**, at the election of the City, **the Developer will contract and build the entire 1,040' Pine Shadows Street as provided herein:**
    - **Payment**: **The Developer will pay for the first 50% of the cost** of the 1,040' street contract and after 50% is paid by the Developer, the **City will pay the last 50%** of the construction contract as the construction draws come due.
    - **Exclusions**: Excluded under Option B from the 50%/50% costs paid by the Developer and the City are the following:
      - **Cost of the culvert and stem-walls, and related drainage system** needed on the south-east corner due to drainage which was exacerbated by the City causing flows to be directed from I-45 and the adjacent apartments on the South onto the property as well as directed flows from apartments/housing on the North side, all without notice, easement, or proper conveyance system or the agreement of the current owner of this subject property.
      - **Engineering costs of 50% of the engineering** including geotechnical, drainage studies, and so forth for Pine Shadows and the culvert/drainage system.
      - **Relocating any utility lines as needed within the 50' ROW** e.g., the existing sanitary.

- **Option C:** All costs to engineer and construct the Pine Shadows extension will be paid in **"rough proportionality"** to the pro-rata proportion (Rough Proportionality) of use. Rough Proportionality is a term used in law simply meaning the **City and the Developer will share cost of a road based roughly on how much of the traffic is caused by which party.**
  - **Rough Proportionality Calculation:** Estimating 200 apartments that **make 6 trips a day, would be 1,200 traffic units.** If the Pine Shadows extension is built to accommodate conservatively **10,000 peak cars a day**, that means the Developer would be responsible to pay for 1,200 / 10,000 which would be **12% of the cost of building the Pine Shadows** extension. Stated otherwise, per the Transportation Master Plan dated August 2019 on page 64, the projected $2,435,350 cost of Pine Shadows extension multiplied by 12% would mean the Developer would be responsible for approximately $292,242 of the cost of the road. In the case of Pine Shadows extension**<u>, the offer the Developer is making is far more financially beneficial to the City than following the Rough Proportionality procedures provide in law</u>. Parenthetically, we the developer believe we can build the extension far less expensively than the estimated in the Transportation Plan which will benefit the City.**
  - Withholding the issuance of a permit to require a developer to pay more than their proportional usage is illegal. Withholding a permit to force a disproportionally larger payment from a developer is prohibited by the Texas constitution, Texas stature, the United States constitution and substantial case law both nationally and in the State of Texas.
    - Legal Citations:
      - Nollan and Dolan cases
      - Flower Mound vs. Staffard
      - 5th amendment to the U.S. Constitution states property cannot be taken by government without just compensation.
      - Texas Constitution as well as both Federal and State case law.
      - Texas stature law.

    It should be noted that most Texas cities now fully recognize the Texas statues which prohibit withholding permits for a variety of implementations beyond road construction.

CITY COUNCIL AGENDA

9/19/2023

Agenda Item Number: a.

Agenda Item: Proclamation No. 2023 - 24: 9/11 National Moment of Remembrance

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:

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: a.

Agenda Item: Public Hearing on the Tax Year 2023 (FY 2023/2024) Tax Rate for the City of Huntsville.

Initiating Department/Presenter: Finance

Presenter:
Steve Ritter, Finance Director

Recommended Motion: No motion required. This is not an action item.

Strategic Initiative: Goal #6 - Finance - Provide a sustainable , efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: The Texas Tax Code, Sections 26.05, 26.06, and 26.065 require a Public Hearing on the Tax Rate. Notice of the hearing was published in the Huntsville Item on August 24, 2023 and has been made available on the City's website.

At the Council's August 1, 2023 meeting, Council approved an item for a tax rate for FY 2023/2024 not to exceed $0.3425 per $100 valuation. The tax rate used in the FY 2023 - 2024 Budget and in this evening's item 2.b, Ordinance 2023-21 to adopt a tax rate for FY 2023/2024 is $0.3074 per $100 valuation.

Previous Council Action: None

Financial Implications: None

Approvals:
Steve Ritter
Aron Kulhavy
Kristy Doll

Associated Information:

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 1.a.

Agenda Item: Consider authorizing the City Manager to award a purchasing agreement to multiple vendors based on product, price, availability, and reasonable delivery time for Water and Wastewater supplies for the City of Huntsville's warehouse.

Initiating Department/Presenter: Public Works

Presenter:
Brent Sherrod, Public Works Director

Recommended Motion: Authorize the City Manager to award a purchasing agreement to multiple vendors based on product, price, availability, and reasonable delivery time for Water and Wastewater supplies for the City of Huntsville's warehouse.

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's warehouse stores various parts used to install and repair water and wastewater infrastructure. Typical parts maintained include; water repair clamps, water tap saddles, valves, fire hydrants, copper tubing, PVC pipe, and brass fittings. The value of water and wastewater supplies stocked in the warehouse on September 6, 2023, was $683,310.

Stock is maintained in the warehouse in order to have repair parts readily available to City staff at all times, while taking advantage of quantity discounts. Based on past usage, warehouse staff maintains an economical order level for each item. When water or wastewater staff needs parts, they requisition the item from the warehouse, which is charged to a work order and ultimately a budgeted expense item/account number. Warehouse staff then orders replacement parts from a selected vendor to maintain the minimum inventory level. The intent is to strike a balance between the cost of the item and the quantity used while having the necessary items for repairs on hand.

City staff utilized sealed bid proposals for water and wastewater supplies to achieve optimal results at a competitive price. Multiple vendors were invited to bid, along with the invitation to bid being advertised as required. Pricing was requested for items stocked in the warehouse and catalog price discounts for specialty order items or earmarked projects. Four (4) bids were received and opened on September 6, 2023 and it is the City staff's recommendation to award multiple vendors based on product price, availability, and reasonable delivery time. The chosen vendors are; Core & Main, Rural Pipe, Coburns Supply and Fortiline Waterworks. This will allow staff the ability to order from another vendor should a repair item be out of stock and provide the ability to take advantage of each vendor's market niche in order to gain the optimum price. The term of this contract shall be effective for a period of one (1) year with the option to renew for one (1) additional year. This option to extend is contingent on budget and City Council approval.

Previous Council Action: Previous City Council approval for this item was August 17, 2021, and was awarded to multiple vendors to include Core & Main, Rural Pipe, Coburns and Fortiline.

Financial Implications: These purchases are charged to an inventory account when the stock codes are received in the warehouse. Expenditures are not charged to the end user's expense account until supplies and materials are checked out of the inventory/warehouse. Those water and wastewater accounts include Water Line Maintenance 220-362-53020, Water Tap Supplies 220-362-52150, Maintenance of Meters 220-362-54050, Maintenance of Wells/Tanks/Boosters 220-361-53060, Sewer Line Maintenance 220-363-53030, and Sewer Tap Supplies 220-363-52170.

Approvals:
Brent Sherrod
Leonard Schneider
Aron Kulhavy
Kristy Doll

Associated Information:
1. Bid Tab - NO 23-44 Water and Wastewater Supplies

Bid Tabulation
Project Name: Bid NO. 23-44 Water and Wastewater Supplies
Location: 1220 11th Street Huntsville, TX 77340
Date: September 6, 2023 Time: 2:00 PM

Department	Materialuid	Description	Material Requirement	Line	Fortiline Waterworks Unit Price	Rural Pipe Unit Price	Coburn Supply Company, Inc. Unit Price	Core and Main Unit Price
WasteWater	221-2202-0100	32" MANHOLE AND LID	A	1	$ 564.71	$ 604.32	$ 453.67	$ 472.07
WasteWater	221-2202-0200	CLEAN OUT BOOT	A	2	$ 104.47	$ 134.89	$ 98.67	$ 98.09
WasteWater	221-2202-0300	CLEAN OUT BOOT LID	A	3	$ 14.12	$ 134.89	$ 14.12	$ 20.24
WasteWater	221-2202-0400	10" ADAPTER RUBBER CLAY TO PVC	A	4	$ 28.20	$ 33.78	$ 24.20	$ 25.58
WasteWater	221-2202-0500	10" WING NUT PLUG	A	5	No Bid	No Bid	$ 183.33	$ 406.69
WasteWater	221-2202-0600	12" ADAPTER RUBBER PVC TO PVC	A	6	$ 32.91	$ 56.12	$ 27.12	$ 29.86
WasteWater	221-2202-0700	12" ADAPTERS RUBBER CLAY TO PVC	A	7	$ 32.91	$ 54.64	$ 28.23	$ 29.86
WasteWater	221-2202-0800	12" X 2" PLUG AIR INFLATABLE TEST	A	8	No Bid	No Bid	$ 404.17	No Bid
WasteWater	221-2202-0900	15" ADAPTER RUBBER CLAY TO PVC	A	9	$ 129.24	$ 83.80	$ 44.40	$ 47.75
WasteWater	221-2202-1000	22-1/2" BEND PVC	A	10	$ 13.22	$ 14.30	$ 7.47	No Bid
WasteWater	221-2202-1100	4" ADAPTER RUBBER CLAY TO CI/PVC	A	11	$ 4.85	$ 11.21	$ 4.90	$ 4.11
WasteWater	221-2202-1200	4" ADAPTER RUBBER PVC TO PVC	A	12	$ 4.85	$ 12.66	$ 4.90	$ 4.11
WasteWater	221-2202-1300	4" ADAPTER SCH 40	A	13	$ 13.58	$ 7.35	$ 8.73	No Bid
WasteWater	221-2202-1400	4" BEND PVC 45 SCH 40	A	14	$ 8.13	$ 10.45	$ 15.76	$ 12.06
WasteWater	221-2202-1500	4" BEND PVC 90 SCH 40	A	15	$ 10.06	$ 10.56	$ 12.09	$ 9.25
WasteWater	221-2202-1600	4" COUPLING PVC DWV	A	16	$ 5.48	$ 4.79	$ 20.11	$ 17.09
WasteWater	221-2202-1700	4" FEMALE ADAPTER PVC DWV	A	17	$ 9.01	$ 7.35	$ 27.69	$ 10.26
WasteWater	221-2202-1800	4" FLEXIBLE SEWER SADDLE TEE W/ 51" STAINLESS BANDS	A	18	$ 37.54	$ 73.20	$ 44.01	$ 20.86
WasteWater	221-2202-1900	4" MALE PVC DWV PLUG	A	19	$ 4.51	$ 4.00	$ 13.13	$ 4.88
WasteWater	221-2202-2000	4" TEE PVC SCH 4 DWV	A	20	$ 28.60	$ 16.19	$ 125.96	$ 39.26
WasteWater	221-2202-2100	4" X 4" X 4" TEE PVC TWO WAY CLEANOUT SCH 40 DWV	A	21	$ 40.24	$ 34.91	$ 105.93	$ 39.26
WasteWater	221-2202-2200	51" STAINLESS BAND WITH FLIP OUT SCREW	A	22	$ 5.73	$ 7.55	$ 7.63	$ 5.39
WasteWater	221-2202-2300	6" ADAPTER RUBBER PVC TO PVC	A	23	$ 12.51	$ 18.55	$ 10.48	$ 9.57
WasteWater	221-2202-2400	6" ADAPTER RUBBER CLAY TO PVC	A	24	$ 12.51	$ 19.96	$ 10.48	$ 9.57
WasteWater	221-2202-2500	6" BEND PVC 90 SDR 35	A	25	$ 35.82	$ 20.90	$ 33.03	$ 16.24
WasteWater	221-2202-2600	6" WING NUT PLUG	A	26	No Bid	No Bid	$ 40.00	$ 40.00
WasteWater	221-2202-2700	6" WING NUT PLUG	A	27	No Bid	No Bid	$ 40.00	$ 40.00
WasteWater	221-2202-2800	6" X 2" PLUG AIR INFLATABLE TEST	A	28	No Bid	No Bid	$ 175.00	$ 239.26
WasteWater	221-2202-2900	6" X 22-1/2" BEND PVC SDR35	A	29	$ 30.45	$ 25.98	$ 28.08	$ 21.36
WasteWater	221-2202-3000	6" X 4" TEE PVC SDR 35	A	30	$ 52.54	$ 58.10	$ 48.46	$ 23.81
WasteWater	221-2202-3100	6" X 4" WYE SDR 35	A	31	$ 38.10	$ 35.75	$ 35.13	$ 29.98
WasteWater	221-2202-3200	6" X 45" BEND GASKET PVC SDR35	A	32	$ 31.41	$ 32.98	$ 28.97	$ 24.72
WasteWater	221-2202-3300	6" X 6" X 6" TEE PVC SDR 35	A	33	$ 30.92	$ 78.33	$ 28.51	$ 24.33
WasteWater	221-2202-3400	8" ADAPTER RUBBER CLAY TO PVC	A	34	$ 19.24	$ 24.77	$ 16.12	$ 14.82
WasteWater	221-2202-3500	8" ADAPTER RUBBER PVC TO PVC	A	35	$ 19.24	$ 20.21	$ 16.12	$ 14.82
WasteWater	221-2202-3600	8" BEND PVC 45 SDR35	A	36	$ 60.64	$ 58.06	$ 55.92	$ 47.72
WasteWater	221-2202-3700	8" TEE GASKET PVC SDR 35	A	37	$ 119.18	$ 216.93	$ 109.91	$ 93.79
WasteWater	221-2202-3800	8" X 2" PLUG AIR INFLATABLE TEST	A	38	No Bid	No Bid	$ 220.00	$ 292.38
WasteWater	221-2202-3900	8" X 22-1/2" BEND PVC SDR 35	A	39	$ 70.16	$ 67.16	$ 64.70	$ 55.21
WasteWater	221-2202-4000	8" X 4" TEE GASKET PVC SDR35	A	40	$ 81.17	$ 96.24	$ 74.86	$ 63.87
WasteWater	221-2202-4100	8" X 6" WYE SDR 35	A	41	$ 97.76	$ 108.19	$ 90.16	$ 76.93
WasteWater	221-2202-4600	2" X 26" CONCRETE ADJUSTMENT RING	A	42	No Bid	No Bid	No Bid	No Bid
WasteWater	221-2202-4700	23-1/2" MANHOLE LID	A	43	$ 151.53	$395 (Ring & Cover Together)	$ 167.71	$ 147.52
WasteWater	221-2202-4800	23-1/2" MANHOLE RING	A	44	$ 222.42		$ 121.20	$ 145.79
WasteWater	221-2202-4900	23-1/4" MANHOLE ADJUSTMENT RISER RING	A	45	No Bid	No Bid	No Bid	No Bid
WasteWater	221-2202-5000	24" MANHOLE LID	A	46	$ 175.17	$460 (R&Cover Together)	$ 167.71	$ 237.58
WasteWater	221-2202-5100	24" MANHOLE RING	A	47	$ 209.92		$ 121.20	$ 146.36
WasteWater	221-2202-5200	24" MANHOLE RING	A	48	$ 209.92	No Bid	$ 121.20	No Bid
WasteWater	221-2202-5300	4' MANHOLE FIBERGLASS	A	49	No Bid	$ 1,184.49	$ 2,226.67	Call for Price
WasteWater	221-2202-5400	6' MANHOLE FIBERGLASS	A	50	No Bid	$ 1,395.17	$ 2,806.67	Call for Price
WasteWater	221-2202-5600	8' MANHOLE FIBERGLASS	A	51	No Bid	$ 1,680.00	$ 3,386.67	Call for Price
WasteWater	221-2202-5800	REVERSIBLE RING	A	52	$ 169.60	No Bid	$ 121.20	No Bid
WasteWater	221-2202-5900	STORM COVER	A	53	$ 196.01	No Bid	$ 167.71	No Bid
WasteWater	221-2202-6000	ROOT BE GONE	A	54	No Bid	No Bid	No Bid	No Bid
WasteWater	221-2202-6100	STOP LEAK HYD CEMENT	A	55	No Bid	No Bid	$ 43.85	$ 36.37
Water	220-2202-0020	3/4" X 100' TUBING ENDOTRACE	A	56	$ 1.42	No Bid	$ 1.57	$ 1.38
Water	220-2202-0040	1" X 100' TUBING ENDOTRACE	A	57	$ 1.59	No Bid	$ 1.76	$ 1.62
Water	220-2202-0060	3" FLANGE	A	58	No Bid	$ 24.87	$ 32.27	$ 36.44
Water	220-2202-0080	4" ELL BEND 90 MJ	A	59	$ 69.98	$ 84.85	$ 64.53	$ 72.86
Water	220-2202-0100	4" GATE VALVE MJ LESS/ACC	D	60	$ 589.80	$ 836.00	$ 681.10	$ 767.79
Water	220-2202-0120	4" SOLID SLEEVE	A	61	$ 62.02	$ 73.54	$ 57.20	$ 64.58
Water	220-2202-0140	4" X 13" ANCHOR COUPLING FULL BODY	A	62	$ 142.87	$ 117.33	$ 131.76	$ 110.40
Water	220-2202-0160	6" BEND 11-1/4 CI	A	63	$ 88.53	$ 64.29	$ 81.64	$ 92.18
Water	220-2202-0180	6" BEND 22-1/2	A	64	$ 84.29	$ 99.51	$ 77.73	$ 87.77
Water	220-2202-0200	6" BEND 45 CI	A	65	$ 92.77	$ 102.67	$ 85.56	$ 96.60
Water	220-2202-0220	6" BEND 90 CI	A	66	$ 114.51	$ 126.72	$ 105.60	$ 119.24
Water	220-2202-0240	6" GATE VALVE MJ DI LESS/ACC	D	67	$ 742.59	$ 934.38	$ 882.00	$ 966.62
Water	220-2202-0260	6" MEGA LUG RETAINER GLAN PIPE DI	A	68	$ 53.19	$ 63.07	$ 29.69	$ 51.79
Water	220-2202-0280	6" TAPPING VALVE	D	69	$ 1,048.23	$ 738.17	$ 1,178.72	$ 1,363.95
Water	220-2202-0300	6" X 12" GRADELOCK FIRE HYDRANT	A	70	No Bid	No Bid	$ 567.28	$ 533.76
Water	220-2202-0320	6" X 12-1/2" SOLID SLEEVE MJ	A	71	$ 103.90	$ 117.60	$ 95.82	$ 108.20
Water	220-2202-0340	6" X 13" ANCHOR COUPLING COMPACT	A	72	$ 186.60	$ 206.51	$ 172.09	$ 194.30
Water	220-2202-0360	6" X 24" ANCHOR COUPLING COMPACT	A	73	$ 277.78	No Bid	$ 256.61	$ 289.25
Water	220-2202-0380	6" X 24" GRADELOCK FIRE HYDRANT	A	74	No Bid	No Bid	$ 686.04	$ 645.51
Water	220-2202-0400	6" X 6" GRADELOCK FIRE HYDRANT	A	75	No Bid	No Bid	$ 347.20	$ 326.19
Water	220-2202-0420	6" X 6" X 6" TEE ANCHOR MJ LESS/ACC DOMES	A	76	$ 189.25	$ 209.44	$ 256.61	$ 197.07
Water	220-2202-0440	6" X 6" X 6" TEE MJ	A	77	$ 164.34	$ 181.87	$ 151.56	$ 171.12
Water	220-2202-0460	6" X 7-1/2" SOLID SLEEVE CI	A	78	$ 77.93	$ 117.60	$ 76.31	$ 81.14
Water	220-2202-0480	8" BEND 22-1/2 CI	A	79	$ 132.00	$ 146.08	$ 121.73	$ 137.45
Water	220-2202-0500	8" ANCHOR COUPLING SPLIT RING	A	80	No Bid	$ 264.59	$ 2,695.54	$ 67.88
Water	220-2202-0520	8" BEND 11-1/4 MJ	A	81	$ 119.81	$ 135.60	$ 110.49	$ 124.76
Water	220-2202-0540	8" BEND 45 MJ CI	A	82	$ 135.18	$ 160.29	$ 124.67	$ 140.76
Water	220-2202-0560	8" BEND 90 MJ LESS/ACC	A	83	$ 165.40	$ 196.11	$ 152.53	$ 172.22
Water	220-2202-0580	8" GATE VALVE MJ DI LESS/ACC	D	84	$ 1,207.17	$ 1,399.41	$ 1,372.00	$ 1,538.12
Water	220-2202-0600	8" MEGA LUG RETAINER GLAN PIPE DI	A	85	$ 72.48	$ 57.36	$ 44.61	$ 60.63
Water	220-2202-0620	8" TAPPING VALVE	D	86	$ 1,556.26	$ 1,020.60	$ 1,749.30	$ 2,013.01
Water	220-2202-0640	8" X 12" SOLID SLEEVE CI	A	87	$ 166.99	$ 184.80	$ 154.00	$ 173.88
Water	220-2202-0660	8" X 13" ANCHOR COUPLING COMPACT	A	88	$ 239.08	$ 264.59	$ 220.49	$ 248.96
Water	220-2202-0680	8" X 7-1/2" SOLID SLEEVE	A	89	$ 100.72	$ 184.80	$ 92.89	$ 104.88

Water	220-2202-0700	8" X 8" X 6" TEE ANCHOR MJ	A	90	$ 236.96	$ 262.24	$ 218.53	$ 246.74
Water	220-2202-0720	8" X 8" X 6" TEE MJ	A	91	$ 203.57	$ 225.28	$ 187.73	$ 211.97
Water	220-2202-0740	8" X 8" X 8" TEE MJ	A	92	$ 245.98	$ 272.21	$ 226.84	$ 256.13
Water	220-2202-0760	10" BEND 45 CI	A	93	$ 195.00	$ 215.89	$ 179.91	$ 203.14
Water	220-2202-0780	10" GATE VALVE MJ LESS/ACC	D	94	$ 1,864.64	$ 2,265.29	$ 2,132.59	$ 2,363.17
Water	220-2202-0800	10" X 12" SOLID SLEEVE CI	A	95	$ 199.86	$ 113.60	$ 184.31	$ 208.10
Water	220-2202-0820	10" X 2" CAP MJ	A	96	$ 122.99	$ 130.14	$ 113.42	$ 128.06
Water	220-2202-0840	10" X 2" PLUG MJ	A	97	$ 185.54	$ 132.61	$ 171.11	$ 193.20
Water	220-2202-0860	12" BEND 11-1/4 MJ	A	98	$ 239.08	$ 264.59	$ 220.49	$ 248.96
Water	220-2202-0880	12" BEND 22-1/2 MJ	A	99	$ 254.99	$ 282.19	$ 235.16	$ 265.22
Water	220-2202-0900	12" BEND 45 MJ	A	100	$ 291.57	$ 322.67	$ 268.89	$ 303.60
Water	220-2202-0920	12" BEND 90 MJ	A	101	$ 352.53	$ 390.13	$ 325.11	$ 367.08
Water	220-2202-0940	12" FIRE HYDRANT EXTENSION	D	102	$ 661.73	$ 429.82	$ 791.37	$ 387.53
Water	220-2202-0960	12" GATE VALVE MJ LESS/ACC	D	103	$ 2,359.19	$ 2,735.88	$ 2,695.54	$ 2,990.50
Water	220-2202-0980	12" MEGA LUG RETAINER GLAN PIPE DI	A	104	$ 138.53	$ 167.80	$ 102.00	$ 131.41
Water	220-2202-1000	12" SOLID SLEEVE SHORT MJ CI	A	105	$ 203.57	$ 297.44	$ 187.73	$ 211.97
Water	220-2202-1020	12" X 12" SOLID SLEEVE CI	A	106	$ 268.77	$ 297.44	$ 247.87	$ 279.86
Water	220-2202-1040	12" X 12" X 12" TEE MJ LESS/ACC	A	107	$ 489.83	$ 542.08	$ 451.73	$ 510.05
Water	220-2202-1060	12" X 12" X 6" TEE ANCHOR MJ	A	108	$ 340.87	$ 377.23	$ 314.36	$ 354.94
Water	220-2202-1080	12" X 12" X 8" TEE MJ LESS/ACC	A	109	$ 382.22	$ 394.11	$ 352.49	$ 530.84
Water	220-2202-1100	12" X 2" CAP PLUG MJ	A	110	$ 182.36	$ 94.86	$ 168.18	$ 189.89
Water	220-2202-1120	12" X 6" TEE MJ	A	111	$ 332.39	$ 367.84	$ 306.53	$ 346.10
Water	220-2202-1140	14" MEGA LUG PVC C905	A	112	$ 240.69	$ 181.55	$ 180.27	$ 185.42
Water	220-2202-1160	14" X 7-1/2" SOLID SLEEVE C150 FOR DI	A	113	$ 382.22	No Bid	$ 352.49	$ 398.00
Water	220-2202-1180	16" VALVE BOX TOP	A	114	$ 31.88	No Bid	$ 32.07	No Bid
Water	220-2202-1200	18" X 24" VALVE BOX W/ LID	A	115	$ 64.61	$ 101.26	$ 65.00	$ 91.37
Water	220-2202-1220	24" X 36" VALVE BOX W/ LID	A	116	$ 86.14	$ 117.86	$ 86.67	$ 109.83
Water	220-2202-1240	36" X 48" VALVE BOX W/ LID	A	117	$ 124.05	$ 142.91	$ 36.73	$ 111.80
Water	220-2202-1260	36" X 60" VALVE BOX W/ LID	A	118	$ 132.66	$ 181.26	$ 133.47	$ 121.97
Water	220-2202-1280	METER BOX LARGE CONCRETE W/ READER LID	A	119	$ 86.25	$ 145.87	$ 200.00	$ 124.34
Water	220-2202-1300	METER BOX LARGE PVC D1500 W/ METER LID	A	120	$ 55.67	$ 43.21	$ 47.06	$ 40.10
Water	220-2202-1320	METER BOX LID SMALL PVC FITS D1200 BOX W/ READER LID OVE	A	121	$ 27.42	$ 25.93	$ 10.41	$ 9.90
Water	220-2202-1340	METER BOX SMALL PVC D1200 W/ METER READER LID	A	122	$ 33.06	$ 25.93	$ 23.93	$ 23.98
Water	220-2202-1360	4" BOLT AND GASKET MJ LESS GLAND	A	123	$ 18.55	$ 25.11	$ 17.11	$ 18.07
Water	220-2202-1380	4" GLAN PAC MJ transition	A	124	$ 24.92	$ 32.00	$ 22.98	$ 24.26
Water	220-2202-1400	4" GLAN PAC MJ	A	125	$ 23.86	$ 35.00	$ 22.00	$ 23.23
Water	220-2202-1420	4" MEGA LUG RETAINER GLAN PIPE C909	A	126	$ 51.70	$ 35.19	$ 30.57	$ 50.37
Water	220-2202-1440	6" BOLT AND GASKET MJ LESS GLAND	A	127	$ 21.20	$ 24.00	$ 19.56	$ 20.65
Water	220-2202-1460	6" GLAN PAC	A	128	$ 32.87	$ 47.00	$ 30.31	$ 32.00
Water	220-2202-1480	6" MEGA LUG PIPE C909	A	129	$ 64.72	$ 44.62	$ 37.14	$ 41.01
Water	220-2202-1500	8" BOLT AND GASKET MJ LESS GLAND	A	130	$ 23.86	$ 26.40	$ 22.00	$ 23.23
Water	220-2202-1520	8" GLAN PAC	A	131	$ 36.05	$ 62.00	$ 33.24	$ 35.10
Water	220-2202-1540	8" MEGA LUG PIPE C900	A	132	$ 87.31	$ 63.12	$ 54.92	$ 85.08
Water	220-2202-1560	10" GLAN PAC	A	133	$ 51.95	$ 72.61	$ 47.91	$ 50.59
Water	220-2202-1580	10" MJ BOLT AND GASKET PK LESS GLAND	A	134	$ 31.85	$ 34.85	$ 29.33	$ 30.97
Water	220-2202-1600	12" GLAN PAC	A	135	$ 53.54	$ 94.18	$ 49.38	$ 52.13
Water	220-2202-1620	12" MJ BOLT AND GASKET PK LESS GLAND	A	136	$ 32.87	$ 41.12	$ 30.31	$ 25.51
Water	220-2202-1640	12"MEGA LUG PVC C900	A	137	$ 159.57	$ 125.43	$ 109.31	$ 151.48
Water	220-2202-1660	14" GLAN PAC MJ & DI C150	A	138	$ 81.64	No Bid	$ 75.29	No Bid
Water	220-2202-1680	1/2" FLEXIBLE COUPLING	A	139	No Bid	No Bid	$ 27.65	No Bid
Water	220-2202-1700	3/4" AIR RELEASE	A	140	$ 230.59	No Bid	$ 230.59	$ 121.34
Water	220-2202-1720	3/4" STEEL COUPLING PIPE OD 1.05 LENGTH 4-1/2 TO 5	A	141	No Bid	$ 42.35	$ 31.64	$ 34.52
Water	220-2202-1740	3/4" X 4" T-HEAD BOLT	A	142	$ 1.77	No Bid	$ 2.10	$ 3.89
Water	220-2202-1760	1" STEEL COUPLING PIPE OD 1.32 LENGTH 4-1/2 TO 5	A	143	No Bid	$ 44.80	$ 32.73	$ 35.70
Water	220-2202-1780	1-1/2" STEEL COUPLING PIPE OD 1.90 LENGTH 5	A	144	No Bid	$ 51.13	$ 40.93	No Bid
Water	220-2202-1800	2" AIR RELEASE	D	145	$ 401.18	$ 385.33	$ 401.18	$ 376.00
Water	220-2202-1820	2" STEEL COUPLING PIPE OD 2.38 LENGTH 5	A	146	No Bid	$ 57.95	$ 52.43	$ 50.58
Water	220-2202-1840	4" HYMAX COUPLING	D	147	$ 263.84	$ 257.47	$ 227.22	$ 240.49
Water	220-2202-1860	6" GASKET FLANGE	A	148	$ 2.63	$ 6.00	$ 4.44	$ 3.36
Water	220-2202-1880	6" GASKET TAPPING	A	149	No Bid	No Bid	$ 4.44	No Bid
Water	220-2202-1900	6" HYMAX COUPLING	A	150	$ 288.21	$ 326.19	$ 300.91	$ 318.51
Water	220-2202-1920	6" TAPPING SLEEVE OD 6.60 - 7.00	D	151	No Bid	$ 803.95	$ 813.70	$ 851.27
Water	220-2202-1940	6" X 15" CLAMP OD 7.05 - 7.46	D	152	No Bid	$ 292.61	$ 259.73	$ 191.29
Water	220-2202-1960	6" X 7-1/2 " CLAMP DOUBLE BAND OD 7.05 - 7.46	D	153	No Bid	$ 156.68	$ 133.64	$ 140.13
Water	220-2202-1980	8" GASKET FLANGE	A	154	No Bid	$ 20.00	$ 6.15	$ 3.36
Water	220-2202-2000	8" GASKET TAPPING	A	155	No Bid	No Bid	$ 6.15	No Bid
Water	220-2202-2020	8" HYMAX COUPLING	D	156	No Bid	$ 365.67	$ 339.74	$ 359.60
Water	220-2202-2040	8" X 7-1/2 " CLAMP-DOUBLE BAND OD 8.62 - 9.42	D	157	No Bid	$ 182.21	$ 148.00	$ 155.17
Water	220-2202-2060	8" X 7-1/2" CLAMP-DOUBLE BAND OD 8.99 - 9.79	D	158	No Bid	$ 182.21	$ 151.15	$ 158.72
Water	220-2202-2080	10" X 10" CLAM -DOUBLE BAND OD 10.75 - 11.55	D	159	No Bid	$ 312.12	$ 249.82	$ 261.92
Water	220-2202-2100	10" X 10" CLAMP DOUBLE BAND OD 11.6 - 12.40	D	160	No Bid	$ 333.98	$ 267.32	$ 280.28
Water	220-2202-2120	10" X 10" CLAMP 0D 11.04 - 12.24	D	161	No Bid	$ 317.34	$ 254.00	No Bid
Water	220-2202-2140	10" X 10" CLAMP DOUBLE BAND AC ONLY	D	162	No Bid	No Bid	$ 267.32	No Bid
Water	220-2202-2160	10" X 15" CLAMP DOUBLE BAND OD 10.75 - 11.55	D	163	No Bid	$ 467.20	$ 373.94	$ 392.07
Water	220-2202-2180	10" X 15" CLAMP DOUBLE BAND OD 11.60 - 12.40	D	164	No Bid	$ 497.02	$ 397.81	$ 417.09
Water	220-2202-2200	12" X 15" CLAMP DOUBLE BAND OD 12.75 - 13.55	D	165	No Bid	$ 523.45	$ 418.96	$ 439.25
Water	220-2202-2220	12" GASKET FLANGE	A	166	No Bid	$ 11.20	$ 15.33	$ 8.82
Water	220-2202-2240	12" HYMAX COUPLING	D	167	No Bid	$ 609.37	$ 617.15	$ 476.30
Water	220-2202-2260	12" X 10" CLAMP OD 13.14 - 14.34	D	168	No Bid	$ 353.85	$ 283.22	$ 323.97
Water	220-2202-2280	12" X 10" CLAMP OD 13.65 - 14.85	D	169	No Bid	$ 357.85	$ 286.42	$ 300.30
Water	220-2202-2300	12" X 10" CLAMP-DOUBLE BAND OD 12.75 - 13.55	D	170	No Bid	$ 349.91	$ 280.06	$ 293.63
Water	220-2202-2320	12" X 15" CLAMP DOUBLE BAND OD 13.14 - 14.34	D	171	No Bid	$ 524.83	$ 420.07	$ 481.43
Water	220-2202-2340	12" X 15" CLAMP OD 13.65 - 14.45	D	172	No Bid	$ 532.78	$ 426.44	$ 488.50
Water	220-2202-2360	14" CLAMP BELL JOINT REPAIR DI C150	D	173	No Bid	No Bid	$ 1,161.87	$ 1,705.41
Water	220-2202-2380	14" x 15" CLAMP OD 15.07 - 15.82	D	174	No Bid	No Bid	$ 625.64	$ 655.94
Water	220-2202-2400	32 OZ CEMENT PVC HEAVY DUTY FAST SET	A	175	No Bid	No Bid	$ 11.17	$ 36.73
Water	220-2202-2420	32 OZ PRIMER PURPLE CAN	A	176	No Bid	No Bid	$ 6.89	$ 24.35
Water	220-2202-2440	FIRE HYDRANT WRENCH ADJUST	A	177	No Bid	$ 32.00	$ 41.35	$ 24.38
Water	220-2202-2460	GAUGE 0-300 LBS LIQ FILLED #UG-GF TEXAS GAUGE	A	178	No Bid	$ 11.99	No Bid	$ 33.04
Water	220-2202-2480	GLUE JM BLUE OR HOT	A	179	No Bid	$ 23.00	$ 11.17	No Bid
Water	220-2202-2500	LUBRICANT PIPE	A	180	No Bid	$ 7.50	$ 6.00	$ 5.35
Water	220-2202-2520	PROBE ROD TIPS	A	181	No Bid	$ 9.95	$ 7.50	$ 4.24
Water	220-2202-2540	RECTOR SEAL TEFLON	A	182	No Bid	$ 7.46	$ 20.84	$ 21.61
Water	220-2202-2620	1/2" X 3" CLAMP	A	183	No Bid	$ 33.78	$ 27.65	$ 7.81
Water	220-2202-2640	1/2" X 6" CLAMP	A	184	No Bid	$ 71.97	$ 58.89	$ 14.40
Water	220-2202-2660	3/4" X 3" CLAMP	A	185	No Bid	$ 36.23	$ 28.01	$ 7.96
Water	220-2202-2680	3/4" X 6" CLAMP	A	186	No Bid	$ 72.36	$ 59.21	$ 14.84
Water	220-2202-2700	3/4" X 7" CLAMP OD 3.73 - 4.00	A	187	No Bid	No Bid	$ 106.57	No Bid
Water	220-2202-2720	1" X 3" CLAMP	A	188	No Bid	$ 36.21	$ 29.63	$ 8.69
Water	220-2202-2740	1" X 6" CLAMP	A	189	No Bid	$ 72.91	$ 59.65	$ 15.80

