

CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

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



Tore Fossum, Ward 1
Casey Cox, Ward 2
Anissa Antwine, Ward 3
Jon Strong, Ward 4

HUNTSVILLE CITY COUNCIL AGENDA

TUESDAY, JULY 16, 2024

WORKSHOP 5:00 P.M. - Main Conference Room
REGULAR SESSION 6:00 P.M. - Main Conference Room

City of Huntsville Service Center Complex, 448 Highway 75 N, Huntsville, Texas, 77320

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 (5:00 p.m.)

DISCUSSION

- a.** Receive a presentation on the creation of a Municipal Drainage Utility System.
Kathlie Jeng-Bullock, City Engineer

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

PRESENTATIONS

PUBLIC HEARING

- a.** The City Council will hear public comment on adoption of Ordinance 2024-17 to consider approval of the Development Plan for the Planned Development of the approximately 86.56-acre tract of land adjacent to the 150 Block of FM 247 and also just east of American Legion Drive located on Walker County Property ID #13938, 13939, and 13941.
Armon Irones, City Planner

1. CONSENT AGENDA

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

- a.** Consider approving the Minutes from the July 2, 2024, Regular City Council Meeting.
Kristy Doll, City Secretary

- b. Consider adoption of Ordinance 2024-16 to amend the budget for FY 23-24 and/or CIP Project Budgets.
Steve Ritter, Finance Director
- c. Consider approving the 2024 Election Services Contract and Joint Election Agreement with Walker County for the November 5, 2024, General Election for the purpose of electing four At-Large Councilmembers to serve three-year terms and any special election that may be called by the City.
Kristy Doll, City Secretary
- d. Consider adopting Ordinance 2024-15 Ordering a Municipal Election to be held on November 5, 2024, General Election to elect the four At-large Councilmembers to serve three-year terms.
Kristy Doll, City Secretary

2. STATUTORY AGENDA

- a. **First Reading** - To consider adopting Ordinance 2024-17, to approve the Development Plan for the Planned Development of the approximate 86.56-acre tract of land adjacent to the 150 Block of FM 247 and also just east of American Legion Drive located on Walker County Property ID #13938, #13939, and #13941.
Armon Irones, City Planner
- b. **First Reading** - Consider and possible action to Approve Ordinance No. 2024-14 authorizing participation with other Entergy Service Area Cities in matters concerning Entergy Texas, Inc and authorizing the hiring of lawyers and rate experts and the City's participation at the Public Utility Commission of Texas.
Leonard Schneider, City Attorney
- c. Consider approving Resolution No. 2024-16 authorizing the Walker County Appraisal District Office to calculate the Voter-Approval tax rate for the 2024 Tax Year (City fiscal year 2024-2025) in the manner provided for a special taxing unit (8 percent) as the City of Huntsville is located in an area declared a disaster area pursuant to Texas Tax Code Sec. 26.042.
Steve Ritter, Finance Director

3. CITY COUNCIL/MAYOR/CITY MANAGER

- a. Receive a Presentation on the FY 23-24 Budget
Steve Ritter, Finance Director

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

5. ITEMS OF COMMUNITY INTEREST

6. EXECUTIVE SESSION

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

7. RECONVENE

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

ADJOURNMENT

*If during the course of the meeting and discussion of any items covered by this notice, City Council determines that a Closed or Executive session of the Council is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 – consultation with counsel on legal matters; 551.072 – deliberation regarding purchase, exchange, lease or value of real property; 551.073 –

deliberation regarding a prospective gift; 551.074 – personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; 551.076 – implementation of security personnel or devices; 551.087 – deliberation regarding economic development negotiation; Sec. 551.089 - deliberation regarding security devices or security audits; and/or other matters as authorized under the Texas Government Code. If a Closed or Executive session is held in accordance with the Texas Government Code as set out above, the City Council will reconvene in Open Session to take action, if necessary, on the items addressed during Executive Session.

CERTIFICATE

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

DATE OF POSTING: July 12, 2024

Kristy Doll

TIME OF POSTING: 10:50 a.m.

Kristy Doll, City Secretary

TAKEN DOWN:



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: a.

Agenda Item: Receive a presentation on the creation of a Municipal Drainage Utility System.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bullock, City Engineer

Recommended Motion: Not applicable

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage and transportation services.

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: a.

Agenda Item: The City Council will hear public comment on adoption of Ordinance 2024-17 to consider approval of the Development Plan for the Planned Development of the approximately 86.56-acre tract of land adjacent to the 150 Block of FM 247 and also just east of American Legion Drive located on Walker County Property ID #13938, 13939, and 13941.

Initiating Department/Presenter: Development Services

Presenter:

Armon Irones, City Planner

Recommended Motion: No action necessary-First Reading

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

Discussion: SPJR Properties, LLC, the owner of the property located at Parcel ID# 13938, #13939, and #13941 received approval from City Council at the December 5, 2023, City Council Meeting to amend the Development District Map to change the current Development District Classification from Management (M) to Planned Development (PD). In conjunction with the application for the change in the development district classification to (PD), a concept plan for the planned development was also approved by the City Council. The subject property is approximately 86.56 acres in size and the properties to the north and east are undeveloped, the property to the southeast is a manufactured home park, Crown Point Subdivision is adjacent to the west along American Legion Drive, and the properties adjacent to the subject property along Quality Boulevard are storage/commercial developments. All of the surrounding property is classified as Management (M).

SPJR Properties, LLC is proposing a Planned Development for smaller single-family style homes. The development will occur in a total of four phases. The first phase will consist of 89 lots and the next three phases will be larger. They are planning to start phase one by the end of the summer with a completion date of 40 to 50 homes by mid November 2024.

The proposed land use within the development is allowed under the current Management district classification without the need for any special permits; however, because of the smaller size of the proposed lots and reduced building setback lines, a Planned Development is appropriate for the subject property. In review of the concept plan and in discussion with the developer, the smaller lot sizes and reduced setback lines are essential for the proposed development.

The applicant has developed a similar development in the Conroe, Texas area. The developer intends to have deed restrictions for the development to enforce, uphold, and enhance the quality of the neighborhood and the Huntsville community as a hold.

Applicable sections of the Development Code for planned development are Section 2.304 and 12.400. In the simplest terms, a Planned Development is a condensed version of the Development Code specific only to the subject property with review by both the Planning Commission and the Council before development can occur. The sections above are included in the attached Planning Commission Discussion form. There is a three-step plan approval of the Planned Development.

1. Planning Commission and Council approval of an initial generalized “concept plan”,
2. Planning Commission and Council approval of a more detailed “development plan”, and
3. Staff approval of the planned development site plans.

The subject property is at step two in the above process. The Development District Map Amendment for the (PD) and the Concept Plan received approval from the Planning Commission at the October 5, 2023, Planning Commission Meeting and final approval at the December 5, 2023, City Council Meeting.

The Planning Commission held public hearings for steps one and two and made recommendations to the City Council for approval of both. The City Council held a public hearing for step one and will also hold a public hearing for step two and be the final decision maker. Upon completion of steps one and two with approval from the City Council, staff approval is required for the Planned Development site plan, step three.

The Planning Commission held a public hearing and consideration for the Development Plan of the Planned Development on June 20, 2024. Staff received phone calls from two citizens before the public hearing. They had questions and wanted more information about the development plan. They had no issues with the proposed single-family subdivision.

The Planning Commission informed the developer that walking trails will need to be provided and paved with lighting. The Commission also said the playground equipment needs to be commercial grade and the developer informed the Commission and staff that it would. The Planning Commission unanimously recommended approval of the development plan based on the condition that the developer will provide the walking trails and playground equipment amenities.

The Planning Commission Discussion Form, Development Plan, and other supporting documents can be viewed under the Statutory agenda Item 2a of this packet.

Previous Council Action: None

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

Approvals:

Kevin Byal
Leonard Schneider
Sam Masiel
Aron Kulhavy
Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 1.a.

Agenda Item: Consider approving the Minutes from the July 2, 2024, Regular City Council Meeting.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Motion to approve the Minutes from the July 2, 2024, Regular City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. July 2, 2024 City Council Minutes

MINUTES FROM THE HUNTSVILLE CITY COUNCIL REGULAR MEETING HELD ON THE 2nd DAY OF JULY 2024, AT THE CITY OF HUNTSVILLE SERVICE CENTER COMPLEX, LOCATED AT 448 HIGHWAY 75, IN THE CITY OF HUNTSVILLE, COUNTY OF WALKER, TEXAS, AT 6:00 P.M.

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

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

COUNCILMEMBERS ABSENT: Councilmember Ward 1 Fossum.

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

WORKSHOP

Mayor Humphrey called the workshop to order at 5:03 p.m.

Councilmember Tore Fossum arrived at 5:10 p.m.

DISCUSSION

- a. **Presentation on future street improvement projects and potential funding sources.**
Aron Kulhavy, City Manager
- b. **Receive a presentation on the Overview of Municipal Employees Compensation**
Brian Beasley, HR Director

Mayor Humphrey adjourned the meeting without objection at 5:55 p.m.

MAIN SESSION CALL TO ORDER

Mayor Humphrey called the meeting to order at 6:01 p.m.

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

Mayor Humphrey gave the invocation and led the pledges.

PROCLAMATION

- a. **Proclamation No. 2024-17 Parks and Recreation Month.**
Russell Humphrey, Mayor

1. CONSENT AGENDA

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

- a. **Consider approving the Minutes from the June 18, 2024, Regular City Council Meeting.**
Kristy Doll, City Secretary
- b. **Consider ratifying the award of an emergency contract to Experts Underground Solutions, LLC for the repair of the collapsed sewer line on Wickersham Lane.**
Brent Sherrod, Public Works Director

- c. Consider ratifying the award of an emergency contract to Sunbelt Rentals for setup and rental of multiple emergency sewer line bypass pumps.
Brent Sherrod, Public Works Director**

Consent Agenda Item 1.c. was moved from the Consent Agenda to the Statutory Agenda for discussion.

- d. Consider approving the increase of the purchase order for Extreme Comfort Heating and Cooling HVAC services.
Penny Joiner, Director of Parks and Leisure**

Councilmember Vicki McKenzie made a motion to approve the Consent Agenda, Items a, b, d. The motion was seconded by Councilmember Anissa Antwine. The motion passed 9-0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

2. STATUTORY AGENDA

- 1. c. Consider ratifying the award of an emergency contract to Sunbelt Rentals for setup and rental of multiple emergency sewer line bypass pumps.
Brent Sherrod, Public Works Director**

Councilmember Vicki McKenzie made a motion to ratify the emergency contract to Sunbelt Rentals for setup and rental of multiple emergency sewer line bypass pumps. The motion was seconded by Councilmember Pat Graham. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- a. Consider Resolution No. 2024-15, a resolution authorizing the City Manager to execute contracts and agreements with the State of Texas for the implementation of improvements to the Huntsville Municipal Airport, more specifically described as the pavement rehabilitation of runway 18/36 to include design and construction services.
Layne Yeager, Planner/Airport Manager**

Councilmember Vicki McKenzie made a motion to approve Resolution No. 2024-15, a resolution authorizing the City Manager to execute contracts and agreements with the State of Texas for the implementation of improvements to the Huntsville Municipal Airport, more specifically described as the pavement rehabilitation of runway 18/36 to include design and construction services. The motion was seconded by Councilmember Jon Strong. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

3. CITY COUNCIL/MAYOR/CITY MANAGER

- 4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA
None**

- 5. ITEMS OF COMMUNITY INTEREST
Mayor and Council announced Items of Community Interest.**

6. EXECUTIVE SESSION

- a. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.087 for deliberation regarding economic development negotiations - Project Goose.
Tammy Gann, Director of Economic Development**

Agenda Item 6.a. was pulled from the Agenda.

- b. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.071 to receive legal advice on EEOC Claim by Elissa Myers.
Leonard Schneider, City Attorney**
- c. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager Aron Kulhavy.
Aron Kulhavy, City Manager**

City Council convened into Executive Session at 6:20 p.m.

7. RECONVENE

City Council reconvened from Executive Session at 9:33 p.m.

Councilmember Vicki McKenzie made a motion to take no action on mediation on the matter at hand. The motion was seconded by Councilmember Anissa Antwine. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

ADJOURNMENT

Mayor Humphrey adjourned the meeting without objection at 9:34 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Russell Humphrey, Mayor



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 1.b.

Agenda Item: Consider adoption of Ordinance 2024-16 to amend the budget for FY 23-24 and/or CIP Project Budgets.

Initiating Department/Presenter: Finance

Presenter:

Steve Ritter, Finance Director

Recommended Motion: Move to adopt Ordinance 2024-16 to amend the budget for FY 23-24 and/or CIP Project Budgets.

Strategic Initiative: Strategic Priority #3 - Quality of Life: Establish an environment where citizens can thrive and enjoy the City in which they live. Provide services that enhance the quality of life for all, with a focus on the full life cycle (children, students, families, and retirees) by creating amenities that support physical, mental and social well-being. Support access to quality health services, education, housing, transportation, recreation and natural environment. Strategic Priority #4 - Infrastructure: Develop and maintain a comprehensive and well planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage, and transportation services.

Discussion: Detailed explanation for the Budget Amendments is provided in the attachment, Exhibit A, to the Ordinance. The Budget Amendments were discussed with the Finance Committee at their July 2, 2024 meeting.

Previous Council Action: None

Financial Implications: See detailed explanation in Exhibit A.

Approvals:

Steve Ritter

Sam Masiel

Aron Kulhavy

Kristy Doll

Associated Information:

1. Ordinance 2024-16 - 7.16.24 City Council meeting
2. Exhibit A - Ord 2024-16 - 7.16.24 City Council meeting

ORDINANCE NO. 2024-16

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE 2023-2024 ANNUAL BUDGET AND CAPITAL IMPROVEMENTS PROJECTS (CIP) BUDGETS, ORDINANCE NO. 2023-20 TO AMEND ADOPTED EXPENDITURES OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the 2023-2024 Annual Budget and CIP Budgets were adopted by Ordinance 2023-20 on September 19, 2023;

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 2023 – 2024 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 2023 – 2024 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 2023 – 2024 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 16th day of July 2024.

THE CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

Budget Amendments FY 23-24

City Council - July 16, 2024

Exhibit A

Increase: Police Headquarters/facilities Project	\$ 550,600
Increase: Fire Department Headquarters (FS #2) Project	\$ 167,416

Explanation:	The City received a total of \$400,000 in settling the lawsuit with ADG (Architect Design Group) on the Police Headquarters building and the Fire Station Headquarters building (Fire Station #2). The City incurred \$271,138 of attorney costs related to the lawsuit; these costs are included in the costs for the buildings. Interest earned on bond proceeds and City contributed funds related to the projects throughout the life of the projects totals to \$496,828. The Police Headquarters project ended being over budget by \$550,600 (including \$198,395 of Attorney costs) and the Fire Department project ended being over budget by \$167,416 (including \$69,571 of Attorney costs). Staff is requesting use of the \$400,000 in settlement funds and \$496,828 in interest earned to cover the over budget amounts for the 2 projects.
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CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 1.c.

Agenda Item: Consider approving the 2024 Election Services Contract and Joint Election Agreement with Walker County for the November 5, 2024, General Election for the purpose of electing four At-Large Councilmembers to serve three-year terms and any special election that may be called by the City.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Move to approve the 2024 Election Services Contract and Joint Election Agreement with Walker County for the November 5, 2024, General Election for the purpose of electing four At-Large Councilmembers to serve three-year terms and any special election that may be called by the City.

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

Discussion: Huntsville Municipal Code Section 6.01 states Regular City general elections shall be held on the uniform election date in November.

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

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

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

Financial Implications: The item is budgeted in account #101-114-56020 in the amount of \$ 27,500. The participating authorities agree to share election expenses and the cost for the 2024 General Election, which will be determined by the number of entities participating and the number of ballot items from each entity.

