

CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

Jon Strong, Ward 4, 2023 Chairman
Karen Denman, At-Large Position 2
Vicki McKenzie, At-Large Position 3
Pat Graham, At-Large Position 4



CITY COUNCIL FINANCE COMMITTEE AGENDA

TUESDAY, APRIL 2, 2024, 8:30 AM

Huntsville City Hall, 1220 11th 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.

1 CALL TO ORDER

2 DISCUSSION/CONSIDERATION

The Finance Committee will hear presentations, discuss, and may consider recommendations to the City Council on the following items.

- a** Approve minutes of the March 19, 2024 Finance Committee meeting.
Steve Ritter, Finance Director
- b** Discussion of proposed budget amendments.
Steve Ritter, Finance Director
- c** Discussion and possible budget amendment for Airport property purchase
Steve Ritter, Finance Director

3 ADJOURNMENT

CERTIFICATE

I 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: March 28, 2024

Kristy Doll

Kristy Doll, City Secretary

TIME OF POSTING: 9:45 a.m.

TAKEN DOWN:



CITY COUNCIL FINANCE COMMITTEE AGENDA

4/2/2024

Agenda Item Number: 2.a.

Agenda Item: Approve minutes of the March 19, 2024 Finance Committee meeting.

Initiating Department/Presenter: Finance

Presenter:
Steve Ritter, Finance Director

Discussion:

Previous Council Action: Approve minutes of the March 19, 2024 Finance Committee meeting.

Financial Implications:

Associated Information:

1. Minutes of 3.19.24 Finance Committee meeting

Finance Committee Minutes

March 19, 2024

Members Present: Jon Strong, Karen Denman, Pat Graham and Vicki McKenzie

Staff Present: Steve Ritter

The agenda items discussed were:

- Approved the minutes from the March 5, 2024, meeting.
- Steve discussed the budget amendments for the aquatic center slide and a water line CIP project both of these budget amendments will be presented to the full city council on April 2, 2024.



CITY COUNCIL FINANCE COMMITTEE AGENDA

4/2/2024

Agenda Item Number: 2.b.

Agenda Item: Discussion of proposed budget amendments.

Initiating Department/Presenter: Finance

Presenter:
Steve Ritter, Finance Director

Discussion:

Previous Council Action: Discussion of proposed budget amendments.

Financial Implications:

Associated Information:

1. BA - NB Davidson WWTP - FC 4.2.24 final revised

Budget Amendments FY 23-24

Finance Committee - April 2, 2024

Exhibit A

Increase: NB Davidson WWTP - Maintenance	\$ 332,637
Increase: Utility Fund - Transfers from CIP	\$ 108,894
Decrease: Utility Fund - Unallocated Reserves	\$ 223,743
Decrease: WW CIP ARPA monies - Robinson Creek WWTP improvements	\$ 51,923
Decrease: WW CIP ARPA monies - NB Davidson WWTP improvements	\$ 56,971
Increase: WW CIP ARPA monies - transfer to Utility Fund	\$ 108,894

Explanation:	The NB Davidson WWTP had a gear drive failure on one of its final clarifiers. The failed clarifier is an original piece of equipment that is over fifty (50) years old. Many of the components, such as the rake arms, still well, and center pier need to be repaired, along with replacement of the gear drive. Without this second clarifier being online, the plant has struggled to meet permitted water quality standards. The total cost for the project is \$332,637.00 including a one (1) year warranty. Staff is requesting \$223,743 of Utility Fund's Unallocated Reserves be used to fund a portion of the cost. After use of this \$223,743 the Utility Fund's balance of Unallocated Reserves will be approximately \$543,000 above the \$7,300,000 required 25% reserve amount if the City spends the full \$2,232,000 fiscal year 23-24 budgeted use of UAR. The remaining \$108,894 needed for the cost is being requested from 2 (two) completed CIP projects that came in under budget that were funded with ARPA (American Rescue Plan Act) monies.
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CITY COUNCIL FINANCE COMMITTEE AGENDA

4/2/2024

Agenda Item Number: 2.c.

Agenda Item: Discussion and possible budget amendment for Airport property purchase

Initiating Department/Presenter: Finance

Presenter:
Steve Ritter, Finance Director

Discussion:

Previous Council Action: Discussion and possible budget amendment for Airport property purchase

Financial Implications:

Associated Information:

1. BA - Airport land purchase - FC 4.2.24 final updated

Budget Amendments FY 23-24

Finance Committee - April 2, 2024

Exhibit A

Increase: General Fund - Transfers to Airport Special Revenue Fund	\$ 685,000
Decrease: General Fund - Unallocated Reserves	\$ 685,000
Increase: Airport Special Revenue Fund - Transfers from General Fund	\$ 685,000
Increase: Airport Special Revenue Fund - Land/Easement Acquisition	\$ 685,000

Explanation:	City Council authorized the City Manager to execute the necessary documents for the purchase of some property to enable future extension of the City airport runway. The approximate purchase price for the property is \$685,000. Staff is recommending using General Fund Unallocated Reserves as the source of funds to make the purchase. The property is eligible for future reimbursement from TXDoT Aviation. General Fund's Unallocated Reserves balance after this proposed use (if approved) will be approximately \$190,000 under the 25% required reserve balance of \$8,154,000 if the City spends the full \$2,032,000 fiscal year 23-24 budgeted use of UAR.
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