Water	220-2202-2760	1-1/2" X 6" CLAMP	A	190	No Bid	$ 80.59	$ 61.54	$ 18.70
Water	220-2202-2780	1-1/2" X 3" CLAMP	A	191	No Bid	$ 46.57	$ 31.20	$ 9.60
Water	220-2202-2800	2" X 3" CLAMP	D	192	No Bid	$ 47.92	$ 33.98	$ 10.49
Water	220-2202-2820	2" X 6" CLAMP	D	193	No Bid	$ 82.69	$ 63.14	$ 18.99
Water	220-2202-2840	2" X 7-1/2" CLAMP OD 2.35 - 2.63	D	194	No Bid	$ 75.93	$ 60.78	$ 63.73
Water	220-2202-2860	2" X 7-1/2" CLAMP OD 2.35 - 2.63 COLLAR LEAK	D	195	No Bid	$ 86.73	$ 69.42	$ 72.79
Water	220-2202-2880	2" X 3/4" TAP SADDLE	DB	196	$ 29.63	$ 34.52	$ 25.10	$ 27.75
Water	220-2202-2900	2" X 1" TAP SADDLE	DB	197	$ 29.63	$ 34.52	$ 25.10	$ 27.75
Water	220-2202-2920	3" X 3" CLAMP	D	198	No Bid	No Bid	$ 13.76	$ 13.74
Water	220-2202-2940	3" X 6" CLAMP	D	199	No Bid	No Bid	$ 27.83	$ 27.77
Water	220-2202-2960	3" X 7" CLAMP SCH 40	D	200	No Bid	$ 90.23	$ 104.25	$ 75.72
Water	220-2202-2980	3" X 7-1/2" CLAMP OD 3.46 - 3.70	D	201	No Bid	$ 90.23	$ 104.25	$ 75.72
Water	220-2202-3000	3" X 7-1/2" CLAMP OD 3.49 - 4.29	D	202	No Bid	No Bid	$ 104.25	$ 104.47
Water	220-2202-3020	3" X 7-1/2" CLAMP OD 3.96 - 4.25	D	203	No Bid	$ 62.12	$ 104.25	$ 80.35
Water	220-2202-3040	3" X 15" CLAMP OD 3.49 - 4.29	D	204	No Bid	No Bid	$ 204.75	$ 214.68
Water	220-2202-3060	3" X 3/4" TAP SADDLE	DB	205	$ 39.10	$ 48.89	$ 33.18	$ 33.03
Water	220-2202-3080	3" X 1" TAP SADDLE	DB	206	$ 39.10	$ 48.89	$ 33.18	$ 33.03
Water	220-2202-3100	4" X 7" CLAMP COLLAR	D	207	No Bid	$ 119.86	$ 89.53	$ 93.88
Water	220-2202-3120	4" X 7-1/2" CLAMP OD 4.74 - 5.57	D	208	No Bid	$ 96.80	$ 115.19	$ 120.78
Water	220-2202-3140	4" X 7-1/2" CLAMP OD 4.44 - 5.24	D	209	No Bid	$ 101.90	$ 112.51	$ 141.85
Water	220-2202-3160	4" X 7-1/2" CLAMP OD 4.45 - 4.73	D	210	No Bid	$ 99.11	$ 112.51	$ 83.17
Water	220-2202-3180	4" X 15" CLAMP OD 4.44 - 5.24	D	211	No Bid	$ 147.37	$ 222.76	$ 233.56
Water	220-2202-3200	4" X 15" CLAMP OD 4.74 - 5.57	D	212	No Bid	$ 181.07	$ 229.15	$ 240.25
Water	220-2202-3220	4" X 3/4" TAP SADDLE	DB	213	$ 123.70	$ 57.52	$ 111.37	$ 37.47
Water	220-2202-3240	4" X 1" TAP SADDLE	DB	214	$ 123.70	$ 57.52	$ 111.37	$ 37.47
Water	220-2202-3260	6" X 7-1/2" CLAMP OD 6.84 - 7.64	D	215	No Bid	$ 129.70	$ 162.99	$ 140.13
Water	220-2202-3280	6" X 7-1/2" CLAMP OD 7.45 - 7.85	D	216	No Bid	$ 202.39	$ 162.99	$ 105.78
Water	220-2202-3300	6" X 7-1/2"CLAMP OD 6.62 - 7.42	D	217	No Bid	$ 118.44	$ 130.94	$ 137.28
Water	220-2202-3320	6" X 12" CLAMP OD 7.40 - 7.85	D	218	No Bid	$ 202.39	$ 200.50	$ 169.85
Water	220-2202-3340	6" X 15" CLAMP OD 6.62 - 7.42	D	219	No Bid	$ 175.71	$ 259.37	$ 271.94
Water	220-2202-3360	6" X 15" CLAMP OD 6.84 - 7.64	D	220	No Bid	$ 326.19	$ 259.73	$ 272.31
Water	220-2202-3380	6" X 15" CLAMP OD 7.45 - 7.85	D	221	No Bid	$ 238.11	$ 259.73	$ 196.18
Water	220-2202-3400	6" X 3/4" TAP SADDLE	DB	222	$ 142.25	$ 80.08	$ 131.18	$ 40.38
Water	220-2202-3420	6" X 1" TAP SADDLE	DB	223	$ 142.25	$ 80.08	$ 131.18	$ 40.38
Water	220-2202-3440	6" X 2" TAP SADDLE	DB	224	$ 178.80	$ 151.09	$ 164.78	$ 59.14
Water	220-2202-3460	8" X 15" CLAMP OD 8.62 - 9.42	D	225	No Bid	$ 267.58	$ 292.76	$ 306.95
Water	220-2202-3480	8" X 15" CLAMP OD 8.99 - 9.79	D	226	No Bid	$ 273.46	$ 295.33	$ 309.64
Water	220-2202-3500	8" X 3/4" TAP SADDLE	DB	227	$ 176.11	$ 110.04	$ 162.33	$ 52.37
Water	220-2202-3520	8" X 1" TAP SADDLE	DB	228	$ 176.11	$ 110.24	$ 162.33	$ 52.37
Water	220-2202-3540	8" X 2" TAP SADDLE	DB	229	$ 202.05	$ 155.82	$ 186.08	$ 65.33
Water	220-2202-3560	10" X 1" TAP SADDLE	DB	230	$ 218.18	$ 325.73	$ 201.13	$ 67.70
Water	220-2202-3580	12" X 3/4" TAP SADDLE	DB	231	$ 255.38	$ 346.71	$ 235.38	$ 81.20
Water	220-2202-3600	12" X 1" TAP SADDLE	DB	232	$ 255.38	$ 346.71	$ 235.38	$ 81.20
Water	220-2202-3620	12" X 2" TAP SADDLE	DB	233	$ 293.31	$ 371.56	$ 270.27	$ 103.30
Water	220-2202-3640	1-1/2" ADAPTOR MALE SCH 40	A	234	$ 1.03	$ 1.17	$ 0.91	$ 0.82
Water	220-2202-3660	1-1/2" BEND 45 SCH 40	A	235	$ 1.88	$ 2.00	$ 1.67	$ 1.51
Water	220-2202-3680	1-1/2" COUPLING SCH 40	A	236	$ 0.81	$ 1.30	$ 3.63	$ 0.66
Water	220-2202-3700	1-1/2" ELBOW 90 SCH 40	A	237	$ 1.34	$ 1.55	$ 1.19	$ 1.07
Water	220-2202-3720	1-1/2" ADAPTOR FEMALE SCH 40	A	238	$ 0.79	$ 1.65	$ 0.91	$ 0.82
Water	220-2202-3740	1-1/2" TEE SCH 40	A	239	$ 1.76	$ 1.70	$ 1.57	$ 1.42
Water	220-2202-3760	2" GATE VALVE BRASS FEM X FEM	DB	240	No Bid	$ 37.27	$ 38.81	$ 47.23
Water	220-2202-3780	2" VALVE BOX RISER	A	241	$ 26.81	$ 25.94	$ 26.00	$ 29.80
Water	220-2202-3800	1/2" METER COUPLING BRASS	DB	242	$ 10.47	$ 11.55	$ 10.69	No Bid
Water	220-2202-3820	1/2" X 7" METER RISER	DB	243	$ 127.64	$ 180.06	$ 109.12	No Bid
Water	220-2202-3840	3/4" BALL CURB STOP PAD WING W/ 3/4 FLARE COPPER X 3/4 F	DB	244	$ 51.81	No Bid	$ 45.94	$ 120.44
Water	220-2202-3860	3/4" BEND 45 PVC	A	245	$ 0.90	$ 1.03	$ 0.80	$ 0.73
Water	220-2202-3880	3/4" CORPORATION	DB	246	$ 45.95	$ 56.99	$ 38.45	$ 58.70
Water	220-2202-3900	3/4" COUPLING BRASS	DB	247	$ 3.35	$ 31.80	$ 11.23	$ 4.67
Water	220-2202-3920	3/4" CURB STOP COPPER TO IRON	DB	248	$ 105.59	$ 86.25	$ 75.73	$ 58.21
Water	220-2202-3940	3/4" CURB STOP IRON TO IRON	DB	249	$ 113.07	$ 93.35	$ 64.62	$ 49.18
Water	220-2202-3960	3/4" ELL 90 PVC	A	250	$ 0.40	$ 0.84	$ 0.36	$ 0.32
Water	220-2202-3980	3/4" ADAPTOR FEMALE SCH 80 PVC FPT X SLIP	A	251	$ 4.51	$ 4.17	$ 4.01	$ 3.14
Water	220-2202-4000	3/4" GASKET WATER METER	A	252	$ 0.09	$ 0.18	$ 0.10	$ 0.12
Water	220-2202-4020	3/4" ADAPTOR MALE SCH 40 PVC MPT X SLIP	A	253	$ 0.35	$ 0.45	$ 0.31	$ 0.28
Water	220-2202-4040	3/4" SLIP COUPLING SCH 40 PVC	A	254	$ 0.31	$ 0.40	$ 0.28	$ 0.25
Water	220-2202-4060	3/4" TEE BRASS	DB	255	$ 5.22	$ 6.40	$ 12.99	$ 7.10
Water	220-2202-4080	3/4" TEE PVC	A	256	$ 0.50	$ 0.50	$ 0.44	$ 0.41
Water	220-2202-4100	3/4" X 1/2" BUSHING BRASS	DB	257	$ 2.27	$ 3.33	$ 8.95	$ 3.09
Water	220-2202-4120	3/4" X 4" NIPPLE BRASS	DB	258	$ 4.81	$ 6.32	$ 4.96	$ 4.94
Water	220-2202-4140	3/4" X 6" NIPPLE BRASS	DB	259	$ 7.04	$ 8.21	$ 7.24	$ 7.20
Water	220-2202-4160	3/4" ADAPTERS BRASS C84-33 3/4 COMP X 3/4 MIPT	DB	260	$ 20.63	$ 28.00	$ 17.63	$ 21.87
Water	220-2202-4180	3/4" ANGLE STOP COMPRESSION	DB	261	$ 61.13	$ 77.44	$ 48.42	$ 64.77
Water	220-2202-4200	3/4" COMPRESSION BEND BRASS 90	DB	262	$ 32.43	$ 41.09	$ 27.72	$ 34.41
Water	220-2202-4220	3/4" COMPRESSION COUPLING BRASS	DB	263	$ 25.11	$ 31.80	$ 21.46	$ 26.64
Water	220-2202-4240	3/4" COMPRESSION COUPLING BRASS FEMALE	DB	264	$ 21.69	$ 27.48	$ 18.54	$ 23.00
Water	220-2202-4260	3/4" ELL BRASS 90 FIP	DB	265	$ 4.25	$ 4.85	$ 12.79	$ 5.78
Water	220-2202-4280	3/4" METER COUPLING STRAIGHT BRASS	DB	266	$ 6.89	$ 11.55	$ 11.35	$ 9.12
Water	220-2202-4300	3/4" X 7" METER RESETTER	DB	267	$ 132.66	$ 180.06	$ 113.42	$ 130.90
Water	220-2202-4320	3/4" X 9" METER RESETTER	DB	268	$ 134.19	$ 182.14	$ 114.73	$ 132.52
Water	220-2202-4340	3/4" X 12" METER RISER	DB	269	$ 138.58	$ 188.09	$ 118.48	$ 137.19
Water	220-2202-4360	3/4" X 15" METER RISER	DB	270	$ 144.01	$ 195.47	$ 123.13	$ 142.95
Water	220-2202-4380	1" BEND 45 PVC	A	271	$ 1.08	$ 1.25	$ 0.96	$ 0.87
Water	220-2202-4400	1" CORPORATION	DB	272	$ 66.78	$ 61.05	$ 58.18	$ 72.13
Water	220-2202-4420	1" COUPLING SCH 40 PVC	A	273	$ 0.55	$ 0.75	$ 0.49	$ 0.45
Water	220-2202-4440	1" CURB STOP COPPER TO IRON	DB	274	$ 187.39	$ 132.87	$ 104.08	$ 133.28
Water	220-2202-4460	1" CURB STOP IRON TO IRON	DB	275	$ 176.33	$ 103.76	$ 97.16	$ 119.71
Water	220-2202-4480	1" ELL 90 PVC	A	276	$ 0.66	$ 0.96	$ 0.62	$ 0.57
Water	220-2202-4500	1" ADAPTOR FEMALE SCH 80 PVC	A	277	$ 6.81	$ 6.25	$ 6.43	$ 4.63
Water	220-2202-4520	1" ADAPTOR MALE PVC	A	278	$ 42.60	$ 6.17	$ 0.56	$ 5.05
Water	220-2202-4540	1" TEE PVC	A	279	$ 150.04	$ 4.06	$ 0.83	$ 0.76
Water	220-2202-4560	1" X 3/4" BUSHING TAPPER CC THREAD	DB	280	$ 19.86	No Bid	$ 14.84	$ 98.94
Water	220-2202-4580	1" ADAPTOR BRASS MPT X COMP	DB	281	$ 24.43	$ 33.16	$ 20.89	$ 25.89
Water	220-2202-4600	1" ADAPTOR FPT X COMP	DB	282	$ 29.42	$ 39.93	$ 25.15	$ 31.21
Water	220-2202-4620	1" ANGLE STOP COMPRESSION	DB	283	$ 124.18	$ 157.32	$ 65.66	$ 166.06
Water	220-2202-4640	1" COMPRESSION BEND BRASS 90	DB	284	$ 41.73	$ 56.64	$ 35.68	$ 44.20
Water	220-2202-4660	1" COMPRESSION COUPLING BRASS	DB	285	$ 28.72	$ 38.98	$ 24.56	$ 30.46
Water	220-2202-4680	1" COUPLING BRASS FIP	DB	286	$ 5.22	$ 5.19	$ 19.16	$ 7.07
Water	220-2202-4700	1" ELL BRASS 90	DB	287	$ 6.55	$ 7.98	$ 20.81	$ 8.91
Water	220-2202-4720	1" METER COUPLING BRASS	DB	288	$ 11.31	$ 26.19	$ 17.53	$ 12.57
Water	220-2202-4740	1" TEE BRASS	DB	289	$ 9.28	$ 7.86	$ 33.06	$ 4.66

Water	220-2202-4760	1" U-BRANCH PIECE CTS PJ X TWO 3/4 MIP OUTLETS X 7-1/2 S	DB	290	$ 61.99	$ 189.96	$ 48.47	$ 74.85
Water	220-2202-4780	1" X 10" METER RISER	DB	291	$ 274.53	No Bid	$ 234.72	$ 249.94
Water	220-2202-4800	1" X 12" METER RISER	DB	292	$ 280.12	No Bid	$ 239.49	$ 255.86
Water	220-2202-4820	1" X 3/4" BUSHING BRASS	DB	293	$ 3.43	$ 4.40	$ 13.83	$ 4.67
Water	220-2202-4840	1" X 4" NIPPLE BRASS	DB	294	$ 6.98	$ 6.44	$ 7.18	$ 7.13
Water	220-2202-4860	1-1/2 " x 6" NIPPLE BRASS	DB	295	$ 18.08	$ 22.40	$ 18.61	$ 18.48
Water	220-2202-4880	1-1/2" BALL VALVE	DB	296	$ 309.90	$ 52.04	$ 26.16	$ 39.66
Water	220-2202-4900	1-1/2" GASKET METER DROP IN	DB	297	$ 1.27	$ 2.50	$ 2.81	$ 1.12
Water	220-2202-4920	1-1/2" GATE VALVE	DB	298	$ 30.41	$ 27.91	$ 27.62	$ 29.50
Water	220-2202-4940	1-1/2" METER FLANGE	DB	299	$ 28.27	$ 105.09	$ 51.31	$ 88.07
Water	220-2202-4960	1-1/2" X 1" BUSHING BRASS	DB	300	$ 7.48	$ 8.61	$ 57.05	$ 10.17
Water	220-2202-4980	1-1/2" X 4" NIPPLE BRASS	DB	301	$ 12.24	$ 14.82	$ 12.60	$ 12.50
Water	220-2202-5000	2" COUPLING SCH 40 PVC	A	302	$ 1.25	$ 2.00	$ 1.11	$ 1.00
Water	220-2202-5020	2" NIPPLE SCH 80 PVC 12	A	303	$ 10.49	$ 12.41	$ 9.32	$ 12.89
Water	220-2202-5040	2" BEND 45 PVC	A	304	$ 2.45	$ 3.14	$ 2.18	$ 1.98
Water	220-2202-5060	2" ELL 90 PVC SCH 80	A	305	$ 6.40	$ 5.45	$ 5.69	$ 4.45
Water	220-2202-5080	2" ADAPTOR FEMALE SCH 80 PVC SLIP X FPT	A	306	$ 23.04	$ 19.65	$ 20.48	$ 16.03
Water	220-2202-5100	2" ADAPTOR MALE PVC SCH 80	A	307	$ 17.58	$ 15.00	$ 15.62	$ 12.23
Water	220-2202-5120	2" TEE BRASS	DB	308	$ 29.33	$ 43.04	$ 92.79	$ 39.86
Water	220-2202-5140	2" TEE PVC	A	309	$ 2.59	$ 3.20	$ 2.30	$ 2.07
Water	220-2202-5160	2" X 1-1/2" BUSHING BRASS	DB	310	$ 11.08	$ 16.27	$ 35.03	$ 15.06
Water	220-2202-5180	2" x 4" NIPPLE BRASS	DB	311	$ 15.74	$ 19.08	$ 16.21	$ 16.09
Water	220-2202-5200	2" x 6" NIPPLE BRASS	DB	312	$ 23.25	$ 31.17	$ 23.93	$ 23.76
Water	220-2202-5220	5/8" X 2-1/2" STAINLESS STEEL BOLT WITH NUT	A	313	No Bid	No Bid	No Bid	No Bid
Water	220-2202-5240	5/8-11" X 3-1/2" STAINLESS STEEL BOLT WITH NUT	A	314	No Bid	No Bid	No Bid	No Bid
Water	220-2202-5260	2" ANGLE BALL METER VALVE FLANGE X PJ CTS	DB	315	$ 458.70	$ 541.69	$ 393.80	$ 486.31
Water	220-2202-5280	2" BALL VALVE IRON TO IRON PIPE THREAD W/L	DB	316	$ 380.82	$ 55.15	$ 286.05	$ 342.66
Water	220-2202-5300	2" BEND BRASS 90 IP	DB	317	$ 21.17	$ 24.13	$ 67.14	$ 28.71
Water	220-2202-5320	2" COUPLING BRASS FIPT	DB	318	$ 18.24	$ 26.79	$ 68.79	$ 24.81
Water	220-2202-5340	2" COUPLING PACK JOINT X PACK JOINT FOR COPPER CTS TO PV	DB	319	$ 154.39	$ 209.56	131.99.	$ 163.66
Water	220-2202-5360	2" ELL PJ CTS X PJ CTS BRASS 90	DB	320	$ 270.86	$ 343.13	$ 231.58	$ 287.12
Water	220-2202-5380	2" ADAPTOR FEMALE C14-77 2 PJ CTS X FIP BRASS	DB	321	$ 101.88	$ 129.07	$ 87.11	$ 108.02
Water	220-2202-5400	2" GASKETS FOR METER FLANGE DROP IN	A	322	$ 1.70	$ 5.50	$ 3.02	$ 2.78
Water	220-2202-5420	2" ADAPTOR MALE C84-77 2 PJ CTS X MIP BRASS	DB	323	$ 97.48	$ 123.49	$ 83.34	$ 103.34
Water	220-2202-5440	2" METER FLANGE BRASS	DB	324	$ 33.65	$ 112.39	$ 62.29	$ 95.57
Water	220-2202-5460	2" PLUG GALVANIZED CI CAPS OR PLUG	A	325	$ 12.32	$ 4.51	$ 3.71	$ 5.64
Water	220-2202-5620	1-1/2" VALVE BOX RISER W/ LID	A	326	$ 25.84	No Bid	$ 26.00	No Bid
Water	220-2202-5720	14" X 15" SOLID SLEEVE MJ	A	327	$ 406.07	$ 449.39	$ 374.49	$ 394.20
Water	220-2202-5760	20" X 15" SOLID SLEEVE MJ	A	328	$ 817.98	$ 905.27	$ 754.36	$ 794.06
Water	220-2202-5800	24" MEGA LUGLOCK KIT DUCTILE	A	329	$ 555.78	$ 615.07	$ 512.56	$ 458.50
Water	220-2202-5820	24" X 15" SOLID SLEEVE MJ	A	330	$ 1,076.67	$ 1,191.52	$ 992.93	$ 1,045.20
Water	220-2202-5840	30" GLAN PACK C900	A	331	$ 388.05	$ 429.44	$ 357.87	$ 368.10
Water	220-2202-5860	30" MEGA LUG PVC	A	332	$ 1,433.57	$ 1,586.48	$ 1,307.77	$ 1,359.84
Water	220-2202-5880	30" MJ X MJ 22-1/2 BEND	A	333	$ 2,328.82	$ 2,577.23	$ 2,147.69	$ 2,260.73
Water	220-2202-5900	30" MJ X MJ 11-1/4 BEND	A	334	$ 2,371.23	$ 2,624.16	$ 2,186.80	$ 2,301.90
Water	220-2202-5920	30" MJPE X 30" BELL ADAPTER	A	335	No Bid	No Bid	No Bid	No Bid
Water	220-2202-5960	30" SOLID SLEEVE MJ	A	336	$ 2,254.60	$ 2,495.09	$ 2,079.24	$ 2,188.70
Water	220-2202-5980	4" CAP BLIND	A	337	No Bid	$ 67.47	$ 24.44	$ 27.60
Water	220-2202-6000	4" PIPE BELL JOINT PVC SCH 40	A	338	$ 49.06	3.46-5.35	$ 2.65	$ 180.26
Water	220-2202-6020	5" VALVE BOX RISER	A	339	$ 51.69	$ 51.87	$ 52.00	No Bid
Water	220-2202-6080	6" X 2" CAP PLUG	A	340	$ 88.53	$ 97.97	$ 81.64	$ 92.18
Water	220-2202-6140	8" X 2" CAP PLUG	A	341	$ 118.22	$ 130.83	$ 109.02	$ 123.10
Water	220-2202-6160	4' FIRE HYDRANT	D	342		$ 4,393.00	$ 2,672.78	$ 3,089.54
Water	220-2202-6180	5' FIRE HYDRANT	D	343		$ 4,597.00	$ 2,796.96	$ 3,233.17
Water	220-2202-6200	6' FIRE HYDRANT	D	344		$ 4,801.00	$ 2,921.13	$ 3,376.79
Water	220-2202-6220	METER BOX LID LARGE CONCRETE	A	345	No Bid	No Bid	$ 92.86	$ 66.40
Water	220-2202-6240	METER BOX LID LARGE METAL 2 PIECE	A	346	No Bid		$ 114.29	$ 154.34
Water	220-2202-6260	METER BOX W/ READER LID LARGE PVC LARGE	A	347	$ 167.25		$ 186.09	$ 44.00
Water	220-2202-6280	METER BOX LID SMALL CONCRETE	A	348	$ 98.29		$ 67.00	$ 33.18
Water	220-2202-6300	METER BOX SMALL CONCRETE	A	349	$ 15.48		$ 51.36	$ 38.87
Water	220-2202-6320	METER BOX LID SMALL METAL W/ READER	A	350	$ 11.91		$ 11.02	$ 44.42
Water	220-2202-6500	4' PROBE ROD	A	351	No Bid	$ 78.00	$ 30.00	$ 57.20
Water	220-2202-6520	5' PROBE ROD	A	352	No Bid	$ 85.00	$ 35.00	$ 57.20
Water	220-2202-5480	1-1/2" PIPE BELL JOINT PVC SCH 40	A	353	No Bid		$ 0.73	$ 1.42
Water	220-2202-5500	2" PIPE BELL JOINT PVC SCH 40	A	354	No Bid		$ 0.96	$ 2.39
Water	220-2202-5560	1/2" PIPE PVC SCH 40	A	355	No Bid		$ 0.25	$ 0.47
Water	220-2202-5580	3/4" PIPE PVC SCH 40	A	356	No Bid		$ 0.30	$ 0.58
Water	220-2202-5600	1" PIPE PVC SCH 40	A	357	No Bid		$ 0.47	$ 0.86
Water	220-2202-5680	12" JOINT GASKET PIPE PVC C909 SDR18	D	358	No Bid		$ 49.00	$ 53.42
Water	220-2202-5740	20" DUCTILE IRON PIPE CL50	A	359	No Bid		$ 134.85	Call for Price
Water	220-2202-5780	24" DUCTILE IRON PIPE	A	360	No Bid		$ 170.63	Call for Price
Water	220-2202-5940	30" PIPE PVC C905 DR25	D	361	No Bid		$ 208.05	Call for Price
Water	220-2202-6040	6" DUCTILE IRON PIPE	A	362	No Bid		$ 31.37	$ 27.93
Water	220-2202-6060	6" JOINT GASKET PVC C909 SDR18	D	363	No Bid		$ 13.52	$ 14.94
Water	220-2202-6100	8" DUCTILE IRON PIPE	A	364	No Bid		$ 42.20	$ 37.57
Water	220-2202-6120	8" JOINT GASKET PVC C909 SDR18	D	365	No Bid	PRICE UP TO SUPPLIERS BLOCK BOOK! PIPE ONLY QUOTED FOR BIDS OR DAILY SALE!	$ 23.19	$ 25.30
Water	220-2202-6340	2" JOINT HARD COPPER 20'	DB	366	No Bid		$ 17.51	$ 18.82
Water	220-2202-6360	3/4" X 60' TUBING COPPER ROLLS K-SOFT	DB	367	No Bid		$ 5.95	$ 5.92
Water	220-2202-6380	3/4" X 100' TUBING COPPER ROLLS K-SOFT	DB	368	No Bid		$ 5.95	$ 5.92
Water	220-2202-6400	1" X 60' TUBING COPPER ROLLS K-SOFT	DB	369	No Bid		$ 7.82	$ 7.85
Water	220-2202-6420	1" X 100' TUBING COPPER ROLLS K-SOFT	DB	370	No Bid		$ 7.82	$ 7.85
WasteWater	221-2202-4200	10" PVC GASKETED GRAVITY SEWER PIPE SDR35 (ASTM D3034)14	A	371	No Bid		$ 17.08	$ 18.86
WasteWater	221-2202-4300	12" PVC GASKETED GRAVITY SEWER PIPE SDR35 (ASTM D3034)14	A	372	No Bid		$ 24.58	$ 27.15
WasteWater	221-2202-4400	14" PVC SEWER PIPE DR-25	A	373	No Bid		$ 69.90	No Bid
WasteWater	221-2202-4500	15" PVC GASKETED GRAVITY SEWER PIPE SDR35 (ASTM D3034)14	A	374	No Bid		$ 36.28	$ 40.06
WasteWater	221-2202-5500	6" PVC GASKETED GRAVITY SEWER PIPE SDR35 (ASTM D3034) 14	A	375	No Bid		$ 6.05	$ 6.68
WasteWater	221-2202-5700	8" PVC GASKETED GRAVITY SEWER PIPE SDR 35 (ASTM D3034)14	A	376	No Bid		$ 8.05	$ 12.14
Should you be awarded ALL items you bid, what percent additional discount would be deducted from each bid item:								
Meter Boxes and Lids Discount off published Mfg. List Price				377	-	25%	10%	20%
Meter Boxes and Lids Date of the Manufacturer's List Price				378	-	1/1/2023	VARIOUS	9/1/2023
Meter Boxes and Lids Name of Manufacturer				379	-	DFW Plastics	DFW/OLD CASTLE	DFW & SOUTHERN METER BOX

Poly Tubing Discount off published Mfg. List Price	380	-	25%	10%	20%
Poly Tubing Date of the Manufacturer's List Price	381	-	1/1/2023		9/1/2023
Poly Tubing Name of Manufacturer	382	-	ADS - Advanced Srainage Sys	ENDOT	EGW & ADS
PVC Fittings Discount off published Mfg. List Price	383	-	25%	10%	20%
PVC Fittings Date of the Manufacturer's List Price	384	-	1/1/2023	8/1/2012	9/1/2023
PVC Fittings Name of Manufacturer	385	-	LASCO/SPEARS	SPEARS	STAN ROBERTS & SPEARS
Ductile/Cast Iron Fittings Discount off published Mfg. List Price	386	-	25%	10%	20%
Ductile/Cast Iron Fittings Date of the Manufacturer's List Price	387	-	1/1/2023		9/1/2023
Ductile/Cast Iron Fittings Name of Manufacturer	388	-	ACCUCAST, SIGMA STAR PIPE	SIGMA	STAR PIPE AND SERAMPORE
Couplings, Clamps & Saddles Discount off published Mfg. List Price	389	-	25%	10%	20%
Couplings, Clamps & Saddles Date of the Manufacturer's List Price	390	-	1/1/2023	2018	9/1/2023
Couplings, Clamps & Saddles Name of Manufacturer	391	-	ROMAC, A4 MCDONALD	SMITH-BLAIR	SMITH-BLAIR & FORD
Gate Valves Discount off published Mfg. List Price	392	-	25%	10%	15%
Gate Valves Date of the Manufacturer's List Price	393	-	1/1/2023	2/1/2012	9/1/2023
Gate Valves Name of Manufacturer	394	-	AVK	KENNEDY	AMERICAN FLOW CONTROL AND MUELLER
Fire Hydrants Discount off published Mfg. List Price	395	-	25%	10%	15%
Fire Hydrants Date of the Manufacturer's List Price	396	-	1/1/2023	2/1/2012	9/1/2023
Fire Hydrants Name of Manufacturer	397	-	AVK	KENNEDY	AMERICAN FLOW CONTROL AND MUELLER
Castings Discount off published Mfg. List Price	398	-	25%	10%	N/A
Castings Date of the Manufacturer's List Price	399	-	1/1/2023		N/A
Castings Name of Manufacturer	400	-	ACCUCAST, EAST JORDAN	SIGMA	N/A
Miscellaneous – All Others Discount off published Mfg. List Price	401	-	N/A	5%	N/A
Miscellaneous – All Others Date of the Manufacturer's List Price	402	-	N/A	VARIOUS	N/A
Miscellaneous – All Others Name of Manufacturer	403	-	N/A	COBURNS	N/A

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 1.b.