Approvals:

Leonard Schneider
Sam Masiel
Aron Kulhavy
Kristy Doll

Associated Information:

1. Joint Election Agreement 2024



2024 JOINT ELECTION AGREEMENT

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

AND

ELECTION SERVICES CONTRACT

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

WHEREAS Texas Election Code Chapter 271, Joint Elections, authorizes two or more political subdivisions to enter into an agreement to hold their elections jointly in the election precincts that can be served by common polling places if the elections are to be held on the same day in all or part of the same territory; and

WHEREAS the County of Walker, Texas ("County"), City of Huntsville, Texas ("CityH"), City of New Waverly, Texas ("CityNW"), City of Riverside, Texas ("CityR"), Huntsville Independent School District ("HISD"), New Waverly Independent School District ("NWISD"), Richards Independent School District (RISD), and Walker County Hospital District ("WCHD") shall hold their respective general elections on Tuesday, November 5, 2024; and

WHEREAS the County Election Officer, Diana L. McRae, hereinafter referred to as "Contracting Officer", along with the Voter Registration/Elections Department (VR/ED) she oversees, and by authority of Section 31.092(a) of the Texas Election Code, enters into this election services contract with each political subdivision holding their respective general election on Tuesday, November 5, 2024 for the conduct and supervision of; and

WHEREAS the County, CityH, CityNW, CityR, HISD, NWISD, RISD, and WCHD (*also referred to as participating authority(ies)/entity(ies), joint participants, political subdivisions*) represent that they have each adopted orders, resolutions or other official documents required by their respective governing bodies reciting the terms of this joint election agreement and the contract for election services; and

WHEREAS the County, CityH, CityNW, CityR, HISD, NWISD, RISD, and WCHD find that this joint election agreement and this election services contract will adequately and conveniently serve all voters in Walker County and will facilitate the orderly conduct of the elections; and

THEREFORE, the County, CityH, CityNW, CityR, HISD, NWISD, RISD, and WCHD agree as follows:

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

1. **Uniform Election Date.** Joint elections to be held on November 5, 2024, unless canceled by certification of unopposed candidates under Section 2.051-2.053 of the Texas Election Code. If a political subdivision cancels its respective election pursuant to Section 2.053, the Contracting Officer shall be entitled to receive an administrative fee of \$75.00 [Section 31.100(d)] and shall prepare and submit an invoice for payment within 60 days after the unofficial notification of cancellation is received. Once the cancellation of the election is formally approved by the respective governing body, the political subdivision shall provide a copy of the certification of cancellation to the VR/ED in order for it to be posted at each poll place used in the election. Note: This Agreement does not include any provisions or costs associated with a subsequent runoff election. Any additional election, held on any day other than said uniform election date of November 5, 2024, will be subject to VR/ED availability and a new contract.
2. **Voting Equipment.** The VR/ED will provide voting machines and equipment, prepare them for use in the election including logic and accuracy testing, and transport them *(or arrange to have them transported)* to and from the early voting location(s) and the Election Day polling places. A testing board (consisting of at least two persons), overseen by the County Election Officer, has been established and will consist of the Election Manager, Election Specialist, and/or the Voter Registrar Specialist.
3. **Election Supplies.** The VR/ED will arrange for all necessary election supplies, including but not limited to ballots, election forms, maps, and supplies for election judges, ballot boxes, voting booths, transfer cans, electronic poll book and accessories, etc. and if necessary, instructions and other information needed to enable the election judges to conduct a proper election.

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

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

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

4. **Election Notices and other Pre-Election Matters.**
 - a. Each authority will post their respective election orders and public election notices; and provide a copy of the orders and notices with the VR/ED and those issued by VR/ED to each participating authority.

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

5. Election Judges, Clerks and Other Election Information.

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

6. Early Voting.

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

- d. Early voting will be conducted at the following locations:

Early Voting Site: **Walker County Storm Shelter/Veteran's Complex**
455 SH 75 North, Huntsville, TX 77320

Dates of Early Voting: October 21, 2024 thru November 1, 2024

Early Voting Times: Monday, October 21st – Friday, October 25th 8:00 am – 5:00 pm
(including weekend Saturday, October 26th, 7:00 am – 7:00 pm
& extended hours) Sunday, October 27th, 10:00 am – 4:00 pm
Monday, October 28th – Friday, November 1st 7:00 am – 7:00 pm

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

7. Election Day.

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

8. Returns of Elections.

- a. The VR/ED is responsible for establishing and operating the central accumulation station (CAS) in accordance with the provisions of the Texas Election Code and this agreement. The CAS is overseen by the County Election Officer/Central Accumulation Manager, appointed by Commissioners' Court, with the assistance of the Election Manager as Tabulation Supervisor, the Election Specialist as the Assistant Tabulation Supervisor, along with numerous appointed Receiving Clerks based on the type of election, complexity of the election, etc.
- b. On election night as precinct returns arrive for processing, the VR/ED will provide timely cumulative reports of election results as soon as the returns are processed, accumulated and the initial reconciliation is completed. The VR/ED will be responsible for releasing cumulative totals, reflecting precinct returns via an election summary report to include early voting and election day to the joint participants and media by distribution of hard copies only, along with posting results to the County's website. Walker County will operate an Election Results Center to release election results restricted to a representative of each joint participant and the media in the Walker County Annex Building located at 1301 Sam Houston Avenue.
- c. On election night, the VR/ED will have a designated area in the South Lobby of the Annex to accommodate one representative from each participating entity and media to receive election results. Specific instructions regarding recommended arrival time, entrance access, etc. will be sent out via email to each participating entity before Election Day as instructions may vary with each election.
- d. The VR/ED will be responsible for entering election night returns electronically as required by the Secretary of State's Office.

- e. The VR/ED will prepare, after Election Day, the unofficial canvass report after all precinct returns have been accumulated, and will make available a copy of the unofficial precinct returns for canvassing to each participating authority as soon as possible after all returns, provisional and mail ballots have been tabulated; the unofficial precinct returns will be available by 12:00 noon on Thursday, November 14, 2024.
- f. All participating authorities will be responsible for canvassing their respective election returns. As stated in Section 271.012 of the Texas Election Code, the presiding officer of the canvassing authority of each participating entity shall issue certificates of election to candidates elected in the joint election to offices of political subdivisions. *Please refer to the publication provided by the Elections Division of the Secretary of State's Office titled "Canvassing Elections and Qualification for Public Office" for an outline summarizing Texas case law and statutes relating to canvassing and reporting official election returns, as well as the laws specifying how candidates take office upon election.*
- g. The VR/ED will be responsible for conducting the post-election manual recount in accordance with Section 127.201 of the Texas Election Code. The VR/ED will post required notice of recount and may require a representative of each participating authority to be present and if necessary, assist with the recount process. Any recount, outside of the required post-election manual recount, will be conducted separately and outside of this JEA and at the expense of the political subdivision(s) effected.
- h. Each participating authority is responsible for entering their respective Precinct by Precinct election results through the Vote Count System, as required by the Secretary of State.

9. Records of the Election.

- a. The Contracting Officer (County Election Officer) shall serve as the general custodian of election records in accordance with Section 271.010 of the Texas Election Code. However, each participating entity will be the custodian and responsible for pre-election and post-election records for their respective elections to include but not limited to election orders, public election notices, applications for a place on the ballot, candidate drawing documents, along with canvassing records and certificates of election, etc.
- b. Election records will be available to each participating authority as well as to the public in accordance with the Public Information Act, Chapter 552 of the Texas Government Code and Chapter 66 of the Texas Election Code.
- c. Records of the election shall be preserved by VR/ED for at least 22 months after Election Day. (Sec.66.058)
- d. If records of the election are involved in any pending election contest, investigation, litigation, or Texas Public Information Act, the VR/ED will maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of any participating authority to bring to the attention of the VR/ED any notice of any pending contest, investigation, litigation, or Texas Public Information Act request which may be filed with a participating authority.
- e. Upon request to maintain records beyond eligibility for preservation according with Section 66.058 of the Texas Election Code, the VR/ED shall supply a written cost estimate for storage to requesting participant.

10. Election Expenses.

- a. The participating authorities mutually agree to pay the actual expenses attributable to their portion of the programming, coding, and ballot layout costs. Programming of voting equipment owned by Walker County is prepared by Election Systems and Software (ES&S).
- b. The cost of any special request from a participant, which is not agreed upon by all authorities, shall be borne by that participant.

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

11. Waiver of Damages.

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

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

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

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

SIGNED AND ENTERED into this joint agreement the 1st day of July, 2024 in duplicate originals.

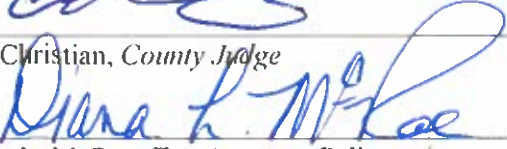
WALKER COUNTY

THE CITY OF HUNTSVILLE



Colt Christian, County Judge

Russell Humphrey, Mayor



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

Kristy Doll, City Secretary

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

Attachment A – Polling Locations

Attachment B – Election Judges

Attachment A (*Joint Election Agreement, November 5, 2024 Election*)

COUNTYWIDE ELECTION DAY POLL LOCATIONS

Registered voters of Walker County can vote at ANY Election Day poll location.

WALKER COUNTY FAIRGROUNDS

3925 SH 30 W, Huntsville, Texas 77340

WALKER COUNTY STORM SHELTER / VETERAN'S COMPLEX

455 SH 75 N, Huntsville, Texas 77320

UNIVERSITY HEIGHTS BAPTIST CHURCH FELLOWSHIP HALL

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

NEW WAVERLY FIRST BAPTIST CHURCH

460 Fisher Street, New Waverly, Texas 77358

HUNTSVILLE ISD TRANSPORTATION BUILDING

96 Martin Luther King, Huntsville, Texas 77320

COOK SPRINGS BAPTIST CHURCH

1936-A SH 75 N, Huntsville, Texas 77320

NORTHSIDE BAPTIST CHURCH

1207 FM 980, Huntsville, Texas 77320

RIVERSIDE GLOBAL METHODIST CHURCH

2341 FM 980, Huntsville, Texas 77320

WALKER COUNTY ANNEX

1301 Sam Houston Ave. Ste. 101, Huntsville, Texas 77340

Attachment B *(Joint Election Agreement, November 5, 2024 Election)*

ELECTION JUDGES

(Submitted/Nominated by Party Chairs; To be appointed by Commissioners' Court August 2024)

Democratic Judges
Fred Guillory
Dorothy Willett
Chris Tyson
Gwen Grigsby
Myra Walker
Joe Ann Anderson
Mark Brown
David Landmann

Republican Judges
Deborah Penney
Julia Woods
Sylvia Rosenberger
Rosemary Heinsohn
Martha Grisham
Tammy Gann
Rhonda Hanks
Stephanie Fors



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 1.d.

Agenda Item: Consider adopting Ordinance 2024-15 Ordering a Municipal Election to be held on November 5, 2024, General Election to elect the four At-large Councilmembers to serve three-year terms.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Move to adopt Ordinance 2024-15 Ordering a Municipal Election to be held on November 5, 2024, General Election to elect the four At-Large Councilmember to serve three-year terms.

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

Discussion: Ordinance 2024-15 states the election shall be held in accordance with, and shall be governed by, the election laws of the State of Texas and authorizes the City to enter into an Election Services Agreement and a Joint Election Agreement with Walker County. Only one reading is required for an Ordinance calling an election. Pursuant to the Huntsville Municipal Charter, the November 5, 2024, Election is to elect 4 At-Large Councilmembers to three-year terms.

Huntsville Municipal Charter Article VI Section 6.01 states that regular city general elections shall be held on the uniform election date in November.

Huntsville Municipal Charter Article IV Section 4.01 All Council members and the Mayor shall be elected for three-year terms. Beginning with the November 2024 election, the Council shall transition to three-year terms as provided in this subsection.

- 1) For the November 2024 election, the candidates elected to the At-Large Positions 1, 2, 3, and 4 shall serve three-year terms.*
- 2) For the November 2025 election, the elected to office of Mayor and Wards 1, 2, 3, and 4 shall serve three-year terms.*
- 3) Thereafter, the candidates elected to the City Council in the November general election will be elected to three-year terms.*

Previous Council Action: No previous action

Financial Implications: This item is budgeted in account number 101-114-56020 in the amount of \$27,500.

The participating authorities in the Walker County Joint Election Agreement agree to share election

expenses and the cost for the 2024 General Election, which will be determined by the number of entities participating and the number of ballot items from each entity.

Approvals:

Leonard Schneider

Sam Masiel

Aron Kulhavy

Kristy Doll

Associated Information:

1. Ordinance 2024-15 Calling an Election November 5, 2024 - English
2. Ordinance 2024-15 Calling an Election November 5, 2024 - Spanish

ORDINANCE NO. 2024 - 15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, ORDERING A MUNICIPAL ELECTION TO BE HELD ON THE 5th DAY OF NOVEMBER 2024, FOR THE PURPOSE OF ELECTING FOUR AT-LARGE COUNCILMEMBERS; DESIGNATING THE PLACES AND MANNER OF HOLDING THE ELECTION; AND PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE.

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

SECTION 1. The regular municipal election of the City of Huntsville, prescribed by Section 6.01 of the City Charter, shall be held between the hours of seven (7:00) o'clock a.m. and seven (7:00) o'clock p.m. on the 5th day of November 2024, in the City, for the purpose of electing four At-Large Councilmembers.

SECTION 2. The registered voters of Walker County can vote at any Election Day poll place. Countywide Election Day Poll Locations are as follows:

COUNTYWIDE ELECTION DAY POLL LOCATIONS

Registered voters of Walker County can vote at ANY Election Day poll location

WALKER COUNTY FAIRGROUNDS
3925 SH 30 W, Huntsville, Texas 77340

WALKER COUNTY STORM SHELTER/ VETERAN'S COMPLEX
455 SH 75 N, Huntsville, Texas 77320

UNIVERSITY HEIGHTS BAPTIST CHURCH FELLOWSHIP HALL
2400 Sycamore Avenue, Huntsville, Texas 77340 - Voter entrance off Palm Street

NEW WAVERLY FIRST BAPTIST CHURCH
460 Fisher Street, New Waverly, Texas 77358

HUNTSVILLE ISD TRANSPORTATION BUILDING
96 Martin Luther King, Huntsville, Texas 77320

COOK SPRINGS BAPTIST CHURCH
1936-A SH 75 N, Huntsville, Texas 77320

NORTHSIDE BAPTIST CHURCH
1207 FM 980, Huntsville, Texas 77320

RIVERSIDE GLOBAL METHODIST CHURCH
2341 FM 980, Huntsville, Texas 77320

WALKER COUNTY ANNEX
1301 Sam Houston Ave. Ste. 101, Huntsville, Texas 77340

SECTION 3. This election shall be held in accordance with, and shall be governed by, the election laws of the State of Texas. In all City elections, the Mayor, City Secretary or City Council shall do and perform each act as in other elections required to be done and performed, respectively, by the County Judge, the County Clerk or the Commissioners' Court. The City Council has determined, pursuant to Chapter 31 of the Texas Election Code, that the City is authorized to enter into an Election Services Agreement with Walker County, Texas, and, pursuant to Chapter 271 of the Texas Election Code, the City is authorized to enter into a Joint Election Agreement with

Walker County and other participating political subdivisions for this election. The City Secretary and Mayor are hereby authorized to perform all duties and take all actions as required by any joint election agreement(s) and/or the contract(s) for election services that may be authorized by City Council.

SECTION 4. Any eligible and qualified person may have his name upon the official ballot as an independent candidate by submitting an application, which, in accordance with Texas Election Code Section 141.031, must be in writing and be signed and sworn to by the candidate and indicate the date that the candidate swears to the application. Such application for the general election may be filed with the City Secretary beginning on July 20, 2024, and must be filed not later than 5:00 p.m. on August 19, 2024.

SECTION 5. A Councilmember for all four of the City's At-Large Positions shall be selected. The four At-Large Councilmembers to be elected shall hold office for a period of three (3) years.

SECTION 6. Each of the four Councilmembers (the four At-Large Councilmembers) shall be citizens of the United States, qualified and registered voters of the State of Texas; residents within the present corporate limits of Huntsville for at least twelve months immediately preceding the election; and current in payment of taxes and assessments due to the City.

SECTION 7. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing of the City Secretary as provided by section 52.094 of the Texas Election Code.

The form of the ballot for the election shall be as follows:

OFFICIAL BALLOT
General Election
City of Huntsville, Texas
November 5, 2024

INSTRUCTION NOTE: Vote for the candidate of your choice in each race by placing an "X" in the square beside the candidate's name.

Councilmember, At-Large Position One (Vote for one)

- ☐ (candidate's name)
- ☐ (candidate's name)

Councilmember, At-Large Position Two (Vote for one)

- ☐ (candidate's name)
- ☐ (candidate's name)

Councilmember, At-Large Position Three (Vote for one)

- ☐ (candidate's name)
- ☐ (candidate's name)

Councilmember, At-Large Position Four (Vote for one)

- ☐ (candidate's name)
- ☐ (candidate's name)

SECTION 8. Diana L. McRae, the Walker County Election Officer/Tax Assessor-Collector, is the Early Voting Clerk (EVC), and Cierra Monjaras, Walker County Elections Manager, is appointed Deputy Early Voting Clerk (DEVK), for the joint early voting approved by the Commissioner's Court, as with respect to early voting in person and voting by mail, and the Walker County Storm Shelter/Veteran's Complex, 455 SH 75 North is hereby designated as the Early Voting Site.

Applications for ballot by mail shall be mailed, faxed, or emailed to:

Diana McRae, Early Voting Clerk

1301 Sam Houston Avenue, Suite 114, Huntsville, Texas 77340

Phone: (936) 436-4959 Fax Number: (936) 436-4961 Email: walkervr@co.walker.tx.us

Applications must be submitted by mail, common or contract carrier, fax or email. Note: If a voter submits the application via fax or email, the Early Voting Clerk must receive the original application via mail and within four days of receipt of the electronic copy.

Applications for Ballots by Mail (ABBM)s and Federal Postcard Applications (FPCAs) must be received no later than the close of business on October 25th, 2024, by 5:00 p.m. (must be received, not postmarked).

EARLY VOTING

Early Voting in the election by personal appearance shall be conducted each weekday and weekend at:

Early Voting Site: Walker County Storm Shelter/Veteran's Complex
455 SH 75 North, Huntsville, TX 77320

Dates of Early Voting: October 21, 2024, through November 1, 2024

Early Voting Times: (including weekend & extended hours)

Monday, October 21st, through Friday, October 25th, 8:00 am - 5:00 pm

Saturday, October 26th, 7:00 am - 7:00 pm

Sunday, October 27th, 10:00 am - 4:00 pm

Monday, October 28th through Friday, November 1st, 7:00 am - 7:00 pm

Early Voting in the election by personal appearance shall be conducted at the times, dates, and polling places as provided for in the Walker County Joint Election Agreement and Election Services Contract between the City of Huntsville, Texas and Walker County, Texas, and further adopts any additions or amendments to such concerning early voting times, dates, and polling location as approved by the Walker County Elections Officer.

During the lawful early voting period, such clerk shall keep such place for early voting open for early voting from 8:00 a.m. - 5:00 p.m., Monday through Friday, October 21, 2024, to October 25, 2024, and from 7:00 a.m. - 7:00 p.m. on Saturday, October 26, 2024, and from 10:00 am – 4:00 p.m. on October 27, 2024 and from 7:00 a.m. - 7:00 p.m. on Monday, October 28, 2024 through Friday, November 1, 2024; except on official state holidays.

SECTION 9. The Mayor and City Secretary are hereby directed to give notice of the election by:

- a) by publishing the notice at least one time, not more than thirty (30) days nor less than ten (10) days before the election, in the newspaper;
- b) by filing with the City Secretary, for posting, a copy of said notice at least twenty-one (21) days before the election; and
- c) by posting on the City Hall bulletin board notice of the election at least twenty-one (21) days before the election.

The Mayor and City Secretary shall file with the City Secretary a copy of the notice as published, together with the name of the newspaper and the dates of publication.

SECTION 10. It is further found and determined that, in accordance with the order of this governing body, the City Secretary posted written notice of the date, place and subject of this meeting on the bulletin board located in the City Hall, a place convenient and readily accessible to the general public, and such notice having been so posted and remaining posted continuously for at least seventy-two (72) hours preceding the scheduled time of such meeting.

SECTION 11. That the Mayor and/or the City Secretary of the City of Huntsville are hereby authorized to execute and/or issue, for and on behalf of the City, such orders, documents and forms as may, from time to time, be promulgated by the Secretary of State of the State of Texas in conjunction with the election herein ordained.

SECTION 12. The Mayor and/or the City Secretary and the attorney for the City are hereby authorized and directed to make any filings required by the Federal Voting Rights Act. The Mayor and/or the City Secretary and the attorney for the City are further authorized and directed to take any action necessary to comply with the provisions of the Texas Elections Code, the Federal Voting Rights Act and the terms and provisions of any Election Services Contract(s) and the Joint Election Agreement(s) in carrying out the provisions of this Ordinance, whether or not expressly authorized herein.

SECTION 13. This ordinance shall take effect from and after its passage.

PASSED AND APPROVED this 16th day of JULY 2024.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

ORDENANZA NO. 2024 - 15

UNA ORDENANZA DEL CONCEJO MUNICIPAL DE LA CIUDAD DE HUNTSVILLE, TEXAS, QUE ORDENA LA CELEBRACIÓN DE ELECCIONES MUNICIPALES EL DÍA 5 DE NOVIEMBRE DE 2024, CON EL PROPÓSITO DE ELEGIR A CUATRO CONCEJALES GENERALES; DESIGNAR LOS LUGARES Y LA FORMA DE CELEBRACIÓN DE LA ELECCIÓN; Y DISPONER EL ENVÍO Y LA PUBLICACIÓN DE AVISOS.

SEA ORDENADO POR EL CONCEJO MUNICIPAL DE LA CIUDAD DE HUNTSVILLE, TEXAS, que:

SECCIÓN 1. La elección municipal regular de la Ciudad de Huntsville, prescrita por la Sección 6.01 de la Carta Constitucional de la Ciudad, se llevará a cabo entre las siete (7:00) a.m. y las siete (7:00) p.m. del 5 de noviembre de 2024, en la Ciudad, con el propósito de elegir a cuatro Concejales Generales.

SECCIÓN 2. Los votantes registrados del condado de Walker pueden votar en cualquier lugar de votación el día de las elecciones. Los lugares de votación del día de las elecciones en todo el condado son los siguientes:

LUGARES DE VOTACIÓN EL DÍA DE LAS ELECCIONES EN TODO EL CONDADO

Los votantes registrados del condado de Walker pueden votar en CUALQUIER lugar de votación el día de las elecciones

RECINTO FERIA DEL CONDADO DE WALKER
3925 SH 30 W, Huntsville, Texas 77340

REFUGIO DE TORMENTAS DEL CONDADO DE WALKER / COMPLEJO DE VETERANOS
455 SH 75 N, Huntsville, Texas 77320

SALÓN DE COMPAÑERISMO DE LA IGLESIA BAUTISTA DE UNIVERSITY HEIGHTS
2400 Sycamore Avenue, Huntsville, Texas 77340 - Entrada de votantes en Palm Street

PRIMERA IGLESIA BAUTISTA DE NEW WAVERLY
460 Fisher Street, New Waverly, Texas 77358

EDIFICIO DE TRANSPORTE DEL DISTRITO ESCOLAR INDEPENDIENTE DE HUNTSVILLE
96 Martin Luther King, Huntsville, Texas 77320

IGLESIA BAUTISTA DE COOK SPRINGS
1936-A SH 75 N, Huntsville, Texas 77320

IGLESIA BAUTISTA NORTHSIDE
1207 FM 980, Huntsville, Texas 77320

IGLESIA METODISTA GLOBAL DE RIVERSIDE
2341 FM 980, Huntsville, Texas 77320

ANEXO DEL CONDADO DE WALKER
1301 Sam Houston Ave. Ste. 101, Huntsville, Texas 77340

SECCIÓN 3. Esta elección se llevará a cabo de acuerdo con las leyes electorales del Estado de Texas y se registrará por ellas. En todas las elecciones de la Ciudad, el Alcalde, el Secretario de la Ciudad o el Concejo Municipal realizarán y realizarán cada acto como en otras elecciones requeridas y realizadas, respectivamente, por el Juez del

Condado, el Secretario del Condado o el Tribunal de Comisionados. El Concejo Municipal ha determinado, de conformidad con el Capítulo 31 del Código Electoral de Texas, que la Ciudad está autorizada a celebrar un Acuerdo de Servicios Electorales con el Condado de Walker, Texas, y, de conformidad con el Capítulo 271 del Código Electoral de Texas, la Ciudad está autorizada a celebrar un Acuerdo de Elección Conjunta con el Condado de Walker y otras subdivisiones políticas participantes para esta elección. El Secretario de la Ciudad y el Alcalde están autorizados a realizar todas las funciones y tomar todas las medidas requeridas por cualquier acuerdo (s) de elección conjunta y / o los contratos de servicios electorales que puedan ser autorizados por el Concejo Municipal.

SECCIÓN 4. Cualquier persona elegible y calificada puede tener su nombre en la boleta oficial como candidato independiente mediante la presentación de una solicitud, la cual, de acuerdo con la Sección 141.031 del Código Electoral de Texas, debe ser por escrito y estar firmada y jurada por el candidato e indicar la fecha en que el candidato jura la solicitud. Dicha solicitud para la elección general se puede presentar ante el Secretario de la Ciudad a partir del 20 de julio de 2024 y debe presentarse nomás tardar de las 5:00 p.m. del 19 de agosto de 2024.

SECCIÓN 5. Se seleccionará un Concejal para los cuatro Puestos Generales de la Ciudad. Los cuatro miembros del Consejo en general que serán elegidos ocuparán el cargo por un período de tres (3) años.

SECCIÓN 6. Cada uno de los cuatro miembros del Concejo (los cuatro Concejales en general) deberán ser ciudadanos de los Estados Unidos, votantes calificados y registrados del Estado de Texas; residentes dentro de los límites corporativos actuales de Huntsville durante al menos doce meses inmediatamente anteriores a la elección; y al corriente en el pago de impuestos y gravámenes adeudados a la Ciudad.

SECCIÓN 7. El orden en que se imprimirán los nombres de los candidatos en la boleta electoral se determinará mediante un sorteo del Secretario de la Ciudad, según lo dispuesto en la sección 52.094 del Código Electoral de Texas.

La forma de la boleta para la elección será la siguiente:

BOLETA OFICIAL
Elecciones Generales
Ciudad de Huntsville, Texas
5 de noviembre de 2024

NOTA DE INSTRUCCIONES: Vote por el candidato de su elección en cada carrera colocando una "X" en el cuadrado al lado del nombre del candidato.

Concejal, Posición en general Uno (Vota por uno)

- ☐ (nombre del candidato)
- ☐ (nombre del candidato)

Concejal, Posición Dos en general (Vota por uno)

- ☐ (nombre del candidato)
- ☐ (nombre del candidato)

Concejal, Posición en general Tres (Vota por uno)

- ☐ (nombre del candidato)
- ☐ (nombre del candidato)

Concejal, Posición Cuatro en General (Vota por uno)

- ☐ (nombre del candidato)
- ☐ (nombre del candidato)

SECCIÓN 8. Diana L. McRae, la Oficial de Elecciones del Condado de Walker/Tasadora-Recaudadora de

Impuestos, es la Secretaria de Votación Temprana (EVC), y Cierra Monjaras, Gerente de Elecciones del Condado de Walker, es nombrada Secretaria Adjunta de Votación Temprana (DEV), para la votación anticipada conjunta aprobada por el Tribunal de Comisionados, con respecto a la votación anticipada en persona y la votación por correo, y el Refugio de Tormentas del Condado de Walker/Complejo de Veteranos, 455 SH 75 North se designa por la presente como el Sitio de Votación Anticipada.

Las solicitudes de boleta por correo se enviarán por correo, fax o correo electrónico a:

Diana McRae, Secretaria de Votación Anticipada

1301 Sam Houston Avenue, Suite 114, Huntsville, Texas 77340

Teléfono: (936) 436-4959 Número de fax: (936) 436-4961 Correo electrónico: walkervr@co.walker.tx.us

Las solicitudes deben presentarse por correo, transportista común o contratado, fax o correo electrónico. Nota: Si un votante presenta la solicitud por fax o correo electrónico, el Secretario de Votación Anticipada debe recibir la solicitud original por correo y dentro de los cuatro días posteriores a la recepción de la copia electrónica.

Las solicitudes de Boletas por Correo (ABBM) y las Solicitudes de Tarjetas Postales Federales (FPCA) deben recibirse a más tardar al cierre de operaciones el 25 de octubre de 2024, a las 5:00 p.m. (deben recibirse, no tener matasellos).

VOTACIÓN ANTICIPADA

La votación anticipada en la elección por comparecencia personal se llevará a cabo todos los días de la semana y fines de semana en:

Sitio de Votación Anticipada: Refugio de Tormentas/Complejo de Veteranos del Condado de Walker
455 SH 75 Norte, Huntsville, TX 77320

Fechas de votación anticipada: del 21 de octubre de 2024 al 1 de noviembre de 2024

Horario de Votación Anticipada: (incluyendo fin de semana y horario extendido)

Del lunes 21 de octubre al viernes 25 de octubre, de 8:00 a.m. a 5:00 p.m.

Sábado, 26 de octubre, 7:00 am - 7:00 pm

Domingo, 27 de octubre, 10:00 am - 4:00 pm

Del lunes 28 de octubre al viernes 1 de noviembre, de 7:00 a.m. a 7:00 p.m.

La votación anticipada en la elección por comparecencia personal se llevará a cabo en los horarios, fechas y lugares de votación según lo dispuesto en el Acuerdo de Elección Conjunta del Condado de Walker y el Contrato de Servicios Electorales entre la Ciudad de Huntsville, Texas y el Condado de Walker, Texas, y además adopta cualquier adición o enmienda a dichos con respecto a los horarios, fechas, y y el lugar de votación aprobado por el Oficial de Elecciones del Condado de Walker.

Durante el período legal de votación anticipada, dicho secretario mantendrá abierto dicho lugar para la votación anticipada de 8:00 a.m. a 5:00 p.m., de lunes a viernes 21 de octubre de 2024 al 25 de octubre de 2024, y de 7:00 a.m. a 7:00 p.m. el sábado 26 de octubre de 2024, y de 10:00 a.m. a 4:00 p.m. el 27 de octubre de 2024 y de 7:00 a.m. a 7:00 p.m. el lunes, del 28 de octubre de 2024 al viernes 1 de noviembre de 2024; excepto los días festivos oficiales del Estado.

SECCIÓN 9. Por la presente, se ordena al Alcalde y al Secretario de la Ciudad que notifiquen la elección de la siguiente manera:

- a) publicando el aviso al menos una vez, no más de treinta (30) días ni menos de diez (10) días antes de la elección, en el periódico;
- b) mediante la presentación ante el Secretario de la Ciudad, para su publicación, de una copia de dicho aviso al menos veintiún (21) días antes de la elección; y
- c) publicando en el tablón de anuncios del Ayuntamiento un aviso de la elección al menos veintiún (21) días antes de la elección.

El Alcalde y el Secretario de la Ciudad presentarán ante el Secretario de la Ciudad una copia del aviso tal como se publicó, junto con el nombre del periódico y las fechas de publicación.

SECCIÓN 10. Además, se encuentra y determina que, de acuerdo con la orden de este órgano de gobierno, el Secretario de la Ciudad publicó un aviso por escrito de la fecha, el lugar y el tema de esta reunión en el tablón de anuncios ubicado en el Ayuntamiento, en un lugar conveniente y de fácil acceso para el público en general, y dicho aviso se ha publicado y permanece publicado continuamente durante al menos setenta y dos (72) horas antes de la hora programada de dicha reunión.

SECCIÓN 11. Que el Alcalde y/o el Secretario de la Ciudad de Huntsville están autorizados a ejecutar y/o emitir, para y en nombre de la Ciudad, las órdenes, documentos y formularios que, de vez en cuando, puedan ser promulgados por el Secretario de Estado del Estado de Texas en conjunto con la elección aquí ordenada.

SECCIÓN 12. El Alcalde y/o el Secretario de la Ciudad y el abogado de la Ciudad están autorizados y dirigidos a realizar cualquier presentación requerida por la Ley Federal de Derechos Electorales. El Alcalde y/o el Secretario de la Ciudad y el abogado de la Ciudad están autorizados y ordenados a tomar cualquier acción necesaria para cumplir con las disposiciones del Código Electoral de Texas, la Ley Federal de Derechos Electorales y los términos y disposiciones de cualquier Contrato de Servicios Electorales y los Acuerdos de Elección Conjunta para llevar a cabo las disposiciones de esta Ordenanza, ya sea que esté o no expresamente autorizado en este documento.

SECCIÓN 13. La presente ordenanza entrará en vigor a partir de su aprobación.

APROBADO Y APROBADO el día 16 de julio de 2024.

LA CIUDAD DE HUNTSVILLE

Russell Humphrey, Alcalde

ATESTIGUAR:

APROBADO EN CUANTO A LA FORMA:

Kristy Doll, Secretaria de la Ciudad

Leonard Schneider, Abogado de la Ciudad



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 2.a.

Agenda Item: First Reading - To consider adopting Ordinance 2024-17, to approve the Development Plan for the Planned Development of the approximate 86.56-acre tract of land adjacent to the 150 Block of FM 247 and also just east of American Legion Drive located on Walker County Property ID #13938, #13939, and #13941.

Initiating Department/Presenter: Development Services

Presenter:

Armon Irones, City Planner

Recommended Motion: No action necessary-First Reading

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

Discussion: SPJR Properties, LLC, the owner of the property located at Parcel ID# 13938, #13939, and #13941 received approval from City Council at the December 5, 2023, City Council Meeting to amend the Development District Map to change the current Development District Classification from Management (M) to Planned Development (PD). In conjunction with the application for the change in the development district classification to (PD), a concept plan for the planned development was also approved by the City Council. The subject property is approximately 86.56 acres in size and the properties to the north and east are undeveloped, the property to the southeast is a manufactured home park, Crown Point Subdivision is adjacent to the west along American Legion Drive, and the properties adjacent to the subject property along Quality Boulevard are storage/commercial developments. All of the surrounding property is classified as Management (M).

SPJR Properties, LLC is proposing a Planned Development for smaller single-family style homes. The development will occur in a total of four phases. The first phase will consist of 89 lots and the next three phases will be larger. They are planning to start phase one by the end of the summer with a completion date of 40 to 50 homes by mid November 2024.

The proposed land use within the development is allowed under the current Management district classification without the need for any special permits; however, because of the smaller size of the proposed lots and reduced building setback lines, a Planned Development is appropriate for the subject property. In review of the concept plan and in discussion with the developer, the smaller lot sizes and reduced setback lines are essential for the proposed development.

The applicant has developed a similar development in the Conroe, Texas area. The developer intends to have deed restrictions for the development to enforce, uphold, and enhance the quality of the neighborhood and the Huntsville community as a hold.

Applicable sections of the Development Code for planned development are Section 2.304 and 12.400. In the simplest terms, a Planned Development is a condensed version of the Development Code specific only to the subject property with review by both the Planning Commission and the Council before development can occur. The sections above are included in the attached Planning Commission Discussion form. In short, there is a three-step plan approval of the planned development.

1. Planning Commission and Council approval of an initial generalized “concept plan”,
2. Planning Commission and Council approval of a more detailed “development plan”, and
3. Staff approval of the planned development site plans.