Agenda Item: Consider authorizing the City Manager to award a mowing and trimming services contract for R.O.W.(Veterans Memorial), Transfer Station, and additional acreage mowing to Precision L&L, and the Airport mowing to Wayne Pool, LLC.

Initiating Department/Presenter: Public Works

Presenter:
Brent Sherrod, Public Works Director

Recommended Motion: Move to authorize the City Manager to award a mowing and trimming services contract for R.O.W.(Veterans Memorial), Transfer Station, and additional acreage mowing to to Precision L&L, and the Airport mowing to Wayne Pool, LLC.

Strategic Initiative: Goal #1, City Appearance - Provide policies, amenities, and events that enhance the City's already beautiful and historic natural environment.

Discussion: The City contracts mowing and trimming service on a routine schedule. The areas owned by the City for which mowing and trimming services are used are referred to as: Veterans Memorial Boulevard, Col. Etheridge, Financial Plaza, Smither Drive, Woodward Drive, Robinson Creek Parkway, The City of Huntsville Transfer Station, and The Bruce Brothers Regional Airport. The City has also requested a cost per acre to mow areas currently unassigned to a maintenance schedule. This service includes mowing, trimming, litter pickup, and the use of herbicide where applicable.

Over the years, the areas which involve outside services have experienced growth. City staff utilized sealed bid proposals for mowing and trimming services to achieve optimal results at a competitive price. Multiple vendors were invited to bid, along with the invitation to bid being advertised as required. Six (6) bids were received and opened on September 6, 2023.

Mowing will be done on an as-needed basis and the estimated cost for each of the segments is as follows based upon the number of mowings this year:

Streets; full mow 7x @ $3515, partial mow 4x @ 2600 plus 10% contingency = $38,505.50

Airport; mow 8x @ $2975 plus 10% contingency = 26,180.00

Transfer Station; mow 26x @ $700 = $18,200.

City staff recommends awarding the mowing of Veterans Memorial, Colonial Etheridge, Financial Plaza, Smither Dr, Woodward Dr, Robinson Creek Pkwy, and the Transfer Station, as well as additional mowing to Precision L&L of Huntsville. Staff recommends awarding the Bruce Brother Regional Airport mowing to Wayne Pool, LLC. The term of this contract shall be effective for a period of one (1) year with the option to renew for one (1) additional year. This option to extend is contingent on budget and City

Council approval.

Previous Council Action: Previous City Council approval for this item occurred on September 21, 2021.

Financial Implications: This item is budgeted in these accounts; Airport $26,224, Street $62,780, and Solid Waste $18,600. Total approximate fiscal year budget is $107,604. The total approximate budget for life of the contract is in the amount of $215,208.

Approvals:
Brent Sherrod
Leonard Schneider
Aron Kulhavy
Kristy Doll

Associated Information:
1. Bid Tab - Bid NO. 23-59 Mowing and Trimming

Bid Tabulation
Project Name: Bid NO. 23-59 Mowing and Trimming Services
Date: September 6, 2023 Time: 2:30 PM Central Time

Saumya, Inc		
Description – Right of Way to be Mowed and Trimmed	**Unit Price per mowing and trimming**	**Estimated # of hours to complete the area**
1. Veterans Memorial Parkway, Colonel Ethridge, Financial Plaza, Smither Dr, Woodward Dr, Robinson Creek Parkway	$ 5,350.00	12
2. Partial mowing of Veterans, Financial, Colonel Ethridge, Woodward Dr. and Smither Dr to include all the medians and six feet behind the curb/sidewalk. *Wildflower protection mowing	$ 3,950.00	9.5
3. Airport Mowing	$ 8,725.00	8
4. Transfer Station Mowing	$ 2,450.00	2.5
5. Additional Mowing per Acre	$ 85.00	0.75
6. Additional Services Offered:		

HJM Construction		
Description – Right of Way to be Mowed and Trimmed	**Unit Price per mowing and trimming**	**Estimated # of hours to complete the area**
1. Veterans Memorial Parkway, Colonel Ethridge, Financial Plaza, Smither Dr, Woodward Dr, Robinson Creek Parkway	$ 4,845.00	64
2. Partial mowing of Veterans, Financial, Colonel Ethridge, Woodward Dr. and Smither Dr to include all the medians and six feet behind the curb/sidewalk. *Wildflower protection mowing	$ 3,500.00	47
3. Airport Mowing	$ 5,100.00	66
4. Transfer Station Mowing	$ 1,144.00	15
5. Additional Mowing per Acre	$ 51.00	1.5
6. Additional Services Offered:		

Precision L&L		
Description – Right of Way to be Mowed and Trimmed	**Unit Price per mowing and trimming**	**Estimated # of hours to complete the area**
1. Veterans Memorial Parkway, Colonel Ethridge, Financial Plaza, Smither Dr, Woodward Dr, Robinson Creek Parkway	$ 3,515.00	12 - 16

2. Partial mowing of Veterans, Financial, Colonel Ethridge, Woodward Dr. and Smither Dr to include all the medians and six feet behind the curb/sidewalk. *Wildflower protection mowing	$ 2,600.00	10 - 12
3. Airport Mowing	$ 3,200.00	10 - 12
4. Transfer Station Mowing	$ 700.00	4.5
5. Additional Mowing per Acre	$ 50.00	1
6. Additional Services Offered: Irrigation, Landscape, Brush Hog		

Wayne Pool LLC		
Description – Right of Way to be Mowed and Trimmed	**Unit Price per mowing and trimming**	**Estimated # of hours to complete the area**
1. Veterans Memorial Parkway, Colonel Ethridge, Financial Plaza, Smither Dr, Woodward Dr, Robinson Creek Parkway	$ 4,950.00	20
2. Partial mowing of Veterans, Financial, Colonel Ethridge, Woodward Dr. and Smither Dr to include all the medians and six feet behind the curb/sidewalk. *Wildflower protection mowing	$ 3,950.00	15
3. Airport Mowing	$ 2,975.00	20
4. Transfer Station Mowing	$ 5,000.00	20
5. Additional Mowing per Acre	$ 95.00	
6. Additional Services Offered: Mowing, welding, dirt work, guard rail, herbicide, fence		

Ellari Enterprises, LLC		
Description – Right of Way to be Mowed and Trimmed	**Unit Price per mowing and trimming**	**Estimated # of hours to complete the area**
1. Veterans Memorial Parkway, Colonel Ethridge, Financial Plaza, Smither Dr, Woodward Dr, Robinson Creek Parkway	$ 7,030.00	24
2. Partial mowing of Veterans, Financial, Colonel Ethridge, Woodward Dr. and Smither Dr to include all the medians and six feet behind the curb/sidewalk. *Wildflower protection mowing	74/acre x mowable acres price is based upon applicable mowable acres	this would be deteremined based upon the applicable mowable acres
3. Airport Mowing	$ 7,400.00	24
4. Transfer Station Mowing	$ 1,628.00	8
5. Additional Mowing per Acre	$ 74.00	this would be deteremined based upon the applicable mowable acres
6. Additional Services Offered: Litter pick up (price included within mowable acreage)		

Contractors Plus Roofing & Constuction		
Description – Right of Way to be Mowed and Trimmed	**Unit Price per mowing and trimming**	**Estimated # of hours to complete the area**
1. Veterans Memorial Parkway, Colonel Ethridge, Financial Plaza, Smither Dr, Woodward Dr, Robinson Creek Parkway	$19,000 or $200 per acre	16 - 16

2. Partial mowing of Veterans, Financial, Colonel Ethridge, Woodward Dr. and Smither Dr to include all the medians and six feet behind the curb/sidewalk. *Wildflower protection mowing	$175 per acre	16-Dec
3. Airport Mowing	$20,000 or $200 per acre	16 - 24
4. Transfer Station Mowing	$4,400 or $200 per acre	12-Oct
5. Additional Mowing per Acre	$150 per acre	
6. Additional Services Offered: irrigation, mulching, tree trimming, fertilizing		

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 1.c.

Agenda Item: Consider adoption of Ordinance 2023-22 to amend the budget for FY 22-23 and/or CIP Project budgets.

Initiating Department/Presenter: Finance

Presenter:
Steve Ritter, Finance Director

Recommended Motion: Move to adopt Ordinance 2023-22 to amend the budget for FY 22-23 and/or CIP Project budgets.

Strategic Initiative: Goal #6, Finance - Provide a sustainable, efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: Detailed explanation for the Budget Amendment is provided in the attachment, Exhibit A, to the Ordinance. The Budget Amendment was discussed with the Finance Committee at their September 6, 2023 meeting.

Previous Council Action: No previous Council action for these budget amendments.

Financial Implications: See the attached Ordinance 2023-22 and related Budget Amendment (Exhibit A)

Approvals:
Steve Ritter
Aron Kulhavy
Kristy Doll

Associated Information:
1. ORDINANCE 2023-22 - Budget Amendments 9.19.23 council meeting
2. Budget Amendments 9.19.23

ORDINANCE NO. 2023-22

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE 2022-2023 ANNUAL BUDGET AND CAPITAL IMPROVEMENTS PROJECTS (CIP) BUDGETS, ORDINANCE NO. 2022-24 TO AMEND ADOPTED EXPENDITURES OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the 2022-2023 Annual Budget and CIP Budgets were adopted by Ordinance 2022-24 on September 20, 2022;

WHEREAS, various unforeseen circumstances affecting the City have presented themselves during the course of the fiscal year;

WHEREAS, the City Council considered the circumstances independently, deliberating appropriately on the associated revenues and expenditures and the overall impact on the general financial status of the City;

WHEREAS, pursuant to the laws of the State of Texas and the City Charter of the City of Huntsville, Texas, the City Council has determined that it will be beneficial and advantageous to the citizens of the City of Huntsville to amend the annual budget for fiscal year 2022 – 2023 and the Capital Improvements Projects (CIP) budget as set forth herein; and

WHEREAS, this ordinance combines the independent Council actions into one budget amendment document;

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

Section 1. The findings set forth above are incorporated into the body of this ordinance.

Section 2. The annual budget for fiscal year 2022 – 2023 is hereby amended to include the expenditures and revenues in Exhibit "A" and the Capital Improvements Projects budget is hereby amended to include the expenditures described in Exhibit "A" attached hereto and made a part of this ordinance as if set out verbatim herein.

Section 3. All ordinances of the City in conflict with the provisions of this ordinance 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 section, portion, sentence, clause or phrase of this ordinance be declared unconstitutional or invalid for any reason, it shall not invalidate or impair the force or effect of any other section or portion of this ordinance.

Section 5. The necessity for amending the budget for the fiscal year 2022 – 2023 and Capital Improvements Projects, as required by the laws of the State of Texas, requires that this ordinance shall take effect immediately from and after its passage, as the law in such cases provides.

Section 6. This ordinance shall take effect immediately after its passage.

PASSED AND APPROVED on this the 19th day of September 2023.

THE CITY OF HUNTSVILLE, TEXAS

____
Andy Brauninger, Mayor

ATTEST:

____
Kristy Doll, City Secretary

APPROVED AS TO FORM:

____
Leonard Schneider, City Attorney

Budget Amendment FY 22-23
City Council 9/19/23

Exhibit A

Increase:	Purchased Services/Contracts - General Fund -Information Technology	$	5,738
Increase:	Transfer from Utility Fund - General Fund	$	5,738
Increase:	Transfer to General Fund - Utility Fund - NonDepartmental	$	5,738
Decrease:	Drainage Maintenance -Utility Fund Drainage Maintenance	$	5,738

Explanation:	Damages occurred to the fiber vaults located on Airport road by a third party contractor several years ago. The condition of the vaults has continued to deteriorate and the vaults need to be repaired in order to protect the City's cable that is laid inside the vaults. The Utility Fund in its Drainage Maintenance division has sufficient budget to cover the cost for the repairs and since damage to the fiber vaults was the result of activity in the Utility Fund having the Fund transfer budget to pay for the cost in IT in General Fund is reasonable.

Increase:	Vehicle Maintenance - Utility Fund - Wastewater Collections	$	32,103
Increase:	Transfers from General Fund	$	32,103
Increase:	Transfers to Utility Fund	$	32,103
Decrease:	Purchased Services/Contract - General Fund - City Manager	$	32,103

Explanation:	Unexpected damages occurred to the City's vactor truck storage tank. The storage tank needs to be repaired in order for the equipment to operate at full capacity. This is a vital piece of equipment to the Utility Fund and is used during water main breaks/repairs as well as sewer overflows. The full cost of the repairs is $68,738. The Utility Fund had $36,635 available in Future Appropriations to cover that much of the cost. This budget amendment is for using $32,103 of Purchased Services/Contracts in the General Fund; transferring it to the Utility Fund, to cover the balance.

Increase:	Water Projects CIP - Misc. Rev. (TXDOT reimbursement)	$	127,647
Increase:	Waterline relocate - TXDOT I-45 Phase 2B widen - Engineering	$	127,647
Increase:	Wastewater Projects CIP - Misc. Rev. (TXDOT reimbursement)	$	162,134
Increase:	Wastewaterline relocate - TXDOT I-45 Phase 2B widen - Engineering	$	162,134

Explanation:	TXDOT revised the plans for the I-45 Phase 2B water and wastewater lines relocate projects. The revised plans resulted in additional Engineering design, construction management, and inspection services and thus additional cost. The additional costs are 100% reimbursable from TXDOT (no cost to the City).

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 1.d.

Agenda Item: Consider authorizing the City Manager to award an emergency purchase order contract to Texas Waste Equipment for Vac-Con Truck repairs.

Initiating Department/Presenter: Public Works

Presenter:
Brent Sherrod, Public Works Director

Recommended Motion: Move to authorize the City Manager to award an emergency purchase order contract to Texas Waste Equipment in the amount of $68,738.93 for Vac-Con Truck repairs..

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 purchased the Vac-Con Combo Truck in 2017 from Texas Waste Equipment. This piece of equipment is used for monthly cleaning of problematic sewer lines, unclogging sanitary sewer lines, unclogging culverts, storm drains and sewer lift stations. Unexpected damage occurred to the City's vactor truck storage tank and needs to be repaired in order for the equipment to operate at full capacity. This is a vital piece of equipment for the Utility Fund and is used during water main breaks/repairs as well as sewer overflows.

Previous Council Action: There has not been any previous council action on this item.

Financial Implications: The Utility Fund has $36,635 available in Future Appropriations to cover that much of the cost. A budget amendment has been requested to use $32,103 of Purchased Services/Contracts in the General Fund; transferring it to the Utility Fund, to cover the balance.

Approvals:
Brent Sherrod
Leonard Schneider
Aron Kulhavy
Kristy Doll

Associated Information:

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 1.e.

Agenda Item: Consider authorizing the City Manager to renew the contract for demolition services of abandoned structures.

Initiating Department/Presenter: Development Services

Presenter:
Kevin Byal, Director of Development Services

Recommended Motion: Move to authorize the City Manager to renew the demolition services contract with Inland Environments, Ltd. for one year.

Strategic Initiative: Goal #1, City Appearance - Provide policies, amenities, and events that enhance the City's already beautiful and historic natural environment.

Discussion: For the past several years, the Council has adopted a budget that includes $40,000 to secure the services of demolition contractors for the removal of dilapidated or substandard structures. This program is largely a voluntary process where the property owner gives consent to the city to remove these structures at no cost to low-income property owners and reimbursement from all other property owners. With this allocation, the City has been able to demolish 10 to 20 structures annually, depending on the size and quantity of debris.
On July 5, 2022 City Council authorized the City Manager to enter into a contract for demolition services with Inland Environments, Ltd., the low bidder. This contract includes 2-one-year renewal options when agreed by the City and the contractor. Inland Environments, Ltd. has been exceptional in meeting the city's demolition needs and has agreed to a one-year renewal of the same contract.
Although staff does not anticipate spending over $50,000 on demolition services, the dollar amount required for Council approval, staff wants to be proactively positioned to abate additional substandard structures in the event additional funds become available, or if emergency demolitions arise causing the expense to exceed $50,000 and the funds are available.

Staff recommends renewing the contract with Inland Environments, Ltd. The term of the contract will be from October 1, 2023 – September 30, 2024 with the option to extend for a period of two (2) additional one (1) year terms, from October 1, 2024 through September 30, 2025 and October 1, 2025 through September 30, 2026. This option to extend is contingent on budget and City Council approval.

Previous Council Action: July 5, 2022 - City Council authorized the City Manager to enter a one-year contract, with 2 one year renewal options, with Inland Environments, Ltd. for demolition services.

Financial Implications: The total approximate budget for the life of the contract is in the amount of $120,000.00

Approvals:
Kevin Byal
Leonard Schneider
Aron Kulhavy
Kristy Doll

Associated Information:
1. Annual Demolition Contract

PROFESSIONAL SERVICES AGREEMENT

DEMOLITION SERVICES
for
CITY OF HUNTSVILLE, TX

STATE OF TEXAS	§	
	§	KNOW BY THESE PRESENTS:
COUNTY OF WALKER	§	

This Agreement made this 6th day of July 2022, by and between **Inland ~~Environmental~~ Environments, Ltd.**, acting by and through **Jed Landrey**, ~~**President**~~ Vice President, hereinafter referred to as the "CONTRACTOR," and the City of Huntsville, acting by and through its City Manager, Mr. Aron Kulhavy, hereinafter referred to as the "CITY", do hereby make and enter into the following Agreement. 7/11/22

ARTICLE I
CONTRACTOR

1.1 The CONTRACTOR, as an independent contractor, covenants and agrees to perform the professional demolition and abatement services related to structure demolition as described in Article II, Scope of Services. Such services shall be performed by the CONTRACTOR in strict accordance with the terms of this Agreement and for the consideration stated. Subject to the provisions of Article VI below, CONTRACTOR covenants and agrees to perform the specific services identified in Article II, Scope of Services.

1.2 The CONTRACTOR shall provide its services under this Agreement with the same degree of care, skill, and diligence as is ordinarily provided by a professional contractor under similar circumstances for the demolition and abatement of structures to which the Agreement applies.

ARTICLE II
SCOPE OF SERVICES

2.1 The CONTRACTOR will perform the demolition and abatement services related to the Invitation For Bid (IFB) No. 22-24, which is attached and made a part of this Agreement.

2.2 Pursuant to this Agreement, the CITY shall have the option to obtain the services of the CONTRACTOR to perform Additional Services. All such Additional Services shall be described in a written scope of work provided by the CONTRACTOR with pricing per address. The scope of work shall include a description of the additional work, associated compensation, and time schedule as applicable. By way of illustration, matters which may constitute Additional Services may be requested by the CITY and shall include the addresses and demolition details of the additional work.

ARTICLE III
CONTRACTOR PERSONNEL

3.1 The CONTRACTOR represents that it has or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the CITY.

3.2 The CONTRACTOR may contract with subcontractors for portions of the work or services under this Agreement with the prior written approval of the CITY. Any work or services subcontracted hereunder shall be specified by a written agreement and shall be subject to the provisions of this Agreement.

ARTICLE IV
SUPPORT SERVICES

4.1 The CITY agrees to provide the CONTRACTOR with support services before and during the demolition and abatement services being provided. Support services will include waiving the tipping fee at the City of Huntsville Transfer Station for the disposal of all demolition debris associated with this contract and having all utilities disconnected from structures proposed to be demolished, prior to demolition.

ARTICLE V
TIME OF PERFORMANCE

5.1 The CONTRACTOR shall commence services upon execution of this Agreement and receipt of written Notice-to-Proceed from the CITY.

5.2 The initial term of this contract shall be effective from the date that this contract is executed by the CITY and the CONTRACTOR and expire on September 31, 2023. Two additional one-year term may be executed if agreed to by both the CITY and the CONTRACTOR.

ARTICLE VI
COMPENSATION TO CONTRACTOR

6.1 Pricing for demolition and abatement services shall be in accordance with the "Price Table" on page 6 of the Invitation For Bid (IFB) No. 22-24, which is attached and made a part of this Agreement.

6.2 Each invoice from the CONTRACTOR shall be due and payable by the CITY upon receipt by the CITY. The billing statement, certified true and correct by CONTRACTOR, shall show the total amount due and payable as of the date of the current statement. Amounts paid and due for Additional Services shall be identified on a separate invoice.

ARTICLE X
CHANGES OR TERMINATION

10.1 This Agreement may not be altered, changed or amended except by instrument in writing executed by the parties hereto.

10.2 The CITY may, from time to time, request changes in the Scope of Services and/or time of performance for the services of the CONTRACTOR to be performed hereunder.

10.3 This Agreement may be terminated before the termination date stated in Article V, Time of Performance, by any of the following conditions:

10.4 The City may terminate this contract at any time upon thirty (30) calendar days written notice. Upon the Contractor's receipt of such notice, the Contractor shall cease work immediately. The Contractor shall be compensated for the services satisfactorily performed prior to the termination date. If, through any cause, the Contractor fails to fulfill its obligations under this contract, or if the Contractor violates any part of the agreement of the contract, the City has the right to terminate this contract by giving the Contractor five (5) calendar days written notice. The Contractor will be compensated for the services satisfactorily performed before the termination date. Termination of the contract for cause shall be deemed as sufficient evidence and cause to remove the vendor's name from the bidder's list for receiving future bids. No terms or provision of the contract shall be construed to relieve the Contractor of liability to the City for damages sustained by the City because of any breach of contract by the Contractor. The City may withhold payments to the Contractor until the exact amount of damages due to the City from the Contractor is determined and paid. City reserves the right to order from another vendor in which an emergency or urgent need becomes necessary. If the City terminates the contract, the City will equitably compensate Contractor in accordance with the provisions of this contract for the services properly performed prior to the date specified in such notice following inspection and acceptance of same by the City. Contractor, will not, however, be entitled to lost or anticipated profits, special damages or consequential damages should the CITY choose to exercise it option to terminate.

ARTICLE XI
MISCELLANEOUS PROVISIONS

11.1 Notice. Any notice required to be given pursuant to the terms and provisions of this Agreement shall be in writing and shall be mailed by certified or registered mail addressed as set forth below or at such other address as may be specified by written notice:

CITY: Kevin Byal, Director of Development Services
City of Huntsville
448 SH 75 North
Huntsville, TX 77320

CONTRACTOR: Jed Landrey, ~~President~~ VICE President
Inland ~~Environmental~~ ENVIRONMENTS Ltd.
P.O. Box 6751
Kingwood, TX 77325

JA 7/11/22

11.2 Assignment. The CONTRACTOR shall not assign any interest on this Agreement and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the CITY thereto. Provided however, that claims for money by the CONTRACTOR from the CITY under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the CITY.

11.3 Successors and Assigns. The CITY and the CONTRACTOR each binds itself and its successors, executors, administrators and assigns to the other parties of the Contract and to the successors, executors, administrators and assigns of such other parties, in respect to all covenants of this Agreement. Nothing herein shall be construed as creating any personal liability on the part of any officer, board member, commissioner, employee or agent of any public body, which is a party hereto.

11.4 Survival. Any and all representations and conditions made by the CONTRACTOR under this Agreement are of the essence of this Agreement and shall survive the execution, delivery and termination of it, and all statements contained in any documents required by the CITY, whether delivered at the time of the execution or at a later date, shall constitute representations hereunder.

11.5 Cumulative Remedies. In the event of default by any party herein, all other parties shall have all rights and remedies afforded to it at law or in equity to recover damages and to interpret or enforce the terms of this Agreement. The exercise of any one right or remedy shall be without prejudice to the enforcement of any other right or remedy allowed at law or in equity.

11.6 State or Federal Laws. This Agreement is performed in Huntsville, Texas, and is subject to all applicable federal and state laws, statutes, codes, any and applicable permits, ordinances, rules, orders, and regulations of any local, state, or federal government authority having or asserting jurisdiction.

11.7 Equal Employment Opportunity. In the performance of this Agreement, the CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, or national origin. The CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of it, state that it is an Equal Opportunity Employer.

11.8 Multiple Originals. Two (2) copies of this Agreement are executed; each shall be deemed an original.

* * * * * * * * * * * * * *

The parties have executed this Agreement in duplicate originals.

This 11th day of June, 2022.

FOR CITY OF HUNTSVILLE:

By: ______________________
Aron Kulhavy
City Manager

FOR INLAND ENVIRONMENTAL LTD:

By: ______________________
Jed Landrey
~~President~~
Vice President

Page 4 of 5

ATTEST:

Kristy Doll
City Secretary

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 1.f.

Agenda Item: Consider authorizing the City Manager to approve an invoice for Fire Station #1 interior repairs

Initiating Department/Presenter: City Manager

Presenter:
Sam Masiel, Assistant City Manager

Recommended Motion: Move to authorize the City Manager to approve an invoice for Fire Station #1 interior repairs.

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: Fire Station #1 suffered water damage in multiple areas due to a broken sprinkler supply line during a hard freeze in December 2022. A claim was filed with TML for the damage and a representative from TML inspected the facility. After failed attempts to secure bid proposals, staff contacted the City's TML representative to review the damage again and recommended a TML approved vendor, 4T Partnership LLC, to conduct the repairs. 4T Partnership LLC submitted a quote to TML for the amount of $52,352.97. Rather than TML pay 4T Partnership LLC directly, TML submitted a check for the amount of $52,352.97 to the City to pay the vendor instead. Repairs have been completed to the facility.

Previous Council Action:

Financial Implications: Item is budgeted: 101-552-53010 in the amount of $52,352.97

Approvals:
Aron Kulhavy
Kristy Doll

Associated Information:
1. TMLIRP Claim PR183909

CITY OF HUNTSVILLE

Final Inspection & Closing Documents

Claim Manager: James Kaltman
TMLIRP CLAIM: PR183909

Scott Franklin
4T PARTNERSHIP LLC

Attention: City of Huntsville

Referencing: Interior Repairs

It was an honor to work with you and your team in repairing the damage to the Fire Station interior repairs. We hope that you had a favorable experience with the process even though the construction repair process can be difficult at times and cause disruption to staff and tenant operations.

If you or your staff identify anything that may not yet be complete and not captured during the final inspection please contact **Tyler Franklin,** or **Scott Franklin.**

Should you have any additional questions about the closing documents or final inspection included in this document please do not hesitate to call on either myself or Tyler so we might expedite any required action from the contractor.

Please keep the enclosed documents on file within your office or facility department. The roof warranty(s) includes a **5-Year Contractor Warranty**. I have included copies of these documents as well all required documents for the city to issue final payment.

Thank you for participating in the **TMLIRP B.E.S.T.** Program and allowing **4T Partnership LLC** and your TMLIRP Claim Manager to assist you and your team with the repairs.

Respectively Submitted,

Scott Franklin
Principal Consultant / Exterior Envelope Expert
4T Partnership LLC
Phone: (972) 658-4513
Email: Scott.Franklin.4T@outlook.com

Tyler Franklin
Principal Consultant
4T Partnership LLC
Phone: (972) 658-9616
Email: Tyler.Franklin.4T@outlook.com

CITY OF HUNTSVILLE
CLOSEOUT DOCUMENTS / WARRANTY CONTACT SHEET

BUILDING:

Fire Station
1987 Veterans Memorial
Huntsville, Texas

TMLIRP CLAIM: **PR183909**
TMLIRP CLAIM MANAGER: James Kaltman

WARRANTY CONTACTS:
CONTRACTOR OF RECORD:

Prominence Painting & Remodeling LLC
Victor Sanchez
Owner / Founder
3574 NE County Road
Powell, Texas 75153
Phone: (214) 541-2410
Email: VVPainting05@Gmail.com

CONTRACTOR WARRANTY: 5- YEAR Contractor's Warranty

TERM: 7/28/23 Thru 07/28/28

B.E.S.T. Program CONSULTANT: 4T PARTNERSHIP LLC
114 North Ohio
Celina, TX 75009

CONTACT: Scott Franklin
Glenn Calvert A.I.A
Phone: 972-658-4513
Email: Scott.Franklin.4T@outlook.com

Closing Documents Received / Approved / Attached:

Exterior / Roof Repairs:

Prominence Painting (TIPS Proposal)	Attached / Executed
Prominence Painting Final / Full Invoice	Attached / Approved
Prominence Painting (Exhibit B) by ID# Proposal breakdown	Attached / Approved
Prominence Painting 5-Year Contractor Warranty	Attached / Approved
Prominence Painting Conditional Lien Release	Attached / Approved
Prominence Painting Payment & Performance Bond	Attached / Approved

Summary of cost(s) Interior Repairs:

TMLIRP Adjustment:

TMLIRP Adjustment Structure Repairs	$48,712.11	
Member Deductible	*Verify*	
Total TMLIRP Loss:		**$ 48,712.11**

TIPS Contractor Breakdown:

Interior Repairs:	$ 50,098.54	
TIPS FEE:	$ 1,001.97	
Payment & Performance Bond:	$ 1,252.46	
Change Orders:	$ N/A	
Total TIPS Contractor Repairs:		**$ 52,352.97**

Delta: **$ 3,640.86** **(Over Adjustment)**

Prominence Painting & Remodeling LLC
214 541 2410
INTERIOR AND EXTERIOR PAINTING
3574 NE CR 0190
POWELL TX 75153

[redacted]

March 23 2023

Re: CITY OF HUNTSVILLE

Proposal Interior Finish Out

We are pleased to submit this proposal for the work on the City of Huntsville . This proposal is based on the 4T vetting sheet. This proposal includes labor and materials to finish interior damages. Labor and material for sheetrock, tape bed, match existing textures, prime and paint. Labor and materials to finish out the damaged floor on the hallway and carpet.