The subject property is at step two in the above process. The Development District Map Amendment for the (PD) and the Concept Plan received approval from the Planning Commission at the October 5, 2023, Planning Commission Meeting and final approval at the December 5, 2023, City Council Meeting.

The Planning Commission held public hearings for steps one and two and made recommendations to the City Council for approval of both. The City Council held a public hearing for step one and will also hold a public hearing for step two and be the final decision maker. Upon completion of steps one and two with approval from the City Council, staff approval is required for the Planned Development site plan, step three.

The Planning Commission held a public hearing and consideration for the Development Plan of the Planned Development on June 20, 2024. Staff received phone calls from two citizens before the public hearing. They had questions and wanted more information about the development plan. They had no issues with the proposed single-family subdivision.

The Planning Commission informed the developer that walking trails will need to be provided and paved with lighting. The Commission also said the playground equipment needs to be commercial grade and the developer informed the Commission and staff that it would. The Planning Commission unanimously recommended approval of the development plan based on the condition that the developer will provide the walking trails and playground equipment amenities.

The Planning Commission Discussion Form, Development Plan, and other supporting documents are attached to provide additional details regarding this planned development case.

Previous Council Action: None

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

Approvals:

Kevin Byal
Leonard Schneider
Sam Masiel
Aron Kulhavy
Kristy Doll

Associated Information:

1. Development Plan ORDINANCE 2024-17 Rev
2. Discussion form_Development Plan
3. Development Plan_Evergreen Hills
4. Vicinity Map-Proposed PD

-
5. PC Minutes 6-20-24-Approved
 6. Article 12.400-PD
 7. Official Development District Map

ORDINANCE NO. 2024-17

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, TO APPROVED THE DEVELOPMENT PLAN FOR THE PLANNED DEVELOPMENT (HUNTSVILLE PLANNED DEVELOPMENT-2) FOR PROPERTY ADJACENT TO THE 150 BLOCK OF FM 247 AND ALSO JUST EAST OF AMERICAN LEGION DRIVE ON 86.56 ACRE TRACT LOCATED ON WALKER COUNTY PROPERTY ID #13938, 13939, AND #13941.

WHEREAS the City Council of the City of Huntsville, Texas, passed and approved Ordinance 2023-26, which was the adoption of an amended Development District Map which included the Planned Development Concept Plan as Exhibit A on December 5, 2023; and

WHEREAS the Development Code of the City of Huntsville provides for the approval of a Development Plan for a Planned Development; and

WHEREAS after public notice, the Planning Commission held a public hearing on June 20, 2024 to consider comments of the public for approval of the Development Plan for the Planned Development to build a single-family subdivision on 86.56 acres with approximately 486 lots, 3.7 acres will be dedicated to green space areas and 17.43 acres will be dedicated to detention ponds, the development will have a density of 5.61 lots per acre with the typical lot width being 35' and lot depth 90'; and

WHEREAS the Planning Commission has studied and evaluated the request and the report prepared by City Staff; and

WHEREAS the Planning Commission has considered the comments of the public presented at the public hearing and has prepared a report for this Council of its conclusions and recommendations;

WHEREAS after public notice, City Council held a public hearing on July 16, 2024, considered comments from the public regarding the approval of the Development Plan for the Planned Development; and

WHEREAS the City Council has studied and evaluated the request, the report prepared by City Staff and the recommendations by the Planning Commission; and

WHEREAS the City has updated the map to reflect the amended area to be known as Huntsville Planned Development 2;

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

SECTION 1: All of the above premises are hereby found to be true and correct and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2: The Development Plan for the Planned Development, as depicted in Exhibit A, attached hereto is approved.

SECTION 3: The City Secretary is hereby directed to cause the caption of this Ordinance to be published as required by Texas law and the City Charter.

PASSED AND APPROVED THIS _____ DAY OF _____ 2024.

THE CITY OF HUNTSVILLE

Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney



PLANNING COMMISSION AGENDA ITEM DISCUSSION FORM

Prepared by: Armon Irones, City Planner

Layne Yeager, Planner

MEETING DATE: June 20, 2024

SUBJECT: Evergreen Hills at Town Branch Development Plan

TYPE OF REVIEW: PD Development Plan

APPLICANT: SPJR Properties, LLC/Josh Rothstein and Stefan Pardoe

LOCATION: Walker County Parcel ID #13938, #13939, and #13941

FACTS, CODE REQUIREMENTS AND CONDITIONS

Staff has received a development plan application for the Planned Development of 86.56-acre tract of land located adjacent to Quality Boulevard and east of American Legion Drive on Walker County Property ID #13938, #13939, and #13941. The Planning Commission recommended approval of the change from Management (M) to a Planned Development (PD) at the October 5, 2023, meeting. The final approval for the change and concept plan was granted at the December 5, 2023, City Council Meeting.

The development is proposed to consist of 476 lots for smaller size lots. The First Phase will consist of 155 lots. The standard lot layout the developer will be 35' wide and 90' in length with a front 20' BL and 5' side and rear BL. There are 6 ponds being proposed that will total 19.12 acres and proposed park/green space totaling 1.07 acre. The sidewalks will be 5 feet wide. The Planning Commission has expressed to the developer the walking trails need to be paved and they also wanted to know more about the amenities being provided.

Below is the three-step plan approval of the Planned Development:

1. Approval of an initial generalized "concept plan".
- 2. Approval of a more detailed "development plan".**
3. Staff approval of the Planned Development site plans.

The Planning Commission held a public hearing for step one and made a recommendation to the City Council for approval. The City Council also held a public hearing for step one and will have another one for step two. Upon completion of steps one and two with approval from the City Council, staff approval is required for the site plans, which is the final step. The subject property is at step two in the planned development approval process. Section 12.403 of the Development Code outlines the approval for the PD development plan.

12.403 Optional Step Two: Development Plan Approval

12.403. A-Options

Substitution for Concept Plan

The developer may submit a development plan in lieu of a concept plan.

12.403.B

Timing; Lapse of Approval

If the landowner fails to file an application for development plan approval within 2 years of the date of the PD district amendment and concept plan approval, the plan approval will be deemed to have lapsed and no development plan may be accepted for processing. In the event of a lapse of approval, the City Council may institute proceedings to determine whether the land should be classified in another development district. In such case, the Planning Commission must deliver its recommendation, with a copy to the owner of the affected land, to the City Council, who must conduct a public hearing on the matter and determine what action is to be taken with respect to the PD district and whether to revoke or reinstate the developer's authorization to submit a development plan.

12.403.C

Authority to File

PD development plan applications may be filed only by the subject landowner or the subject landowner's authorized agent.

12.403.D

Application Filing

Complete applications for development plan approval must be filed with the City Planner.

12.403.E

Review and Recommendation—City Planner

Following receipt of a complete application for development plan approval, the City Planner must prepare a report and recommendation that evaluates the PD development plan in light of the approved concept plan and the approval criteria of §12.403.

12.403.F

Notice of Hearing

Planning Commission

Notice of the Planning Commission's required public hearing on a PD development plan must be mailed and posted at least 11 days before the public hearing.

City Council

Notice of the City Council's required public hearing on a PD development plan must be published at least 16 days before the City Council public hearing.

12.403.G

Hearing and Recommendation—Planning Commission

The Planning Commission must hold a public hearing on the proposed PD development plan. Following the closing of the hearing, the Planning Commission must act by simple majority vote to recommend that the proposed development plan be approved, approved with conditions, or denied and transmit its recommendations to the City Council.

12.403.H

Hearing and Final Action—City Council

Following receipt of the Planning Commission's recommendation, the City Council must hold a public hearing on the proposed PD development plan. Following the close of their public hearing, the City Council must act to approve the proposed development plan, approve the development plan with conditions or deny the development plan. The City Council may also remand the development plan to the Planning Commission for further consideration.

As of the date of this report, city staff have received a phone call regarding the development. The caller wanted more information about the project and the type of development that was being constructed.

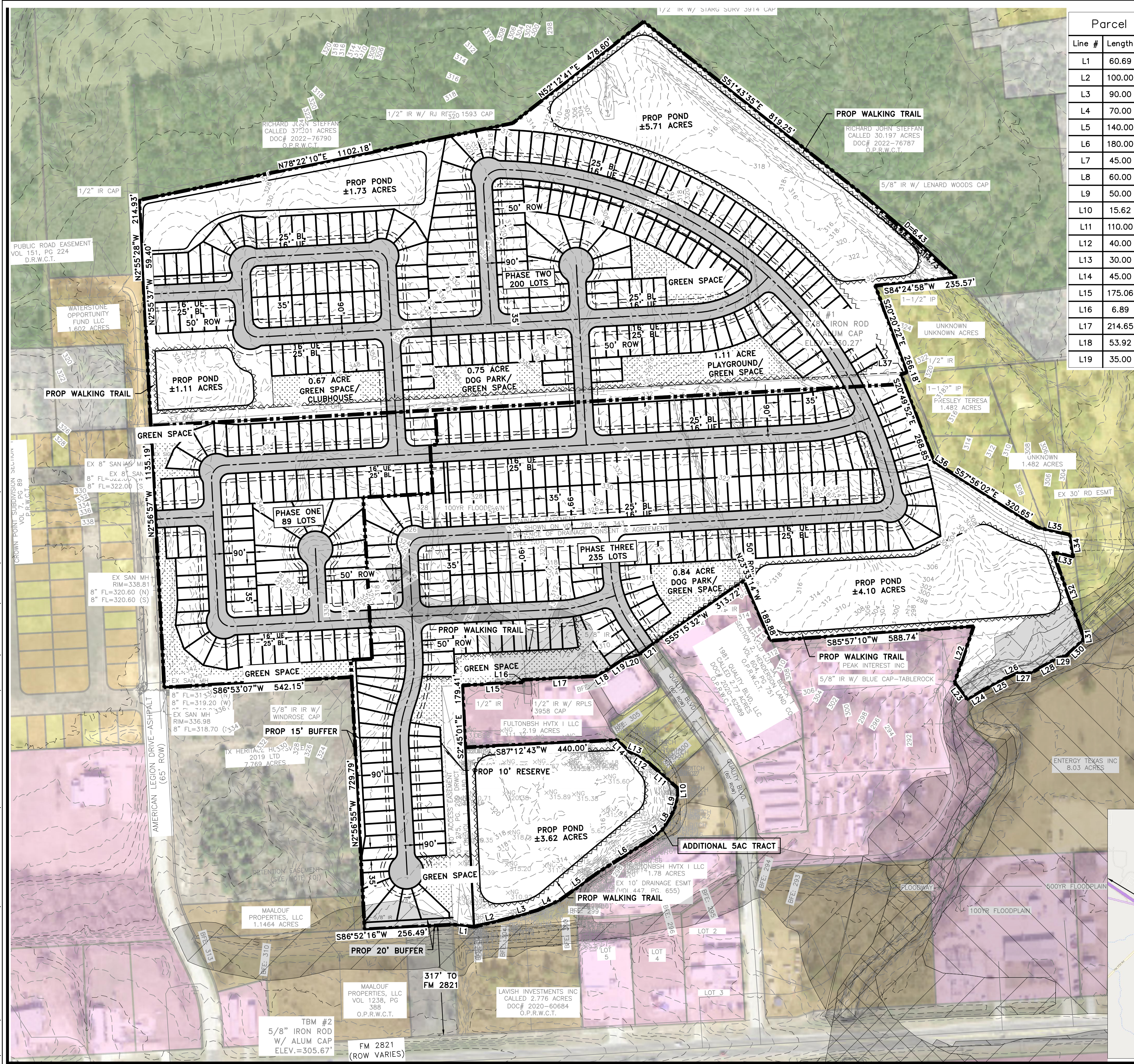
STAFF RECOMMENDATION:

*As the submitted plan meets the requirements of the Development Code, staff recommend **approval** of the Development Plan with the condition that the walking trail will be paved.*

ATTACHMENTS:

Development Plan with elevation samples and floorplan layout
Vicinity map

L:\SHARED\L2 ENGINEERING PROJECTS\ENGINEERING PROJECTS\10830 - EVERGREEN HILLS AT TOWN BRANCH - 10830 - OP2 - SAC.DWG Jun. 27, 2024-4:27 PM HUNTER MAROITZ



Parcel Line Table		
Line #	Length	Direction
L1	60.69	N83° 45' 24.36"W
L2	100.00	N78° 02' 42.60"E
L3	90.00	N74° 12' 42.60"E
L4	70.00	N65° 42' 42.60"E
L5	140.00	N54° 12' 42.60"E
L6	180.00	N57° 52' 42.60"E
L7	45.00	N49° 02' 42.60"E
L8	60.00	N30° 12' 42.60"E
L9	50.00	N13° 22' 42.60"E
L10	15.62	N2° 47' 17.40"W
L11	110.00	N48° 47' 17.40"W
L12	40.00	N55° 47' 17.40"W
L13	30.00	N66° 02' 17.40"W
L14	45.00	N44° 07' 17.40"W
L15	175.06	S87° 02' 59.50"W
L16	6.89	S3° 07' 41.41"E
L17	214.65	S87° 08' 41.41"W
L18	53.92	S59° 41' 38.66"W
L19	35.00	S54° 53' 46.96"W

Parcel Line Table		
Line #	Length	Direction
L20	47.63	S73° 21' 23.31"W
L21	60.12	S52° 11' 58.46"W
L22	171.77	N18° 46' 24.78"E
L23	62.37	N36° 44' 31.98"W
L24	56.19	S58° 28' 11.96"W
L25	89.23	S61° 56' 11.96"W
L26	15.54	S64° 44' 11.96"W
L27	41.91	N89° 02' 48.04"W
L28	97.93	S60° 51' 11.96"W
L29	15.24	S87° 28' 11.96"W
L30	69.82	S47° 07' 11.96"W
L31	15.76	S6° 58' 48.04"E
L32	253.19	S19° 51' 59.04"E
L33	60.83	N75° 53' 46.11"W
L34	65.75	S8° 27' 10.30"E
L35	94.84	S77° 20' 00.69"E
L36	35.02	S55° 08' 28.86"E
L37	20.03	S67° 08' 28.92"W

- LAND USE LEGEND**
- SINGLE FAMILY RESIDENTIAL
 - MULTI-FAMILY RESIDENTIAL
 - RESIDENTIAL INVENTORY
 - COMMERCIAL
 - VACANT LOTS AND TRACTS
 - VACANT RECREATIONAL LOTS
 - AGRICULTURE
 - RESIDENTIAL FARM & RANCH
 - INDUSTRIAL
 - UTILITY
 - PERMITS PROPOSED MOBILE HOMES (DIFF. LAND/HOME OWNERS)
 - EXEMPT
 - NO STATE CODE

- FLOODPLAIN LEGEND**
- 500 YR FLOODPLAIN
 - 100 YR FLOODPLAIN
 - FLOODWAY
- EX PROJECT BOUNDARY
PROP PHASE BOUNDARIES
PROP WALKING TRAILS

RESIDENTIAL SUMMARY
TOTAL ACRES - 91.89
TOTAL # OF LOTS = 523
LOTS/AC = 5.35
GREEN SPACE ACRES - 7.20

NOMINAL LOT WIDTH = 35'
NOMINAL LOT DEPTH = 90'

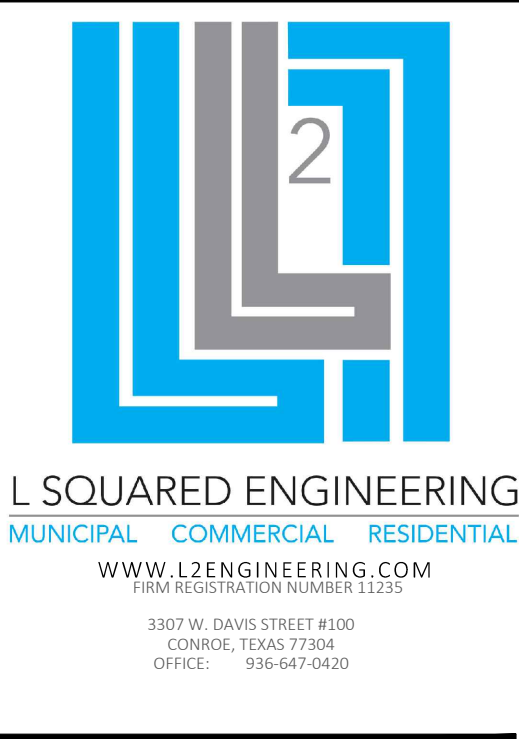
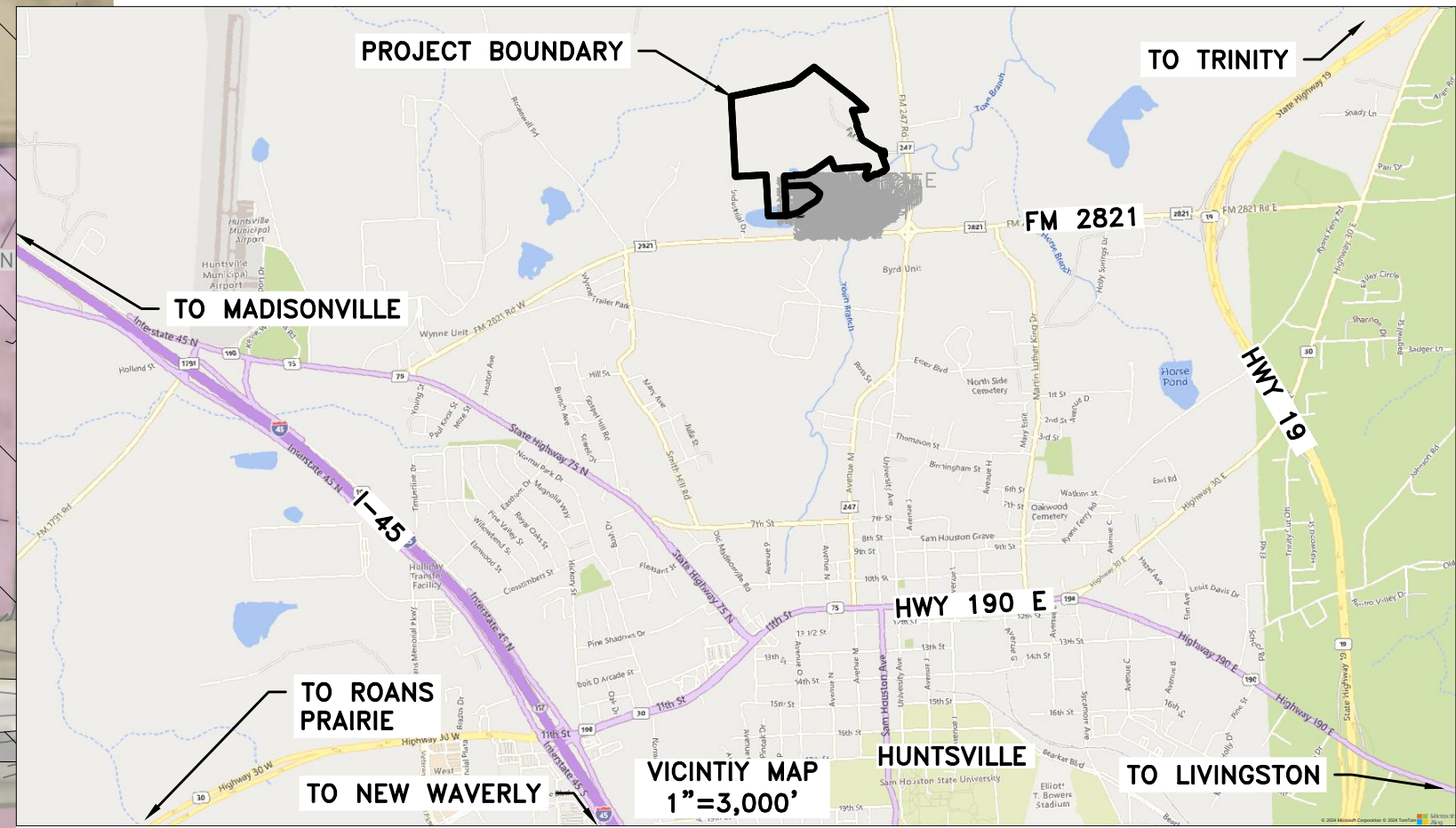
SURVEYOR:
TABLE ROCK
FIRM NO. 10194261
JEFF STEING
2204 TIMBERLOCH PLACE,
SUITE 180
THE WOODLANDS, TX
77380
832-415-3869

ENGINEER:
L SQUARED ENGINEERING
FIRM NO. 11235
JONATHAN PAYNE
3307 W. DAVIS ST.,
SUITE 100
CONROE, TEXAS 77304
936-647-0420
JPAYNE@LSQUAREDENGINEERING.COM

DEVELOPER:
SPJR PROPERTIES, LLC
STEFAN PARDOE
16864 W. DUNREAY
MONTGOMERY, TEXAS
77316
936-931-8270
INFO@SJPCAPLLC.COM

AMENITY NOTES:

- PROPOSED WALKING TRAIL WILL BE PAVED AND INCLUDE LIGHTING.
- PLAYGROUND EQUIPMENT WILL BE COMMERCIAL GRADE.



EVERGREEN HILLS AT TOWN BRANCH

DEVELOPMENT PLAN

DRAWING INFORMATION			
PROJECT	10830	TDLR	**
DRAWN	RHM	CHECKED	JTW
SCALE	SHEET		
1" = 150' (24x36)	01		
1" = 300' (11x17)			
THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF: JONATHAN PAYNE, PE #139294 FOR REVIEW PURPOSES ONLY NOT FOR CONSTRUCTION			

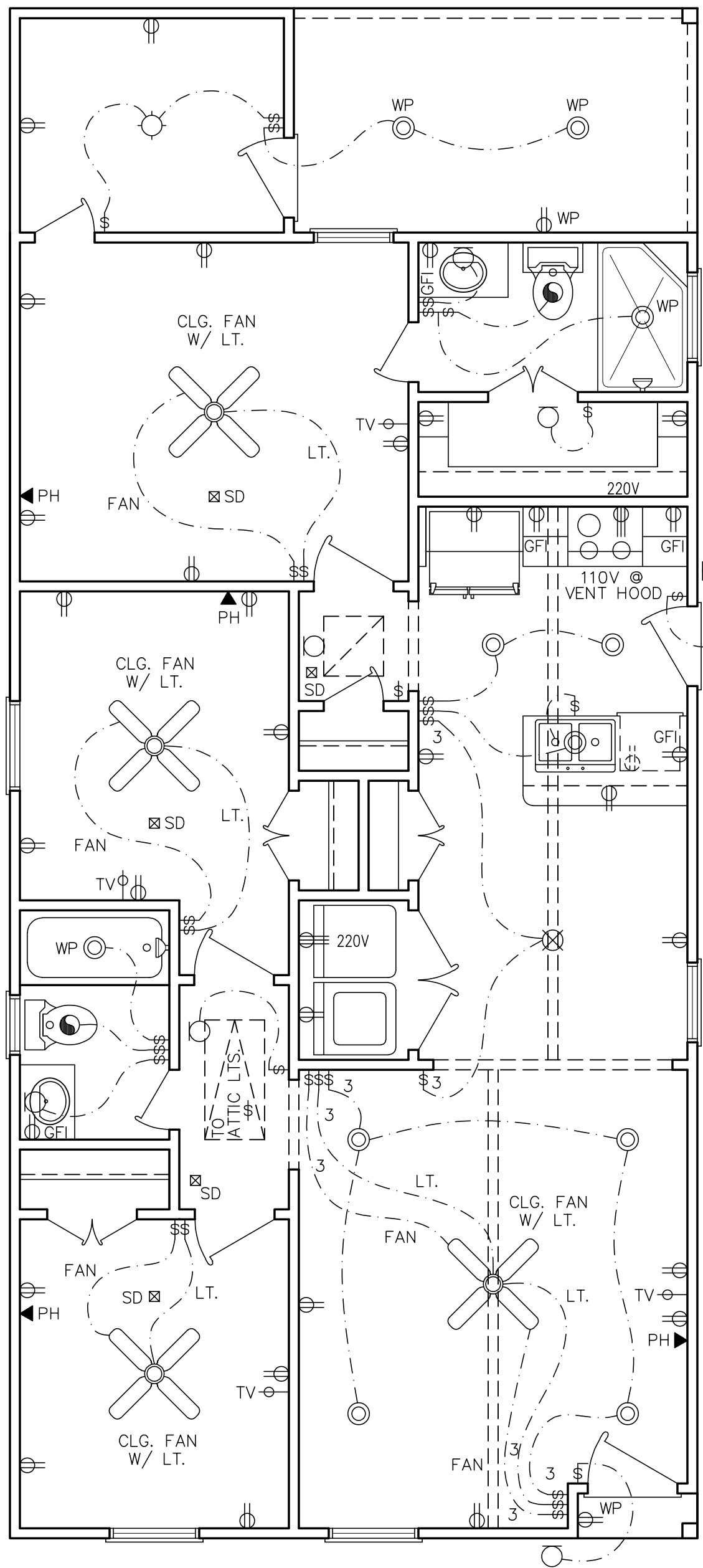
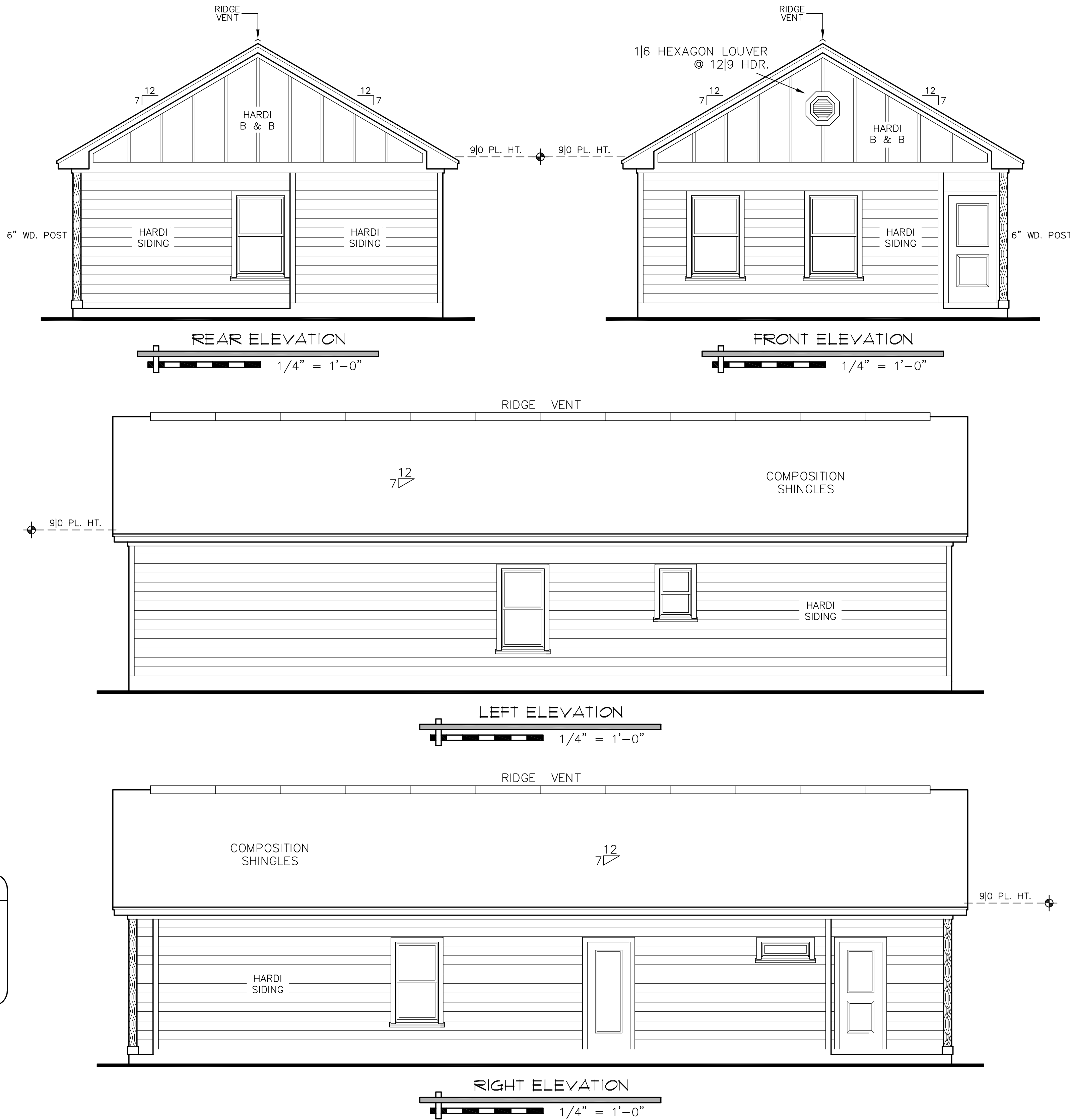
R802.5.1 PURLINS. PURLINS ARE PERMITTED TO BE INSTALLED TO REDUCE THE SPAN OF THE RAFTERS. PURLINS SHALL BE SIZED NO LESS THAN THE REQUIRED SIZE OF THE RAFTERS THAT THEY SUPPORT. PURLINS SHALL BE CONTINUOUS AND SHALL BE SUPPORTED BY 2-INCH BY 4-INCH BRACES INSTALLED TO BEARING WALLS AT A SLOPE NOT LESS THAN 45 DEGREES FROM THE HORIZONTAL. THE BRACES SHALL BE SPACED NOT MORE THAN 4 FEET ON CENTER AND THE UNBRACED LENGTH OF BRACES SHALL NOT EXCEED 8 FEET.

ELECTRICAL LEGEND

⌚ 110 VOLT RECEPTACLE	⊙ RECESSED CAN LIGHT	✕ CEILING FAN
⌚ WP WATERPROOF RECEPTACLE	⊙ WATERPROOF RECESSED CAN LIGHT	✕ CEILING FAN W/ LIGHT
⌚ CLG. 110 VOLT IN CLG.	⊙ RECESSED EYEBALL SPOT LIGHT	✕ CEILING LIGHT W/ FUTURE FAN
⌚ GFI 110 VOLT W/ GRND FAULT INT.	○ WALL MOUNTED LIGHT FIXTURE	
⊙ FLR. 110 VOLT IN FLOOR	○ CEILING MOUNTED LIGHT FIXTURE	
⌚ 220 VOLT RECEPTACLE	⊙ EXHAUST FAN	
⌚ TELEVISION ANTENNA	⊙ EXHAUST FAN W/ HEAT LAMP	
⌚ TELEPHONE OUTLET	⌚ SINGLE POLE SWITCH	
⊗ HANGING LIGHT	⌚ 3 THREE WAY SWITCH	
⌚ UNDER COUNTER LIGHT	⌚ 4 FOUR WAY SWITCH	
⊙ THERMOSTAT	⌚ DIM DIMMER SWITCH	⌚ 2' X 4' FLUORESCENT LIGHT
⌚ CHIMES	⌚ PB PUSH BUTTON	⌚ 1' X 4' FLUORESCENT LIGHT
⌚ FLOOD LIGHTS	⌚ SD SMOKE DETECTOR	

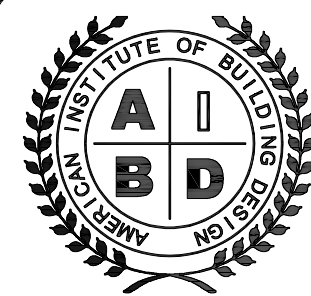
ELECTRICAL NOTES

1. ALL PHONE & T.V. LOCATIONS DETERMINED BY OWNER.
2. SEE FOUNDATION PLAN FOR EXACT KITCHEN ISLAND PLUG LOCATIONS-OWNER TO VERIFY.
3. ALL PHONE JACKS TO INCLUDE CAT 6.
4. ALL SMOKE DETECTORS HARD WIRED, INTERCONNECTED & HAVE A BATTERY BACK-UP.
5. PROVIDE 220V IN ATTIC FOR WATER HEATER.
6. PROVIDE 220V IN ATTIC FOR FURNACE.

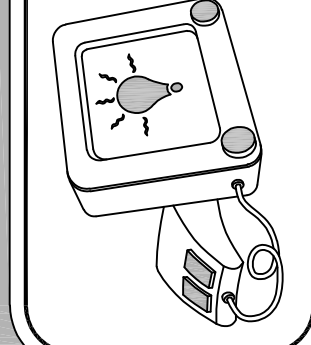


RAFTER NOTES

1. ALL RAFTERS TO BE # 2 S.Y.P. 2 X 6'S AT 16" O.C. UNLESS OTHERWISE NOTED.
2. RIDGE, HIP & VALLEY MEMBERS TO BE ONE SIZE LARGER THAN RAFTERS.
3. FRAME AND BRACE TO MEET LOCAL CODES.
4. 12" OVERHANG FROM FOUNDATION EDGE AT 6:12 PITCH EAVES.
5. PROVIDE PURLINS EVERY 10 FEET OR AS NEEDED.
6. ROOF SHEATHING TO BE TECH SHIELD RADIANT BARRIER OR SIMILAR PRODUCT.