Work Includes

1. See attached TIPS vetting sheet labeled "Exhibit A" for specific quantities, building locations and pricing.
2. Includes performance payment bond and TIPS fee

Project Terms and Conditions:

1. Contractor shall carry Workers Compensation and General Liability Insurance.
2. Contractor shall coordinate all schedules and work hours with the owner or the designated representative work hours shall apply to this project. Only one mobilizations included to complete the entire scope of work
3. Once work commences, the contractor shall proceed diligently to final completion.
4. Payment schedule shall be as follows with all invoices due upon receipt.
5. If a project runs more than 30 days a payment request will be issued on the first of the month with a 10% withholdings. To be paid within 30 days
6. This proposal, if accepted, shall become the agreement between the parties. There are no agreements either expressed or implied that extend beyond the face of this proposal.
7. Price is good for 45 days from the date of the proposal
8. This proposal excludes and hidden damage, work beyond what is specifically listed scope of work/ vetting sheet. Any additional work required will be documented reported to consultant, TMLIRPP and priced prior to start of work/repairs

Prominence Paint
Victor Sanchez

prominencepainting05@gmail.com
vvtpainting05@gmail.com

[redacted]

Total Cost: $52,352.97

ACCEPTED:

Victor Sanchez
Vice President

Company: Prominence Painting

Printed: Victor Sanchez

Signature: victor sanchez

Date 7-10-2023

Prominence Paint
Victor Sanchez

prominencepainting05@gmail.com
vvtpainting05@gmail.com

INVOICE PROMINECE PAINTING AND REMODELING

HUNTSVILE TX

MAIN LEVEL	1987 VETERANS MEMORIAL				
	DUMPSTER LOAD APPROX 20YDS 4TONS OF DEBRIS				$ 1,400.00
ROOM 137					
	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00
	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79
	REMOVE 5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	466.53	$ 699.79
	5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	466.53	$ 3,032.44
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 84.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	466.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 252.00
	REMOVE COUNTERTOP-SOLID SURFACE-STANDARD GRADE		SF	7.67	$ 180.00
	COUNTERTOP-SOLID SURFACE-STANDARD GRADE		SF	7.67	$ 250.00
	REMOVE WOOD DOOR-OAK FACE, SOLID CORE		EA	1	$ 300.00
	WOOD DOOR-OAK FACE, SOLID CORE		EA	1	$ 650.00

	DOOR HINGES (SET OF 3) AND SLAB-DETACH & RESET		EA	1	$ 150.00
	DOOR KNOB/LOCKSET I DETACH & RESET		EA	1	$ 100.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	REMOVE CEILING FAN & LIGHT - STANDARD GRADE		EA	1	$ 250.00
	CEILING FAN & LIGHT - STANDARD GRADE		EA	1	$ 250.00
	REMOVE COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	REMOVE RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	DETACH & RESET WINDOW BLIND ALUMINUM 1"-7.1-14SF		EA	1	$ 75.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	88.53	$ 132.79
	BATT INSULATION 6" R20 UNFACED BATT		SF	88.53	$ 619.71
	REMOVE BATT INSULATION 4" R13-PEPER/FOIL FACED		SF	189	$ 283.50
	BATT INSULATION 4" R13-PEPER/FOIL FACED		SF	189	$ 1,323.00
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79
	CUSTOM CABINETRY (SEE ATTACHED BID INVOICE)		EA	1	
	DEMOLITION LABOR		HR	2	$ 250.00
					$ 11,214.74
ROOM 135					
	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00

City of Huntsville / TIPS Contractor / Vetting sheet / Breakdown

	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79
	REMOVE 5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 48.00
	5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 208.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 63.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	88.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 252.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DETACH & RESET CEILING FAN & LIGHT -STANDARD GRADE		EA	1	$ 250.00
	DETACH & RESET COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	DETACH & RESET RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 48.00
	BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 224.00
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79
					$ 2,715.01

City of Huntsville / TIPS Contractor / Scope of Work / Breakdown

ROOM 133					
	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00
	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79
	DRYWALL PATCH/SMALL REPAIR-READY FOR PAINT		EA	2	$ 100.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 84.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	88.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 294.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DETACH & RESET CEILING FAN & LIGHT -STANDARD GRADE		EA	1	$ 250.00
	DETACH & RESET COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	DETACH & RESET RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	2	$ 3.00
	BATT INSULATION 6" R20 UNFACED BATT		SF	2	$ 14.00
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79
					$ 2,352.51

City of Huntsville / TIPS Contractor / Scope of Work / Breakdown

ROOM 131					
	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00
	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79
	REMOVE 5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 48.00
	5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 208.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 84.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	88.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 252.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DETACH & RESET CEILING FAN & LIGHT -STANDARD GRADE		EA	1	$ 250.00
	DETACH & RESET COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	DETACH & RESET RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 48.00
	BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 224.00

	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79
					$ 2,721.51
ROOM 129					
	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00
	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79
	REMOVE 5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	2	$ 200.00
	5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	2	$ 200.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 84.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	88.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 252.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DETACH & RESET CEILING FAN & LIGHT -STANDARD GRADE		EA	1	$ 250.00
	DETACH & RESET COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	DETACH & RESET RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00

	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	2	$ 3.00
	BATT INSULATION 6" R20 UNFACED BATT		SF	2	$ 14.00
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79
					$ 2,610.51
DORM HALLWAY					
	FLOOR PROTECTION - CARDBOARD & TAPE		SF	325.83	$ 489.00
	REMOVE 5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	96	$ 144.00
	5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	96	$ 624.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	135.67	$ 272.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	1546.83	$ 1,546.83
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	135.67	$ 162.00
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	135.67	$ 816.00
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	325.83	$ 489.00
	REMOVE VINYL PLANK FLOORING		SF	325.83	$ 489.00
	VINYL PLANK FLOORING		SF	325.83	$ 1,385.50
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	325.83	$ 326.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	325.83	$ 326.00
					$ 7,069.33
ROOM 136					
	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00
	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79

	REMOVE 5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 48.00
	5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 208.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 84.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	466.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 252.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DETACH & RESET CEILING FAN & LIGHT -STANDARD GRADE		EA	1	$ 250.00
	DETACH & RESET COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	DETACH & RESET RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 48.00
	BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 224.00
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79
					$ 2,721.51
ROOM 134					

	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00
	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79
	REMOVE 5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 48.00
	5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 208.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 84.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	466.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 252.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DETACH & RESET CEILING FAN & LIGHT -STANDARD GRADE		EA	1	$ 250.00
	DETACH & RESET COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	DETACH & RESET RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 48.00
	BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 224.00
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79

City of Huntsville / TIPS Contractor / Scope of Work / Breakdown

					$ 2,721.51
ROOM 132					
	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00
	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79
	REMOVE 5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 48.00
	5/8" DRYWALL-HUNG/TAPED/WITH SMOOTH WALL FINISH		SF	32	$ 208.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 84.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	88.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 252.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DETACH & RESET CEILING FAN & LIGHT -STANDARD GRADE		EA	1	$ 250.00
	DETACH & RESET COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	DETACH & RESET RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 48.00

City of Huntsville / TIPS Contractor / Scope of Work / Breakdown

	BATT INSULATION 6" R20 UNFACED BATT		SF	32	$ 224.00
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79
					$ 2,721.51
ROOM 130					
	CONTENTS - MOVE OUT/RESET-SM ROOM		EA	1	$ 250.00
	FLOOR PROTECTION-PLASTIC/TAPE/10MIL		SF	88.53	$ 132.79
	DRYWALL PATCH/SMALL REPAIR-READY FOR PAINT		EA	2	$ 200.00
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	42	$ 84.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	88.53	$ 466.53
	REMOVE GLUE DOWN CARPET		SF	88.53	
	GLUE DOWN CARPET		SF	88.53	$ 500.00
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	88.53	
	REMOVE COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 50.40
	COVE BASE MOLDING-RUBBER OR VINYL 4" HIGH		LF	42	$ 252.00
	REMOVE DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DOOR THRESHOLD, RUBBER		LF	2.5	$ 100.00
	DETACH & RESET CEILING FAN & LIGHT -STANDARD GRADE		EA	1	$ 250.00
	DETACH & RESET COMBINATION CO/SMOKE DETECTOR		EA	1	$ 75.00
	DETACH & RESET RECESSED LIGHT FIXTURE		EA	1	$ 150.00
	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	2	$ 48.00

	HEAT/AC REGISTER-MECHANICALLY ATTACHED-DETACH & RESET		EA	1	$ 150.00
	REMOVE BATT INSULATION 6" R20 UNFACED BATT		SF	88.53	$ 132.79
	BATT INSULATION 6" R20 UNFACED BATT		SF	88.53	$ 619.71
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	88.53	$ 132.79
					$ 3,654.30
MAIN HALLWAY					
	FLOOR PROTECTION - CARDBOARD & TAPE		SF	437.08	$ 655.62
	MASK & PREP FOR PAINT-PLASTIC/PAPER/TAPE		LF	179.5	$ 359.00
	SEAL/PRIME/PAINT WALLS & CEILING 2 COATS		SF	437.08	$ 473.08
	FINAL CLEANING-CONSTRUCTION-COMMERCIAL		SF	437.08	$ 655.62
	REMOVE VINYL PLANK FLOORING		SF	437.08	$ 2,513.11
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	437.08	$ 437.08
	ADD FOR GLUED DOWN APPLICATION OVER CONCRETE SUBSTRATE		SF	437.08	$ 437.08
					$ 5,530.59
CONTENTS					
	TWIN MATTRESS AND BOX SPRING SET		EA	5	
					EXCLUDE
LABOR MINIMUMS					
	CABINETRY		EA	1	
	HEAT/VENT/AC		EA	1	
	DOOR		EA	1	
	WINDOW TREATMENT REPAIR		EA	1	
					EXCLUDE
					TIPS

EXECUTIVE SUMMARY:				BASE PROPOSAL
BASE PROPOSAL			TOTAL	$ 50,098.54
TIPS FEE				$ 1,001.97
BOND FEE				$ 1,252.46
TAX				EXCLUDED
TOTAL LOSS/TIPS	INCLUDES TIPS = P&P BOND			$ 52,352.97

SIGNATURE:

DATE:

Estimate

for

City of Huntsville
1987 Veterans Memorial
Huntsville, Texas

Prominence
Painting & Remodeling, LLC
214-541-2410
469-693-4502
INTERIOR & EXTERIOR PAINTING
3574 NE County Road 0190
Powell, TX 75153
2145412410

FINAL INVOICE-INTERIOR REPAIRS

Qty	Name	Description	Rate	Amount	Tax

Interior Repairs:

Room #137:	$11,214.74		
Room #136:	$ 2,721.51		
Room #135:	$ 2,715.01		
Room #134:	$ 2,721.51		
Room #133:	$ 2,352.51		
Room #132:	$ 2,721.51		
Room #131:	$ 2,721.51		
Room #130:	$ 2,665.51		
Room #129:	$ 2,610.51		
Room #128:	$ 3,654.30		
Dorm Hallway:	$ 7,069.33		
Main Level:	$ 1,400.00 (Dumpster/Debris)		
Main Hallway:	$ 5,530.59		
Sub-Total:		**$ 50,098.54**	
TIPS:		$ 1,001.97	
P&P Bond:		$ 1,252.46	
TOTAL REPAIRS / LOSS:			**$ 52,352.97**

APPROVED-SDF -4T Partnership LLC 8/24/23

THANK YOU for considering Prominence Painting & Remodeling

If these items meet your approval, automatically approve this estimate now!

Created with mHelpDesk

City of Huntsville / TIPS Contractor / Final Invoice / Approved

FINAL LIEN RELEASE-ALL FUNDS PAID TO GENERAL CONTRACTOR AND SUBS

PROJECT: City Of Huntsville

Upon receipt by undersigned of a check from City Of Huntsville in the sum of $52,352.97 payable to Prominence Painting and when the check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanic's liens, stop notice or bond rights that the undersigned has on said Project for the following extent. This release covers **final payment** to the undersigned for labor, services, equipment, or material furnished on the job except for disputed claims for additional work in the amount of $ 0.00

Before any recipient of this document relies on it, said party should verify evidence of payment to the undersigned.

LIEN CLAIMANT: Prominence Painting

BY: Victor Sanchez

TITLE: Owner

DATE: 08-01-2023

At

Subscribed and Sworn before me this _______ day of

Prominence Painting and Remodeling LLC
3574 NE CR 0190 Powell Texas 75153

LIMITED WARRANTY (WORKMANSHIP)

Prominence Paint warrants only to the Owner that the labor performed in connection with the Work will be free from defects, including workmanship during the Warranty Period. For purposes of this Limited Warranty, the Warranty Period shall mean the period commencing on the date on which Prominence completes the labor in connection with the Work and ending on THE FIFTH ANNIVERSARY date thereof. The sole and exclusive remedy under this Limited Warranty shall be limited to the repair at no charge to Owner of any relevant defect in the workmanship of Prominence. Prominence is only liable for contracted repairs. Prominence is not responsible for (A) settlement, movement, or defects in the building, walls, foundation, or acts of nature (such as hail, tornados, gale force winds, fire, or other acts of God). Prominence assumes no responsibility for damages caused by mold due to leaks. Prominence has the right to revoke this Limited Warranty for any Owner with an unpaid balance of the Contract Sum. Prominence is not responsible for any damage caused by another individual working around or near the repaired areas. This Limited Warranty does not cover items reused during the installation process (i.e. skylights, flashing, power fans, etc.). If at any time within the Warranty Period, the Owner shall detect a defect covered by this Limited Warranty, the Owner shall notify Prominence in writing at the address provided, within thirty (30) days of date of discovery of alleged defect. Prominence shall be released from any obligation under this Limited Warranty for any claim which it does not receive written notice within the thirty (30) day claims period specified above. Owner shall allow Prominence to inspect the premises to determine the nature and extent of the alleged defect. If any person shall alter or attempt to remedy the alleged defect prior to Prominence's inspection, Prominence shall be released from any obligation under this Limited Warranty. This warranty is transferable one time after the sale of this property if Prominence receives written notice from the owner within 30 days of closing.

City Of Huntsville

DATE OF COMPLETION/WARRANTY START DATE:
07-28-2023 End of Warranty Date: 07-28-2028

victor sanchez

PROMINENCE PAINTING AND REMODELING REPRESENTATIVE SIGNATURE

City of Huntsville / TIPS Contractor / 5-Year Contractor Warranty

HUNTSVILLE FIRE STATION

Final Close-out Documentation

Scott Franklin
4T PARTNERSHIP LLC

FIELD REPORT

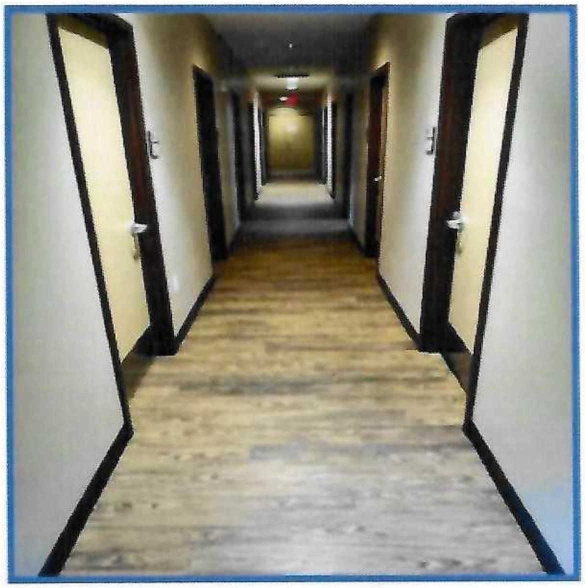
DATE OF INVESTIGATION / DOCUMENTATION: 07/31/2023
PERFORMED BY: Glenn Calvert
TMLIRP CLAIM #: PR183909

City of Huntsville / TIPS Contractor / Final Inspection July 31st, 2023

City of Huntsville / Fire Department / Breakroom new paint.

City of Huntsville / Fire Department / Breakroom new paint.

City of Huntsville / Fire Department / Transition strip from quarters to hallway. New floor covering in hallway. Quarters carpers have been cleaned.

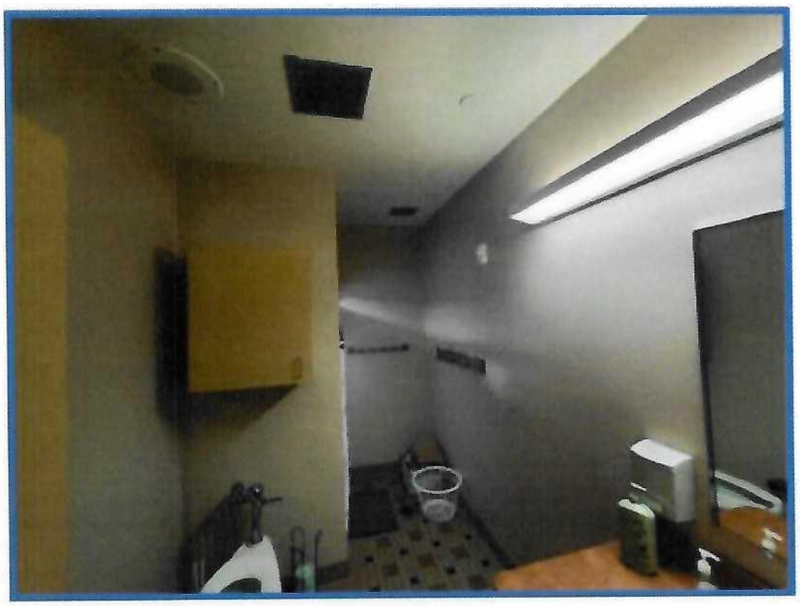


City of Huntsville / Fire Department / New flooring in hallway.

City of Huntsville / Fire Department / Painted Restrooms.

City of Huntsville / Fire Department / Painted quarters.

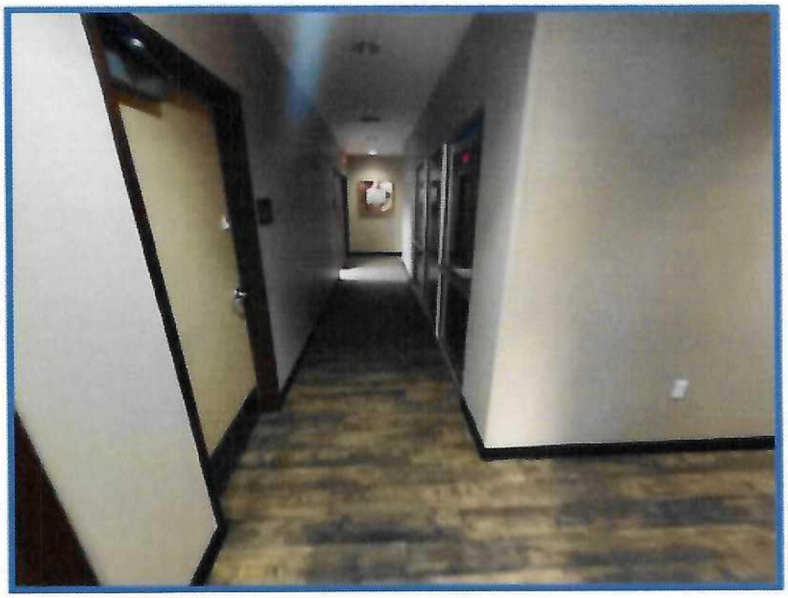
City of Huntsville / Fire Department / Painted Restrooms.



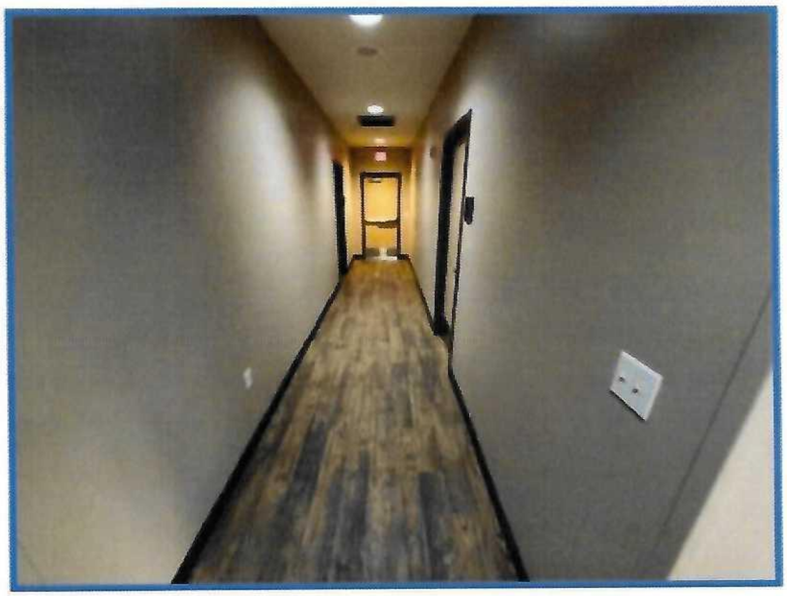
City of Huntsville / Fire Department / Painted Restrooms.

City of Huntsville / Fire Department / Hallway vinyl plank.

City of Huntsville / Fire Department / Painted Restrooms.

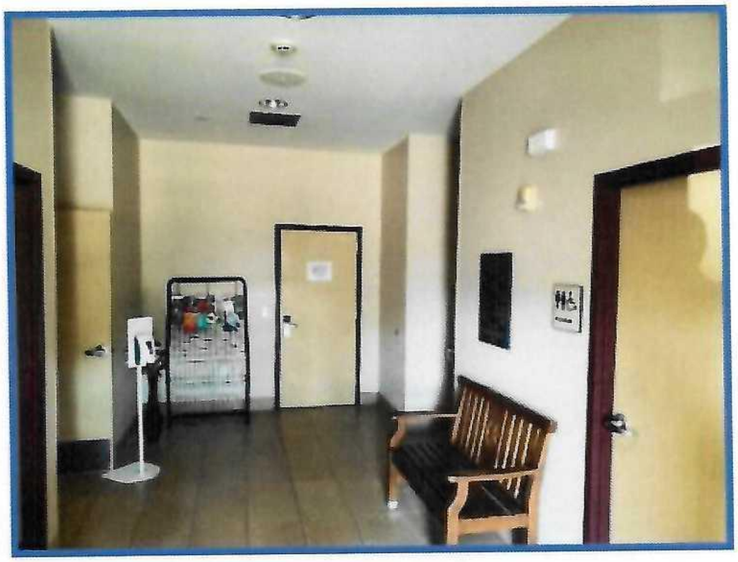


City of Huntsville / Fire Department / Main hallway vinyl plank.



City of Huntsville / Fire Department / Quarters hallway vinyl plank.

City of Huntsville / Fire Department / Fire Chiefs office painted.



City of Huntsville / Fire Department / Entry hallway painted.

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 2.a.

Agenda Item: Consider approval of Ordinance 2023-20 to adopt the FY 2023/2024 Budget with all policies, fees, rates, and provisions as referenced therein. **Record/rollcall vote required**

Initiating Department/Presenter: Finance

Presenter:
Steve Ritter, Finance Director

Recommended Motion: Move to pass Ordinance 2023-20 to adopt the FY 2023/2024 Budget with all policies, fees, rates and provisions as referenced therein. **Record/rollcall vote required**

Strategic Initiative: Goal #6, Finance - Provide a sustainable, efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: This FY 2023/2024 Budget is presented to Council for approval after six months of preparation by staff, the City Manager's recommended budget provided to Council on August 16th, a presentation to Council on July 18th for the operations budget and a presentation on August 7th for the Capital Improvement Projects (CIP), communication with the Finance Committee on Fiscal and Budgetary Policies, and a Public Hearing on the Budget on September 5th. Also, Decision Packages were presented for approval and approved at the September 5, 2023 meeting. This budget has been prepared using a Property Tax Rate of $0.3074.

Previous Council Action: At the September 5th 2023 Council meeting, the Council voted to postpone adoption of the budget until September 19th.

Financial Implications: Approval of this item will put in place the Budget for FY 2023/2024

Approvals:
Steve Ritter
Aron Kulhavy
Kristy Doll

Associated Information:
1. Ordinance 2023-20 to adopt the Budget - w building permit language per Leonard - SR 9.12.23
2. Required State Truth in Taxation statement - follows Ordinance adopting Budget
3. Exhibit A Fund Revenue - Expenditures and Projected Balances FY 2024
4. Exhibit A1 CIP FY 23-24
5. Exhibit B FY 23-24 Fiscal Policies
6. Exhibit C FY 23-24 Investment Banking Policy with OPEB.PEB Trust FINAL
7. Exhibit D FY 24 Fee Schedule

ORDINANCE NO. 2023-20

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, FINDING THAT ALL THINGS REQUISITE AND NECESSARY HAVE BEEN DONE IN PREPARATION AND PRESENTMENT OF AN ANNUAL BUDGET; APPROVING AND ADOPTING THE OPERATING AND CAPITAL IMPROVEMENTS BUDGET FOR THE CITY OF HUNTSVILLE, TEXAS, FOR THE PERIOD OCTOBER 1, 2023, THROUGH SEPTEMBER 30, 2024; RATIFYING AND APPROVING FISCAL AND BUDGETARY POLICIES; RATIFYING AND APPROVING THE INVESTMENT AND BANKING POLICIES; RATIFYING AND APPROVING VARIOUS FEES, RATES AND CHARGES; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.

WHEREAS more than thirty days before the end of the City's fiscal year and more than thirty days before the adoption of this ordinance, the City Manager of the City Huntsville, Texas, submitted a proposed budget for the ensuing fiscal year according to Section 11.05 of the Charter of the City of Huntsville, Texas, and Texas Local Government Code Section 102.005; and

WHEREAS the City Manager filed a copy of the proposed budget with the City Secretary and the budget was available for public inspection at least fifteen days before the budget hearing and tax levy for the fiscal year 2023-2024 [Texas Local Government Code § 102.006]; and

WHEREAS the itemized budget shows a comparison of expenditures between the proposed budget and the actual expenditures for the same or similar purposes for the preceding year and the estimated amount of money carried for each [Texas Local Government Code § 102.003(a)]; and

WHEREAS the budget contains financial information of the municipality that shows the outstanding obligations of the City, the available funds on hand to the credit of each fund, the funds received from all sources during the preceding year; the funds available from all sources during the ensuing year; the estimated revenue available to cover the proposed budget; and the estimated tax rate required to cover the proposed budget [Texas Local Government Code § 102.003(b)]; and

WHEREAS notification has been provided to the public concerning the public hearing for the fiscal year 2023 - 2024 budget [Texas Local Government Code § 102.0065]; and

WHEREAS the budget for the year October 1, 2023, through September 30, 2024, has been presented to the City Council, and the City Council has held a public hearing with all notice as required by law, and all comments and objections have been considered; and

WHEREAS the fees, rates and charges set out herein are reasonable and necessary and are established and set in the best interests of the City.

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

SECTION 1: City Council adopts the budget for the City of Huntsville, Texas, now before the City Council for consideration and attached, as the budget for the City for the period of October 1, 2023, through September 30, 2024.

SECTION 2: The appropriation for the ensuing fiscal year for operating expenses, debt service and capital outlay budgets shall be fixed and determined as shown in Exhibit A and by reference to the Fund Summaries with account classification totals in the City Secretary's office.

SECTION 3: New projects described for fiscal year 2023-2024 in the Capital Improvements budget portion of the 2023-2024 budget are approved at the cost level indicated, subject to the availability of funding of project costs (Exhibit A1).

SECTION 4: City Council approves the monthly payment for an eligible employee to the City's Medical Insurance Internal Service Fund of $850.00 per month ($10,200.00 annually), per employee electing coverage.

SECTION 5: City Council approves a budgeted TMRS rate established according to TMRS rates for the benefit levels elected by the City.

SECTION 6: City Council approves a transfer of an amount equal to four (4.0%) percent of the gross revenues received during Fiscal Year 2023-2024 from all water, wastewater, and solid waste customers, as a transfer to the General Fund to compensate the City for the use of streets and rights-of-way by the Water, Wastewater, and Solid Waste Funds.

SECTION 7: City Council hereby has reviewed and approves the Fiscal and Budgetary, and Purchasing Policies (Exhibit B).

SECTION 8: City Council has reviewed and approves the investment policies, strategies, and the Investment and Banking Policies and Investment Policy Statement for the Post-Employment Benefit Plan (Exhibit C).

SECTION 9: City Council approves and reauthorizes building permit fees and other fees, rates, charges and their associated revenue, which is incorporated into the budget; Exhibit D. Exhibit D authorizes water, wastewater, and solid waste rate increases as noted.

SECTION 10: The City Secretary is directed to maintain a copy of the adopted budget, to file a copy of it with the City Library and the County Clerk, and to publish a notice saying the budget is available for public inspection [Texas Local Government Code §§ 102.008 and 102.009(d)].

SECTION 11: Council may amend this budget from time to time as provided by law for the purposes of authorizing emergency expenditures or for municipal purposes, provided, however, no obligation shall be incurred or any expenditure made except in conformity with the budget [Texas Local Government Code §§ 102.009-102.011; Huntsville City Charter §§ 11.06-11.07].

SECTION 12: The City Manager may, within the policies adopted within this budget, authorize transfers between budget line items; City Council may transfer any unencumbered appropriated balance or portion of it from one office, department, or agency to another at any time, or any appropriation balance from one expenditure account to another within a single office, department, or agency of the City [Huntsville City Charter §11.06.].

SECTION 13: City Council expressly repeals all previous budget ordinances and appropriations if in conflict with the provisions of this ordinance. If a court of competent jurisdiction declares any part, portion, or section of this ordinance invalid, inoperative, or void for any reason, such decision, opinion, or judgment shall in no way affect the remaining portions, parts, or sections, or parts of a section of this ordinance, which provisions shall be, remain, and continue to be in full force and effect.

SECTION 14: This ordinance shall take effect immediately after its passage.

PASSED AND APPROVED on this, the 19th day of September 2023.

THE CITY OF HUNTSVILLE, TEXAS

____

Andy Brauninger, Mayor

ATTEST:

____

Kristy Doll, City Secretary

APPROVED AS TO FORM:

____

Leonard Schneider, City Attorney

City of Huntsville, Texas

Annual Operating Budget for Fiscal Year 2023-2024

This budget will raise more total revenue from property taxes than last year's budget by $1,004,600 (12.49%), and of that amount $308,600 (3.84%) is property tax revenue to be raised from new property added to the tax roll this year.

Record vote on adopting the FY 23-24 Budget:

Councilmember Name	Position	Vote (Yes/No)
Andy Brauninger	Mayor	
vacant	Ward 1	
Russell Humphrey	Ward 2	
Deloris Massey	Ward 3	
Jon Strong	Ward 4	
Bert Lyle	Position 1 at Large	
Karen Denman	Position 2 at Large	
Vicki McKenzie	Position 3 at Large	
Pat Graham	Position 4 at Large	

Property Tax Rate Information:

	Fiscal Yr 23-24	Fiscal Yr 22-23
Tax Rate adopted	$0.3074	$0.2926
No-New-Revenue Tax Rate	$0.2679	$0.2836
No-New-Revenue M&O Tax Rate	$0.2177	$0.2295
Debt Rate	$0.0696	$0.0541
Voter-Approval Tax Rate	$0.3466	$0.3179

City Debt Obligations secured by property taxes $45,150,000

Fund	Fund Name	Estimated 09/30/23 Unallocated Reserve	Revenues	Admin Reimb In	Trans In	Total Revenue	Expenditures	Admin Reimb Out	Trans Out	Transfer to Cap	Exp	One Time Equity	Total Exp	Estimated 09/30/24 Unallocated Reserve
	Fund Name													
101	General Fund	11,300,000	24,605,259	6,687,870	1,681,156	32,974,285	30,961,765		1,652,520	360,000	32,974,285	2,032,461	35,006,746	9,267,539
	Debt Service													
116	Debt Service Fund	514,732	2,069,400	-	590,363	2,659,763	2,659,755	-	-	-	2,659,755	-	2,659,755	514,740
	Enterprise													
220	Utility Fund	10,500,000	34,026,750	56,256	-	34,083,006	20,667,197	5,772,428	2,643,381	5,000,000	34,083,006	2,226,150	36,309,156	8,273,850
224	Solid Waste Fund	3,600,000	7,665,650	-	-	7,665,650	5,591,154	916,356	1,116,636		7,624,146	20,752	7,644,898	3,620,752
	Internal Service													
302	Medical Insurance Fund	3,700,000	4,441,381	-		4,441,381	4,441,381	-	-	-	4,441,381		4,441,381	3,700,000
306	Capital Equipment Fund	5,952,000	250,000	-	2,494,871	2,744,871	2,830,046	-	-	-	2,830,046		2,830,046	5,866,825
309	Computer Equip. Replacement Fund	130,000	-	-	506,541	506,541	249,884	-	-	-	249,884		249,884	386,657
	Special Revenue													
601	Court Security SRF	77,300	32,000			32,000	-	-	28,050	-	28,050		28,050	81,250
602	Court Technology SRF	68,400	29,000	-	-	29,000	51,500	-	-	-	51,500		51,500	45,900
609	Airport SRF	91,300	68,550	-	-	68,550	159,424	-	-	-	159,424		159,424	426
610	Library SRF	169,134	8,500	-	-	8,500	-	-	-	-	-	-	-	177,634
611	Police Seizure & Forfeiture SRF	155,858	5,000	-		5,000	114,248	-	-	-	114,248	-	114,248	46,610
612	PD School Resource Officer SRF	235,304	659,108	-	152,662	811,770	767,444	-	44,326	-	811,770	5,786	817,556	229,518
613	PD Fed Equitable Sharing Fds SRF	100,860	-	-	-	-	100,261	-	-	-	100,261		100,261	599
614	Police Grants SRF	3,900	96,000			96,000	96,000				96,000		96,000	3,900
619	LEOSE SRF	36,960	-			-	29,051				29,051		29,051	7,909
625	Huntsville Beautification/KHB	19,600	-	-	-	-	-	-	-	-	-	-	-	19,600
630	TIRZ #1 Fund	41,200	186,300	-	-	186,300		-	-	-	-	-	-	227,500
665	Hotel/Motel Tax - Statue Contrib	73,825	3,500	-	-	3,500	300	-	-	-	300	-	300	77,025
	Hotel/Motel Tax													
618	Arts & Visitor Center SRF	177,500	137,050	-	89,704	226,754	226,754	-	-	-	226,754	17,445	244,199	160,055
663	H/M Tax- Tourism & Visitors Cntr	975,000	852,500	-		852,500	766,774	68,446	17,280	-	852,500	40,950	893,450	934,050
	Endowment													
402	PEB Trust - Medical Fund	5,385,000	-	-	-	-	20,000	-		-	20,000	-	20,000	5,365,000
418	Library Endowment Fund	124,100	-	-	-	-	-	-	-	-	-	-	-	124,100
461	Oakwood Cemetery Endowment Fund	397,800	5,000	-	-	5,000	-	-		-	-		-	402,800
		43,829,773	**75,140,948**	**6,744,126**	**5,515,297**	**87,400,371**	**69,732,938**	**6,757,230**	**5,502,193**	**5,360,000**	**87,352,361**	**4,343,544**	**91,695,905**	

City of Huntsville

FY 2023-2024 Capital Funding Additions and Sources

Utility CIP	Amount	Funding Sources
Miscellaneous Waterline Replacements (Elm Ave (SH 30 E to Louis Davis Drive), Louis David Drive (Elm Ave. to Hazel Ave) Construction	$ 37,000	Utility Fund
Ave I / Bobby K. Marks Drive Waterline Rehab. 2 construction	$ 71,000	Utility Fund
Sam Houston Ave 16" Waterline (Ave. I to Old Houston Road) Construction	$ 44,000	Utility Fund
Fish Hatchery (first half) (1478A to 1588) Replace 2" w/ 6" waterline	$ 37,000	Utility Fund
7 Various Waterline Replacements - Goodrich, El Road, Trinity Cut-off, Patrick St., Jessica St., Adams Drive, Sprott Street	$ 365,000	Utility Fund
FY 2023 / 2024 Miscellaneous Waterlines Design - Old Colony Road, Utility Road, Jeffro St., Rhodes Drive	$ 90,000	Utility Fund
Eastham (Elmwood to Royal Oaks) Design	$ 31,000	Utility Fund
Fish Hatchery II Design	$ 53,000	Utility Fund
Boettcher Drive Waterline Rehabilitation Design	$ 312,000	Utility Fund
Mance Park Middle School Waterline Rehabilitation Design	$ 198,000	Utility Fund
11th Street / Hickory Drive Waterline Rehabilitation Design	$ 330,000	Utility Fund
Water Modeling Masterplan	$ 250,000	Utility Fund
Miscellaneous Wastewater Line Replacements - 1502 to 1412 Sam Houston Ave, 608 Sam Houston Ave to 505 Ave. M, 16th Street (Sam Houston to Ave M), 1726 Ave Q to 1711 Ave Q (MH 1936 to MH 1939), 14th Street & Ave. I, 500 to 546 Normal Park Dr.	$ 545,000	Utility Fund
Tanyard Creek Lift station Force Main Design	$ 136,000	Utility Fund
AJ-08 & AJ-10 Trunk Sewer Line Replacement	$ 1,200,000	Utility Fund
RC-04 Basin Rehabilitation & Renewal design	$ 240,000	Utility Fund
N.B Davidson WWTP Rehabilitation Phase 2 Design	$ 558,000	Utility Fund
Open Ditch Lining Improvements	$ 50,000	Utility Fund
18" and 24" Storm Sewer Replacement (River Oaks / W Greenbriar)	$ 50,000	Utility Fund
Dawson Creek Dam Phase 1, GLO 25% and Additional Services	$ 62,000	
Autum Road Drainage Project, 25% of GLO Possible	$ 250,000	Utility Fund
Drainage Utility Fee Study	$ 91,000	Utility Fund
TOTAL - Utility Fund CIP	**$ 5,000,000**	

General - CIP	Amount	Funding Sources
Aerial Mapping-Imagery, LiDAR, Planimetric & TOPO	$ 150,000	General Fund
Contract for Bond Package or Street Funding	$ 100,000	General Fund
Apron Expansion Engineering & Construction	$ 90,000	General Fund
Airport Runway	$ 20,000	General Fund
Total General CIP	**$ 360,000**	

Total Sources Summary	Amount
Utility Fund Contributions	$ 5,000,000
General Fund Contributions	$ 360,000
23-24 Total Sources of Funds	**$ 5,360,000**

Fiscal and Budgetary Policies

I. STATEMENT OF PURPOSE

The purpose of the Fiscal and Budgetary Policies is to identify and present an overview of policies dictated by state law, the City Charter, City ordinances, and administrative policies. The aim of these policies is to achieve long-term stability and a positive financial condition. These policies provide guidelines to the administration and finance staff in planning and directing the City's day-to-day financial affairs and in developing financial recommendations to the City Council. These policies set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies assist in the decision-making process. These policies provide guidelines for evaluating both current activities and proposals for future programs.