PLAN
CREATIONS
Custom Home Design
936-697-1100
design@plancreations.com



A CUSTOM SPEC FOR
ROTHSTEIN & PARDOE

DATE/REVISIONS
03/08/22 FINAL

TABULATIONS
LIVING 1,144

SUBDIVISION

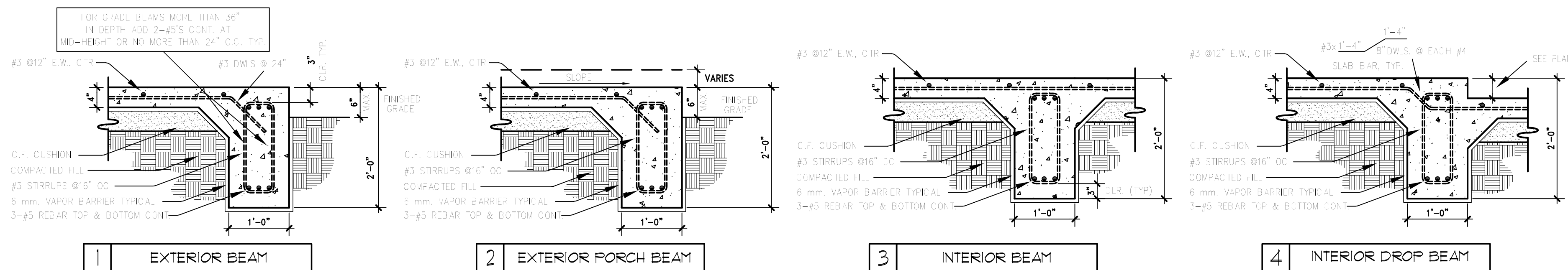
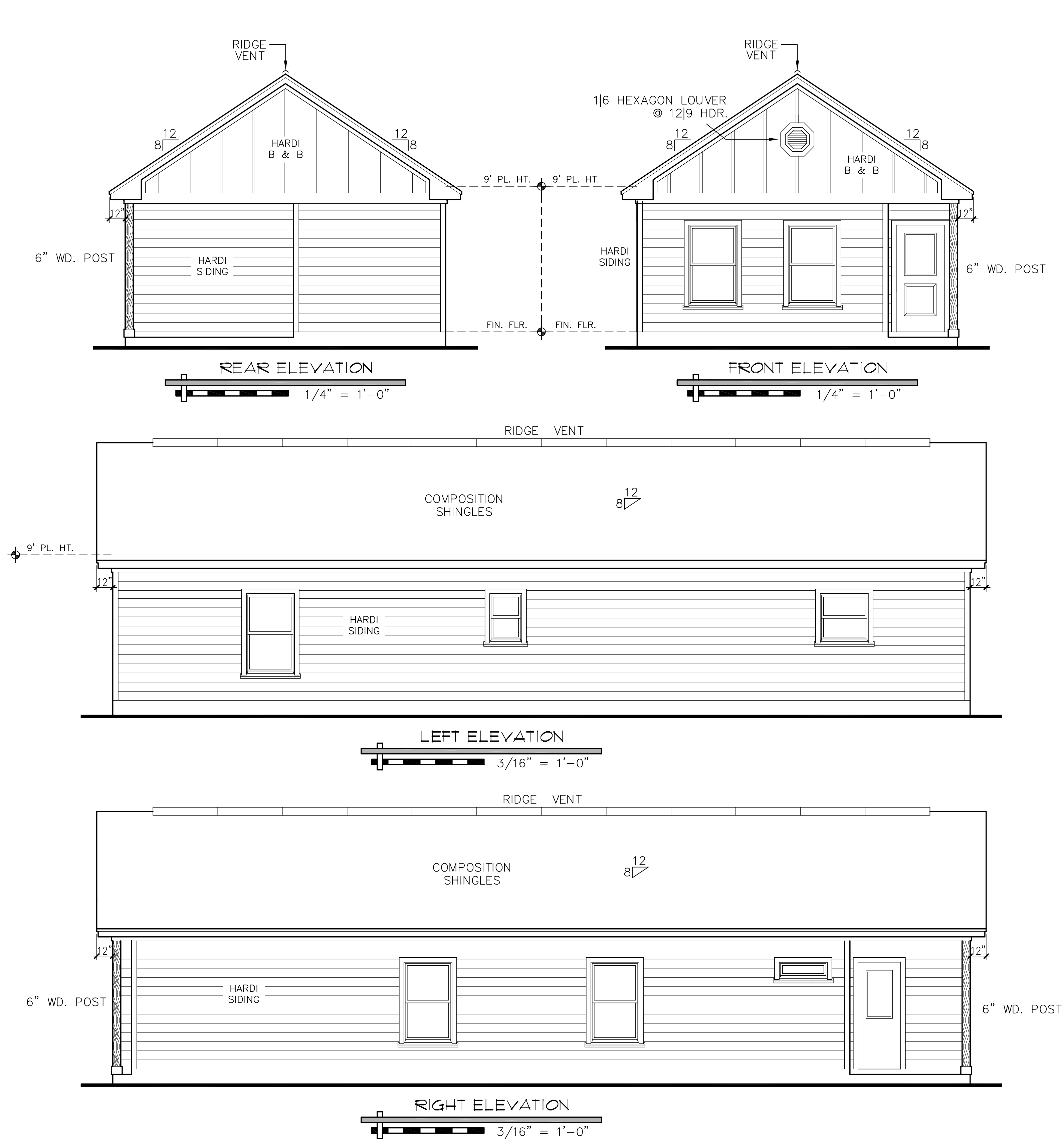
LOT INFORMATION
LOT__ BLK__
SECTION__
ADDRESS

CITY/JURISDICTION

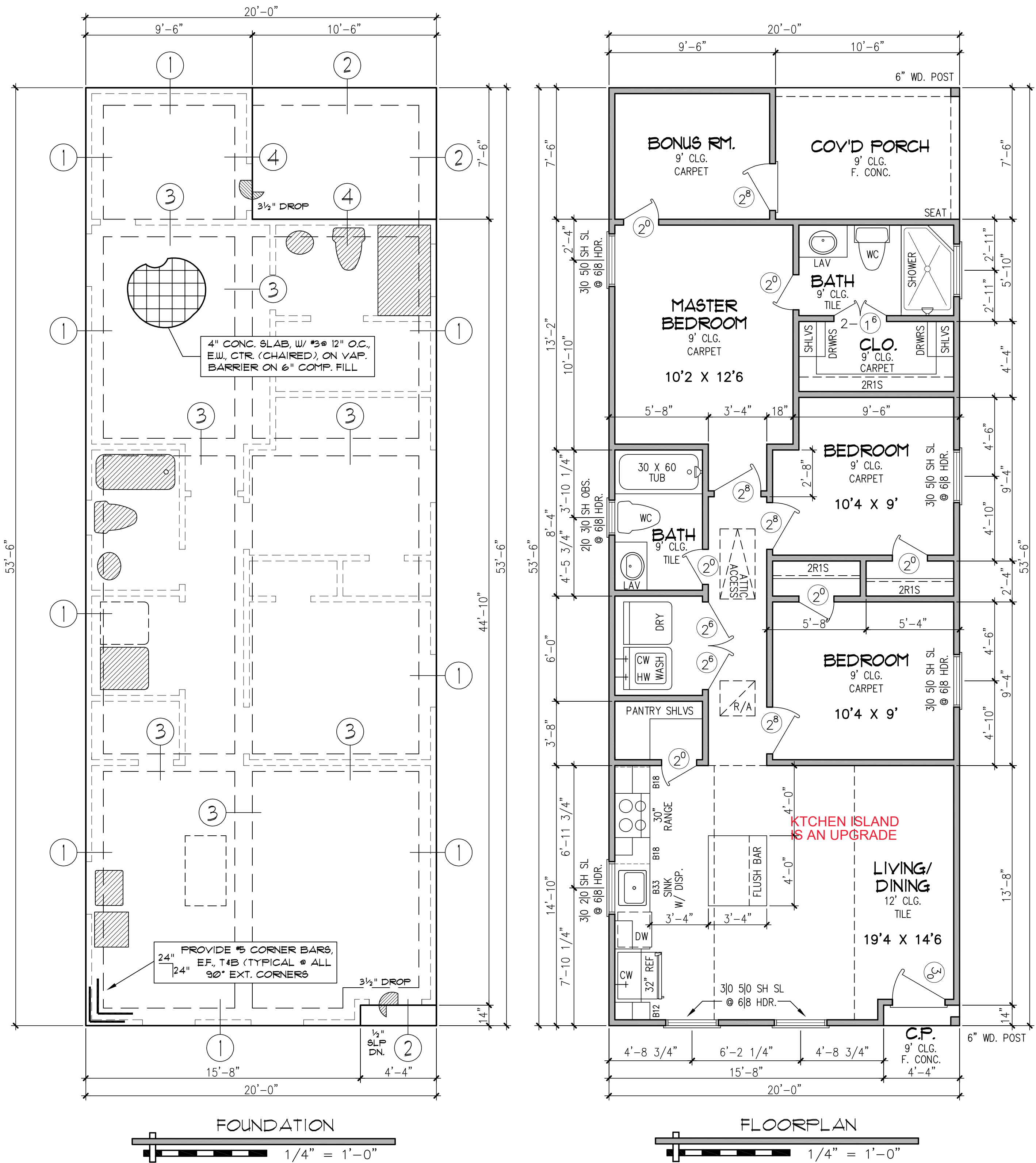
TITLE
ELECTRICAL & ELEVATIONS

DISCLAIMER
EVERY EFFORT HAS BEEN MADE TO INSURE THAT THESE PLANS ARE CORRECT. HOWEVER, AS ERRORS MAY OCCUR, IT FALLS TO THE CONTRACTOR TO BE AWARE OF THE POSSIBILITY AND NOTIFY THE DESIGNER PRIOR TO BEGINNING CONSTRUCTION. FAILURE TO DO SO WILL BE THE RESPONSIBILITY OF THE CONTRACTOR. THESE DRAWINGS ARE NOT A LICENSED DESIGNER. THESE DRAWINGS REPRESENT A DESIGN CONCEPT.

A-2



JOIST CALLOUT & FOUNDATION PLAN FOR BID PURPOSE ONLY.
PLAN CREATIONS, WITH FULL KNOWLEDGE & UNDERSTANDING OF OWNER, SHALL BEAR NO RESPONSIBILITY FOR INSTALLATION OR PERFORMANCE OF THE STRUCTURAL FRAMING, AS BUILT BY OTHERS, IF OWNER DECIDES TO FOREGO STRUCTURAL ENGINEERING SERVICES.



- GENERAL NOTES**
1. INSULATE ALL EXTERIOR WATER PIPES.
 2. ALL DOORS AND CASED OPENINGS TO BE 6'-8" HDR. HT. U.N.O.
 3. G.C. TO PROVIDE CROWN MOLDING IN SELECT AREAS.
 4. ROOFER TO SEAL AND CAULK ALL EXPOSED NAIL HEADS ON ROOF.
 5. ALL DOORS TO HAVE DOOR STOPS. OWNER TO VERIFY STYLE.
 6. EXTERIOR WALLS TO BE 2' X 4'.
 7. TOILET PAPER HOLDER TO BE BLOCKED AT 24" A.F.F.
 8. TOWEL BAR TO BE BLOCKED AT 55" A.F.F.
 9. INSTALL MIN. 1 1/8" THICK PLYWOOD IN ATTIC TO MECH. SYSTEMS.
 10. SEAL ALL PENETRATIONS AROUND HOME PER CODE.
 11. INSTALL SPLASH BLOCKS AT ALL DOWNSPOUT LOCATIONS
 12. ADD HINGE SCREWS TO ALL EXTERIOR DOORS.
 13. SECURE ATTIC STAIRS WITH 16D NAILS OR 3/4" X 3" LAG SCREWS.

- FOUNDATION NOTES**
1. ALL BRICK LEDGES ON THE PLAN ARE 5 1/2" WIDE.
 2. OWNER TO VERIFY EXACT LOCATION OF FLOOR PLUGS
 3. ALL CONCRETE SHALL DEVELOPE MIN. $f'_c=3000\text{psi}$ @ 28 DAYS.
 4. REINFORING STEEL SHALL BE ASTM GRADE 60.
 5. PRESUMPTIVE DSGN. BRG. CAP. OF 1200 PSF FOR G.B.'s SHALL BE VERIFIED IN FIELD.

INSTITUTE OF BUILDING DESIGN
A B D
ARCHITECTS

PLAN CREATIONS
Custom Home Design
936-697-1400
design@plancreations.com

A CUSTOM SPEC FOR
ROTHSTEIN & PARDOE

DATE/REVISIONS
12/13/21 PRELIM
12/14/21 PRELIM

TABULATIONS

SUBDIVISION

LOT INFORMATION
LOT___ BLK___
SECTION___
ADDRESS

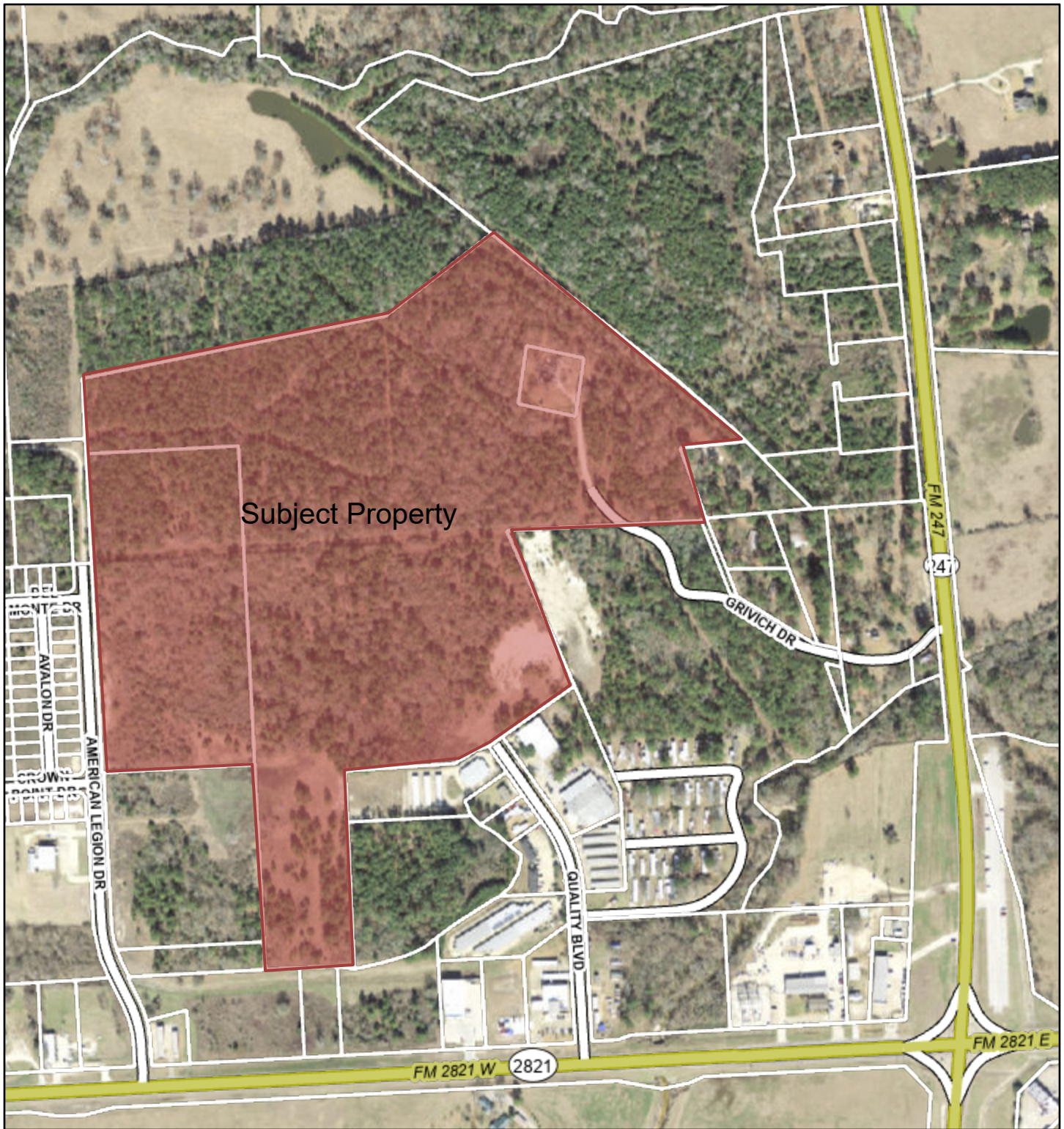
CITY/JURISDICTION

TITLE
FLOORPLAN & FOUNDATION

DISCLAIMER
EVERY EFFORT HAS BEEN MADE TO INSURE THAT THESE PLANS ARE CORRECT. HOWEVER, AS ENGINEERS MAY OCCUR, IT FALLS TO THE CONTRACTOR TO BE AWARE OF THE POSSIBILITY AND NOTIFY THE DESIGNER PRIOR TO BEGINNING CONSTRUCTION. FAILURE TO DO SO CANNOT BE CONSIDERED THE RESPONSIBILITY OF ENGINEER. PLAN CREATIONS IS NOT A LICENSED ENGINEER. THESE DRAWINGS REPRESENT A DESIGN CONCEPT.

A-1

Vicinity Map



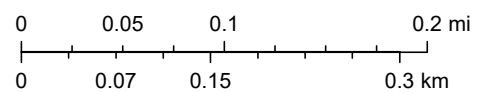
9/22/2023, 11:39:38 AM

- Override 1
- Property Lines
- City Limits
- MSAG Blocks

1:500

FM; Park Road; State Highway; US Highway

1:6,000



MINUTES OF THE MEETING OF THE PLANNING COMMISSION HELD IN THE TRAINING ROOM, AT THE CITY OF HUNTSVILLE NEW SERVICE CENTER COMPLEX, 448 SH 75, HUNTSVILLE, TEXAS ON THE 20TH DAY OF JUNE 2024 AT 5:30 PM.

Members present: Hooten; Carpenter; Thompson; Barnett; Harris

City staff present: Byal; Yeager; Gibson

Audience present: Nick Hemann; Stefan Pardoe; Josh Rothstein; Siraj Jack Ali; Vicki McKenzie; Terry & Lex Presley; Ryleigh Dumoit

1. CALL TO ORDER

The meeting was called to order by Chairman Hooten. [5:31 PM]

2. PLEDGE OF ALLEGIANCE

- a. U.S. Flag
- b. Texas Flag

3. INVOCATION

Vice-Chairwoman Carpenter led the invocation.

4. PUBLIC HEARING

- a. For approval of the Development Plan for a Planned Development, located adjacent to Quality Boulevard and just east of American Legion Drive on Walker County Property ID #13938 and #13941, located in the city limits of Huntsville.

5. CONSIDER

- a. Approval of the Development Plan for a Planned Development District, located adjacent to FM 247 and just east of American Legion Drive on Walker County Property ID #13938 and #13941, located in the city limits of Huntsville.
A discussion of the proposed Evergreen Hills at Town Branch Development Plan, located in the city limits of Huntsville.

City Planning Technician, Daneatria Gibson gave an overview of the project. The planned development will go through a 3-step approval process and is currently in step 2:

- 1. Approval of an initial generalized “concept plan”
- 2. **Approval of a more detailed “development plan”**
- 3. Staff approval of the Planned Development site plans

The Planning Commission held a public hearing for step one and made a recommendation to the City Council for approval. The City Council also held a public hearing for step one and will have another one for step two. Upon completion of steps one and two with approval from the City Council, staff approval is required for the site plans, which is the final step. The final approval for the change and concept plan was granted at the December 5, 2023, City Council Meeting.

Staff recommended the approval of the Development Plan with the condition that the walking trail will be paved.

Commissioner Barnett moved to approve the Development Plan with conditions. Second was by Commissioner Harris. The vote was unanimous.

- b. The minutes of the June 6, 2024, meeting.

Commissioner Thompson moved to approve the June 6th minutes. Second was by Vice-Chairwoman Carpenter. The vote was unanimous.

6. ITEMS OF COMMUNITY INTEREST

Announcements concerning items of community interest from the Commission and City Staff for which no action was discussed.

- *No updates concerning items of community interest were given.*

7. ADJOURNMENT

Vice-Chairwoman Carpenter moved to adjourn the meeting. Second was by Commissioner Thompson. The vote was unanimous. [5:45 PM]



DEVELOPMENT CODE

UNIFIED DEVELOPMENT ORDINANCE

ARTICLE 12 DEVELOPMENT REVIEW AND APPROVAL PROCEDURES

12.400 PLANNED DEVELOPMENTS

12.401 Overview

Planned development (PD) districts are established through the approval of a development district map amendment in accordance with Sec. 12.300. The PD approval process also requires either a two-step or three-step plan approval procedure. The three-step plan approval process entails (1) approval of an initial generalized “concept plan,” (2) approval of a more detailed “development plan,” and (3) staff approval of PD site plans. At the property owner’s option, the PD plan approval process may be consolidated into two steps, involving (1) review and approval of a “development plan” that includes all of the information otherwise required in the concept plan and development plan and (2) staff review and approval of PD site plans. This section sets forth the required review and approval procedures for approval of planned developments.

12.402 Step One: Map Amendment and Concept (or Development) Plan Approval

The first step of the PD approval process is approval of the development district map amendment establishing the PD district. A PD concept plan must be processed concurrently with a PD map amendment unless the applicant elects instead to forgo the concept plan stage and process a development plan concurrently with the PD map amendment.

12.404.A Authority to File

PD concept plan (or development plan) applications may be filed only by the subject landowner or the subject landowner’s authorized agent.

12.404.B Application Filing

Complete applications for concept plan (or development plan) approval must be filed with the City Planner at the same time that the PD development district map amendment application is filed.

12.404.C Review and Recommendation—City Planner

Following receipt of a complete application for concept plan (or development plan) approval, the City Planner must prepare a report and recommendation that evaluates the proposed planned development district and concept plan (or development plan) in light of applicable PD district provisions of [Article 2](#) and the criteria of §12.402.G. The report must be transmitted to the Planning Commission before their public hearing on the proposed PD map amendment and concept plan (or development plan).

12.404.D Notice of Hearing

Public hearing notice must be provided in accordance with the development district amendment notice procedures (see Sec. 12.304).

12.404.E Hearing and Recommendation—Planning Commission

The Planning Commission must hold a public hearing on the proposed PD map amendment and concept plan (or development plan). Following the close of the hearing, the Planning Commission must act by simple majority vote to recommend that the proposed map amendment and concept plan (or development plan) be approved, approved with modifications, or denied and transmit its recommendations to the City Council.

12.404.F Hearing and Final Action—City Council

1. Following receipt of the Planning Commission’s recommendation, the City Council must hold a public hearing on the proposed PD map amendment and concept plan (or development plan). Following the close of their public hearing, the City Council must act to approve the proposed map amendment and concept plan (or development plan), approve the map amendment and concept plan (or development plan) with modifications or deny the proposed map amendment and concept plan (or development plan). The City Council may also remand the proposed map amendment and concept plan (or development plan) to the Planning Commission for further consideration.
2. PD district map amendments are subject to the protest provisions of Sec. [12.307](#).

12.404.G Approval Criteria

1. In order to approve a PD concept plan and map amendment, the City Council must make all of the following determinations:
 - a. The proposed PD district is at least 5 acres in area;
 - b. The proposal is consistent with the Comprehensive Plan;
 - c. Proposed uses and the development features are compatible with uses of nearby property and the existing and proposed character of the surrounding neighborhood;
 - d. The concept plan (or development plan) complies with applicable PD district provisions of [Article 2](#); and
 - e. Appropriate terms and conditions have been imposed on the approval to protect the interests of the public and any residents of the planned development.
2. In order to approve a PD development plan and map amendment, the City Council must make all determinations required for concept plans (see [§12.402.G](#)) and PD development plans (See [§12.403.I](#)).

12.404.H Adopting Ordinance

1. The ordinance establishing a PD district must incorporate the approved concept plan or development plan and include at least the following:
 - a. A statement as to the purpose and intent of the district.
 - b. The uses authorized for each tract or subarea in the district, by use category, the location of such uses, and the residential densities and/or nonresidential intensities associated with phases of the project, in conformance with the approved concept plan or development plan.
 - c. The conditions applicable to development within the district, as established by the City Council.
2. The graphic depiction of features on the incorporated concept plan or development plan must be enforced as regulatory standards applicable

within the approved PD district. Change or modification to such features requires processing of a PD district map amendment, including a revised concept plan or development plan.

12.403 Optional Step Two: Development Plan Approval

12.404.A Options

1. Substitution for Concept Plan

The developer may submit a development plan in lieu of a concept plan in accordance with Sec. 12.402.

2. Following Approval of Concept Plan and PD District

If a PD district is established based upon a concept plan, review and approval of a development in accordance with this subsection (12.403) is required before any PD site plans are approved and before any development or construction is allowed within the PD district.

12.404.B Timing; Lapse of Approval

If the landowner fails to file an application for development plan approval within 2 years of the date of the PD district amendment and concept plan approval, the plan approval will be deemed to have lapsed and no development plan may be accepted for processing. In the event of lapse of approval, the City Council may institute proceedings to determine whether the land should be classified in another development district. In such case, the Planning Commission must deliver its recommendation, with a copy to the owner of the affected land, to the City Council, who must conduct a public hearing on the matter and determine what action is to be taken with respect to the PD district and whether to revoke or reinstate the developer's authorization to submit a development plan.

12.404.C Authority to File

PD development plan applications may be filed only by the subject landowner or the subject landowner's authorized agent.

12.404.D Application Filing

Complete applications for development plan approval must be filed with the City Planner.

12.404.E Review and Recommendation—City Planner

Following receipt of a complete application for development plan approval, the City Planner must prepare a report and recommendation that evaluates the PD development plan in light of the approved concept plan and the approval criteria of §12.403.I. The report must be transmitted to the Planning Commission before their public hearing on the proposed PD development plan.

12.404.F Notice of Hearing

1. Planning Commission

Notice of the Planning Commission's required public hearing on a PD development plan must be mailed and posted, in accordance with § [12.106.A](#) and §[12.106.C](#). Required notices must be mailed and posted at least 11 days before the Planning Commission public hearing.

2. City Council

Notice of the City Council's required public hearing on a PD development plan must be published in accordance with §12.106.B. The notice must be published at least 16 days before the City Council public hearing.

12.404.G **Hearing and Recommendation—Planning Commission**

The Planning Commission must hold a public hearing on the proposed PD development plan. Following the close of the hearing, the Planning Commission must act by simple majority vote to recommend that the proposed development plan be approved, approved with conditions, or denied and transmit its recommendations to the City Council.

12.404.H **Hearing and Final Action—City Council**

1. Following receipt of the Planning Commission's recommendation, the City Council must hold a public hearing on the proposed PD development plan. Following the close of their public hearing, the City Council must act to approve the proposed development plan, approve the development plan with conditions or deny the development plan. The City Council may also remand the development plan to the Planning Commission for further consideration.

2. PD district development plans are subject to the protest provisions of Sec. 12.307.

12.404.I **Approval Criteria**

In order to approve a PD development plan, the City Council must make all of the following determinations:

1. The development plan generally is consistent with the approved concept plan and the standards and conditions set forth in the PD district adopting ordinance;
2. The plan provides for a compatible arrangement of buildings and land uses within the project;
3. The general plan for traffic circulation and pedestrians provides for adequate and safe circulation inside and external to the development, consistent with the adopted thoroughfare plan;
4. The general plan for accommodation of floodwaters and drainage is adequate;
5. The plan does not adversely affect adjoining neighborhoods or properties outside the plan, taking into consideration proposed buffers;
6. The amenities proposed in the development plan application, if any, are sufficient to justify increased densities or intensities on the site; and
7. The sequence of development and timing of the phases are consistent with the overall phasing of capital facilities intended to serve the site and with the City's overall growth.

12.404.J **Approving Ordinance**

The ordinance approving the development plan, whether approved as part of the PD map amendment or after the PD map amendment and concept is approved, must include at a minimum the following information. The development plan must be incorporated as an exhibit to the ordinance:

1. A table of the specific land uses permitted in the area subject to the development plan, together with a description of the tracts or subareas to which such uses are restricted;

2. The residential densities and nonresidential intensities of each permitted land use;
3. A table showing the dimensions of each permitted land use, including the following information:
 - a. Minimum lot area;
 - b. Minimum lot width and depth;
 - c. Minimum front, side, and rear yard areas;
 - d. Maximum height of buildings;
 - e. Minimum parking standards for each multi-unit residential and nonresidential land use;
4. A description of the elements of the general circulation plan to serve the development;
5. Provisions governing amenities, if any, to serve the area subject to the development plan; and
6. Such additional conditions as are applicable to development within the area subject to the development plan, as established by the City Council.

12.404 **Final Step: PD Site Plans**

Approval of PD site plans for development on individual building lots, parcels or tracts within the project is the final step of the PD approval process. Such reviews are intended to help ensure that all construction and development are consistent with the approved development plan and standards for the PD district.

12.404.A **Timing; Lapse of Approval**

A PD site plan must be submitted for approval within 2 years of the date that the development plan was approved. If a PD site plan is not submitted within such period, the development plan approval will be deemed to have lapsed and no PD site plan may be accepted for processing. In the event of lapse of approval, the City Council may institute proceedings to determine whether the development plan for the property should be modified or the property subject to the development plan should be reclassified in another development district, and whether to revoke or reinstate the developer's authorization to submit a site plan.

12.404.B **Review and Action by City Planner**

1. The City Planner is authorized to review and take action on PD site plans. The City Planner must approve a PD site plan if it complies with the approved development plan, all conditions of development plan approval and all of the following criteria:
 - a. The plan complies with the approved development plan;
 - b. The plan complies with all standards and conditions set forth in the ordinance approving the development plan;
 - c. Unless modified by the ordinance approving the development plan, the plan complies with the following additional standards generally applicable to development within the City, as set forth in this Development Code:
 - (1) Performance standards; and
 - (2) Setback, landscaping and off-street parking and loading standards;

- d. The plan provides for appropriate ingress and egress points for access, parking and loading, including existing and proposed ingress/egress/access easements, queuing and internal circulation;
 - e. The plan provides for fire safety and adequate measures for fire control and dealing with fire or explosive hazard; and
 - f. The plan provides for adequate utilities, roads, drainage, and other infrastructure, as required by the City's Development Codes.
2. The City Planner may establish conditions and require modifications to ensure that the PD site plan is consistent with the approved development plan and the approval criteria in this section.
 3. If the City Planner disapproves a PD site plan or imposes conditions, the applicant may appeal the decision to the City Council by filing a written request with the City Planner within 10 days of the decision.

12.404.C **Effect of Approval**

Approval of PD site plans must occur before a building permit may be issued for the subject property.

12.404.D **Lapse of Approval**

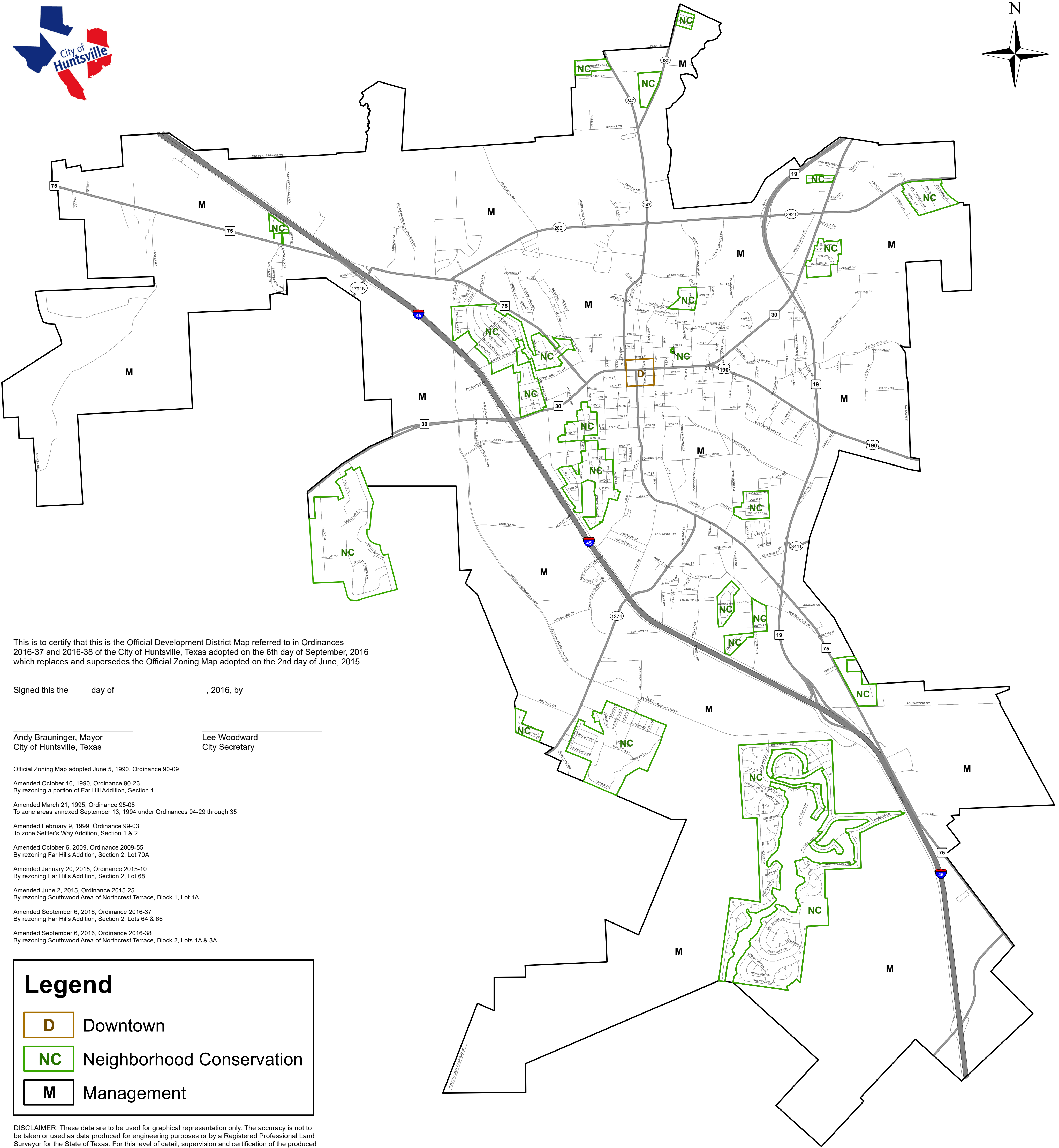
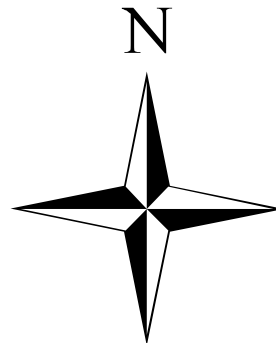
1. An approved PD site plan will lapse and have no further effect 24 months after it is approved, unless:
 - a. A building permit has been issued (if required); or
 - b. A certificate of occupancy has been issued.

12.404.E The Planning Commission is authorized to extend the expiration period for good cause on up to 2 separate occasions, by up to one year each. Requests for extensions must be submitted to the City Planner and forwarded to the Planning Commission for a final decision.

12.404.F A conditional use also lapses upon revocation of a building permit or a certificate of occupancy, for violations of conditions of approval or upon expiration of a building permit to carry out the work authorized by the approved PD site plan.