These policies represent long-standing principles, traditions and practices which have guided the City in the past and have helped maintain financial stability. An important aspect of the policies is the application of budget and fiscal policies in the context of a long-term financial approach. The scope of these policies span accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, asset management and debt management.

The City Council and/or Finance Committee annually review and approve the Fiscal and Budgetary Policies as part of the budget process.

II. BASIS OF ACCOUNTING

A. **Accounting in Accordance With GAAP.** The City's finances shall be accounted for in accordance with generally accepted accounting principles as established by the Governmental Accounting Standards Board.

1. **Organization of Accounts.** The accounts of the City shall be organized and operated on the basis of funds. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions

2. **Fund Structure.** The City of Huntsville uses the following fund groups:

Governmental Funds:
- General Fund
- General Obligation Debt Service Fund
- Capital Projects Funds

Special Revenue Funds*:*
- Municipal Court Special Revenues
- Library Special Revenues
- Airport Special Revenues
- Police Special Revenues
- Hotel/Motel Tax & Arts

<u>Proprietary Funds</u>:
<u>Enterprise Funds</u>:
Utility Fund (Water & Wastewater operations)
Solid Waste

<u>Internal Service Funds:</u>
Medical Insurance
Equipment Replacement
Computer Replacement

<u>Permanent Funds</u>:
Library Endowment
Oakwood Cemetery Endowment

<u>Trust Funds</u>*:*
Retiree PEB Trust –Medical
Scholarship Fund
Employee Assistance Fund

3. **Governmental Fund Types.** Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, General Obligation Debt Service and Capital Project funds. Governmental fund types shall use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recognized when the related fund liability is incurred, if measurable, except for principal and interest on general long-term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources.

4. **Proprietary Fund Types.** Proprietary fund types are used to account for the City's business type activities (e.g., activities that receive a significant portion of their funding through user charges). The City has two types of proprietary funds: Enterprise Funds and Internal Service Funds. The City's Proprietary fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Enterprise funds receive their revenues primarily through user charges for service. Internal Service funds receive their revenues primarily from the other funds of the City.

5. **Permanent Funds.** The Library Endowment Fund and Oakwood Cemetery Endowment Fund are used to account for endowments received by the City. Money available for expenditures in these funds are the accumulated interest earnings.

6. **Trust Funds.** The PEB Trust for retirees is used to account for funds designated for use for retiree Health Insurance costs if needed. Monies in this Fund help to lessen the City's Unfunded Accrued Actuarial Liability (UAAL) that is the result of the City providing a health insurance benefit to certain retirees. The Employee Assistance Fund is funded by contributions from City employees and monies are used to assist

employees encountering catastrophic illness (examples – cancer, vehicle accidents, etc.) medical costs. The Scholarship Fund is also funded by contributions from employee. The monies are used to provide scholarships to graduating seniors of employees who will be continuing their education at a university, junior/community college, or a technical school.

7. **Encumbrance Accounting.** The City shall utilize encumbrance accounting under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.

III. OPERATING BUDGET

A. BUDGET PROCESS.

1. **Proposed Budget.** Section 11.05 of the City Charter requires that the City Manager submit to the City Council a proposed budget at least 30 days prior to the end of the fiscal year that presents a complete financial plan for the ensuing year. Public hearings shall be held in the manner prescribed by the laws of the State of Texas relating to budgets in cities and towns. The Charter requires that no budget be adopted or appropriations made unless the total of estimated revenues, income and funds available shall be equal to or in excess of such budget or appropriations. Past practice has been to present a draft budget to City Council at least six weeks prior to fiscal year end.

   a. The budget shall include four basic segments for review and evaluation: (1) personnel costs, (2) base budget (same level of service) for operations and maintenance costs, (3) decision packages for capital and other (non-capital) project costs, and (4) revenues.

   b. The budget review process shall include City Council participation in the development of each of the four segments of the proposed budget.

   c. The budget process will allow the opportunity for the City Council to address policy and fiscal issues.

   d. A copy of the proposed budget shall be posted on the City's website when it is submitted to the City Council.

2. **Modified Incremental Approach.** The operating budget less prior year supplemental requests, shall serve as the starting point for budget estimates.

3. **Adoption.** Upon the presentation of a proposed budget document to the City Council, the City Council shall call and publicize a public hearing. The City Council shall subsequently adopt by Ordinance such budget, as it may have been amended, as the City's Annual Budget, effective for the fiscal year beginning October 1.

   As required by Section 11.05 of the Charter, if the City Council takes no action to adopt a budget on or prior to September 27th, the budget as submitted by the City Manager, is deemed to have been finally adopted by the City Council.

4. **Government Finance Officers Association.** The annual budget shall be submitted to the Government Finance Officers Association (GFOA) for evaluation and consideration for the Distinguished Budget Presentation Award.

5. **Truth in Taxation**. Budget development procedures will be in conformance with State law, outlined in the Truth in Taxation process. In the event of a tax increase, at least two notices will be given and public hearings held.

B. PLANNING. Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The budget planning process is for a five year period recognizing that budgets are influenced by decisions made in prior year budgets and that decisions made in the current year budgets serve a precursor to future budget requirements. The City shall recognize both short-term needs and objectives in relation to the long-term goals of the City.

C. PREPARATION. The operating budget is the City's annual financial operating plan. The budget includes all of the operating departments of the City, the debt service fund, all capital projects funds, internal service funds, and all special revenue funds of the City. An annual budget shall be prepared for all funds of the City, with the exception that capital projects will be budgeted on a project length basis, rather than an annual basis.

1. **Basis of Budget.** Operating budgets are adopted on a basis consistent with generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board, with exceptions, including that depreciation is not included in the budget, capital purchases are budgeted in the year of purchase, unmatured interest on long-term debt is recognized when due, and debt principal is budgeted in the year it is to be paid.

   a. Governmental Fund Types are budgeted on a modified accrual basis, with exceptions as noted above. Revenues are included in the budget in the year they are expected to become measurable and available. Expenditures are included in the budget when they are measurable, a liability is incurred, and the liability will be liquidated with resources included in the budget.

   b. Capital project budgets are project length budgets and are budgeted on a modified accrual basis.

   c. Proprietary fund types are budgeted generally on an accrual basis with exceptions as noted above. Revenues are budgeted in the year they are expected to be earned and expenses are budgeted in the year the liability is expected to be incurred. The emphasis is on cash transactions in lieu of non-cash transactions, such as depreciation. The focus is on the net change in working capital.

2. **Legal Level of Control.** The budget shall be adopted at the "legal level of control," which is, by Division, within individual funds. The level at which management, without prior council approval, loses the ability to reapply budgeted resources from one use to another is known as the budgets' "legal level of control." The City has a number of levels of detail in the operating budgets - the fund, the department, the division, the object and the line item.

Example:
Fund - General Fund
Department - Public Safety
Division - Police
Object - Salaries, Other Pay and Benefits
Line Item - Regular Salaries

In the above example, the legal level of control is the budget total for the Police Division. Department Heads may not exceed budget allocations at the object code level in controllable account without City Manager approval.

3. **Identify Available Funds.** The budget shall be sufficiently detailed to identify all available funds. The format will include estimated beginning funds, sources of funds, uses of funds, and estimated remaining funds at budget year-end. An actual prior year, estimated current year and proposed budget shall be presented.

4. **Interfund Transfers/Charges.** A summary showing transfers and charges between funds will be provided during the budget process to explain the "double counting" of revenues and expenditures.

5. **Periodic Reports.** In compliance with Section 11.02(e) of the Charter, the City will maintain a budgetary control system to ensure adherence to the budget and will prepare periodic reports comparing actual revenues, expenditures and encumbrances with budgeted amounts.

6. **Self Sufficient Enterprise Funds.** Enterprise operations, Utility Fund, Solid Waste, are intended to be self-sufficient.

7. **Administrative Cost Reimbursement.** Enterprise fund budgets shall include a reimbursement to the General Fund to pay a proportionate share of administrative costs. Documentation to support the transfer shall be presented to City Council during the budget process.

8. **Charges to Other Funds by Internal Service Funds.** Charges by internal service funds to user divisions and funds shall be documented as part of the budget process.

9. **Appropriations Lapse.** Pursuant with Section 11.06 of the Charter, annual appropriations lapse at year end. Items purchased through the formal purchase order system (i.e., the encumbered portions), and not received by fiscal year end, are presented to City Council for re-appropriation in the subsequent fiscal year. To be eligible for automatic re-appropriation in a subsequent year, the goods or services must have been ordered in good faith and appropriated in the year encumbered.. The original budget is amended to include the re-appropriations. Capital projects budgets do not lapse at year-end.

10. **Performance Indicators and Productivity Indicators.** The annual budget, where possible, will utilize performance measures and productivity indicators.

D. BALANCED BUDGET. The budget shall be balanced using a combination of current revenues and available funds. Current year operating expenses shall be funded with current year generated revenues. No budget shall be adopted unless the total of estimated revenues, income, and funds available is equal to or in excess of such budget.

E. REPORTING. Periodic financial reports shall be prepared to enable the Department Heads to manage their budgets and to enable monitoring and control of the budget.

F. CONTROL. Operating Expenditure Control is addressed in Section V of these Policies.

G. CONTINGENT APPROPRIATION. The General Fund, Utility Fund and Solid Waste Fund may have an adequate contingent appropriation. This contingent appropriation, titled "Reserve for Future Allocation", shall be disbursed only by transfer to another departmental appropriation. Transfers from this item shall be controlled as outlined in Section VI, D of these policies.

H. EMPLOYEE BENEFITS. The City budget process shall include a review of employee benefits.

1. Medical Insurance Fund - The Finance Committee shall review rates to be charged for employee and dependent coverage.

2. Retirement Plan - The City is a member of the Texas Municipal Retirement System (TMRS). Employees working at least 1,000 hours per year shall contribute 7% to the TMRS plan. The City's match will be established according to TMRS rates for the benefit levels elected by the City. Any budgeted funds not spent can be deposited with TMRS to reduce the City's unfunded liability with Council's approval or will revert back to the unallocated monies in the appropriate fund.

3. Workers Compensation Insurance - The City shall participate in the Texas Municipal League (TML) Workers Compensation Risk Pool. Rates for required coverage will be established by the Pool, adjusted for experience on an annual basis. Refunds that may be granted through the pool will be prorated between the City funds. Unspent monies will revert back to the appropriate fund.

4. Social Security/Medicare - The City does not pay Social Security for employees. Medicare is paid for employees hired after March 31, 1986 or for those employees otherwise having access through the City.

5. Recommendations for adjustments to the pay and classification system will be made annually in order to maintain external parity and internal equity. Recommendations will be built into the proposed basic budget.

IV. RESERVES/UNALLOCATED FUNDS

A. OPERATING RESERVES/FUND BALANCES. The City shall maintain unallocated reserves in operating funds to pay expenditures caused by unforeseen emergencies or for shortfalls caused by revenue declines, and to eliminate any short-term borrowing for cash flow purposes. Generally, unallocated reserves for all operating funds excluding, Internal Service Funds, Capital Projects, and Special Revenue Funds shall be maintained at a minimum amount of 25% of the annual budget (less transfers to capital projects) for each fund unless specifically identified in this section. Unallocated reserves shall not be used to support on-going operating expenditures. This reserve is defined as unreserved current assets less inventory and on-going receivables (ex. utility billing, sales tax) minus current liabilities payable from these assets.

B. FUND BALANCES USED FOR CAPITAL EXPENDITURES. Reserves shall be used for one time capital expenditures only if:

1. there are surplus balances remaining after all reserve and fund allocations are made; or

2. the City has made a rational analysis with justifying evidence that it has an adequate level of short and long-term resources.

C. SPECIFIC APPROPRIATION BY CITY COUNCIL. If fund balances are used to support one time capital and onetime non-operating expenditures, the funds must be specifically appropriated by the City Council.

D. CITY MANAGER'S AUTHORITY TO ASSIGN FUND BALANCE/UNALLOCATED RESERVES.
At times, the City may be in various planning stages of projects. Each project will undoubtedly have its own funding considerations and challenges. As a means of planning for projects and ensuring (when necessary and appropriate) the availability of Unallocated Reserves to pay for projects, the City Manager is hereby authorized to place certain Unallocated Reserves in each of the City's funds in "Assigned" status. The definition of the term Assigned is as follows: Assigned Unallocated Reserves includes amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed (as defined by GASB 54). When Unallocated Reserves are placed in the "Assigned" status, they are to be noted and reduced as part of the balance of Unallocated Reserves as calculated in the Fiscal and Budgetary Policies , Section IV, A. The City Manager may assign Unallocated Reserves under the following circumstances if the amount exceeds $50,000:

1. Matching funds for grants applied for with approval from the City Council.
2. When the City Manager is presented with documentation illustrating an adopted Capital Improvement Project is expected to be in excess of budgeted funds.
3. When the City Manager has documented reason to believe that claims will exceed budgeted revenues in the City's Medical Insurance Fund.
4. When the City is engaged in litigation for which there is not expected to be third party insurance coverage.
5. For Economic Development Incentive Agreements and/or Developers Agreements approved by Council.
6. When the City Manager has documented reason to believe an amendment to the budget will be necessary for which Unallocated Reserves will be the most likely source of funds.
7. When the Council has approved a project and directed staff to proceed and the next sequential step in the project (feasibility study, programming, rate study, conceptual design, full design or construction) has not yet been identified for funding.

The City Manager and/or his designee shall update the Assigned Unallocated Reserve three times annually as follows:

1. As soon as practical after the Council has adopted the Budget.
2. As soon as practical after the Comprehensive Annual Financial Report is complete.
3. In conjunction with the annual budget adoption.

The updates described above will be reviewed, discussed and adopted by the Council Finance Committee.

E. SPECIAL REVENUE FUNDS. Monies in the Special Revenue Funds shall be expended for their intended purposes, in accordance with an approved budget. There is no reserve requirement.

F. CAPITAL PROJECT FUNDS. Monies in the Capital Projects Funds shall be expended in accordance with an approved budget. There is no reserve requirement.

G. INTERNAL SERVICE FUNDS. Working capital in equipment replacement funds will vary to meet annual fluctuations in expenditures. Monies in the Internal Service Funds shall be expended for their intended purpose in conformance with the approved budget and approved replacement schedules. Additions to the Fleet or additional computer equipment will not be funded from replacement funds without council approval.

H. GENERAL OBLIGATION DEBT SERVICE FUND AND INTEREST ACCOUNTS. Reserves in the General Obligation Debt Service Fund and Utility Fund’s Interest and Sinking accounts shall be maintained as required by outstanding bond indentures. Reduction of reserves for debt shall be done only with City Council approval after Council has conferred with the City's financial advisor to insure there is no violation of bond covenants.

I. DEBT COVERAGE RATIOS. Debt Coverage Ratios shall be maintained as specified by the bond covenants.

J. MEDICAL INSURANCE FUND RESERVE. A reserve shall be established in the City's Health Insurance Fund to avoid potential shortages. The reserve amount shall be 6 months of budgeted claims for Medical and Dental claims. Such reserve shall be used for no purpose other than for financing losses under the insurance program.

K. The City shall contract for an actuarial review once every two years related to its OPEB liability for retiree medical insurance benefit, in accordance with Government Accounting Standard Board pronouncements.

V. REVENUE MANAGEMENT

A. CHARACTERISTICS OF THE REVENUE SYSTEM. The City strives for the following optimum characteristics in its revenue system:

1. **Simplicity and Certainty.** The City shall strive to keep the revenue classification system simple to promote understanding of the revenue sources. The City shall describe its revenue sources and enact consistent collection policies to provide assurances that the revenues are collected according to budgets and plans.

2. **Equity.** The City shall make every effort to maintain equity in its revenue system structure. The City shall minimize all forms of subsidization between entities, funds, services, utilities, and customers.

3. **Realistic and Conservative Estimates.** Revenues are to be estimated realistically. Revenues of volatile nature shall be budgeted conservatively.

4. **Centralized Reporting.** Receipts will be submitted daily to the Finance Department for deposit and investment. Daily transaction reports and supporting documentation will be prepared.

5. **Review of Fees and Charges.** The City shall review all fees and charges annually in order to match fees and charges with the cost of providing that service.

6. **Aggressive Collection Policy.** The City shall follow an aggressive policy of collecting revenues. Utility services will be discontinued (i.e. turned off) for non-payment in accordance with established policies and ordinances. The attorney responsible for delinquent tax collection, through the central collection agency, shall be encouraged to collect delinquent property taxes using an established tax suit policy and sale of real and personal property to satisfy non-payment of property taxes. A warrant officer will aggressively pursue outstanding warrants, and the Court will use a collection agency to pursue delinquent fines.

B. NON-RECURRING REVENUES. One-time or non-recurring revenues will not be used to finance current ongoing operations. Non-recurring revenues will be used only for one-time expenditures such as capital needs.

C. PROPERTY TAX REVENUES. All real and business personal property located within the City shall be valued at 100% of the fair market value based on the appraisal supplied by the Walker County Appraisal District. Reappraisal and reassessment is as provided by the Appraisal District. Property tax rates shall be maintained at a rate adequate to fund an acceptable service level. Based upon taxable values, rates may be adjusted to fund this service level. Collection services shall be contracted out with a central collection agency, currently the Walker County Appraisal District.

D. INTEREST INCOME. Interest earned from investment of available monies, whether pooled or not, shall be distributed to the funds in accordance with the equity balance of the fund from which monies were invested.

E. USER-BASED FEES AND SERVICE CHARGES. For services associated with a user fee or charge, the direct and indirect costs of that service shall be offset wholly or partially by a fee where possible. There shall be an annual review of fees and charges to ensure that the fees provide adequate coverage of costs of services. Full fee support for operations and debt service costs shall be required in the Proprietary Funds. Partial fee support shall be generated by charges for miscellaneous licenses and fines, sports programs, and from other parks, recreational, cultural activities, and youth programs.

F. UTILITY RATES. The City shall review and adopt utility rates annually that generate revenues required to cover operating expenditures, meet the legal requirements of applicable bond covenants, and provide for an adequate level of working capital.

G. COST REIMBURSEMENTS TO THE GENERAL FUND. The General Fund shall be reimbursed by other funds for a proportionate share of administrative costs. Documentation to support the transfer shall be presented to City Council as part of the budget process.

H. INTERGOVERNMENTAL REVENUES/GRANTS/SPECIAL REVENUES. Grant revenues and other special revenues shall be spent for the purpose(s) intended. The City shall review grant match requirements and include in the budget all grant revenues and expenditures.

I. REVENUE MONITORING. Revenues actually received are to be regularly compared to budgeted revenues.

J. REVENUE PROJECTIONS. Each existing and potential revenue source shall be re-examined annually.

VI. EXPENDITURE CONTROL

A. APPROPRIATIONS. The responsibility for budgetary control lies with the Department Head. Department Heads may not approve expenditures that exceed monies available at the object code level. Capital expenditures are approved by the City Council on a per project basis.

B. AMENDMENTS TO THE BUDGET. In accordance with the City Charter, the City Council may transfer any unencumbered appropriated balance or portion thereof from any office, department, or agency to another at any time.

C. CITY MANAGER'S AUTHORITY TO AMEND BUDGET.

1. **Reserve for Future Allocation.** The City Manager may authorize transfers of $50,000 or less from the budgeted Reserve for Future Allocation. For authorizations of $25,000 or less, the City Manager will report the use of Reserve for Future Allocation as an informational item. For authorizations between $25,001 and $50,000, the City Manager shall provide written notice to the Council of his/her intent to authorize a transfer of Reserve for Future Allocation in excess of $25,000 (but not more than $50,000), and allow seven (7) business days to pass without a request by a Councilmember to place the proposed expenditure on a City Council meeting agenda for full City Council consideration.

2. **Transfer Between Line Items.** The City Manager may, without prior City Council approval, authorize transfers between budget line items within a Fund with the exception that:

a) Transfers from Salary and Benefit accounts shall stay within the Salary and Benefits account classification/object code.

b) Savings from City Council approved capital purchases may not be spent for other than their intended purpose;

c) Additions to the Fleet and additional computer equipment may not be purchased from equipment replacement funds

3. **Capital Project Budgets.** The City Manager shall have the authority to transfer amounts between line items of a capital project budget and to transfer monies from a project's Contingency Reserve to fund change orders on the project. The City Manager, without prior Council approval, may approve a change order to a construction or engineering contract in an amount not to exceed $50,000, as long as the cumulative total of all change orders to the project do not exceed the State allowed maximum of 25% of the original contract price.

D. PURCHASING. All purchases shall be made in accordance with the Purchasing Procurement and Disposition Policies approved by the Finance Committee. Purchasing will review all bids before posting. The sealed bid requirement is $50,000 if the anticipated bid is $50,000 or greater. Purchases of $50,000 and more in any one fiscal year from any one vendor whether a single purchase or separate or sequential purchases require city council approval. Purchases of less than $50,000 from a single vendor added to purchases of less than $50,000 from another vendor creating an asset of $50,000 or more do not require Council approval. The following shows a summary of approval requirements for purchases.

APPROVAL REQUIREMENTS FOR PURCHASES

Dollar Figure	Supervisor Or Director Designee	Department Director	Purchasing Agent	City Manager	City Council
Less than $3,000	✓				
$3,000 to less than $8,000 (Quotation Form and Purchase Order)	✓	✓	✓		
$8,000 to less than $50,000 (Purchase Order)	✓	✓	✓	✓	
$50,000 or more		✓	✓	✓	✓

✓ Denotes signature approval

E. CONTRACTS. The City Manager, or Mayor as authorized by Council, shall be the signature authority on contracts above $8,000 pursuant to the approval requirement for purchases as outlines after review by the City Attorney and Finance Director.

F. PROMPT PAYMENT. All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within thirty (30) calendar days of receipt, in accordance with the provisions of state law. Proper procedures shall be established that enables the City to take advantage of all purchase discounts, except in the instance where payments can be reasonably and legally delayed in order to maximize the City's investable cash.

VII. CAPITAL IMPROVEMENTS PROGRAM AND THE CAPITAL BUDGET.

A. PROGRAM PLANNING. The City shall develop and maintain a multi-year plan for capital improvements and make capital improvements in accordance with the approved plan. The Capital Improvements Program will be updated annually. The Capital Improvements Program (CIP) is a planning document and does not authorize or fund projects. The planning time frame for the capital improvements program will normally be five to ten years.

B. BUDGET PREPARATION. The capital budget shall evolve from the Capital Improvements Program. Capital project expenditures must be appropriated in the capital budget. A funding source and resource availability shall be presented to the City Council at the time a project is presented for funding. The City's Capital Budget is to be prepared annually in conjunction with the operating budget on a fiscal year basis to ensure that capital and operating needs are balanced against each other. Projects approved for funding from the Capital Improvements Program will be included in the Capital Budget.

C. PROJECT LENGTH BUDGET. A budget for a capital project shall be a project length budget. At the end of the fiscal year, the unspent budget of an approved capital project shall automatically carry forward to the subsequent fiscal year until the project is completed. At project end, funds shall be available for project reallocation or returned to the originating fund.

D. BUDGET AMENDMENT. All budget amendments shall be in accordance with State law. City Manager authority to amend the budget is identified in Section VI - D.

E. FINANCING PROGRAMS. Alternative financing sources will be explored. The term of the debt issue may not exceed the expected useful life of the asset.

F. REPORTING. Periodic financial reports shall be prepared to enable the Department Heads to manage their capital budgets and to enable the Finance Department to monitor, report, and provide information about the capital budget.

G. EVALUATION CRITERIA. Capital investments shall foster goals of economic vitality, neighborhood vitality, infrastructure preservation, provide service to areas lacking service and improve services in areas with deficient services. Evaluation criteria for selecting which capital assets and projects to include for funding shall include the following:

- mandatory projects
- efficiency improvement
- policy area projects
- project's expected useful life
- availability of state/federal grants
- prior commitments
- maintenance projects
- project provides a new service
- extent of usage
- effect of project on operation and maintenance costs
- elimination of hazards

VIII. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

A. ACCOUNTING. The Finance Director is responsible for establishing the Chart of Accounts and for recording financial transactions.

B. AUDITING.

1. **Qualifications of the Auditor**. Section 11.16 of the City's Charter requires the City to be audited annually by independent accountants ("auditor"). The CPA firm must demonstrate that it has staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The auditor must be licensed by the State of Texas.

2. **Responsibility of Auditor to City Council and Finance Committee.** The auditor is retained by and is accountable to the City Council. The auditor shall communicate directly with the Finance Committee as necessary to fulfill its legal and professional responsibilities. The auditor's report on the City's financial statements shall be completed within 120 days of the City's fiscal year end.

3. **Selection of Auditor.** The City shall request proposals for audit services at least once every three years. The City shall select the auditor by May 31, of each year. As required in Section 11.16 of the City Charter, the Auditor is appointed by the Mayor, with approval of the Council. The Certified Public Accountant shall have no personal interest, directly or indirectly, in the financial affairs of the City or any of its officers.
4. **Contract with Auditor.** The agreement between the independent auditor and the City shall be in form of a written contract. A time schedule for completion of the audit shall be included.

5. **Scope of Audit.** All general purpose statements, combining statements and individual fund and account group statements and schedules shall be subject to a full scope audit.

6. **Publication of Results of Audit.** As required by Section 11.16 of the City Charter, notice of the completion of the audit shall be published in a newspaper and copies placed in the office of the Director of Finance and the Huntsville Public Library. A copy will also be available in the office of the City Secretary.

C. FINANCIAL REPORTING.

1. **External Reporting.** As a part of the audit, the auditor shall assist with preparation of a written Annual Comprehensive Financial Report (ACFR) to be presented to the City Council. The ACFR shall be prepared in accordance with generally accepted accounting principles (GAAP) and shall be presented annually to the Government Finance Officers Association (GFOA) for evaluation and consideration for the Certificate of Achievement for Excellence in Financial Reporting.

2. **Availability of Reports.** The annual comprehensive financial report shall be made available to the elected officials, bond rating agencies, creditors and citizens.

3. **Internal Reporting.** The Finance Department shall prepare internal financial reports, sufficient to plan, monitor, and control the City's financial affairs.

IX. INVESTMENTS AND CASH MANAGEMENT

A. DEPOSITORY BANK. A Depository Bank shall be selected by the City Council for a two-year period, and may be renewed in accordance with the Public Funds Investment Act. A request for proposal shall be used as the means of selecting a Depository Bank. The Depository Bank shall specifically outline safekeeping requirements.

B. DEPOSITING OF FUNDS. The Finance Director shall promptly deposit all City funds with the Depository Bank in accordance with the provisions of the current Bank Depository Agreement and the City Council approved Investment Policies. Investments and reporting shall strictly adhere to the City Council approved Investment Policies.

C. INVESTMENT POLICY. All funds shall be invested in accordance with the approved investment policy. Investment of City funds emphasizes preservation of principal. Objectives are, in order, safety, liquidity and yield. A procedures manual shall be approved by the Finance Committee.

D. MONTHLY REPORT. A monthly cash and investment report shall be prepared.

X. ASSET MANAGEMENT

A. FIXED ASSETS AND INVENTORY. A fixed asset of the City is defined as a purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, infrastructure addition, or addition to existing land, buildings, etc. A fixed asset's cost or value is $5,000 or more, with an expected useful life greater than one year. Improvements and infrastructure values are $25,000 or more in cost with a useful life or extension of five years.

B. MAINTENANCE OF PHYSICAL ASSETS. The City will maintain its physical assets at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of fixed assets.

C. OPERATIONAL PROCEDURES MANUAL. Records shall be purged that do not meet the capitalization criteria and operational procedures shall be in accordance with a fixed asset records procedure manual.

D. SAFEGUARDING OF ASSETS. The City's fixed assets will be reasonably safeguarded and properly accounted for. Responsibility for the safeguarding of the City's fixed assets lies with the Department Head in whose department the fixed asset is assigned.

F. MAINTENANCE OF RECORDS. The Finance Department shall maintain the records of the City's fixed assets including description, cost, department of responsibility, date of acquisition and depreciation where applicable. Records of land and rights-of-way shall be maintained in the Planning & Development Department.

G. ANNUAL INVENTORY. An annual inventory of assets shall be performed and accounted for by each department using guidelines established by the Finance Department. Such inventory shall be performed by the Department Head or the designated agent. The Department Head shall use a detailed listing and shall be responsible for a complete review of assigned fixed assets. A signed inventory list shall be returned to the Finance Department.

G. INFRASTRUCTURE MAINTENANCE. The City recognizes that deferred maintenance increases future capital costs. Funds shall be included in the budget each year to maintain the quality of the City's infrastructure. Replacement schedules should be developed in order to anticipate this inevitable ongoing and obsolescence of infrastructure.

H. SCHEDULED REPLACEMENT OF ASSETS. As part of the ongoing replacement of assets, the City has established Equipment Replacement Funds. These funds charge the user funds, based on the estimated replacement cost and estimated life of the equipment. The City maintains fleet and computer replacement funds.

XI. DEBT MANAGEMENT

A. DEBT ISSUANCE. The City shall issue debt when the use of debt is appropriate and specifically approved by the City Council and expenditure of such monies shall be in strict accordance with the designated purpose.

B. ISSUANCE OF LONG-TERM DEBT. The issuance of long-term debt is limited to use for capital improvements or projects that cannot be financed from current revenues or resources and future citizens will receive a benefit from the improvement. Debt may be issued for the purposes of purchasing land or rights-of-way and/or improvements to land, street improvements, or construction projects to provide for the general good. For purposes of this policy, current resources are defined as that portion of fund balance in excess of the required reserves. The payback period of the debt will be limited to the estimated useful life of the capital projects or improvements.

C. The City shall strive to schedule debt issues to take advantage of the small issuer status designation in regard to Federal Arbitrage laws.

D. PAYMENT OF DEBT. When the City utilizes long-term debt financing it will ensure that the debt is financed soundly by realistically projecting the revenue sources that will be used to pay the debt; and financing the improvement over a period not greater than the useful life of the improvement.

E. TYPES OF DEBT.

1. **General Obligation Bonds (G.O.'s).** General obligation bonds shall be used only to fund capital assets of the general government, and not used to fund operating needs of the City. General obligation bonds are backed by the full faith and credit of the City as well as the ad valorem tax authority of the City. The term of a bond issue shall not exceed the useful life of the asset(s) funded by the bond issue. General obligation bonds must be authorized by a vote of the citizens of the City of Huntsville.

2. **Revenue Bonds (R.B.'s).** Revenue bonds shall be issued as determined by City Council to provide for the capital needs of any activities where the capital requirements are necessary for continuation or expansion of a service which produces revenue and

for which the asset may reasonably be expected to provide for a revenue stream to fund the debt service requirements. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the bond issue.

3. **Certificates of Obligation (C.O.'s).** Certificates of obligation may be used in order to fund capital assets. Debt service for C.O.'s may be either from general revenues or backed by a specific revenue stream or streams or by a combination of both. C.O.'s may be used to fund capital assets where full bond issues are not warranted as a result of the cost of the asset(s) to be funded through the instrument. Infrastructure and building needs may also be financed with Certificates of Obligation, after evaluation of financing alternatives by the City's Financial Advisor. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the proceeds of the debt issue.

4. **Tax Anticipation Notes.** Tax Anticipation Notes may be used to fund capital assets of the general government or to fund operating needs of the City. Tax Anticipation Notes are backed by the full faith and credit of the City as well as the ad valorem tax authority of the City. The term of a note issue shall not exceed the useful life of the asset(s) funded by the debt issued or seven years whichever is less.

5. **Capital Lease.** Capital leases may be used to fund capital assets with shorter lives (generally less than 10 years) for vehicles, equipment and software. The term shall not exceed the useful life of the assets.

F. METHOD OF SALE. The City shall use a competitive bidding process in the sale of bonds and certificates of obligation unless some other method is specifically agreed to by City Council.

G. FINANCIAL ADVISOR. The Finance Committee will recommend to the City Council a financial advisor to oversee all aspects of any bond issue.

H. ANALYSIS OF FINANCING ALTERNATIVES. Staff will explore alternatives to the issuance of debt for capital acquisitions and construction projects. These alternatives will include, but not be limited to, 1) grants in aid, 2) use of reserves, 3) use of current revenues, 4) contributions from developers and others, 5) leases, and 6) impact fees.

I. DISCLOSURE. Full disclosure of operations shall be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, shall prepare the necessary materials for presentation to the rating agencies, and shall aid in the production of Offering Statements.

J. DEBT STRUCTURING. The City will generally issue debt for a term not to exceed 20 years. The City will exceed a 20-year term only upon recommendation of the City's Financial Advisor and in no case shall the term of the debt issue exceed the life of the asset acquired. The repayment schedule shall approximate level debt service unless operational matters dictate otherwise or if market conditions indicate a potential savings could result from modifying the level payment stream. Consideration of market factors, including tax-exempt qualification, and minimum tax alternatives will be given during the structuring of long-term debt instruments.

K. FEDERAL REQUIREMENTS. The City will maintain procedures to comply with arbitrage rebate and other Federal requirements.

L. BIDDING PARAMETERS. The notice of the sale of bonds will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market conditions and other prevailing factors. Parameters to be examined include:

- Limits between lowest and highest coupons
- Coupon requirements relative to the yield curve
- Method of underwriter compensation, discount or premium coupons
- Use of bond insurance
- Call provisions

XII. INTERNAL CONTROLS

A. WRITTEN PROCEDURES. Wherever possible, written procedures shall be established and maintained by the Finance Department for all functions involving cash handling and/or accounting throughout the City. These procedures shall embrace the general concepts of fiscal responsibility set forth in this policy statement.

B. DEPARTMENT HEAD RESPONSIBILITIES. Each Department Head is responsible to ensure that good internal controls are followed throughout the Department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

C. COMPUTER SYSTEM/DATA SECURITY. The City shall provide security of its computer system and data files through physical security and appropriate backup procedures. A disaster recovery plan shall be developed by the Information Services Department. Computer systems shall be accessible only to authorized personnel.

XIII. RISK MANAGEMENT

A. RESPONSIBILITY. A risk manager is responsible for the general risk liability insurance risk management function of the City. Recommendations for deductibles, limits of coverage, etc. shall be presented to the Finance Committee for review.

B. EMPLOYEE SAFETY. The City will aggressively pursue opportunities to provide for employee safety. The goal will be to minimize the risk of loss, with an emphasis on regularly scheduled safety programs.

C. SELF INSURED HEALTH INSURANCE. A detailed annual report shall be given to the Finance Committee that includes available funds, expected payouts in the plan, reinsurance costs and a rate recommendation. The presentation shall include a proposed budget for a period coinciding with the City's fiscal year.

XIV. ROLE OF THE FINANCE COMMITTEE OF CITY COUNCIL

The finance committee appointed by City Council upon recommendation of the Mayor shall have responsibilities including:

A. Monitoring and recommending changes to the Investment Policy;
B. Managing the audit;
C. Review of liability insurance coverage’s.
D. Oversight of budget and finances

INVESTMENT & BANKING POLICIES

10/1/2022

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CITY OF HUNTSVILLE
INVESTMENT AND BANKING POLICIES

PART I - INVESTMENT POLICY

I. PURPOSE OF POLICY

The Public Funds Investment Act (PFIA), Chapter 2256, Texas Government Code prescribes that each city is to adopt rules governing its investment practices and to define the authority of the Investment Officer. This policy is adopted by the City Council to direct and limit the financial affairs of the City of Huntsville. It is the policy of the City of Huntsville to invest public funds in a manner which will provide the maximum security of principal invested at a reasonable market rate of return, with consideration of the City's risk constraints and cash flow needs. Receipt of a market rate of return will be secondary to the requirements for safety and liquidity. The City will comply with all state and local statutes, including the Texas Public Funds Investment Act.

II. SCOPE OF POLICY

This policy applies to all funds or financial resources available for investment by the City accounted for in the *City of Huntsville, Texas Annual Comprehensive Financial Report* and include the General Fund, General Obligation Debt Service Fund, Special Revenue Funds, Enterprise Funds, Permanent Funds, Internal Service Funds, the City's self-funded Health Insurance Fund, and will include any new fund created by the City Council unless specifically exempted by City Council. All monies may be pooled into one investment account, except for those monies accounted for in accounts as deemed necessary, or as stipulated by applicable laws, bond covenants or contracts. These policies do not, however, govern funds that are managed under separate investment programs such as retirement funds, pension funds, deferred compensation funds and certain private donations, that are maintained as required by federal and state law, other local policies, or donor stipulations.

III. DESIGNATION OF INVESTMENT OFFICERS

The authority to manage the City of Huntsville investment program is derived from State Statute, the City Charter, and these investment policies. Management responsibility for the investment program is hereby delegated to the Finance Director, designated as Investment Officer for the City of Huntsville, who shall establish written procedures for the operation of the investment program consistent with this investment policy and shall be responsible for the operation of the investment program consistent with this investment policy. The Director of Finance, under general supervision of the City Manager, shall direct the cash management program of the City. (See City Charter Art. XI). The City Manager and/or Director of Finance may deposit, withdraw, invest, transfer, and manage City funds. The Investment Officer shall report to the Finance Committee of City Council. The Finance Committee, appointed by the Mayor, shall be responsible for monitoring, reviewing and making recommendations regarding the City's investment program to the City Council.

The Director of Finance may authorize persons to engage in investment transactions and approve wire transfers used in the process of investing.

IV. INVESTMENT TRAINING

Not less than once in a two-year period that begins on the City's first day of the fiscal year the Finance Director shall receive not less than 10 hours of instruction relating to investment responsibilities. The Finance Director shall attend investment training that includes education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio and general compliance with state law. Training must be received from an independent source, approved by the entity's governing body or investment committee, and taken within twelve months after taking office or assuming duties.

V. ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment function shall refrain from personal business activity that could conflict with proper execution of the investment program, or that could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Finance Committee of the City Council any material financial interest in financial institutions that conduct business with the City, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City of Huntsville, particularly with regard to the time of purchases and sales. Investment officers shall comply with Texas Government Code section 2256.005(I) relating to personal business relationships with a business organization offering to engage in an investment transaction with the City of Huntsville.

VI. OBJECTIVES

The objectives of the City's investment policies are, in order of priority: preservation and safety of principal, liquidity and yield/return on investments. The policy must be written, address investment diversification and the quality and capability of investment management. The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

A. *Preservation and safety of principal* shall be the foremost objective of the City's investment program. Preservation and safety of principal shall be obtained through protection of principal and safekeeping.

   1. The City shall control risk of loss due to the failure of a security issuer or guarantor. Such risk shall be controlled by investing in the safest types of securities, by qualifying the financial institution with whom the City will transact, and by portfolio diversification.

   2. The City shall also control risks of loss by requiring collateral for depository bank funds to be held by a financial institution separate from the depository bank.

B. *Liquidity* shall be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets. A security may be liquidated to meet unanticipated cash requirements, to redeploy cash into other investments expected to outperform current holdings, or to otherwise adjust the City's portfolio.

C. *Yield/Return on Investments*. The City of Huntsville investment portfolio is designed with the objective of attaining a rate of return throughout budgetary and economic cycles commensurate with the City of Huntsville investment risk constraints and the cash flow characteristics of the portfolio. Investments, other than the overnight cash concentration account, shall be made in permitted obligations at yields equal to or greater than the bond equivalent yield on United States Treasury obligations of comparable maturity.

VII. MARKET YIELD (BENCHMARK)

The market yield benchmark shall be a yield equal to the bond equivalent yield on United States Treasury obligations of comparable maturity.

If selling a security prior to a fixed date maturity at a gain or loss, the investment officers shall notify the Finance Committee of City Council at its next meeting. The City shall monitor the market price of investments as of the end of each month through reports provided by brokers and/or the use of a purchased service or available software.

VIII. INVESTMENT STRATEGIES

The City of Huntsville shall generally invest funds with the intent to hold to maturity. Investment selection shall be based on legality, appropriateness, liquidity, and risk/return considerations. Monies designed for immediate expenditure should be passively invested to allow for liquidity to pay upcoming disbursements, (payroll, debt service payments, payables, etc.), and allow for structuring the investment portfolio on a "laddered" basis. The City of Huntsville maintains portfolios that utilize four specific investment strategies designed to address the unique characteristics of the fund groups represented in the portfolios:

A. *Operating Funds* have as their primary objective the assurance that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure that will experience minimal volatility during economic cycles. The weighted average days to maturity of these funds shall be less than 365 days and shall be calculated using the stated final maturity date for each security.

B. *Debt Service Funds* shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligations on the required payment date. Securities purchased shall not have a stated final maturity date that exceeds the debt service payment date.

C. *Debt Service Reserve Funds* shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. In addition to the bond ordinance specific to an individual bond issue, which sets out investment parameters, securities shall have a maturity of less than five years. Investments shall be limited to obligations of the United States or its agencies and instrumentalities or in approved investment pools.

D. *Special Projects* or *Special Purpose Fund* portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity.

These portfolios should include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held should not exceed the estimated project completion date. A singular repurchase agreement may be utilized if disbursements are allowed in the amount necessary to satisfy any expenditure request. This investment structure is commonly referred to as a flexible repurchase agreement.

IX. PRUDENCE/STANDARD OF CARE

Investments shall be made with the judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. In determining whether the City's investment officers have exercised prudence with respect to an investment decision, the determination shall be made taking into consideration, the investment of all funds, or funds under the City's control, over which they have responsibility rather than a consideration as to the prudence of a single investment, and whether the investment decision is consistent with this investment policy.

X. DIVERSIFICATION

The City of Huntsville will diversify its investments by security type and institution. With the exception of U.S. Treasury securities and authorized pools, no more than 50% of the total investment portfolio will be invested in a single security type or with a single financial institution. Diversification will also include terms of maturity as well as instrument type and issue. Investments shall not exceed more than 20% of the capitalization of the financial institution other than the main depository. Bond proceeds may be invested in a single security or investment which exceeds the City's diversification limits if the Investment Officer, with concurrence of the Finance Committee, determine that such an investment is necessary to comply with Federal arbitrage restriction or to facilitate arbitrage record keeping and calculation.

XI. MAXIMUM MATURITIES

In order to stabilize yield for budgeting purposes, the City shall maintain a portion of its investments in obligations with maturities greater than one year. No investment shall be made with a maturity greater than five years without express authority of the Finance Committee of the City Council. In determining the amount of investment longer than one year, cash flow and unallocated reserve funds will be evaluated. The maximum dollar-weighted average maturity allowed based on the stated maturity date for the portfolio shall not exceed 2 years.

XII. PURCHASE PROCEDURES

The City may, without further bidding, utilize any program established through the Texas Inter-local Cooperation Act that invests in funds authorized by the Public Funds Investment Act; or purchase certificates of deposit or other approved securities through its primary depository bank.

When possible, other investments should be made after 3 competitive bids are solicited (excluding transactions with money market mutual funds, local government investment pools and when issued securities, which are deemed to be made at prevailing market rates.) Competitive bids may be solicited orally, in writing, electronically, or in any combination of these methods. An offer worksheet shall be kept for each bid transaction showing the name of dealer/bank contacted, amount of principal to be invested, yield quoted, type of investment, fund designation, maturity date, issue date, length of time invested, and cusip number. Purchase of a security shall not be made at a price that exceeds the existing market value of the security.

The delivery shall be made under normal and recognized practices in the securities and banking industries, including the book entry procedure of the Federal Reserve Bank. The deposit shall be held in the name of the City of Huntsville and shall be evidenced by a trust receipt of the bank with which the securities are deposited.

XIII. COLLATERALIZATION

The Public Funds Collateral Act requires the City to have complete collateralization of all investments and deposits at the depository banking institution. It will be required for all uninsured collected balances, plus accrued interest, if any, in excess of FDIC coverage. To anticipate market changes and provide a level of security for all funds, the collateralization level will be at least 102% of the market value of principal and accrued interest. The City chooses to limit collateral to obligations of the United States or its agencies and instrumentalities, and direct obligations of the State of Texas or its agencies and instrumentalities. Collateral will always be held by an independent third party with whom the entity has a current custodial agreement.

XIV. SAFEKEEPING AND CUSTODY

All security transactions entered into by the City of Huntsville shall be conducted on a delivery vs. payment (DVP) basis, with the exception of investment pool funds and mutual funds, and delivered by either book entry or physical delivery. A Federal Reserve Member financial institution designated as the City's safekeeping and custodian bank shall hold these securities in a third-party safekeeping account. The City may designate more than one custodian bank. The City's custodial or safekeeping institution cannot be a counterpart (broker or dealer) to the purchase or sale of these securities.

The City shall execute a written Safekeeping Agreement with each bank prior to utilizing the custodian's safekeeping services. The Safekeeping Agreement must provide that the safekeeping bank will immediately record the receipt of purchased or pledged securities on its books and promptly issue and deliver a signed safekeeping receipt showing the receipt and the identification of the security as well as the City's interest.

A) The Investment Officer or his designee shall maintain a list of designated custodian banks and a copy of the Safekeeping Agreement executed with each custodian bank.

B) The Investment Officer must approve release of securities, in writing, prior to their removal from the custodian account. An electronic copy shall be sufficient if the custodian orally confirms receipt of the transmission and an exact copy of the document is retained at the City.

C) All securities shall be confirmed in the name of the City of Huntsville and delivered to an approved custodial bank or carried at a Federal Reserve Bank in the name of the City of Huntsville. The custodian shall not otherwise deposit purchased or pledged securities. In addition, the custodian bank will furnish to the City a copy of the delivery advice received by the custodian bank from the Federal Reserve Bank.

D) The correspondent or safekeeping bank shall issue a safekeeping receipt to the City evidencing securities are held in the City's name.

E) The original safekeeping receipt for each transaction shall be forwarded to the Investment Officer or his designee.

F) At least quarterly, the Investment Officer or their designee, shall verify that all securities owned by the City or pledged to the City are held in safekeeping in the City's custodial bank with proper documentation. At least annually, the City's Investment Program, including the records of custodians and depositories, shall be subject to a compliance audit of management controls on investments and adherence to these investment policies reviewed by an independent Certified Public Accountant selected by the City Council.

XV. INTERNAL CONTROL/COMPLIANCE AUDIT

A system of internal controls shall be established. As part of the City's annual audit, an independent auditor shall review internal controls, investment practices, investment performance, quarterly reports prepared by the investment officers and the result of the review shall be reported to the Finance Committee of the City Council. A compliance audit of management control on investments and adherence to investment policies is to be included.

XVI. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The City Council shall approve at least three broker/dealers upon recommendation of the Finance Committee for use by the designated investment officers. The broker/dealers may include primary dealers and regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule).

The selection process shall include a proposal process with potential broker/dealers providing a completed broker/dealer questionnaire, certification of having read the City of Huntsville investment policy, proof of National Association of Security Dealers certification and proof of state registration. The selected broker/dealers must acknowledge in writing that the business organization has implemented reasonable procedures and control in an effort to preclude investment transactions conducted between the entity and the organization that are not authorized by the City's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the entity's entire portfolio or requires an interpretation of subjective investment standards. An investment officer may not buy any securities from a firm that has not filed this instrument.

An annual review of the financial condition and registrations of qualified bidders is to be conducted by the City Manager or Finance Director and a current audited financial statement is required to be on file for each broker/dealer that conducts transactions with the City. The Finance Committee shall review, revise and adopt a list of qualified brokers that are authorized to engage in investment transactions with the City.

XVII. AUTHORIZED INVESTMENTS

The City of Huntsville may invest only in the safest type of securities and in accordance with Texas state law (Appendix I). There are two general categories of authorized investments for the City of Huntsville: (1) investments which the designated investment officers may invest without prior approval from the Finance Committee; and, (2) investments that require prior Finance Committee approval.

A. Authorized investments that do **not** require prior approval of Finance Committee:

1. Obligations of, or Guaranteed by, Governmental Entities:

   a. obligations of the United States or its agencies and instrumentalities;
   b. direct obligations of the State of Texas or its agencies and instrumentalities;
   c. other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and [its] instrumentalities;
   d. obligations of states, agencies, counties, cities, and other political

subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.

e. bonds issued, assumed, or guaranteed by the State of Israel; and

f. interest-bearing banking deposits that are guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor.

The following are **not** authorized investments under this section:

a. obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;

b. obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;

c. *collateralized mortgage obligations* that have a stated final maturity date greater than 10 years; and

d. *collateralized mortgage obligations* the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

2. Certificates of Deposit:

Certificates of deposit issued by state and national banks, a savings bank or credit union that are:

a. guaranteed or insured by the Federal Deposit Insurance Corporation, the National Credit Union Share Insurance Fund, comparable insurance entities or their successors; or

b. secured in any other manner and amount provided by law for deposits of the City.

c. secured through an authorized broker in accordance with the Public Funds Investment Act (PFIA).

B. Authorized investments requiring prior approval of the Finance Committee:

1. Banker's Acceptances

A *bankers acceptance* is an authorized investment if the *banker's acceptance*: (a) has a stated maturity of 270 days or fewer from the date of its issuance; (b) will be, in accordance with its terms, liquidated in full at maturity; (c) is eligible for collateral for borrowing from a Federal Reserve Bank; and (d) is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least one nationally recognized credit rating agency.

2. Commercial Paper

Commercial paper is an authorized investment if the *commercial paper* has a stated maturity of 270 days or fewer from the date of its issuance and is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies or one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state.

3. Mutual Funds

A. A *no-load money market mutual fund* is an authorized investment if:
1) the *mutual fund* is registered with and regulated by the Securities and Exchange Commission;
2) provides the investing entity with a prospectus and other information required by the Securities Exchange Act of 1934 (15 U.S.C. Section 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.); and
3) complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.)

B. In addition to a *no-load money market mutual fund* permitted as an authorized investment in Subsection (a), a *no-load mutual fund* is an authorized investment under this subchapter if the *mutual fund*:
1) is registered with the Securities and Exchange Commission;
2) has an average weighted maturity of less than two years; and
3) either:
(a) has a duration of one year or more and is invested exclusively in obligations approved by this subchapter; or
(b) has a duration of less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.

C. The City is **not** authorized by this section to:
1) invest in the aggregate more than 80 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in *money market mutual funds* described in Subsection (a) or *mutual funds* described in Subsection (b), either separately or collectively;
2) invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in *mutual funds* described in Subsection (b);
3) invest any portion of bond proceeds, reserves and funds held for debt service, in *mutual funds* described in Subsection (b); or
4) invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one *mutual fund* described in Subsection (a) or (b) in an amount that exceeds 10 percent of the total assets of the mutual fund.

C. Effect of Loss of Required Rating

An investment that requires a minimum rating under this subchapter does not qualify as an authorized investment during the period the investment does not have the minimum rating. The City shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating.

XVIII. INVESTMENT POOLS

A. The City may invest in eligible *investment pools* as defined by the Public Funds Investment Act, which meet criteria outlined in chapter Texas Government Code section 2256.016 and section 2256.019. The Council shall authorize participation in the pool by resolution or ordinance.

B. The City must receive from the pool an offering circular or other similar disclosure instrument that contains, at a minimum, the following information:

1. a description of eligible investment securities;

2. the maximum average dollar-weighted maturity allowed, based on the stated maturity date, of the pool;
3. the maximum stated maturity date any investment security within the portfolio has;

4. a written statement of investment policy and objectives;

5. the size of the pool;

6. the names of the members of the advisory board of the pool and the dates their terms expire;

7. the custodian bank that will safe keep the pool's assets; a description of how the securities are safeguarded (including the settlement process) and how often the securities are priced;

8. whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market price fluctuation;

9. whether the only source of payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or guarantees, and a description of the secondary source of payment;

10. the name and address of the independent auditor of the pool and how often the program is audited;

11. the requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool including how often and what size deposits and withdrawals are allowed, and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool~~; and;~~

12. the performance history of the pool, including yield, average dollar-weighted maturities, and expense ratios;

13. a description of interest calculations and how it is distributed and how gains and losses are treated;

14. a schedule for receiving statements and portfolio listings;

15. an explanation of whether reserves, retained earnings, etc. are utilized by the pool;

16. a fee schedule, including when and how it is assessed;

17. an explanation of whether the pool is eligible and/or will it accept bond proceeds.

C. To maintain eligibility to receive funds from and invest funds on behalf of an entity under this chapter, an *investment pool* must furnish to the investment officer or other authorized representatives of the entity:

1. investment transaction confirmations; and

2. a monthly report that contains, at a minimum, the following information:
   a. the types and percentage breakdown of securities in which the pool is invested;
   b. the current dollar-weighted average maturity, based on the stated maturity date, of the pool;
   c. the current percentage of the pool's portfolio in investments that have stated maturities of more than one year;
   d. the book value versus the market value of the pool's portfolio, using amortized cost valuation;
   e. the size of the pool;
   f. the number of participants in the pool;
   g. the custodian bank that is safekeeping the assets of the pool;
   h. a listing of daily transaction activity of the entity participating in the pool;
   i. the yield and expense ratio of the pool;
   j. the portfolio managers of the pool; and
   k. any changes or addenda to the offering circular.

D. The City by contract may delegate to an *investment pool* the authority to hold legal title as custodian of investments purchased with its local funds.

E. "Yield" shall be calculated in accordance with regulations governing the registration of open-end management investment companies under the Investment Company Act of 1940, as promulgated from time to time by the Federal Securities and Exchange Commission.

XIX. REPORTING

Within 30 days of the end of each quarter the Finance Director shall prepare and submit to the City Council a written report of investment transactions for the preceding reporting period. The report must:

1) Describe in detail the investment position of the entity on the date of the report;

2) Be prepared and signed jointly by all investments officers of the entity;

3) Contain a summary statement of each pooled fund group that states the beginning and ending market values and fully accrued interest for the reporting period;

4) State the book and market values of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;

5) State the maturity date of each separately invested asset that has a maturity date;

6) State the account or fund or pooled group fund in the local government for which each individual investment was acquired; and

7) State the compliance of the investment portfolio of the local government as is relates to:

    a. The investment strategy expressed in the agency's or local government's investment policy; and
    b. Relevant provisions of PFIA Sec. 2256.023

8) If the City invests in investments other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, the reports prepared by the Investment Officer shall be reviewed at least annually by an independent auditor, and the result of the review shall be reported to the governing body by that auditor; and;

9) Compare to the benchmark bond equivalent yield or United States Treasury obligation of comparable maturity.

XX. POLICY ADOPTION

The City of Huntsville investment policy shall be adopted by ordinance of the City Council. The policy shall be reviewed annually by the Finance Committee, and any modifications made thereto must be approved by the City Council. Annually, City Council shall adopt a resolution or include in the budget ordinance information stating that it has reviewed the investment policy and investment strategies. The resolution/ordinance shall record any changes made to the investment policy or investment strategies.

PART II - BANKING SERVICES POLICY

I. ESTABLISHMENT OF BANKING DEPOSITORY

A. The City Council shall select a bank, credit union or savings association as its primary depository for normal banking transactions. In addition, the City may designate one or more other depositories for investment transactions.

B. The City's primary banking depository shall have a branch located in the City.

C. Not more than four weeks and not less than one week before the City Council considers applications for its depository, the City shall publish at least once in the City's official newspaper a notice of the meeting at which applications are to be received.

D. A bank, credit union or savings association desiring to be selected as the city depository must deliver its application to the City Secretary on or before the time stated in the notice. The application shall be accompanied by an affidavit disclosing conflicts of interest, if any, that apply to the selection of the depository. The City's Finance Committee may, as directed by City Council, review the applications and prepare a recommendation regarding the selection of depositories for Council.

E. The City Council may, after considering the application and the recommendation, if any, of its staff and/or Finance Committee:

    1. select as city depositories one or more banks, credit unions or savings associations that offer the most favorable terms and conditions for the handling of the municipal funds; or

    2. reject any or all of the applications.

F. The City shall retain the right to withdraw any municipal funds deposited in a depository that are not immediately required to pay obligations of the City and invest those funds as outlined in these **Investment and Banking Policies**.

G. The Director of Finance shall immediately deposit in the depository to the credit of the City any money received.

H. Except as provided for wire transfers to other depositories or ACH transfers, the funds of the City may be paid out of a depository only on the checks of the City.

I. Checks must be signed by the Mayor and either the City Manager or Finance Director. A facsimile signature may be used by the Mayor and/or City Manager.

J. Checks must be authorized by the Mayor, City Manager, or Finance Director.

K. No check shall be drawn on a *special fund* created to pay bonded indebtedness other than to pay principal or interest on the indebtedness, or to invest the fund as provided by these polices or law.

L. All checks shall be payable by the depository at its place of business.

M. The Director of Finance may, with approval of Council, pay a bond, coupon, or other indebtedness of the City at a place other than the depository if by its terms the indebtedness is payable on maturity at the other location.

II. COLLATERALIZATION REQUIREMENTS/SAFEKEEPING AND CUSTODY

A. All public funds held in a *checking* account or *time deposit* at a bank or other depository shall be secured by eligible security. An eligible security means:

1. a surety bond;

2. investment securities (obligations of the United States or its agencies and instrumentalities); or

3. ownership or beneficial interest (but not merely an option contract to purchase or sell) any authorized investment.

B. The market value of the *investment securities* used as collateral shall be at least 102% of the value equal to the deposits of public funds increased by the amount of any accrued interest and reduced by the extent of insurance through an agency of the United States.

C. Safekeeping

1. A depository for the City may deposit investment securities pledged to secure deposits of public funds with a custodian that the City has approved as a custodian and that is either:
a. A state or national bank domiciled in the State of Texas and which has a capital stock and permanent surplus of not less than $5 million.
b. The Texas Treasury Safekeeping Trust Company; or
c. A Federal Reserve Bank or its branches.

2. The securities shall be held in trust by the custodian to secure the deposit of

public funds of the City in the depository pledging the securities.

3. On receipt of the *investment securities*, the custodian shall immediately, by book entry or otherwise, identify on its books and records the pledge of the securities to the City and shall promptly issue and deliver to the Director of Finance of the City trust receipts for the securities pledged. The security evidenced by the trust receipts is subject to inspection by the City or its agents at any time.

4. A custodian holding in trust *investment securities* of a depository may deposit the pledged securities with a permitted institution. These securities shall be held by the permitted institution to secure funds deposited by the City in the depository pledging the securities. On receipt of the securities, the permitted institution shall immediately issue to the custodian an advice of transaction or other document evidencing the deposit of the securities. When the pledged securities held by a custodian are deposited, the permitted institution may apply book entry procedures to the securities. The records of the permitted institution shall at all times reflect the name of the custodian depositing the pledged securities. The trust receipts the custodian issues to the City shall indicate that the custodian has deposited with the permitted institution the pledged securities held in trust for the depository pledging the securities.

5. The custodian shall maintain separate, accurate, and complete records relating to the pledged investment securities and all transactions relating to the pledged investment securities.

D. The Director of Finance shall inform its depositories of significant changes in the amount or activity of public funds reasonably in advance of such changes.

Part III —Investment Policy - City of Huntsville

Post-Employment Benefit Plan

(aka "City of Huntsville PEB Trust")

Section 1 — INTRODUCTION

The City of Huntsville Post Employment Benefit Plan (the "Plan"), a retirement plan qualified under Internal Revenue Code Section 115, provides retirement benefits to eligible employees of City of Huntsville.

The assets of the Plan are held in a tax-exempt trust for the benefit of the Plans' participants and beneficiaries. The objective of the Plan is to provide employees with a source of retirement income from accumulated contributions and investment returns.

The Pension Plan Finance Committee (the "Finance Committee") is responsible for overseeing and monitoring the investment of the Plans' assets. It will generally be responsible for:

A. Promulgating the Plans' Investment Policy Statement.

B. Selecting the investment funds in which the Plans' assets will be invested and/or the investment managers who will be responsible for investing the Plans' assets.

C. Reviewing and making changes in the investment funds and/or investment managers for compliance with the Investment Policy Statement.

D. Making revisions to the Investment Policy Statement to reflect changing conditions within the Plans or the investment environment or to make it more effective.

The Finance Committee is authorized to retain professional investment advisory services to provide advice with respect to the investment and monitoring of the Plans' assets under the guidance of the Finance Committee.

This Investment Policy Statement is intended to set forth the general policies that the Finance Committee will apply in selecting, monitoring and modifying the investments and/or investment managers for the Plans. While the Finance Committee intends for this Investment Policy Statement to assist the Finance Committee in satisfying its fiduciary duties and in making prudent investment decisions, no investment results or performance is, or can be, guaranteed; and no such guarantee is intended.

Section 2 — PURPOSE

This Investment Policy Statement contains guidelines regarding the investment of the assets held in trust for the Plan to assist the members of the Finance Committee in effectively selecting, monitoring and evaluating the investments and/or investment managers for the Plan.

The purposes of this Investment Policy Statement are to:

A. Set forth the investment objectives, policies and guidelines, which the Finance Committee judges to be appropriate and prudent, in consideration of the needs of the Plan.

B. Establish the criteria against which the investments and/or the investment management organizations selected by the Finance Committee are to be measured.

C. Set forth the target asset mix for the investment of the Plans' assets.

D. Serve as a review document to guide the Finance Committee's ongoing oversight of the investment of the Plans' assets.

Section 3 — INVESTMENT OBJECTIVES

It is the intention of the Finance Committee to build and maintain the Plans' trust through employer contributions that satisfy legal requirements and investment returns. The Finance Committee expects that the amount of investment income plus capital appreciation from the Plans' trust combined with contributions to the trust will exceed the amount of pension payments. Over shorter periods, the Finance Committee understands that at times investment income plus capital appreciation plus contributions to the trust may, in total, be less than the amount of pension payments.

Because of the long-term nature of the Plans' obligations, the Finance Committee's intent is to consider the following goals in managing the trust:

A. Long-term (*i.e.*, five years and more) performance objectives;

B. Maintenance of cash reserves sufficient to pay benefits under the Plan; and

C. Achievement of the highest long-term rate of return practicable without taking excessive risk that could jeopardize the Plans' funding policy or subject the Plans' sponsors to undue funding volatility.

The specific investment performance objective is for the trust to achieve a rate of investment return over any five-year period that both:

A. Meets or exceeds the Plans' actuarial interest rate assumption,

B. Exceeds by 2% the rate of inflation (as measured by the Consumer Price Index for all Urban Consumers),

C. Exceeds the return of the following custom market index: 0% cash, 38% S&P 500, 8% Russell 2000 index, 8% Russell Midcap index, 21% EAFE index, and 25% Barclays Capital Aggregate Bond index.

In carrying out the foregoing policy and objectives, the trust will be invested in accordance with the guidelines set forth in Section 4.

Section 4 — INVESTMENT GUIDELINES FOR ASSET MANAGEMENT

The assets of the Plans will be invested in a manner consistent with generally accepted standards of fiduciary responsibility. The Finance Committee will act with the care, skill, prudence and diligence under the prevailing circumstances that a prudent man acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. The Finance Committee will discharge its duties with respect to the investment of the trust solely in the interest of the participants and beneficiaries of the Plan.

The Finance Committee will select appropriate investment alternatives using the following criteria:

A. The Finance Committee may select investment managers from one or more of the following:

1) Mutual fund management companies;
2) Banks;
3) Registered investment advisory firms; and
4) Insurance companies.

B. Each investment manager must clearly articulate for the Finance Committee the investment strategy that will be followed and document that the strategy has been successfully adhered to over time.

C. Each investment manager must be able to provide for the Finance Committee historical quarterly performance numbers calculated on a time-weighted basis and reported net of all fees.

D. Each investment manager must provide for the Finance Committee volatility measurements so that an appropriate risk/return profile can be evaluated.

E. Each investment manager must be able to provide for the Finance Committee information on its history, key personnel, fee schedules and expenses, and current investment exposure.

F. A City of Huntsville designated Investment Officer may change the Target Allocation and ranges and shall report any change to the Finance Committee

The Finance Committee recognizes that the trust's long-term investment performance will be greatly affected by the mix of the asset classes in which it is invested; accordingly, because of the policy and objectives stated in Section 3, the trust's asset allocation will favor equity investments.

Specifically, the Finance Committee has identified the following asset classes to be appropriate for investment by the trust. In addition, the Finance Committee has defined the following ranges to be used as parameters of investment percentages the Plans' assets:

	RANGE		
	MINIMUM	***MAXIMUM***	***TARGET***
Fixed Income Assets:	**20%**	**30%**	**25%**
Large cap	**33%**	**43%**	**38%**
Mid cap	**3%**	**13%**	**8%**
Small cap	**3%**	**13%**	**8%**
International	**16%**	**26%**	**21%**
Cash/Money Market Assets	**0%**	**5%**	**0%**
Total			**100%**

Managers that manage a separate account for the trust shall have full discretion over portfolio investment decisions, subject to the following guidelines and restrictions. To the extent that commingled or mutual fund vehicles are utilized, the investment policies of those vehicles are the operative documents established herein:

A. Investment managers will be delegated full discretion to exercise all voting rights including, but not limited to, voting proxies.

B. For purposes of the foregoing, real estate, and securities convertible to common stock shall be classified as equity assets; money held by an insurance company in its general account shall be classified as fixed income assets

C. Each investment manager will diversify each asset class appropriately and will seek to moderate volatility and risk as is appropriate for the asset class. The investment manager will not invest in commodities, private placements, or letter stock. The investment manager will not engage in non-covered short sales or margin trading. Transactions consisting of the purchase or sale of futures or options contracts may be permitted to the extent that they are used to diversify or equitize the portfolio and not used as speculative investments. Speculative investment in these derivatives is not permitted without the previous written approval of the Finance Committee.

D. The investment manager must ensure, to the extent practicable, that all equity transactions (whether agency or principal) are executed at competitive rates and all fixed income transactions are competitively bid and must explain in writing to the Finance Committee the reasons for any unusually high transaction costs.

E. The investment manager, when practicable, will disclose to the Finance Committee any significant change in the investment manager's personnel, organization, ownership, or asset management policy or method.

Section 5 — PERFORMANCE EVALUATION

The investment performance of the individual investments and/or investment managers will be monitored quarterly and reviewed at least annually relative to the objectives and guidelines described herein. The investment performance evaluations may include performance analyses and comparisons with the appropriate indices and investment fund universes.

The Finance Committee does not expect to respond to short-term investment developments, recognizing that the accumulation of value for eventual retirement benefit payout is generally a long-term objective and that investment competence must be measured over a complete market cycle. The Finance Committee, nevertheless, may act on interim qualitative judgments. Qualitative factors which will be reviewed on an ongoing basis include any fundamental changes in a manager's investment philosophy, organizational structure, financial condition (including any significant changes in total assets under management), personnel and fee structure.

The Finance Committee has established as one of its investment fund and/or investment manager selection criteria that, as a general proposition, over a complete market cycle, each of the Plans' investment funds and/or investment managers should typically rank in the upper half of the universe of all active investment funds and/or active managers in the same asset class with similar investment objectives.

Performance Review

The investment options will be reviewed at least annually. Among other things, the performance review of the investment options may include the following:

A. The measurement of investment returns.

B. A comparison of investment returns to their appropriate benchmarks.

C. A ranking of investment returns within their appropriate universes.

D. The measurement of risk.

E. An assessment of each investment's adherence to the stated policies and objectives.

Termination of Investment Options

Reasons for considering replacing an investment and/or investment manager may include, but are not limited to:

A. Significant under-performance relative to the appropriate benchmark.

B. Significant under-performance relative to the appropriate universe average.

C. Significant change in risk (increase or decrease).

D. Change or loss of key personnel, relative to the significance of the particular investment.

E. Significant increase or decrease in assets under management.

F. A change in business practices.

G. A change in investment style or discipline.

H. Failure to alert the Finance Committee to pertinent changes, lawsuits or regulatory violations.

I. Investing in non-approved securities.

J. Identification by the Finance Committee of a more suitable investment option.

Other Review

The Investment Policy Statement will be reviewed at least annually to determine the continued appropriateness of the Investment Policy Statement in achieving the stated purpose. However, it is not expected that the Investment Policy Statement will change frequently. In particular, short-term changes in the financial markets will not require adjustments to the Investment Policy Statement.

A review of the program concerning the diversity of options, the use of options, the growth of the program and any strategic planning concerning demographics will also be conducted periodically. The Finance Committee will receive a report on investment performance quarterly. Investment performance and results will be presented annually to the Council.

Section 6 — INVESTMENT MANAGER SELECTION

The assets of the Plan are invested under the supervision of the Finance Committee. The Finance Committee has chosen to select investment managers from the following asset classes. In addition, the Finance Committee has established an investment objective for each asset class and established appropriate benchmarks and universes to be used to evaluate the investment options.

The Finance Committee understands that the indexes selected have no fees associated with their returns and the universe average is net of the fees of the underlying funds. The investment options are not required to exceed their benchmarks and universes every quarter, but are used as a basis for judging the appropriateness of the investment option selected over a full market cycle.

The asset class, objective, benchmark and comparative universe are outlined in Attachment A.

Section 7 — DEFINITIONS

The following terms will have the following meanings:

Investment Manager
"Investment manager" means the asset manager or managers expressly authorized and empowered to cause its portion of the trust to be invested and reinvested in its sole discretion (but governed by the provisions of this Investment Policy Statement) within the asset class or classes for which it is employed to manage.

Investment Return
"Investment return" means investment income and realized and unrealized gains and losses, all net of investment fees and expenses.

Market Cycle
For purposes of this Investment Policy Statement a "market cycle" will be defined as a market peak-to-trough-to-peak (or a trough-to-peak-to-trough).

Rate of Return
"Rate of return" means the annual rate of investment return.

Investment Officer
"Investment Officer" refers to the council or charter designated officials with the responsibility of investing City funds. Investment officers are required to meet educational requirements under the Public funds Investment Act.

This Statement of Investment Policy approved by the City Council of the City of Huntsville.

Date: ______________________________ Approved by: ____

Attachment A

A. Fixed Income Options

Asset Class	Objective	Benchmark	Universe
Cash/Cash Equivalents	The investment objective of the Cash Option is to provide capital preservation.	The 3-Month Treasury Bill is the benchmark.	N/A
Intermediate Bond	The investment objective of the Bond Option is to provide income with a minor focus on capital growth.	The Bloomberg Barclays Capital Aggregate Bond Index is the benchmark.	The Bond Option selected will be compared to a universe of Intermediate-Term Bond mutual funds.

B. High Yield Bond Fund

Asset Class	Objective	Benchmark	Universe
High Yield Bond	The investment objective of the High Yield Bond Fund is to seek high current income, assuming greater risks including: Credit Risk, Default Risk, Interest Rate Risk, Liquidity Risk, Economic Risk, and Company Risk.	The Bloomberg Barclays Capital High Yield Bond Index is the benchmark.	The High Yield Bond Option will be compared to a universe of High Yield Bond mutual funds.

C. Equity Options - Domestic

Asset Class	Objective	Benchmark	Universe
Large Capitalization Blend	The investment objective of the Stock Index option is to track the performance and risk of the Standard & Poor's 500 index.	The S&P 500 Index is the benchmark. The investment options will be compared to the return and the risk of the benchmark.	The investment option selected will be compared to a universe of Large Capitalization Blend mutual funds.
Large Capitalization Value Style	The investment objective of the Large Capitalization Value Option is to provide long-term growth of capital primarily using domestic large capitalization securities with a value oriented style of management.	The Russell 1000 Value Index is the benchmark. The investment option selected will be compared to the return and the risk of the benchmark.	The Large Capitalization Value Option will be compared to a universe of Large Capitalization Value mutual funds.
Large Capitalization Growth Style	The investment objective of the Large Capitalization Growth Option is to provide long-term growth of capital primarily using domestic large capitalization securities with a growth oriented style of management.	The Russell 1000 Growth Index is the benchmark. The investment option will be compared to the return and the risk of the benchmark, net of investment management fees.	The investment option selected will be compared to a universe of Large Capitalization Growth mutual funds, net of investment management fees.
Mid Capitalization Value Style	The investment objective of the Mid Capitalization Value Option is to provide long-term growth of capital primarily using domestic mid capitalization securities with a value-oriented style of management.	The Russell Mid-cap Value Index is the benchmark. The investment option will be compared to the return and the risk of the benchmark.	The investment option selected will be compared to a universe of Mid-capitalization Value mutual funds.
Mid Capitalization Blend Style	The investment objective of the Mid Capitalization Blend Option is to provide long-term growth of capital primarily using domestic mid capitalization securities with a blend of value and growth oriented styles of management.	The Russell Mid-cap Index is the benchmark. The investment option will be compared to the return and the risk of the benchmark.	The investment option selected will be compared to a universe of Mid Capitalization Blend mutual funds.
Mid Capitalization Growth Style	The investment objective of the Mid Capitalization Growth Option is to provide long-term growth of capital primarily using domestic mid capitalization securities with a growth-oriented style of management.	The Russell Mid-cap Growth Index is the benchmark. The investment option will be compared to the return and the risk of the benchmark.	The investment option selected will be compared to a universe of Mid Capitalization Growth mutual funds.
Small Capitalization Value Style	The investment objective of the Small Capitalization Value Option is to provide long-term growth of capital primarily using domestic small-cap securities with a value oriented style of management.	The Russell 2000 Value Stock Index is the benchmark. The investment option will be compared to the return and the risk of the benchmark.	The investment option selected will be compared to a universe of Small Capitalization Value mutual funds.
Small Capitalization Blend Style	The investment objective of the Small Capitalization Blend Option is to provide long-term growth of capital primarily using domestic small-cap securities with a blend of value and growth oriented styles of management.	The Russell 2000 Stock Index is the benchmark. The investment option will be compared to the return and the risk of the benchmark.	The investment option selected will be compared to a universe of Small Capitalization Blend mutual funds.
Small Capitalization Growth Style	The investment objective of the Small Capitalization Growth Option is to provide long-term growth of capital primarily using domestic small-cap securities with a growth oriented style of management.	The Russell 2000 Growth Stock Index is the benchmark. The investment option selected will be compared to the return and the risk of the benchmark.	The investment option will be compared to a universe of Small Capitalization Growth mutual funds.

D. Equity Options – Non U.S.

Asset Class	Objective	Benchmark	Universe
International Stock	The investment objective of the International Stock Option is to provide long-term growth of capital primarily using securities of companies located outside of the United States.	The Morgan Stanley/Capital International (MSCI) Europe, Australia and Far East (EAFE) Stock Index or the MSCI All Country World Index ex. US (ACWI ex US) will be the benchmark. The investment option will be compared to the return and the risk of the benchmark.	The investment option selected will be compared to a universe of International Stock mutual funds.
Emerging Markets Stock	The investment objective of the Emerging Markets Stock Option is to provide long-term growth of capital primarily using securities of companies located in emerging countries.	The Morgan Stanley/Capital International (MSCI) Emerging Markets Stock Index is the benchmark. The investment option will be compared to the return and the risk of the benchmark.	The investment option selected will be compared to a universe of Emerging Market Stock mutual funds.

GLOSSARY

ACH: Automated Clearing House.

AGENCIES: Federal agency securities.

ASKED: The price at which securities are offered.

BANKERS' ACCEPTANCE (BA): A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BID: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

BOND PROCEEDS: Proceeds from the sale of bonds, notes, and other obligations issued by an entity, and reserves and funds maintained by an entity for debt service purposes.

BOOK VALUE: The original acquisition cost of an investment plus or minus the accrued amortization or accretion.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COLLATERALIZED MORTGAGE OBLIGATIONS (CMOs): Debt obligations collateralized by pools of mortgages. The collateral can consist of conventional whole loans or agency-backed securities such as GNMAs, FNMAs or FHLMCs. The monthly cash flow generated from the pool is transformed into a series of securities with differing average lives and maturities. CMOs are issued by investment banks, commercial banks, the FNMA and the FHLMC. The issuer takes a higher yielding security and carves it up into different classes with lower interest rates and shorter maturities.

COMMERCIAL PAPER: Commercial Paper consists of short-term note issues by large corporations. Maturity is 270 days or less. There is no explicit coupon rate and interest is figured on a discount basis in the same manner as for Treasury Bills.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual report for the City of Huntsville. It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

COUPON: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

CUSIP NUMBER: A unique nine-digit identification number permanently assigned by the Committee on Uniform Securities Identification Procedures to each publicly traded security at the time of issuance. If the security is in physical form, the CUSIP number is printed on its face.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DEBENTURE: A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

DISCOUNT: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

DISCOUNT SECURITIES: Non-interest bearing money market instruments that are issued a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g. S & L=s, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits.

FEDERAL FARM CREDIT BANKS (FFCB): The Federal Farm Credit Banks Consolidated Systemwide Bonds are obligations of the 37 Farm Credit Banks. The Farm Credit Administration which is an independent agency of the U.S. Government supervises the Farm Credit System.

FEDERAL FUNDS RATE: The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

FEDERAL HOME LOAN BANKS (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Bank vis-a-vis member commercial banks.

FEDERAL HOME LOAN MORTGAGE CORPORATION (FHLMC): The Federal Home Loan Mortgage Corporation, also known as Freddie Mac, is an agency of the Federal Government. The Participation Certificates (PC) issued by Freddie Mac are full faith and credit obligations of an agency of the U.S. Government. In that all loans purchased by Freddie Mac are either FHA/VA mortgages originated by members of the Federal Home Loan Bank System or other HUD-approved mortgages.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA OR FANNIE MAE): FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation=s purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA=s securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

FEDERAL OPEN MARKET COMMITTEE (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

FINANCIAL INSTITUTIONS: As used in these policies also refers to Security Broker/Dealers doing business with the City.

FUNDS: Public funds in the custody of a local government that the investing entity has authority to invest.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA OR GINNIE MAE): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by the FHA, VA or FMHM mortgages. The term "pass-throughs" is often used to describe Ginnie Maes.

INVESTMENT POOL: An entity created under this code to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are (a) preservation and safety of principal; (b) liquidity; and (c) yield.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

MARKET VALUE: The current face or par value of an investment multiplied by the net selling price of the security as quoted by a recognized market pricing source quoted on the valuation date.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties to repurchase-reverse repurchase agreements that establishes each party=s rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which securities are traded that have one year or less until their maturity.

MONEY MARKET MUTUAL FUNDS: A mutual fund with investments that mature within one year.

MUTUAL FUNDS: A type of investment company that pools investments from participants to purchase a portfolio and give to investors fractional ownership of the created portfolio. A mutual fund redeems investors= shares at the net asset value of the shares.

NATIONAL ASSOCIATION OF SECURITIES DEALERS (NASD): A trade association that helps regulate the performance of the over-the-counter securities market.

NET ASSET VALUE (PER SHARE): The value of the securities underlying one share in the investment company.

NO-LOAD MONEY MARKET MUTUAL FUND: A mutual fund that imposes no initial sales charges or fees.

OFFER: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

OPEN MARKET OPERATIONS: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve=s most important and most flexible monetary policy tool.

PORTFOLIO: Collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

PRUDENT PERSON RULE: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state--the so-called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

QUALIFIED REPRESENTATIVE: A person who holds a position with a business organization, who is authorized to act on behalf of the business organization, and who is one of the following: (A) for a business organization doing business that is regulated by or registered with a securities commission, a person who is registered under the rules of the National Association of Securities Dealers; (B) for a state or federal bank, a savings bank, or a state or federal credit union, a member of the loan committee for the bank or branch of the bank or a person authorized by corporate resolution to act on behalf of and bind the banking institution; or (C) for an investment pool, the person authorized by the elected official or board with authority to administer the activities of the investment pool to sign the written instrument on behalf of the investment pool.

RATE OF RETURN: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

RATING AGENCY: A nationally recognized investment rating firm including Moody's and Standard & Poor's that assigns a rating to a debt issue.

REPURCHASE AGREEMENT (RP OR REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money, that is, increasing bank reserves. State Statute defines repurchase agreement as a simultaneous agreement to buy, hold for a specific time, and sell back at a future date obligations described in State Statute Section 2256.009 a (1) (obligations of the United States or its agencies and instrumentalities) at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse repurchase agreement.

REVERSE REPURCHASE AGREEMENT: See Repurchase Agreement.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank=s vaults for protection.

SEC RULE 15C3-1: See Uniform Net Capital Rule.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES & EXCHANGE COMMISSION: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEPARATELY INVESTED ASSET: An account or fund of a state agency or local government that is not invested in a pooled fund group.

STATE AGENCY: An office, department, commission, board, or other agency that is part of any branch of state government, an institution of higher education, and any nonprofit corporation acting on behalf of any of those entities.

TREASURY BILLS: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BOND: Long-term U.S. Treasury securities having initial maturities of more than 10 years.

TREASURY NOTES: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD: The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD or YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

Broker/Dealer List – October 2022

Cantor Fitzgerald & Company
1700 Post Oak Boulevard
2 BLVD Place, Suite 250
Houston, TX 77056

FTN
920 Memorial City Way, 11^{th} Floor
Houston, TXX 77024

Wells Fargo Securities, LLC
1445 Ross Ave., Suite 210
Dallas, TX 75202

UBS Financial Services, Inc.
10001 Woodloch Forest Drive, Suite 100
The Woodlands, TX 77380

Stifel
100 Motor Parkway, 2^{nd} Floor
Happauge, NY 11788

Duncan Williams
11458 W. Travelers Way Circle
Houston, TX 77065

Cullen Asher, LLC
325 N St. Paul St., 31st Floor
Dallas, TX 75201

Multi-Bank Securities, Inc.
2400 E. Commercial, Suite 812
Ft. Lauderdale, FL 33308

Vining Sparks, IBG, LP
2107 Elliot Ave, Ste. 208
Seattle, WA 98121

Schedule of Fees and Charges

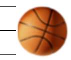
All Municipal Services	
Processing Fee on all debit/credit card transactions	2.5%
Airport	
Airport Ground Lease	15¢ per square foot, per year
City Secretary	
Alcohol Beverages Licenses and Permits (City Fee Only)	Variable: Refer to Texas Administrative Code
Copies of Public Information	Variable dependent on document or material type, as set by the Texas Administrative Code, plus an additional 25%.
Development Services	
Certificate of Compliances	
City Limits	$45
ETJ	$45
Flood Plain	$65
Minor Plats (includes amending & replats)	$250
Preliminary Plat	$350
Final Plats (includes amending & replats)	$350
Filing Fees	Actual Cost
District Map Amendment	$350
Request for Compliance/Zoning Verification Letters	$50 each plus any copy expenses
Environmental Assessment Report	$125
Variance/Appeal request	$350
Conditional Use Permit	$350
Subdivision Modification/Waiver	$350
Street Name Change	$350
Right Of Way Abandonment Administrative Fee	$450
GIS/MicroStation Map	
Letter size (8.5" x 11")	$1
Legal size (8.5" x 14")	$1
Tabloid size (11" x 17")	$2
Small (18" x 23")	$5
Medium (24" up to 35")	$8
Large (greater than 35")	$10
Map/Plat/Plan Copy/Deed, etc. Fees (copies of existing documents)	
Letter size (8.5" x 11")	$0.10
Legal size (8.5" x 14")	$0.10
Tabloid size (11" x 17")	$0.25
Small (18" up to 23")	$3
Medium (24" up to 35")	$4
Large (36" & greater)	$5
Building Permits (Residential)	
New Residential/Addition	0 - 500 Sq. Ft / $0.75 per Sq. Ft (Minimum $50.00)
	501 - 1000 Sq. Ft / $0.70 per Sq. Ft
	1001 - 2000 Sq. Ft / $0.65 per Sq. Ft
	Over 2000 Sq. Ft / $0.55 per Sq. Ft
Residential Renovation & Accessory	$65 for the first 250 sq. ft. / lineal ft. + $0.35 per each additional sq. ft./ lineal ft. over 250 sq. ft./ lineal ft.
Residential All Other	$35.00 Per Required Inspection
Plan Checking Fee	
Less than $35,000 valuation	No Fee
$35,000 valuation or more	One-half of building permit fee

Note *: For commercial projects over $250,000, Plan Check Fee payable upon application submittal for Plan review/check*

Building Permits (Commercial)	
Based on Valuation	
Less than $1,000	$35 inspection fee
$1,001 to $50,000	$35 for first $1,000 + $5 per each additional $1,000
$50,001 to $100,000	$280 for the first $50,000 + $4 per each additional $1,000
$100,001 to $500,000	$480 for the first $100,000 + $3 per each additional $1,000
Over $500,001	$1,680 for the first $500,000 + $2 per each additional $1,000
Electrical Permits	
Commercial project fee	$60
Fee for issuing each permit	Residential dwelling & accessory permit fees: (This includes but may not be limited to single family attached, single family detached, duplex's, manufactured housing, additions and accessory structures. Based on the square footage of construction.)
Finished Square Feet	
Less than 1,000 square feet	$70
1,000 square feet or greater.	$70.00 for the first 1,000 square feet + $4.00 per 100 square feet or fraction thereof in excess of 1,000 square feet.
All other fees:	
	(Fees shall be computed on the "total valuation of work", the dollar value of labor and materials (total cost to the customer).
Valuation Of Work	
Not more than $2,000.00	$50
Over $2,000.00 to $50,000.00	$50.00 for the first $2,000.00 plus $5.00 for each additional $1,000.00, or fraction thereof
Over $50,000.00 to $500,000.00	$290.00 for the first $50,000.00 plus $4.00 for each additional $1,000.00, or fraction thereof
Over $500,000.00	$2,090.00 for the first $500,000.00 plus $3.00 for each additional $1,000.00, or fraction thereof
Fire Standpipe/Line & Sprinkler Permits	
Fee for issuing each permit	$50
1 to 5 sprinkler heads	$2
Over 5 sprinkler heads	$.50 each
Fire Line/Standpipe	$100 each
Fire Alarm Permits	Based on Valuation
Less than $1,000	$35 Inspection fee
$1,001 to $50,000	$35 for the first $1,000 + $5 per each additional $1,000
$50,001 to $100,000	$280 for the first $50,000 + $4 per each additional $1,000
$100,001 to $500,000	$480 for the first $100,000 + $3 per each additional $1,000
$500,001 and over	$1,680 for the first $500,000 + $2 per each additional $1,000
Fire Suppression System Permits	
Less than $1,000	$35 Inspection fee
$1,001 to $50,000	$35 for the first $1,000 + $5 per each additional $1,000
$50,001 to $100,000	$280 for the first $50,000 + $4 per each additional $1,000
$100,001 to $500,000	$480 for the first $100,000 + $3 per each additional $1,000
$500,001 and over	$1,680 for the first $500,000 + $2 per each additional $1,000
Fuel Dispensing/Storage Permits	
Less than $1,000	$35 fee
$1,001 to $50,000	$35 for the first $1,000 + $5 per each additional $1,000
$50,001 to $100,000	$280 for the first $50,000 + $4 per each additional $1,000
$100,001 to $500,000	$480 for the first $100,000 + $3 per each additional $1,000
$500,001 and over	$1,680 for the first $500,000 + $2 per each additional $1,000
Grading and Excavation Plan Checking Fee	
Less than 5,000 cubic yards	No Fee
5,000 to 10,000 cubic yards	$20
10,001 to 100,000 cubic yards	$20 for first 10,000 CY + $10 per each additional 10,000 CY
100,001 to 200,000 cubic yards	$110 for first 100,000 CY + $6 per each additional 10,000 CY
Over 200,001 cubic yards	$170 for first 200,000 CY + $3 per each additional 10,000 CY

Grading and Excavation Permits	
Less than 50 cubic yards	$10
51 to 100 cubic yards	$15
101 to 1,000 cubic yards	$15 for first 100 CY + $7 per each additional 100 CY
1,001 to 10,000 cubic yards	$78 for first 1,000 CY + $6 per each additional 1,000 CY
10,001 to 100,000 cubic yards	$132 for first 1,000 CY + $27 per each additional 1,000 CY
Over 100,001 cubic yards	$375 for first 10,000 CY + $15 per each additional 1,000 CY
Irrigation Permits	
Fee for issuing each permit	$50
Commercial project fee	$60
1 to 5 sprinkler heads	$2
Over 5 sprinkler heads	$.20 each
Backflow Prevention Devices	
1 to 5	$2.50
Over 5	$1.50 each
Manufactured/Mobile Home Permits	
Electrical	$40
Placement	$75
Plumbing	$40
Plumbing Connection with Gas	$42
Mechanical	$45
Plumbing Permits	
Commercial project fee	$60
Residential dwelling & accessory permit fees:	(This includes but may not be limited to single family attached, single family detached, duplex's, manufactured housing, additions and accessory structures. Based on the square footage of construction.)
Finished Square Feet	
Less than 1,000 square feet	$70
1,000 square feet or greater.	$70.00 for the first 1,000 square feet + $6.00 per 100 square feet or fraction thereof in excess of 1,000 square feet.
Valuation Of Work	
Not more than $2,000.00	$50
Over $2,000.00 to $50,000.00	$50.00 for the first $2,000.00 plus $5.00 for each additional $1,000.00, or fraction thereof
Over $50,000.00 to $500,000.00	$290.00 for the first $50,000.00 plus $4.00 for each additional $1,000.00, or fraction thereof
Over $500,000.00	$2,090.00 for the first $500,000.00 plus $3.00 for each additional $1,000.00, or fraction thereof
Mechanical Permits	
Commercial project fee	$60
Residential dwelling & accessory permit fees:	(This includes but may not be limited to single family attached, single family detached, duplex's, manufactured housing, additions and accessory structures. Based on the square footage of construction.)
Finished Square Feet	
Less than 1,000 square feet	$70
1,000 square feet or greater.	$70.00 for the first 1,000 square feet + $4.00 per 100 square feet or fraction thereof in excess of 1,000 square feet.
All other fees:	
(Fees shall be computed on the "total valuation of work", the dollar value of labor and materials (total cost to the customer).	
Valuation Of Work	
Not more than $2,000.00	$50
Over $2,000.00 to $50,000.00	$50.00 for the first $2,000.00 plus $5.00 for each additional $1,000.00, or fraction thereof
Over $50,000.00 to $500,000.00	$290.00 for the first $50,000.00 plus $4.00 for each additional $1,000.00, or fraction thereof
Over $500,000.00	$2,090.00 for the first $500,000.00 plus $3.00 for each additional $1,000.00, or fraction thereof

After Hours Inspection Fee - 4 hr. Minimum	$50/hr. ($200 Minimum)
Re-Inspection Fee	$75
Work performed without a permit	Equal to twice the cost of the permit
Sign Permits	25¢/sq. ft. (minimum $5) + $10/linear ft. of sign height + $25/permit
Temporary Sign Permits -Non Profits Only	$25
Public Improvement Permits	3% of valuation of public improvements
Utility Permits	
Water Tap	See Other Utility-Related Fee Section
Sewer Tap	See Other Utility-Related Fee Section
Fire Line Tap	See Other Utility-Related Fee Section
Other Permits	
On Site Sewage Facility	$200
Moving	$100
Demolition	$35
Driveway Approach	$35
Vendor/Peddler Permits	$50 - valid **90 days** in 1 location (separate permit required for each location)
Contractor Registration Fees	
General Contractor - Residential & Commercial	$60
Plumbing - All License Types	No Fee
Electrical - All License Types	No Fee
Fire-Suppression System Installers	$60
Irrigator	$60
Backflow Tester	$60
Residential Appliance Installers	$12
Swimming Pool/Spa Annual Permits	$100
Food Service Establishment Annual Health Permits	Based on # of employees
1-3 Employees	$150
4+ employees	$250
Late Permit Fee	1/2 of permit fee
Food Service Establishments Pre-Opening Fee	$60
Food Service Establishments Re-Inspection Fee	$300
Itinerant Restaurant Permits (1-3 days)	$25 per Event
Non-Profit Organizations, Annual Health Permits	$60
Mobile Food Units Annual Health Permits	$250
Late Permit Fee	1/2 of permit fee
Daycare Facilities Annual Health Permits	$150
Late Permit Fee	1/2 of permit fee
Culverts/Driveways Installations by City	Actual Cost
Mobile Food Vendor Permit - Annual	$200 (Separate permit required for each location)
Mobile Food Vendor Permit - Temporary	$50 (Valid 90 days - separate permit required for each location)
Shared Mobility Device Permits	$200 Application Fee + $3.00 per Shareable Mobility Device

Recreation Services 	
Softball/Baseball Field	
Youth Leagues	$5 per person
Adult Leagues	$10 per person
Day Rental, Private Use (Josey Park field included)	$25 per hour
Field Prep	$25 - one time at start
Security Deposit	$50
Lights	$25 per hour of field usage
Tournaments	City Residents: $100 plus hourly Rate
	Walker County Residents: $125 plus hourly rate
	Non-Residents: $150 plus hourly rate
Soccer/Football Fields	
Youth Leagues	$5 per person
Adult Leagues	$10 per person
Field Rental, Private Use	$25 per hour
Field prep	$ 50 - one time at start
Security Deposit	$50
Lights	$25 per night
Tournaments	City Residents: $100 plus hourly Rate
	Walker County Residents: $125 plus hourly rate
	Non-Residents: $150 plus hourly rate
Basketball Court	
Day Rental, Private Use	$25 per hour
Youth Leagues	$5 per person
Adult Leagues	$10 per person
Tournaments	City Residents: $100 plus hourly Rate
	Walker County Residents: $125 plus hourly rate
	Non-Residents: $150 plus hourly rate
Martin Luther King, Jr Center	
Rental Fee	City Residents: $100 first hour / $25 each additional hour
	Walker County Residents: $125 first hour / $25 each additional hour
	Non-Residents: $150 first hour / $50 each additional hour
Security Deposit	$200
Audio/Visual Deposit	$50
Audio/Visual Fee	$25
Park Rental	
Pavilion Permit **-**Emancipation Park	$50 per hour
Gazebo Permit - Kate Barr Ross Park	$25 per hour
Pavilion/Gazebo Deposit	$100
Cancellation (6-15 Business Days Prior)	1/2 of Deposit returned
Cancellation (Within 5 Business Days)	No Deposit returned
Event Permit	City Residents: $100 first hour / $50 each additional hour
	Walker County Residents: $125 first hour / $50 each additional hour
	Non-Residents: $150 first hour / $50 each additional hour
Event Permit Security Deposit	$200
Zumba Admission	
Per Class per Person	$2
Program Fees	Additional Line Item: Costs Vary
Aquatic Center 	
Admission	
Adults Age 12 and Up	$4.00
Children Age 3 to 11	$2.50
Children Age 2 or less	No Charge
Day Care Fees	$2.50 per child
Season Pass	
Adults Age 12 and Up	$50
Children Age 3 to 11	$40
Family	$100 for first four members + $20 per each additional member
Swimming Lessons	$45 per course
Water Aerobics	$75 annually/$25 quarterly
Lap Swimming Fees	
Session 1 - September, October and November	$25
Session 2 - December, January and February	$25
Session 3 - March, April and May	$25
Sessions 1, 2 and 3	$60
Pool Rental- Private	$100.00 per hour (maximum 2 hours)

Program Fees	Varies
Cemetery Operations 	
Cemetery Space	
Plot	$1,000
Filing Fee	Actual Cost
Landscape Repair Fee after Exhumations	$250
Library Services 	
Fines - Daily	
Fines - Over due	
Books	10¢
Magazines	10¢
DVDs	$1
Audiobook	$1
Music	10¢
Maximums	$10
Interlibrary Loans (daily fine)	$1
Interlibrary Loans Maximums	$30
Board Games	$1
Copies & Prints	
Black and white	15¢ per page
Color	75¢ per page
Sales (donated items)	
Audio Book	$1
Music CD	$1
Video	$1
Hardback Book	$1
Paperback Book	25¢ each
Children's Hardback Book	50¢ each
Children's Paperback Book	25¢ each
Walker Co. stories CDs	$5
Lost or Damaged Materials	
Library Card	$1
Lost Materials	Replacement cost plus $10 processing fee
Barcode	$1
Security Patch	$1
Book Jacket	$1
Spine Label	$1
DVD Case	$1
Audio Book Case	$5
Board Games (Replaceable Part)	$1
Board Games (Non replaceable part)	Greater of $10 or half of the cost of the item
Board Game (total replacement)	Replacement cost plus $10 processing fee
Room Rentals - Payment due at booking	
Deposit for all groups -Refundable if the room is left in good order	$150
After-hours surcharge (all groups hourly)	$30 Additional expense for holding an event outside business hours.
Audio/Visual equipment (per event)	$20
Community Room or Board Room	
For-profit groups outside Walker County	$150 for 1st hour, $50 each subsequent hour
For-profit groups within Walker County	$100 for 1st hour, $50 each subsequent hour
Other groups or individuals outside Walker County	$25 per hour
Other groups or individuals within Walker County	$25
Walker County non-profit	No Charge
Outside Walker County non-profits	$25
Outside Walker County - parties, receptions, etc.	$50
After-hours Surcharge (applicable to all groups)	additional $30 per hour
Deposit	$150

Tourism & Cultural Services	
Tours	
Historical Driving Tour	$3 per person - $30.00 minimum
The Heritage Home Tour	$6 per person - $60.00 minimum
Rental of Wynne Home	
Brown Wynne Gallery	
Non-Profit	$45 per hour - 2 hr. minimum
Private	$50 per hour - 2 hr. minimum
Rental of Meeting Room	
Non-Profit	$35 per hour - 2 hr. minimum
Private	$40 per hour - 2 hr. minimum
Wynne Home and Grounds	
Non-Profit	$800 Total Up to 8 hrs.
Private	$1,000 Total Up to 8 hrs.
Wynne Home	
Non-Profit	$400 Total Up to 4 hrs.
Private	$500 Total Up to 4 hrs.
Porch and Grounds	
Non-Profit	$400 Total Up to 8 hrs.
Private	$500 Total Up to 8 hrs.
Kitchen Rental - Outdoor events	
Non-Profit	$35 per hour - 2 hr. minimum
Private	$40 per hour - 2 hr. minimum
Rental of China (See also "Security Fee")	$25
Rental of Tablecloths	$25
Beverages	
Water (12 oz bottle)	$1 per bottle
Security Deposits	
Regular business hours	No deposit required
Outside regular business hours	50% of fee
Security Fee (Refundable)	
40+ persons and outside regular business hours	$150
Wynne Home China	$100
Rental of Audio Visual	
Projector and screen	$15
Floor lectern/Easel/Microphone	No Charge
William Hodges Education Building	
Meeting Room	
Rental Fee	$100 for 1st hour + $50 each subsequent hour
Security Deposit - due upon booking	$150
Use of Audio/Visual Equipment	$20 per rental
Stand with Sam Brick Pavers	
4 x 8 paver	$100
5 x 8 paver	$250
6 x 12 paver	$500
12 x 12 paver	$1,000
16 x 16 paver	$5,000
Event Fees	Varies
Big Sam's Honor Club	$35
Film Friendly Texas	
Total or disruptive use (regular operating hours) of a City of Huntsville building, park, or public area that is not subject to set rental fees.	$500 per day
Partial, non-disruptive use of a City of Huntsville building, or park facility	$250 per day
Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking. Applicants must submit an events permit request to the Huntsville Police Department	$50 per block or lot, per day
Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking	$25 per block, per day
Use of City parking lots, parking areas, and City streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles)	$50 per block or lot, per day

Public Safety

Sexually Oriented Business Permits	
Original Application	$400
Renewal Application	$200
Wrecker Permits	$50/yr. per holder + $60/yr. per tow truck
Taxi/Chauffer	$100/yr. per taxi
Accident Report	$6 $11 online ($5 provider fee)
Fingerprinting Fee	$10 per person
Posted Hourly Parking Fee -	$1.00 per hr. / Max $5.00
Residential Alarm Fees	
0-3 False Alarms	No Charge
4-5 False Alarms	$25 each
6-8 False Alarms	$50 each
Over 8 False Alarms	$100 each
Commercial Alarm Fees	
0-3 False Alarms	No Charge
4-5 False Alarms	$50 each
6-8 False Alarms	$75 each
Over 8 False Alarms	$100 each
Alarm Fees	
Initial permit	$10 residential/$30 commercial
Alarm Co. Failure to Provide Accurate Info	$25
Permittee Fail to Respond to Alarm Location w/in 30 mins at Request of Police	$50
Failure to Notify of Address Changes, etc.	$50
Reinstatement Fee	$100
Appeal Fee	$25
Animals and Fowl	
Annual Registration Fee for Dogs Deemed as Dangerous by Animal Control Authority	$50
Replacement of lost Dangerous Dog ID Tag	$10
Tow Truck Companies	**Fee Allowed to be Charged by Tow Truck Company **Not Collected by City****
All Police Directed Tows	$200
Debris Removal	$35
Waiting, per hour after the first hour	$25
Notification	$50
Preservation	$20
Copies of Open Records	Variable dependent on document or material type, as set by the Texas Administrative Code, plus an additional 25%.

Huntsville Animal Control Facility	Fee Allowed to be Charged by Animal Shelter - **Not Collected by City**
Adoption Fee	$85
Owner Surrender	$50
Quarantine Fee	$35
Boarding Fee (per night)	$15
Return to Owner Fees	
Impound Fee	$35
Boarding Fee (per night)	$15
Microchip	$25
Vaccines:	$10 Each
Dog:	
DAPPV	$10 Each
Bordetella	$10 Each
Cat:	
FVRCP	$10 Each
Cat/Dog:	
Rabies	$10 Each
Flea Prevention:	
Cat/Dog: Activyl	
0-50 lbs	$10
51-100 lbs	$15
101 and up	$20
Bravecto	$50
FIV/FELV Test	$25
Heartworm Test	$25
Nail Trim	$5
Dewornimg:	
Cat/Dog:	
Under 50 lbs	$5
Over 50 lbs	$10
Heartworm Prevention-Iverhart	
Heartworm Test (Mandatory)	$25
6-12 lbs	$7/dose of $25 box (6 doses)
12.1-25 lbs	$7/dose of $30 box (6 doses)
25.1-50 lbs	$7/dose of $35 box (6 doses)
50.1-100lbs	$7/dose of $40 box (6 doses)
Sterilization:	
Dog:	
Female (spay)	$100
With government assistance	$80
Male (neuter) under 50 lbs	$60
Over 50 lbs	$80
Pain Medicine - Pills	$5
Cat:	
Female (spay)	$60
Male (neuter)	$40
Pain Medicine - Shot	$10
E-Collar:	
Recommended for both Cat and Dog	$10
Extra fees that may occur are:	
In Heat	$35
Term spay	$45
Cryptorchidism	$45-$65 (determined by a Vet)
CapStar	$8

Fire Department Cost Recovery - (Non-County Residents)	
Motor Vehicle Incidents	
Level 1- Basic Incident with hazardous materials assessment and scene stabilization	$494
Level 2- includes level 1 plus clean-up of fluids	$562
Level 3- Vehicle Fire	$687
Add-ons:	
Extrication	$1,483
Landing Zone	$454
Hazmat	
Level 1- Basic response:	
Engine response, first responder assignment, perimeter establishment, evacuations, set-up and command	$796
Level 2- Intermediate Response:	
Level 1 plus Hazmat team and equipment, Level A or B suit donning, breathing air, detection equipment, and decon	$2,842
Level 3- Advanced Response:	
Level 1 and 2 plus recovery and identification of materials, disposal and environmental clean-up.	$6,707
Special Rescues -High Angle, Water Rescues, other Specialized Rescue	
Itemized billing:	
Per hour per response vehicle +	$455
Per hour per rescue person	$57
For incidents that require extended time on scene response will be itemized	
Engine	$455 per hour
Truck	$568 per hour
Miscellaneous Equipment	$341 per hour

Water Services	
Single Family Residential	
First 3,000 gallons	
.75 inch meter	$14.04 per month
1 inch meter	$20.52 per month
1.5 inch meter	$27.00 per month
2 inch meter	$44.82 per month
3 inch meter	$176.04 per month
4 inch meter	$224.64 per month
6 inch meter	$338.04 per month
8 inch meter	$467.64 per month
10 inch meter	$650.16 per month
Between 3,000 and 7,000 gallons	$5.91 per thousand gallons
Between 7,001 and 13,000 gallons	$6.50 per thousand gallons
Over 13,000 gallons	$7.39 per thousand gallons
Jointly Metered Residential/Multi-Family	
First 3,000 gallons	
.75 inch meter	$14.04 per month
1 inch meter	$20.52 per month
1.5 inch meter	$27.00 per month
2 inch meter	$44.82 per month
3 inch meter	$176.04 per month
4 inch meter	$224.64 per month
6 inch meter	$338.04 per month
8 inch meter	$467.64 per month
Jointly Metered Residential	
Between 3,000 and 7,000 gallons	$5.91 per thousand gallons
Over 7,001 gallons	$6.50 per thousand gallons
Multi-Family	
Over 3,000 gallons	$7.39 per thousand gallons
Commercial Metered	
First 3,000 gallons	
.75 inch meter	$16.20 per month
1 inch meter	$22.68 per month
1.5 inch meter	$29.16 per month
2 inch meter	$46.98 per month
3 inch meter	$178.20 per month
4 inch meter	$226.80 per month
6 inch meter	$340.20 per month
8 inch meter	$469.80 per month
10 inch meter	$650.16 per month
Over 3,000 gallons	$7.39 per thousand gallons
Institutional Users	
First 3,000 gallons	
.75 inch meter	$16.20 per month
1 inch meter	$22.68 per month
1.5 inch meter	$29.16 per month
2 inch meter	$46.98 per month
3 inch meter	$178.20per month
4 inch meter	$226.80 per month
6 inch meter	$340.20 per month
8 inch meter	$469.80 per month
10 inch meter	$650.16 per month
Over 3,000 gallons	$7.98 per thousand gallons
Irrigation	
First 3,000 gallons	
.75 inch meter	$16.20 per month
1 inch meter	$22.68 per month
1.5 inch meter	$29.16 per month
2 inch meter	$46.98 per month
3 inch meter	$178.20 per month
4 inch meter	$226.80 per month
6 inch meter	$340.20 per month
8 inch meter	$469.80 per month

Residential	
Between 3,000 and 7,000 gallons	$5.91 per thousand gallons
Between 7,001 and 13,000 gallons	$6.50 per thousand gallons
Over 13,000 gallons	$7.39 per thousand gallons
Jointly Metered Residential	
Between 3,000 and 7,000 gallons	$5.91 per thousand gallons
Over 7,001 gallons	$7.39 per thousand gallons
Multi-Family	
Over 3,000 gallons	$7.39 per thousand gallons
Commercial	
Over 3,000 gallons	$7.39 per thousand gallons
Institutional	
Over 3,000 gallons	$7.98 per thousand gallons
Fire Hydrant Meters	
First 3,000 gallons	$178.20 per month
Over 3,000 gallons	$7.98 per thousand gallons
Note: Water rates for customers outside the city limits are calculated in the same manner as rates for customers within the city limits; however, a multiplier of 1.50 shall be applied to the cost components listed above.	

Wastewater Services

Single Family/Jointly Metered Residential	
First 2,000 gallons	$16.56 per month
Over 2,000 gallons	$6.19 per thousand gallons
Note: Each individually metered residential dwelling unit shall be charged a monthly wastewater service charge and a volume charge based upon the average amount of water consumed during the months of November, December, January and February of each year, rounded to the nearest 100 gallons. Customers moving onto an existing or newly constructed, single family residential unit shall billed for sewer at eighty percent (80%) of current monthly consumption up to a maximum monthly amount for 10,000 gallons until the winter month history is established. Residential customers not connected to the waterworks system of the city shall be billed monthly by the city for wastewater services at a calculated rate based on the average residential water consumption of sixty-eight hundred (6,800) gallons $40.88, or at a rate based on the average water consumed during the months of November, December, January and February of each fiscal year from the billing records of a special water district.	
Commercial/Institutional Users	
First 2,000 gallons	$19.11 per month
Over 2,000 gallons	$6.19 per thousand gallons
Commercial customers shall be billed at a rate that is consistent with the regular wastewater charge of similar type businesses, premises or users receiving service from the city. The utility office supervisor shall recommend for approval such service charge and conditions as deemed appropriate to the Finance Committee of the City Council and the Finance Committee shall approve the same.	
Septic Waste Disposal Fee	
Septic Waste Receiving Station	$0.09 per gallon
Septic Waste Hauler Permit	$100 per year
Sewer Service Call (normal business hours, problem found to be on customer side, to include residents, plumbers and contractors)	
0-3 False Alarms	No Charge
4-5 False Alarms	$25.00
6-7 False Alarms	$50.00
8+ False Alarms	$100.00
After hours Sewer Service Call (After Business hours, problem found to be on customer side, to include residents, plumbers and contractors)	
0-3 False Alarms (after hours)	No Charge
4-5 False Alarms (after hours)	$50.00
6-7 False Alarms (after hours)	$100.00
8+ False Alarms (afterhours)	$200.00

Solid Waste Services	
	
Per Month Fee	
Residential Collection	
Single Family Households-Inside City Limits	$25.76
Additional Collection Cart	$13.73
Business Minimum Inside City Limits Collection	$27.10
Additional Collection Cart	$13.73
Per Month Fee per Unit	
Multi-Family Residential Collection	
Individually Metered Units With Dumpster	$25.76
Individually Metered Units Without Dumpster	$25.76
Jointly Metered Units Without Dumpster	$25.76
Jointly Metered Units With Dumpster	By size of container and number of pickups (see below)
Commercial Collection-INSIDE City Limits-Dumpsters and Roll Offs	
Per Month Fee	
2 Yard Dumpster	
1 Collection per week	$84.39
2 Collections per week	$141.82
3 Collections per week	$199.24
4 Collections per week	$256.66
5 Collections per week	$314.10
Per Pickup Fee	
Unscheduled/Extra Pickups - ONSITE	$39.15
Unscheduled/Extra Pickups - Start from Transfer Station	$52.21
After Hours/Extra Pickups	$84.39
Per Month Fee	
4 Yard Dumpster	
1 Collection per week	$107.31
2 Collections per week	$187.71
3 Collections per week	$268.06
4 Collections per week	$348.43
5 Collections per week	$428.79
Per Pickup Fee	
Unscheduled/Extra Pickups - ONSITE	$54.80
Unscheduled/Extra Pickups - Start from Transfer Station	$73.07
After Hours/Extra Pickups	$107.21
Per Month Fee	
6 Yard Dumpster	
1 Collection per week	$130.26
2 Collections per week	$233.57
3 Collections per week	$336.87
4 Collections per week	$440.19
5 Collections per week	$543.48
Per Pickup Fee	
Unscheduled/Extra Pickups - ONSITE	$70.44
Unscheduled/Extra Pickups - Start from Transfer Station	$93.92
After Hours/Extra Pickups	$130.26
Per Month Fee	
8 Yard Dumpster	
1 Collection per week	$153.20
2 Collections per week	$279.45
3 Collections per week	$405.69
4 Collections per week	$531.94
5 Collections per week	$658.19
Per Pickup Fee	
Unscheduled/Extra Pickups - ONSITE	$86.07
Unscheduled/Extra Pickups - Start from Transfer Station	$114.78
After Hours/Extra Pickups	$153.20
Excessive Wear and Tear of Dumpsters	
Dumpster Cleaning	$104.34
Dumpster Cleaning and Painting	$153.38
Dumpster Cleaning and Painting when Burned	$367.27
Dumpster Cleaning, Painting and Bottom Replacement when Burned	$708.27
Dumpster emptied due to placement of large item	No flat fee, charged as unscheduled pickup from transfer station according to dumpster size
Each Lid	
Replacement Lids and Bars - Stolen, Unauthorized Removal or Damage	$42.96

Per Month Fee Plus Tonnage Fee of $85.14 per ton	**Per Month Fee Plus Tonnage Fee of $85.14 per ton**
Open Top Roll-off - Inside City Limits	
1 Collection per week	$514.92
2 Collections per week	$869.82
3 Collections per week	$1,224.72
4 Collections per week	$1,579.62
5 Collections per week	$1,934.53
Trip Fee Plus Tonnage Fee of $85.14 per ton	**Per Month Fee Plus Tonnage Fee of $85.14 per ton**
Extra Pickups	$135.59
Call In	$291.17
Stand-by	$291.17
Trip Fee Plus Tonnage Fee of $85.14 per ton	**Per Month Fee Plus Tonnage Fee of $85.14 per ton**
Compacting Roll-off	
Scheduled	$196.91
Unscheduled	$246.16
Extra Pickups	$138.10
Roll-off Inactivity Fee	$291.17
Per Trip Based on Compactor Type	
Repositioning	$163.93
Set Fees and Deposits	
Roll-off Container Set Fee, New Commercial and Existing Commercial Contractors, Inside City Limits (To Drop Off Roll-Off) One Time Fee	$162.23 / per Roll Off
DEPOSIT - New Commercial Contractors, Inside City Limits	$1,500 / per account
Commercial Collections for OUTSIDE City Limits, TDCJ, SHSU - Dumpsters & Roll-offs	
Per Month Fee	
Commercial Collection	By size of container and number of pickups (see below)
2 Yard Dumpster	
1 Collection per week	$100.46
2 Collections per week	$168.83
3 Collections per week	$237.20
4 Collections per week	$305.56
5 Collections per week	$373.94
Per Pickup Fee	
Unscheduled/Extra Pickups - ONSITE	$46.59
Unscheduled/Extra Pickups - Start from Transfer Station	$62.13
After Hours/Extra Pickup	$100.46
Per Month Fee	
4 Yard Dumpster	
1 Collection per week	$127.78
2 Collections per week	$223.45
3 Collections per week	$319.13
4 Collections per week	$414.80
5 Collections per week	$510.48
Per Pickup Fee	
Unscheduled/Extra Pickups - ONSITE	$65.24
Unscheduled/Extra Pickups - Start from Transfer Station	$86.99
After Hours/Extra Pickup	$127.63
Per Month Fee	
6 Yard Dumpster	
1 Collection per week	$155.08
2 Collections per week	$278.06
3 Collections per week	$401.04
4 Collections per week	$524.03
5 Collections per week	$647.00
Per Pickup Fee	
Unscheduled/Extra Pickups - ONSITE	$83.85
Unscheduled/Extra Pickups - Start from Transfer Station	$111.81
After Hours/Extra Pickup	$155.08

Per Month Fee	
8 Yard Dumpster	
1 Collection per week	$182.38
2 Collections per week	$332.68
3 Collections per week	$482.97
4 Collections per week	$633.25
5 Collections per week	$783.55
Per Pickup Fee	
Unscheduled/Extra Pickups - ONSITE	$104.49
Unscheduled/Extra Pickups - Start from Transfer Station	$141.80
After Hours/Extra Pickup	$189.26
Per Month Fee Plus Tonnage Fee of $92.13 per ton	
Open Top Roll-off	
1 Collection per week	$695.76
2 Collections per week	$1,175.28
3 Collections per week	$1,654.84
4 Collections per week	$2,134.37
5 Collections per week	$2,376.28
Per Trip Fee Plus Tonnage Fee of $92.13 per ton	
Extra Pickups	$183.19
Call In	$393.28
Stand-by	$393.28
Set Fees and Deposits	
Roll-off Container Set Fee, New Commercial and Existing Commercial Contractors, Outside City Limits (To Drop Off Roll-Off) One Time Fee	$184.13 / per roll off
DEPOSIT - New Commercial Contractors, Outside City Limits	$1,500 / per account
Disposal Fees at Scale House	
Basic Fee - Inside City Limit	$75.73 per ton
Basic Fee - Outside City Limit, TDCJ, SHSU	$93.66 per ton
Minimum Fee - Inside City Limit	$11.35
Minimum Fee - Outside City Limit, TDCJ and SHSU	$17.03
White Goods/Large Furniture - Inside City Limit	$75.73 per ton
White Goods/Large Furniture - Outside City Limit, TDCJ and SHSU	$93.66 per ton
Yard waste and limbs - Inside City Limit smaller than 4" diameter	Free with City Water Bill
Trees, stumps, limbs - Inside City Limit	$75.73 DIAMETER GREATER 4" / Free with City Water Bill
Trees, stumps, limbs - Outside City Limit, TDCJ and SHSU	$93.66 per ton
Tires, Small (i.e. car or pickup truck) - Inside City Limit	$4.54 Per Tire
Tires, Small (i.e. car or pickup truck) -Outside City Limit, TDCJ and SHSU	$5.68 Per Tire
Tires, Large (i.e. semi-truck) - Inside City Limit	$20.43 Per Tire
Tires, Large (i.e. semi-truck) - Outside City Limit, TDCJ and SHSU	$24.40 Per Tire
Small dead animal (i.e. dog, cat) - Inside City Limit	$5.68 each
Small dead animal (i.e. dog, cat) - Outside City Limit, TDCJ and SHSU	$7.09 each
Large dead animal (i.e. cow, horse) - Inside City Limit	$75.73 per ton
Large dead animal (i.e. cow, horse) - Outside City Limit, TDCJ and SHSU	$93.66 per ton

Other Utility-Related Fees	
Meter Accuracy Test	$75 per meter or actual cost if cost of making test exceeds $75
Replacement of Water Meter, Lock, or Head	$50 per occurrence
Tamper Fee (Water Meter)	$100.00 per Occurrence
Negligent damage to meter or any associated to electronic device	Replacement Cost
Customer request for meter on/off for repairs	$25
Tamper Fee (Fire Hydrant)	$500.00 per Occurrence
Portal Service	$1 per Meter
Water Tapping Charge	
Completed by City Crews	
.75 inch water tap - short side	$1,200
3/4" Water tap - long side	$1,500
1 inch water tap - short side	$1,500
1 inch water tap - long side	$2,000
2 inch water tap (same side) - short side	$2,500
2 inch water tap (road bore) - long side	$3,200
ETJ - E series meter additional charge	$525
TxDOT Tap Fee-	At-Cost Estimate
Taps involving excavation or boring in or under TxDOT Regulated streets or highways .	
Completed by Another Entity	
.75 inch water meter set only	$300
1 inch water meter set only	$400
2 inch water meter set only	$800
Meters Not Provided by City (Inspection Fee)	$250
Sewer Tapping Charge	
Location of Stub -	
Location of an existing Water/Sewer stub. If the existing tap cannot be located, or is unusable the customer will pay the cost for a new tap	$400 - Non-refundable
Sewer Tap Condition Video Assessment (at customer's request, City Side Only)	$400-Normal Business Hours
Connection Fee	$200
4 inch sewer tap - short side	$1,000
4 inch sewer tap - long side	$1,550
4 inch sewer tap manhole in street	$1,600
Taps Made by Other Entity (Inspection Fee)	$250
TxDOT Tap Fee-	At-Cost Estimate
Taps involving excavation or boring in or under TxDOT Regulated streets or highways will be at cost	
Fire Line Tapping Charge	
Taps Made by Other Entity (Inspection Fee)	$250
Customer request for fire line meter on/off for repairs	$50
Service Fee (new and transferred service)	$20
Service Fee (Restricted Access Fee)	$20
Service Fee (sprinkler on or off)	$20
Same Day Service Fee for Suspended Account	$50.00
Requests for same day service for suspended account may be taken between 9:00 a.m - 12:00 p.m the day as suspension. Same day service fee is in addition to the $25 Account suspension Fee. Same day service fee for suspended account is available only the day of suspension.	
After Hours - after 5pm	$75
Residential Security Deposit	
Water	$40
Wastewater	$40
Solid Waste	$40
Solid Waste Per Cart	$60
Solid Waste Cart Replacement Fee	$60
New Construction (Residential & Commercial 3/4" to 2" meter X number of meters)	$100
New Construction (Commercial - 3" to 8" meter x number of meters	$500

Commercial Security Deposit	2 x the average estimated monthly utility service charge
Construction/Contractor Roll-offs (new accounts)	$1,500 / per account
Construction/Contractor Roll-offs Permit Fee (Commerical Hauler)	$100/year/roll-off
Solid Waste Disposal Deposit	$500
Fire Hydrant Meter Deposit	$500
Penalty for Late Payment	10% of amount of utility service charge
Account Suspension Fee	$40
Returned Check Fee	$35
Surcharges for Industrial Wastewater Discharges	$1.61 per thousand gallons of wastewater
Meter Box Lid Replacement	Small -$10 Large -$15
Meter Box Replacement	
Small box / lid combo	$25
Large box /lid combo	$40
Use of City Equipment	At Cost/ Current FEMA Rate
Use of City Labor	Actual Rate
Tanker Truck Fill (up to 8,000 gallons)	$75.00
Tanker Truck Fill over 8,000 gallons	$ 75 + $6.59 per thousand gallons over 8,000

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 2.b.

Agenda Item: Consider ratifying the increased property tax revenues of $1,004,600 reflected in the FY 2023-2024 Budget as adopted.

Initiating Department/Presenter: Finance

Presenter:
Steve Ritter, Finance Director

Recommended Motion: Move to ratify the increased property tax revenues of $1,004,600 reflected in the FY 2023-2024 Budget as adopted.

Strategic Initiative: Goal #6 - Finance - Provide a sustainable, efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: Section 102.007(c) of the Texas Local Government Code requires that the governing body, in a separate vote, ratify the property tax revenue increase reflected in the adopted budget. The requirement of the vote in this subsection is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate. The additional property tax revenue amount presumes a tax rate set at $0.3074/$100 of assessed valuation.

Previous Council Action: None

Financial Implications: There is no financial impact associated with this item.

Approvals:
Steve Ritter
Leonard Schneider
Aron Kulhavy
Kristy Doll

Associated Information:

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 2.c.

Agenda Item: Consider approval of Ordinance 2023-21 adopting the Tax Rate of $0.3074 per $100 valuation, one component being M&O at $0.2377 and the other component being Debt Service at $0.0697 and levying taxes for the City of Huntsville for the FY 2023/2024. **Record/rollcall vote required**

Initiating Department/Presenter: Finance

Presenter:
Steve Ritter, Finance Director

Recommended Motion: Move to adopt Ordinance 2023-21 adopting the Tax Rate of $0.3074 per $100 valuation, one component being M&O at $0.2377 and the other component being Debt Service at $0.0697 and levying taxes for the City of Huntsville for the FY 2023/2024. This tax rate is effectively a 14.4% increase in the tax rate. (The last sentence in the motion is required under Sec. 26.05 of the Texas Tax Code). **Record/rollcall vote required**

Strategic Initiative: Goal #6, Finance - Provide a sustainable, efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: In the City Manager's Recommended Budget, a tax rate of $0.3074 per $100 valuation was used. The City provided notices concerning a proposed rate of $0.3425 as a maximum rate that could be adopted and a public hearing on the tax rate in compliance with State statutes. A public hearing was held earlier this evening at this City Council meeting. State law requires that 60% of the Council vote in favor of the tax rate for approval.

The attached documents include some additional information on the property tax calculations. In summary, the no-new revenue rate, which would generate the same amount of property tax revenue as last year, is $0.2679. The voter-approval rate, without using any of the carryover allowed under state law, is $.3066, based upon the final certified appraisal numbers from the appraisal district. The budget prepared for consideration used the tax rate of $.3074, calculated from the best estimate of the appraisal district at the time in which the budget was delivered to Council for review, only uses $.0008 of a cent of the four cents available in the unused carry-over from previous budget years.

The percentage calculation required by state law in the motion is calculated in strict accordance with the provisions of the tax code and is figured as the percentage increase between the proposed tax rate in the budget and the calculated no new revenue rate. The actual percentage difference between the $.2926 current rate and the proposed rate is 5%. The approximate voter approval rate used in the budget preparation is consistent with the rate presented in the workshops and previous discussions with Council regarding the budget.

Previous Council Action: None

Financial Implications: There is no financial impact associated with this item. This agenda item has no financial impact but is related to the agenda item adopting the FY 23/24 Budget where $6,835,921 of Current Property Tax Revenue was budgeted for in the General Fund and $2,029,400 of Current Property Tax Revenue was budgeted for in the Debt Service Fund.

Approvals:
Steve Ritter
Aron Kulhavy
Kristy Doll

Associated Information:
1. Ordinance to adopt the Tax Rate for FY 23-24
2. Required State Truth in Taxation statement - follows Ordinance adopting Budget

ORDINANCE NO. 2023-21

AN ORDINANCE ADOPTING THE TAX RATE AND LEVYING TAXES FOR THE CITY OF HUNTSVILLE FOR THE 2023-2024 FISCAL YEAR UPON ALL TAXABLE PROPERTY LOCATED WITHIN AND SUBJECT TO TAXATION IN THE CITY; AND PROVIDING FOR THE EFFECTIVE DATE HEREOF.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, THAT:

SECTION 1: There is levied and assessed and shall be collected for the 2023-2024 fiscal year ending September 30, 2024, an ad valorem tax of NO AND 30.74/100 ($0.3074) DOLLARS for each ONE HUNDRED ($100.00) DOLLARS of assessed value of property located within the city limits of Huntsville, Texas on January 1, 2023, made taxable by law, which when collected, shall be apportioned among funds and departments of the city government of the City of Huntsville for these purposes:

General Fund Operations	$0.2377
Debt Service for Payment of General Obligations Indebtedness	$0.0697
	$0.3074

SECTION 2: All property upon which tax is levied shall be assessed on the basis of 100 percent of its appraised value [Property Tax Code § 26.02].

SECTION 3: This ordinance shall take effect from and after its passage by City Council.

PASSED AND APPROVED on this 19th day of September 2023.

THE CITY OF HUNTSVILLE, TEXAS

____
Andy Brauninger, Mayor

ATTEST:

____
Kristy Doll, City Secretary

APPROVED AS TO FORM:

____
Leonard Schneider, City Attorney

City of Huntsville, Texas

Annual Operating Budget for Fiscal Year 2023-2024

This budget will raise more total revenue from property taxes than last year's budget by $1,004,600 (12.49%), and of that amount $308,600 (3.84%) is property tax revenue to be raised from new property added to the tax roll this year.

Record vote on adopting the FY 23-24 Budget:

Councilmember Name	Position	Vote (Yes/No)
Andy Brauninger	Mayor	
vacant	Ward 1	
Russell Humphrey	Ward 2	
Deloris Massey	Ward 3	
Jon Strong	Ward 4	
Bert Lyle	Position 1 at Large	
Karen Denman	Position 2 at Large	
Vicki McKenzie	Position 3 at Large	
Pat Graham	Position 4 at Large	

Property Tax Rate Information:

	Fiscal Yr 23-24	Fiscal Yr 22-23
Tax Rate adopted	$0.3074	$0.2926
No-New-Revenue Tax Rate	$0.2679	$0.2836
No-New-Revenue M&O Tax Rate	$0.2177	$0.2295
Debt Rate	$0.0697	$0.0541
Voter-Approval Tax Rate	$0.3466	$0.3179

City Debt Obligations secured by property taxes $45,150,000

CITY COUNCIL AGENDA
9/19/2023

Agenda Item Number: 3.a.

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

Initiating Department/Presenter: City Council

Presenter:
Andy Brauninger, Mayor

Recommended Motion: Move to appoint 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 list for appointments to the City of Huntsville Boards and Commissions. Positions on these Boards and Commissions are vacant or expired and need to be filled or reappointed.

Previous Council Action: None

Financial Implications: None

Approvals:
Aron Kulhavy
Kristy Doll

Associated Information:
1. Board Appointments 9-19-23

CITY OF HUNTSVILLE

BOARD AND COMMISSION APPOINTMENTS/REAPPOINTMENTS

BOARD NAME	SEAT #	APPOINT/ REAPPOINT	BOARD MEMBER	TERM EXPIRES
LIBRARY BOARD				
	6	Reappoint	Tom Waddill	8-31-2026
PARKS AND RECREATION ADVISORY BOARD				
	4	Appoint	Kristin Wren	8-31-2026
	5	Reappoint	Paul Park	8-31-2026
	8	Reappoint	Nelson Amaya	8-31-2026
	10	Appoint	Guadalupe Ortiz	8-31-2025
CEMETERY ADVISORY BOARD				
	1	Reappoint	Greg Smith	8-31-2025
	3	Appoint	Courtney Rouse	8-31-2025
	4	Reappoint	Douglas Wright	8-31-2025
	9	Appoint	LeDenna Holcomb	8-31-2023
	11	Appoint	Amanda Berset	8-31-2024