12.405 **PD Project Review**

If the City Council finds that conditions imposed on development of the planned development project have not been timely fulfilled, or for any other reasons related to reasonable exercise of the powers conferred by Texas *Local Government Code* Chapter 211, that the development district classification of the PD district should be reexamined, the City Council may initiate review of the PD district in order to determine whether the authorized uses, standards and conditions applicable to development within the district should be changed for part or all of the undeveloped land within the district. If the City Council makes such determination, it must refer the matter to the Planning Commission for its recommendation and thereafter take appropriate action to modify the uses, standards or conditions applicable to development within the district in accordance with procedures applicable to development district amendments.



This is to certify that this is the Official Development District Map referred to in Ordinances 2016-37 and 2016-38 of the City of Huntsville, Texas adopted on the 6th day of September, 2016 which replaces and supersedes the Official Zoning Map adopted on the 2nd day of June, 2015.

Signed this the ____ day of _____, 2016, by

Andy Brauninger, Mayor
City of Huntsville, Texas

Lee Woodward
City Secretary

Official Zoning Map adopted June 5, 1990, Ordinance 90-09

Amended October 16, 1990, Ordinance 90-23
By rezoning a portion of Far Hill Addition, Section 1

Amended March 21, 1995, Ordinance 95-08
To zone areas annexed September 13, 1994 under Ordinances 94-29 through 35

Amended February 9, 1999, Ordinance 99-03
To zone Settler's Way Addition, Section 1 & 2

Amended October 6, 2009, Ordinance 2009-55
By rezoning Far Hills Addition, Section 2, Lot 70A

Amended January 20, 2015, Ordinance 2015-10
By rezoning Far Hills Addition, Section 2, Lot 68

Amended June 2, 2015, Ordinance 2015-25
By rezoning Southwood Area of Northcrest Terrace, Block 1, Lot 1A

Amended September 6, 2016, Ordinance 2016-37
By rezoning Far Hills Addition, Section 2, Lots 64 & 66

Amended September 6, 2016, Ordinance 2016-38
By rezoning Southwood Area of Northcrest Terrace, Block 2, Lots 1A & 3A

Legend

- D** Downtown
- NC** Neighborhood Conservation
- M** Management

DISCLAIMER: These data are to be used for graphical representation only. The accuracy is not to be taken or used as data produced for engineering purposes or by a Registered Professional Land Surveyor for the State of Texas. For this level of detail, supervision and certification of the produced data by a Registered Professional Land Surveyor for the State of Texas would have to be performed. The City of Huntsville assumes no responsibility for the accuracy of said data.

0 0.5 1 2 Miles

Official Development District Map of the City of Huntsville, Texas



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 2.b.

Agenda Item: First Reading - Consider and possible action to Approve Ordinance No. 2024-14 authorizing participation with other Entergy Service Area Cities in matters concerning Entergy Texas, Inc and authorizing the hiring of lawyers and rate experts and the City's participation at the Public Utility Commission of Texas.

Initiating Department/Presenter: City Attorney

Presenter:

Leonard Schneider, City Attorney

Recommended Motion: Move to waive the two reading requirements and approve Ordinance 2024-14 authorizing participation with other Entergy Service Area Cities in matters concerning Entergy Texas, Inc. and authorizing the hiring of lawyers and rate experts and the City's participation at the Public Utility Commission of Texas.

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 participates with other Entergy service area cities in regulatory rate proceedings involving Entergy Texas, Inc ("ETI" or "Company") before the Public Utility Commission of Texas ("PUCT" or "Commission"). ETI every year will file proceedings before the Commission. These proceedings may be a (1) base rate case, (2) rate proceedings or cost adjustments such as a transmission cost recovery rider, a distribution cost recovery rider, a generation cost recovery rider, energy efficiency cost recovery factor, or hurricane restoration cost or offset true-ups, (3) and various fuel cost refunds or surcharges and reconciliations. The area cities (including Huntsville) annually retain the Lawton Law firm to review the proceedings filed by Entergy to ensure compliance with the law, correct calculations, and to contest the rate charges. This has benefited the City and its citizens in the past with reduced proposed increases and/or charges. This is the annual ordinance to retain the Lawton Law Firm and authorize retention of experts regarding Entergy filings with the Commission. The attached proposed Ordinance authorizes the City's participation in rate proceedings in 2024 and the retention of the Lawton Law Firm, and experts if necessary. The Council may waive the two reading requirement as we are in the month of July and this is an annual Ordinance.

Previous Council Action: The City has the past several years approved this annual ordinance.

Financial Implications: Not Applicable

Approvals:

Leonard Schneider

Sam Masiel

Aron Kulhavy
Kristy Doll

Associated Information:

1. 2024 Annual Ordinance for ETI Proceedings 2024-14

ORDINANCE NO. 2024-14

AN ORDINANCE OF THE CITY COUNCIL OF HUNTSVILLE, TEXAS, AUTHORIZING PARTICIPATION WITH OTHER ENTERGY SERVICE AREA CITIES IN MATTERS CONCERNING ENTERGY TEXAS, INC. AT THE PUBLIC UTILITY COMMISSION OF TEXAS IN 2024; AUTHORIZING THE HIRING OF LAWYERS AND RATE EXPERTS; AUTHORIZING THE CITY'S PARTICIPATION TO THE FULL EXTENT PERMITTED BY LAW AT THE PUBLIC UTILITY COMMISSION OF TEXAS; FINDING THAT THE MEETING COMPLIES WITH THE OPEN MEETINGS ACT; AND DECLARING AN EFFECTIVE DATE

WHEREAS, Cities have exclusive original jurisdiction over rates, operations, and services of an electric utility in areas in the municipality pursuant to *Tex. Util. Code* § 33.001; and

WHEREAS, Cities have standing in each case before the Public Utility Commission of Texas that relates to an electric utility providing service in the municipality pursuant to *Tex. Util. Code* § 33.025; and

WHEREAS, Entergy Texas, Inc. ("ETI" or "Company") is expected to litigate rate change requests in various proceedings before the Public Utility Commission of Texas ("Commission") or before municipalities in 2024, which may include (1) a base rate case, (2) rate proceedings or cost adjustments such as a transmission cost recovery rider, a distribution cost recovery rider, a generation cost recovery rider, energy efficiency cost recovery factor, or storm restoration cost or offset true-ups, (3) and various fuel cost refunds or surcharges and reconciliations; and

WHEREAS, ETI is scheduled to file fuel factor proceedings at the Commission in February and August 2024, and may file other fuel proceedings to reconcile, refund, or surcharge fuel charges; and

WHEREAS, ETI is expected to file its annual proceeding with the Commission to recover costs incurred in association with its Energy Efficiency Plan as well as reconcile past costs; and

WHEREAS, Cities have the statutory right to set fair and reasonable rates for both the Company and customers within Cities; and

WHEREAS, Cities are entitled to reimbursement by the utility of their reasonable rate case expenses to participate in cases that are deemed rate proceedings pursuant to *Tex. Util. Code* § 33.023.

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

SECTION 1. The City of Huntsville shall participate with other Cities to intervene in ETI's various rate filings related to the various fuel cost surcharges and reconciliations, any interim or incremental surcharge proceedings or surcharge adjustments, and for any base rate adjustment proceedings or cost of service adjustments filed with the Commission or with municipalities in 2024.

SECTION 2. The City of Huntsville employs the Lawton Law Firm P.C. to represent the City regarding the ETI rate matters before local regulatory authorities and the Commission and authorizes counsel to employ rate experts as are recommended by the Cities' Steering Committee to intervene in fuel or rate related proceedings at the Commission concerning ETI's rates charged to Texas customers.

SECTION 3. All such actions shall be taken pursuant to the direction of the Cities' Steering Committee. Cities' Steering Committee shall have authority to retain rate consultants and lawyers. Cities' Steering Committee shall direct the actions of Cities' representatives in the above proceedings. The Steering Committee is directed to obtain reimbursement from ETI of all reasonable expenses associated with participation in said proceedings.

SECTION 4. The meeting at which this Ordinance was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

SECTION 5. This Ordinance shall be effective from and after the date of its passage.

First Reading: July 16, 2024

PASSED AND APPROVED on this _____ day of July 2024.

CITY OF HUNTSVILLE, TEXAS

By:

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 2.c.

Agenda Item: Consider approving Resolution No. 2024-16 authorizing the Walker County Appraisal District Office to calculate the Voter-Approval tax rate for the 2024 Tax Year (City fiscal year 2024-2025) in the manner provided for a special taxing unit (8 percent) as the City of Huntsville is located in an area declared a disaster area pursuant to Texas Tax Code Sec. 26.042.

Initiating Department/Presenter: Finance

Presenter:

Steve Ritter, Finance Director

Recommended Motion: Move to approve Resolution No. 2024-16 authorizing the Walker County Appraisal District Office to calculate the Voter-Approval tax rate for the 2024 Tax Year (City fiscal year 2024-2025) in the manner provided for a special taxing unit (8 percent) as the City of Huntsville is located in an area declared a disaster area pursuant to Texas Tax Code Sec. 26.042

Strategic Initiative: Strategic Priority #3, Quality of Life – Establish an environment where citizens can thrive and enjoy the city in which they live. Provide services that enhance the quality of life for all, with focus on the full life cycle (children, students, families, and retirees) - by creating amenities that support physical, mental and social well-being. Support access to quality health services, education, housing, transportation, recreation and the natural environment.

Discussion: On May 7, 2024, the Governor of the State of Texas declared a state of disaster pursuant to Texas Government Code based on severe storms and flooding that began on April 26, 2024 and included heavy rainfall, flash flooding, river flooding, large hail and hazardous wind gusts causing widespread and severe property damage, injury or loss of life or property throughout the State of Texas, including Walker County, and such declaration is effective to date. Pursuant to Section 26.042 of the Texas Tax Code, the governing body of a taxing unit located in an area declared to be a disaster area by the Governor or by the President of the United States may direct the designated tax officer to calculate the voter-approval tax rate in the manner provided for a special taxing unit (8 percent). Approval of this Resolution does not require that Council adopt the calculated tax rate.

Previous Council Action: None

Financial Implications: If Council decided to adopt the Voter-Approval-Rate calculated using an 8 percent increase allowed for disaster declaration it would provide about an additional 1 cent on the tax rate over the rate calculated using a 3.5 percent increase (3.5 percent is now the limited annual percent increase apart from a disaster declaration). The 1 cent would provide roughly \$300,000 to the General Fund.

Approvals:

Steve Ritter
Sam Masiel
Aron Kulhavy
Kristy Doll

Associated Information:

1. Governor DISASTER Declaratioin_05-02-2024
2. RESOLUTION 2024-16 - calc tax rate using 8 percent



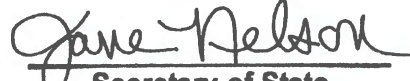
GOVERNOR GREG ABBOTT

May 2, 2024

The Honorable Jane Nelson
Secretary of State
State Capitol, Room 1E.8
Austin, Texas 78701

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
8:30 AM O'CLOCK

MAY 02 2024


Secretary of State

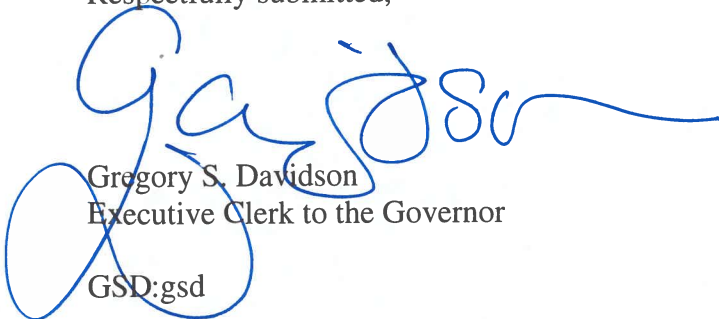
Dear Secretary Nelson:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

A proclamation amending a previous proclamation that declared a state of disaster in a certain number of counties based on the severe storms and flooding event that began on April 26, 2024, and continues, by adding an additional number of counties.

The original proclamation is attached to this letter of transmittal.

Respectfully submitted,


Gregory S. Davidson
Executive Clerk to the Governor
GSD:gsd

Attachment

PROCLAMATION
BY THE
Governor of the State of Texas

TO ALL TO WHOM THESE PRESENTS SHALL COME:

WHEREAS, I, GREG ABBOTT, Governor of the State of Texas, issued a disaster proclamation on Tuesday, April 30, 2024, certifying the severe storms and flooding that began on April 26, 2024, and included heavy rainfall, flash flooding, river flooding, large hail, and hazardous wind gusts that caused widespread and severe property damage, injury, or loss of life in Baylor, Chambers, Dickens, Ellis, Freestone, Galveston, Grimes, Harris, Haskell, Hill, Hood, Hunt, Kaufman, Knox, Leon, Liberty, Limestone, Madison, McLennan, Montgomery, Navarro, Polk, San Jacinto, Somervell, Tarrant, Trinity, Tyler, Walker, and Wichita Counties;

NOW, THEREFORE, in accordance with the authority vested in me by Section 418.014 of the Texas Government Code, I do hereby amend the aforementioned proclamation and declare a disaster in these additional counties: Anderson, Angelina, Austin, Bandera, Bastrop, Bell, Bexar, Blanco, Bosque, Brazos, Burleson, Burnet, Caldwell, Cherokee, Colorado, Comal, Coryell, DeWitt, Falls, Fayette, Gillespie, Gonzales, Gregg, Guadalupe, Hamilton, Hardin, Hays, Henderson, Houston, Jasper, Jefferson, Johnson, Karnes, Kendall, Kerr, Kimble, Lampasas, Lavaca, Lee, Llano, Mason, Medina, Milam, Nacogdoches, Newton, Orange, Panola, Robertson, Rusk, Sabine, San Augustine, Shelby, Smith, Travis, Van Zandt, Waller, Washington, Williamson, and Wilson counties.

Pursuant to Section 418.017 of the Texas Government Code, I authorize the use of all available resources of state government and of political subdivisions that are reasonably necessary to cope with this disaster.

Pursuant to Section 418.016 of the Texas Government Code, any regulatory statute prescribing the procedures for conduct of state business or any order or rule of a state agency that would in any way prevent, hinder, or delay necessary action in coping with this disaster shall be suspended upon written approval of the Office of the Governor. However, to the extent that the enforcement of any state statute or administrative rule regarding contracting or procurement would impede any state agency's emergency response that is necessary to protect life or property threatened by this declared disaster, I hereby authorize the suspension of such statutes and rules for the duration of this declared disaster.

In accordance with the statutory requirements, copies of this proclamation shall be filed with the applicable authorities.



IN TESTIMONY WHEREOF, I have hereunto signed my name and have officially caused the Seal of State to be affixed at my office in the City of Austin, Texas, this the 2nd day of May, 2024.



GREG ABBOTT
Governor

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
8:30 AM O'CLOCK
MAY 02 2024

ATTESTED BY:


JANE NELSON
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
8:30AM O'CLOCK

MAY 02 2024

RESOLUTION NO. 2024-16

A RESOLUTION AUTHORIZING THE WALKER COUNTY APPRAISAL DISTRICT OFFICE TO CALCULATE THE VOTER-APPROVAL TAX RATE IN THE MANNER PROVIDED FOR A SPECIAL TAXING UNIT (8 PERCENT) AS THE CITY OF HUNTSVILLE IS LOCATED IN AN AREA DECLARED A DISASTER AREA PURSUANT TO TEXAS TAX CODE § 26.042.

WHEREAS, on May 2, 2024, the Governor of the State of Texas declared a state of disaster pursuant to Texas Government Code based on severe storms and flooding that began on April 26, 2024 and included heavy rainfall, flash flooding, river flooding, large hail and hazardous wind gusts causing widespread and severe property damage, injury or loss of life or property throughout the State of Texas, including Walker County, and such declaration is effective to date as attached in **Exhibit "A"**; and

WHEREAS, within the City of Huntsville the severe weather conditions posing an imminent threat of widespread or severe damage, injury or loss of life or property exist; and

WHEREAS, Texas Tax Code § 26.042 provides the governing body of a taxing unit located in an area declared to be a disaster area by the Governor or by the President of the United States may direct the designated officer of the City to calculate the voter-approval tax rate in the manner provided for a special taxing unit (8 percent); and

WHEREAS, the Walker County Appraisal District Office is the designated officer of the City of Huntsville.

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

PART 1: That the City of Huntsville requests according to Texas Tax Code § 26.042 that the Walker County Appraisal District Office calculate the voter-approval tax rate for tax year 2024 (City fiscal year 2024 – 2025) in the manner provided for a special taxing unit at 8 percent.

PART 2: That this Resolution shall become effective immediately from and after its passage.

ADOPTED THIS 16th DAY OF JULY, 2024.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 3.a.

Agenda Item: Receive a Presentation on the FY 23-24 Budget

Initiating Department/Presenter: Finance

Presenter:

Steve Ritter, Finance Director

Recommended Motion: Not applicable

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage and transportation services.

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

7/16/2024

Agenda Item Number: 6.a.

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

Initiating Department/Presenter: City Manager

Presenter:

Aron Kulhavy, City Manager

Recommended Motion: None

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Leonard Schneider

Sam Masiel

Aron Kulhavy

Kristy Doll

Associated Information: