

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 15, 2025

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. Discuss the status of both the current Fiscal Year 2024-2025 Budget and the proposed Fiscal Year 2025-2026 Budget.
Lance Hall, Finance Director
- b. Presentation on the Benefits of Urban Trees by Texas A&M Forest Service.
Pat Graham, Councilmember At-Large Position 4
Bert Lyle, Councilmember At-Large Position 1
Tore Fossum, Councilmember Ward 1

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.* Test

PRESENTATIONS

- a. Receive a Presentation on the Solid Waste Rate Study.
Lance Hall, Finance Director

1. CONSENT AGENDA

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

- a. Consider approving the Minutes from the July 1, 2025, Regular City Council Meeting.
Kristy Doll, City Secretary
- b. Consider adoption of Ordinance No. 2025-18 to amend the budget for FY 24-25 and/or CIP Project Budgets.
Lance Hall, Finance Director
- c. Consider accepting the Solid Waste Rate Study from NewGen Strategies & Solutions

2. STATUTORY AGENDA

- a. Consider authorizing the City Manager to approve the Phase 2 professional engineering services for the Dawson Lake Dam Drainage Project with Walter P. Moore and Associates, Inc.
Kathlie Jeng-Bulloch, City Engineer
- b. **First Reading** - Consider adopting Ordinance 2025-20, amending Chapter 12 of the Huntsville Code of Ordinances, Buildings and Building Regulations, to establish regulations for vacant buildings.
Kevin Byal, Director of Development Services

3. CITY COUNCIL/MAYOR/CITY MANAGER

- a. Consider approving and authorizing the City Manager to sign the agreement with the Walker County Economic Development Corporation to promote and facilitate activities that enhance the economic base of Huntsville and Walker County through attraction, creation, expansion and retention of business and industry, focusing on value added to local resources and manufacturing.
Russell Humphrey, Mayor

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

5. ITEMS OF COMMUNITY INTEREST

ADJOURNMENT

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

CERTIFICATE

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

DATE OF POSTING: July 11, 2025

TIME OF POSTING: 10:00 a.m.

TAKEN DOWN:

Kristy Doll

Kristy Doll, City Secretary



CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: a.

Agenda Item: Discuss the status of both the current Fiscal Year 2024-2025 Budget and the proposed Fiscal Year 2025-2026 Budget.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Not applicable

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 natural environment.

Discussion: Discuss the current Fiscal Year 2024-2025 budget, as well as the existing YTD revenues and YTD expenditures. Additionally, provide an analysis of the proposed budget for Fiscal Year 2025-2026.

Previous Council Action:

Financial Implications:

Approvals:

Lance Hall

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: b.

Agenda Item: Presentation on the Benefits of Urban Trees by Texas A&M Forest Service.

Initiating Department/Presenter: City Council

Presenter:

Pat Graham, Councilmember At-Large Position 4

Bert Lyle, Councilmember At-Large Position 1

Tore Fossum, Councilmember Ward 1

Recommended Motion: Not Applicable

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: a.

Agenda Item: Receive a Presentation on the Solid Waste Rate Study.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Not applicable

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

Discussion: NewGen Strategies & Solutions conducted a solid waste cost-of-service and rate design study. Using a test year based on the Fiscal year (FY) 2025 Budget, the study incorporates additional personnel and equipment purchases. The analysis performed is designed to take into account foreseeable changes from FY 2025 to FY 2029 with the goal of preserving the financial integrity of the solid water utility.

Previous Council Action:

Financial Implications:

Approvals:

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:

1. Huntsville Rates Memo_5-12-25
2. Huntsville Draft PPT_7-8-25

Memorandum

To: City of Huntsville, Texas

From: Seth Cunningham, Principal, NewGen Strategies and Solutions, LLC
Cari Anderson, Senior Consultant, NewGen Strategies and Solutions, LLC

Date: May, 12, 2025

Re: Recommended Solid Waste Rates

The City of Huntsville (City) retained NewGen Strategies and Solutions LLC (NewGen) to conduct a solid waste cost of service and rate design study (study). Using a test year based off of the fiscal year (FY) 2025 Budget¹, the study incorporates additional personnel and equipment purchases. The analysis performed is designed to take into account foreseeable changes from FY 2025 to FY 2029 with the goal of preserving the financial integrity of the solid waste utility. The following memo details the current rate structure and the rates proposed by NewGen's project team.

Revenue Under Current Rates

The City currently charges residential customers \$25.76 per month for service. Approximately 263 commercial customers receive service via a residential cart and are charged \$27.10 per month. Additional carts are available for an additional \$13.73 per month. Commercial dumpster collection is available for 2, 4, 6, and 8 cubic yard (CY) containers serviced between 1 and 5 times per week. Service is provided to customers inside and outside city limits, including the Texas Department of Criminal Justice (TDCJ) and Sam Houston State University (SHSU). Table 1 outlines the current fee schedule applied to those commercial customers receiving cart service.

Table 1
Current Rates – Commercial Cart Collection

Container Size (CY)	Collections per Week				
	1	2	3	4	5
Commercial – Inside					
2	\$84.39	\$141.82	\$199.24	\$256.66	\$314.10
4	107.31	187.71	268.06	348.43	428.79
6	130.26	233.57	336.87	440.19	543.48
8	153.20	279.45	405.69	531.94	658.19

¹ The City's fiscal year runs from October 1 to September 30

Memorandum

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Container Size (CY)	Collections per Week				
	1	2	3	4	5
Commercial – Outside, TDCJ, SHSU					
2	\$100.46	\$168.83	\$237.20	\$305.56	\$373.94
4	127.78	223.45	319.13	414.80	510.48
6	155.08	278.06	401.04	524.03	647.00
8	182.38	332.68	482.97	633.25	783.55

Open-top roll-off service is for both scheduled and unscheduled pulls. A flat fee per pull is charged for unscheduled pulls while a fee matrix based on the number of pulls per week is shown in Table 2. For scheduled pulls, the cost per pull decreases with the number of scheduled collections per week.. This and other miscellaneous roll-off fees will be detailed in the next section. In addition to the collection charges, disposal of roll-off refuse is charged \$85.14 per ton for inside customers and \$92.13 per ton for outside customers.

Table 2
Current Rates – Roll-Offs

Collections per Week					
1	2	3	4	5	
Roll-Off - Inside					
\$514.92	\$869.82	\$1,224.72	\$1,579.62	\$1,934.53	
Roll-Off – Outside, TDCJ, SHSU					
\$853.28	\$1,706.55	\$2,559.83	\$3,413.11	\$4,266.38	

For customers that haul their waste to the transfer station, disposal of solid waste is charged based on the total tonnage taken to the scale house for inside and outside city limits customers as well as TDCJ and SHSU. The rate per ton is as follows: \$75.73 for inside city limit customers, \$93.66 for outside, and \$49.00 for sludge.

Under the City's current solid waste rates, rates would begin to under recover the total revenue requirement in Year 2, FY 2026. This is due to under recovery via residential collection and roll-off revenues in all five years of the forecast. Additionally, third-party solid waste disposal begins to under recover the revenue requirement in Year 4 of the forecast. This results in a cumulative under recovery of approximately \$2.8 million dollars across the five-year forecast. A detailed breakdown of each services revenue requirement and rate revenues are shown in Schedule 1.

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Table 3
Revenue Under Current Rates

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Total Revenue	\$7,962,530	\$8,016,989	\$8,071,944	\$8,127,399	\$8,183,360
Revenue Requirement	\$7,709,177	\$8,127,326	\$8,618,032	\$9,167,318	\$9,492,657
Variance	3.29%	-1.36%	-6.34%	-11.34%	-13.79%
Over/(Under)	\$253,353	\$(110,337)	\$(546,088)	\$(1,039,919)	\$(1,309,297)
Cumulative Over/(Under)	\$253,353	\$143,017	\$(403,072)	\$(1,442,991)	\$(2,752,288)

This cumulative under recovery leads to a decrease in the Solid Waste Fund below the required minimum amount of 25% of the annual budget in FY 2029 (as shown in Schedule 2). Based on this, NewGen recommends adjusting rates to ensure sufficient revenue recovery.

Revenue Under Proposed Rates

The proposed rates detailed below take into account the cost of providing service to residential, commercial, roll-off, and disposal customers while maintaining the City's required minimum fund balance of 25% of the annual budget. The following tables show the proposed rates for FY 2025 (current year) through FY 2029.

Residential and Commercial Collection

For both residential and commercial collection, NewGen proposes 3% annual increases for FY 2026 through 2029. The resulting rates are shown in Tables 4 and 5. A commercial matrix detailing rates by size of container and number of collections per week is provided in workpaper A.

As shown in Schedule 3, residential collection would still have a slight under recovery that would be sufficiently covered by the over recovery realized by commercial collection.

Table 4
Proposed Rates – Residential Collection

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Single/Multi-Family Households – Inside City Limits	\$25.76	\$26.53	\$27.33	\$28.15	\$28.99
Additional Collection Cart	13.73	14.14	14.57	15.00	15.45

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Table 5
Proposed Rates – Commercial Collection

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Business Minimum Inside City Limits Collection	\$27.10	\$27.91	\$28.75	\$29.61	\$30.50
Additional Collection Cart	13.73	14.14	14.57	15.00	15.45

Roll-Offs

Under current rates, roll-off rate revenues are set to under recover a cumulative \$1.3 million over the five year forecast. In order to assess the most equitable areas in which to increase rates, NewGen’s project team looked at the cost per pull based on the schedule roll-off pull matrix. The cost per pull for customers with once-a-week scheduled collection is just over \$118 compared to a cost per pull for the City of about \$167 in FY 2025. This was calculated as follows:

- Current Rate for 1 a week scheduled pulls: \$514.92
- Average Weeks in a Month = Weeks / Months = 52 / 12 ≈ 4.33
- Cost per Pull = Rate / (Weeks per month x Scheduled Pulls per Week)
- Cost per Pull = \$514.92 / (4.33 x 1) = \$118.83

The same methodology was used to calculate the cost per pull for those with collections 2 to 5 times per week (shown in Table 6). Based on these values, it was found that there is a significant discount the more pulls are scheduled per week. Additionally it was noted that the rate for extra pick-ups was not much more than the rate for scheduled pulls. NewGen recommends increasing the cost per pull for both scheduled and unscheduled pulls to align with the cost-of-service rate more closely per pull. Further, NewGen recommends aligning the cost per pull for open-top and compactor roll-offs, which will simplify the rate structure by FY 2029. While it is still recommended to provide a discount for those with more scheduled pulls per week to incentivize scheduling service rather than relying on call-ins or extra pickups, the recommendation is to provide a 5% discount for schedules of 2 and 3 pickups per week, while the proposed cost per pull for 4 and 5 times per week is equal to that for 3 times per week. The final rate matrix was rounded to the nearest dollar for ease of billing (shown in Table 7).

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Table 6
Proposed Rates – Roll-Offs Cost per Pull

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Cost per Pull					
1	\$118.83	\$140.00	\$165.00	\$190.00	\$215.00
2	100.36	133.00	156.75	180.50	204.25
3	94.21	126.35	148.91	171.48	194.04
4	91.13	126.35	148.91	171.48	194.04
5	89.29	126.35	148.91	171.48	194.04

Table 7 shows the monthly rate based on the cost per pull from Table 6, then multiplied by the collections per week and average weeks per month.

Table 7
Proposed Rates – Roll-Offs Monthly Rate

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Collections per Week					
1	\$515.00	\$607.00	\$715.00	\$823.00	\$932.00
2	870.00	1,153.00	1,359.00	1,564.00	1,770.00
3	1,225.00	1,643.00	1,936.00	2,229.00	2,522.00
4	1,580.00	2,190.00	2,581.00	2,972.00	3,363.00
5	1,935.00	2,738.00	3,226.00	3,715.00	4,204.00

Currently, the cost per pull for extra pick-ups significantly under recovers the cost per pull. NewGen proposes that the fee for extra pickup be raised to \$200 per pull in Year 2, FY 2026, with increases each year to \$295 per pull by FY 2029, which would then align with the rate for unscheduled pulls.

As for roll-off disposal, NewGen proposes a 3% rate increase for inside city limits and 4% for outside city limits customers. This aligns with the rate increase proposed for third-party disposal in the next section of this memo.

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Table 8
Proposed Rates – Roll-Offs Disposal & Extra Fees

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Disposal – Inside (per ton)					
Open Top Roll-Off	\$85.14	\$87.69	\$90.33	\$93.03	\$95.83
Sludge	49.00	50.47	51.98	53.54	55.15
Disposal – Outside (per ton)					
Open Top Roll-Off	\$92.13	\$95.82	\$99.65	\$103.63	\$107.78
Extra Pickups	\$135.59	\$200.00	\$250.00	\$275.00	\$295.00
Call In/Stand-by	291.17	295.00	295.00	295.00	295.00

The proposed rates for compacting roll-off services align with the similar fees charged for open-top roll-offs.

Table 9
Proposed Rates – Compacting Roll-Offs

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Scheduled	\$196.91	\$200.00	\$200.00	\$200.00	\$215.00
Unscheduled	246.16	295.00	295.00	295.00	295.00
Extra Pickups	138.10	200.00	250.00	275.00	295.00
Roll-Off Inactivity Fee	291.17	295.00	295.00	295.00	295.00
Repositioning	163.93	100.00	100.00	100.00	100.00

Third Party Solid Waste Disposal

With no rate increases, disposal rates would under recover revenue required to meet its revenue requirement starting in Year 2 of the forecast. Similar to residential and commercial collection, NewGen recommends an increase of 3% annually for inside city limits and 4% for outside, TDCJ, and SHSU customers in FY 2026 through FY 2029. This would result in sufficient revenue recovery in each year. This would also help to offset the under recovery seen in roll-offs above (see Schedule 3).

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Table 10
Proposed Rates – Disposal Fees at Scale House (per ton)

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Basic Fee - Inside City Limit	\$75.73	\$78.00	\$80.34	\$82.75	\$85.23
Basic Fee - Outside City Limit, TDCJ, SHSU	\$93.66	\$97.41	\$101.30	\$105.35	\$109.57

Revenue Under Proposed Rates

Table 11 shows the revenue recovery of the overall system. For a more detailed breakdown of each service category and their associated revenues under proposed rates, refer to Schedule 3. Though there would be a slight under recovery in years 3 and 4, the cumulative rate recovery remains positive throughout the five-year period.

Table 11
Revenue Under Proposed Rates

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Total Revenue	\$7,962,592	\$8,329,722	\$8,688,500	\$9,058,620	\$9,446,085
Revenue Requirement	\$7,709,177	\$8,127,326	\$8,618,032	\$9,167,318	\$9,492,657
Variance	3.29%	2.49%	0.82%	-1.19%	-0.49%
Over/(Under)	\$253,415	\$202,396	\$70,468	\$(108,697)	\$(46,572)
Cumulative Over/(Under)	\$253,415	\$455,811	\$526,279	\$417,581	\$371,010

Based on the rates proposed in this memo, there would be a \$371,010 cumulative contribution from rates. Schedule 4 takes this into account, along with a reduction of \$1,829,906 from cash vehicle purchases, to show the five-year fund balance projection. The overall impact is a reduction in the Solid Waste Fund from \$5,981,460 to \$4,522,564, which exceeds the minimum balance of \$2,430,464.

City of Huntsville, TX
Solid Waste Cost of Service Study
Net Revenue Under Current Rates

Line No.	Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
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Collection Charges

1	Residential Collection										
2	Net Revenue Requirement	\$	2,650,156	\$	2,729,031	\$	3,056,190	\$	3,141,507	\$	3,248,853
3	<u>Revenue</u>										
4	Single/Multi-Family Households - Inside City Limits	\$	2,251,939	\$	2,280,088	\$	2,308,590	\$	2,337,447	\$	2,366,665
5	Additional Collection Cart		40,201		40,704		41,213		41,728		42,250
6	Business Minimum Inside City Limits Collection		85,528		86,597		87,679		88,775		89,885
7	Total Residential Collection Revenue	\$	2,377,668	\$	2,407,389	\$	2,437,481	\$	2,467,950	\$	2,498,799
8	Over/(Under)	\$	(272,488)	\$	(321,642)	\$	(618,708)	\$	(673,557)	\$	(750,054)
9	Cumulative Over/(Under)		(272,488)		(594,130)		(1,212,838)		(1,886,396)		(2,636,450)
10	Commercial Collection										
11	Net Revenue Requirement	\$	2,347,641	\$	2,488,430	\$	2,561,866	\$	2,873,288	\$	2,976,275
12	<u>Revenue</u>										
13	Commercial (Inside)	\$	2,840,183	\$	2,854,384	\$	2,868,656	\$	2,882,999	\$	2,897,414
14	Commercial (Outside, TDCJ, SHSU)		-		-		-		-		-
15	Total Commercial Collection Revenue	\$	2,840,183	\$	2,854,384	\$	2,868,656	\$	2,882,999	\$	2,897,414
16	Over/(Under)	\$	492,542	\$	365,954	\$	306,790	\$	9,711	\$	(78,861)
17	Cumulative Over/(Under)		492,542		858,496		1,165,286		1,174,997		1,096,137
18	Roll-Offs										
19	Roll-Off Revenue Requirement	\$	687,323	\$	816,719	\$	838,585	\$	918,481	\$	947,827
20	Disposal Allocated to Roll-off		635,292		659,211		683,061		707,450		737,753
21	Transfer Station Allocated to Roll-off		115,420		117,126		118,588		121,145		122,612
22	Total Roll-Off Revenue Requirement	\$	1,438,035	\$	1,593,056	\$	1,640,234	\$	1,747,075	\$	1,808,193
23	<u>Revenue</u>										
24	<i>Roll-off</i>										
25	Roll-off Scheduled	\$	280,738	\$	280,738	\$	280,738	\$	280,738	\$	280,738
26	Roll-off Call-in		189,311		189,311		189,311		189,311		189,311
27	<i>Compacting Roll-off</i>										
28	Compactor Scheduled		71,675		71,675		71,675		71,675		71,675
29	Compactor Call-in		46,236		46,236		46,236		46,236		46,236
30	Repositioning Fees		49,179		49,179		49,179		49,179		49,179
31	<i>Disposal</i>										
32	Roll-Off Tonnage (Inside)		596,161		599,142		602,138		605,149		608,174
33	Roll-Off Tonnage (Outside)										
34	Sludge		140,079		140,779		141,483		142,190		142,901
35	Total Roll-Off Revenue	\$	1,373,379	\$	1,377,060	\$	1,380,760	\$	1,384,478	\$	1,388,214
36	Over/(Under)	\$	(64,657)	\$	(215,996)	\$	(259,474)	\$	(362,597)	\$	(419,978)
37	Cumulative Over/(Under)		(64,657)		(280,652)		(540,126)		(902,724)		(1,322,702)

Solid Waste Disposal

38	Third Party Solid Waste Disposal					
39	Disposal Revenue Requirement	\$ 1,077,572	\$ 1,118,141	\$ 1,158,596	\$ 1,199,964	\$ 1,251,364
40	Transfer Station Revenue Requirement	195,773	198,667	201,147	205,483	207,972
		\$ 1,273,345	\$ 1,316,809	\$ 1,359,743	\$ 1,405,447	\$ 1,459,337
41	Revenue					
42	Gate Tonnage (Inside)	\$ 824,640	\$ 828,763	\$ 832,907	\$ 837,071	\$ 841,257
43	Gate Tonnage (Outside)	546,660	549,393	552,140	554,901	557,675
44	Total Disposal Revenue	\$ 1,371,300	\$ 1,378,156	\$ 1,385,047	\$ 1,391,972	\$ 1,398,932
45	Over/(Under)	\$ 97,955	\$ 61,347	\$ 25,304	\$ (13,475)	\$ (60,405)
46	Cumulative Over/(Under)	\$ 97,955	\$ 159,302	\$ 184,606	\$ 171,131	\$ 110,727

Total Revenue47 *Collection Charges*

City of Huntsville, TX
Solid Waste Cost of Service Study
Net Revenue Under Current Rates

Line No.		Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
48	Residential Collection	\$ 2,377,668	\$ 2,407,389	\$ 2,437,481	\$ 2,467,950	\$ 2,498,799
49	Commercial Collection	2,840,183	2,854,384	2,868,656	2,882,999	2,897,414
50	Roll-Offs	1,373,379	1,377,060	1,380,760	1,384,478	1,388,214
51	Total Colleciton Revenue	\$ 6,591,230	\$ 6,638,833	\$ 6,686,897	\$ 6,735,427	\$ 6,784,428
52	<i>Solid Waste Disposal</i>					
53	Third Party Solid Waste Disposal	\$ 1,371,300	\$ 1,378,156	\$ 1,385,047	\$ 1,391,972	\$ 1,398,932
54	Total Disposal Revenue	\$ 1,371,300	\$ 1,378,156	\$ 1,385,047	\$ 1,391,972	\$ 1,398,932
55	Grand Total Revenue	\$ 7,962,530	\$ 8,016,989	\$ 8,071,944	\$ 8,127,399	\$ 8,183,360
	2025 Final Budget Revenue					
56	Revenue Requirement	\$ 7,709,177	\$ 8,127,326	\$ 8,618,032	\$ 9,167,318	\$ 9,492,657
57	Variance	3.29%	-1.36%	-6.34%	-11.34%	-13.79%
58	Over/(Under)	\$ 253,353	\$ (110,337)	\$ (546,088)	\$ (1,039,919)	\$ (1,309,297)
59	Cumulative Over/(Under)	\$ 253,353	\$ 143,017	\$ (403,072)	\$ (1,442,991)	\$ (2,752,288)

City of Huntsville, TX
Solid Waste Cost of Service Study
Fund Balance Projection - Current Rates

Line No.		Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
1	Beginning Balance	\$ 5,981,460	\$ 5,454,907	\$ 5,119,571	\$ 4,148,482	\$ 2,708,563
2	Vehicle Reserve Contributions	-	-	-	-	-
	Cash Capital Outlays					
3	Vehicles	(779,906)	(225,000)	(425,000)	(400,000)	-
	Other					
4	Over (Under) Recovery	253,353	(110,337)	(546,088)	(1,039,919)	(1,309,297)
5	Ending Balance	\$ 5,454,907	\$ 5,119,571	\$ 4,148,482	\$ 2,708,563	\$ 1,399,266
6	Total Expenses	\$ 7,938,377	\$ 8,356,526	\$ 8,847,232	\$ 9,396,518	\$ 9,721,857
7	Less Vehicle Replacement	-	-	-	-	-
8	O&M Expenses	7,938,377	8,356,526	8,847,232	9,396,518	9,721,857
9	25% of O&M Expenses	\$ 1,984,594	\$ 2,089,131	\$ 2,211,808	\$ 2,349,129	\$ 2,430,464
10	25% of Total Expenses	\$ 1,984,594	\$ 2,089,131	\$ 2,211,808	\$ 2,349,129	\$ 2,430,464
11	City provided 25% amount:	\$ 2,249,014				

City of Huntsville, TX
Solid Waste Cost of Service Study
Net Revenue Under Proposed Rates

Line No.	Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
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Collection Charges

1	Residential Collection					
2	Net Revenue Requirement	\$ 2,650,156	\$ 2,729,031	\$ 3,056,190	\$ 3,141,507	\$ 3,248,853
3	Revenue					
4	Single/Multi-Family Households - Inside City Limits	\$ 2,251,939	\$ 2,348,491	\$ 2,449,183	\$ 2,554,191	\$ 2,663,702
5	Additional Collection Cart	40,201	41,925	43,723	45,597	47,552
6	Business Minimum Inside City Limits Collection	85,528	89,195	93,019	97,007	101,166
7	Total Residential Collection Revenue	\$ 2,377,668	\$ 2,479,611	\$ 2,585,924	\$ 2,696,796	\$ 2,812,421
8	Over/(Under)	\$ (272,488)	\$ (249,421)	\$ (470,266)	\$ (444,712)	\$ (436,433)
9	Cumulative Over/(Under)	(272,488)	(521,908)	(992,174)	(1,436,886)	(1,873,318)

10	Commercial Collection						
11	Net Revenue Requirement	\$ 2,347,641	\$ 2,488,430	\$ 2,561,866	\$ 2,873,288	\$ 2,976,275	
12	Revenue						
13	Commercial (Inside)	\$ 2,840,183	\$ 2,940,015	\$ 3,043,357	\$ 3,150,331	\$ 3,261,065	
14	Commercial (Outside, TDCJ, SHSU)	-	-	-	-	-	
15	Total Commercial Collection Revenue	\$ 2,840,183	\$ 2,940,015	\$ 3,043,357	\$ 3,150,331	\$ 3,261,065	
16	Over/(Under)	\$ 492,542	\$ 451,585	\$ 481,491	\$ 277,043	\$ 284,790	
17	Cumulative Over/(Under)	492,542	944,128	1,425,619	1,702,662	1,987,452	

18	Roll-Offs										
19	Roll-Off Revenue Requirement	\$	687,323	\$	816,719	\$	838,585	\$	918,481	\$	947,827
20	Disposal Allocated to Roll-off		635,292		659,211		683,061		707,450		737,753
21	Transfer Station Allocated to Roll-off		115,420		117,126		118,588		121,145		122,612
22	Total Roll-Off Revenue Requirement	\$	1,438,035	\$	1,593,056	\$	1,640,234	\$	1,747,075	\$	1,808,193
23	<u>Revenue</u>										
24	<i>Roll-off</i>										
25	Roll-off Scheduled	\$	280,800	\$	372,972	\$	439,476	\$	505,968	\$	572,544
26	Roll-off Call-in		189,311		191,801		191,801		191,801		191,801
27	<i>Compacting Roll-off</i>										
28	Compactor Scheduled		71,675		72,800		72,800		72,800		78,260
29	Compactor Call-in		46,236		55,409		55,409		55,409		55,409
30	Repositioning Fees		49,179		30,000		30,000		30,000		30,000
31	<i>Disposal</i>										
32	Roll-Off Tonnage (Inside)		596,161		617,116		638,808		661,262		684,506
33	Roll-Off Tonnage (Outside)										
34	Sludge		140,079		145,003		150,099		155,375		160,837
35	Total Roll-Off Revenue	\$	1,373,441	\$	1,485,101	\$	1,578,393	\$	1,672,616	\$	1,773,356
36	Over/(Under)	\$	(64,595)	\$	(107,955)	\$	(61,840)	\$	(74,460)	\$	(34,836)
37	Cumulative Over/(Under)		(64,595)		(172,549)		(234,390)		(308,850)		(343,686)

Solid Waste Disposal

38	Third Party Solid Waste Disposal					
39	Disposal Revenue Requirement	\$ 1,077,572	\$ 1,118,141	\$ 1,158,596	\$ 1,199,964	\$ 1,251,364
40	Transfer Station Revenue Requirement	195,773	198,667	201,147	205,483	207,972
		\$ 1,273,345	\$ 1,316,809	\$ 1,359,743	\$ 1,405,447	\$ 1,459,337
41	Revenue					
42	Gate Tonnage (Inside)	\$ 824,640	\$ 853,626	\$ 883,631	\$ 914,691	\$ 946,842
43	Gate Tonnage (Outside)	546,660	571,369	597,195	624,188	652,401
44	Total Disposal Revenue	\$ 1,371,300	\$ 1,424,995	\$ 1,480,826	\$ 1,538,878	\$ 1,599,243
45	Over/(Under)	\$ 97,955	\$ 108,186	\$ 121,082	\$ 133,431	\$ 139,906
46	Cumulative Over/(Under)	\$ 97,955	\$ 206,141	\$ 327,223	\$ 460,655	\$ 600,561

Total Revenue47 *Collection Charges*

City of Huntsville, TX
Solid Waste Cost of Service Study
Net Revenue Under Proposed Rates

Line No.		Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
48	Residential Collection	\$ 2,377,668	\$ 2,479,611	\$ 2,585,924	\$ 2,696,796	\$ 2,812,421
49	Commercial Collection	2,840,183	2,940,015	3,043,357	3,150,331	3,261,065
50	Roll-Offs	1,373,441	1,485,101	1,578,393	1,672,616	1,773,356
51	Total Collection Revenue	\$ 6,591,292	\$ 6,904,727	\$ 7,207,675	\$ 7,519,742	\$ 7,846,842
52	<i>Solid Waste Disposal</i>					
53	Third Party Solid Waste Disposal	\$ 1,371,300	\$ 1,424,995	\$ 1,480,826	\$ 1,538,878	\$ 1,599,243
54	Total Disposal Revenue	\$ 1,371,300	\$ 1,424,995	\$ 1,480,826	\$ 1,538,878	\$ 1,599,243
55	Grand Total Revenue	\$ 7,962,592	\$ 8,329,722	\$ 8,688,500	\$ 9,058,620	\$ 9,446,085
56	Revenue Requirement	\$ 7,709,177	\$ 8,127,326	\$ 8,618,032	\$ 9,167,318	\$ 9,492,657
57	Variance	3.29%	2.49%	0.82%	-1.19%	-0.49%
58	Over/(Under)	\$ 253,415	\$ 202,396	\$ 70,468	\$ (108,697)	\$ (46,572)
59	Cumulative Over/(Under)	\$ 253,415	\$ 455,811	\$ 526,279	\$ 417,581	\$ 371,010

City of Huntsville, TX
Solid Waste Cost of Service Study
Fund Balance Projection - Proposed Rates

Line No.		Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
1	Beginning Balance	\$ 5,981,460	\$ 5,454,969	\$ 5,432,365	\$ 5,077,833	\$ 4,569,135
2	Vehicle Reserve Contributions	-	-	-	-	-
	Cash Capital Outlays					
3	Vehicles	(779,906)	(225,000)	(425,000)	(400,000)	-
	Other					
4	Over (Under) Recovery	253,415	202,396	70,468	(108,697)	(46,572)
5	Ending Balance	\$ 5,454,969	\$ 5,432,365	\$ 5,077,833	\$ 4,569,135	\$ 4,522,564
6	Total Expenses	\$ 7,938,377	\$ 8,356,526	\$ 8,847,232	\$ 9,396,518	\$ 9,721,857
7	Less Vehicle Replacement	-	-	-	-	-
8	O&M Expenses	7,938,377	8,356,526	8,847,232	9,396,518	9,721,857
9	25% of O&M Expenses	\$ 1,984,594	\$ 2,089,131	\$ 2,211,808	\$ 2,349,129	\$ 2,430,464

Commercial Collection - Inside

Current Rates

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 84.39	\$ 141.82	\$ 199.24	\$ 256.66	\$ 314.10
4	107.31	187.71	268.06	348.43	428.79
6	130.26	233.57	336.87	440.19	543.48
8	153.20	279.45	405.69	531.94	658.19

Year 1 - FY 2025

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 84.39	\$ 141.82	\$ 199.24	\$ 256.66	\$ 314.10
4	107.31	187.71	268.06	348.43	428.79
6	130.26	233.57	336.87	440.19	543.48
8	153.20	279.45	405.69	531.94	658.19

Year 2 - FY 2026

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 86.92	\$ 146.07	\$ 205.22	\$ 264.36	\$ 323.52
4	110.53	193.34	276.10	358.88	441.65
6	134.17	240.58	346.98	453.40	559.78
8	157.80	287.83	417.86	547.90	677.94

Year 3 - FY 2027

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 89.53	\$ 150.46	\$ 211.37	\$ 272.29	\$ 333.23
4	113.85	199.14	284.38	369.65	454.90
6	138.19	247.79	357.39	467.00	576.58
8	162.53	296.47	430.40	564.34	698.27

Year 4 - FY 2028

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 92.22	\$ 154.97	\$ 217.71	\$ 280.46	\$ 343.23
4	117.26	205.12	292.92	380.74	468.55
6	142.34	255.23	368.11	481.01	593.88
8	167.41	305.36	443.31	581.27	719.22

Year 5 - FY 2029

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 94.98	\$ 159.62	\$ 224.25	\$ 288.87	\$ 353.52
4	120.78	211.27	301.70	392.16	482.61
6	146.61	262.89	379.15	495.44	611.69
8	172.43	314.52	456.61	598.70	740.80

Commercial Collection - Outside

Current Rates

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 100.46	\$ 168.83	\$ 237.20	\$ 305.56	\$ 373.94
4	127.78	223.45	319.13	414.80	510.48
6	155.08	278.06	401.04	524.03	647.00
8	182.38	332.68	482.97	633.25	783.55

Year 1 - FY 2025

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 100.46	\$ 168.83	\$ 237.20	\$ 305.56	\$ 373.94
4	127.78	223.45	319.13	414.80	510.48
6	155.08	278.06	401.04	524.03	647.00
8	182.38	332.68	482.97	633.25	783.55

Year 2 - FY 2026

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 103.47	\$ 173.89	\$ 244.32	\$ 314.73	\$ 385.16
4	131.61	230.15	328.70	427.24	525.79
6	159.73	286.40	413.07	539.75	666.41
8	187.85	342.66	497.46	652.25	807.06

Year 3 - FY 2027

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 106.58	\$ 179.11	\$ 251.65	\$ 324.17	\$ 396.71
4	135.56	237.06	338.57	440.06	541.57
6	164.52	294.99	425.46	555.94	686.40
8	193.49	352.94	512.38	671.81	831.27

Year 4 - FY 2028

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 109.78	\$ 184.49	\$ 259.19	\$ 333.89	\$ 408.61
4	139.63	244.17	348.72	453.26	557.82
6	169.46	303.84	438.23	572.62	706.99
8	199.29	363.53	527.75	691.97	856.21

Year 5 - FY 2029

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 113.07	\$ 190.02	\$ 266.97	\$ 343.91	\$ 420.87
4	143.82	251.49	359.18	466.86	574.55
6	174.54	312.96	451.37	589.80	728.20
8	205.27	374.43	543.59	712.73	881.89



July 15, 2025 | City Council Meeting

CITY OF HUNTSVILLE COST OF SERVICE AND RATE DESIGN STUDY

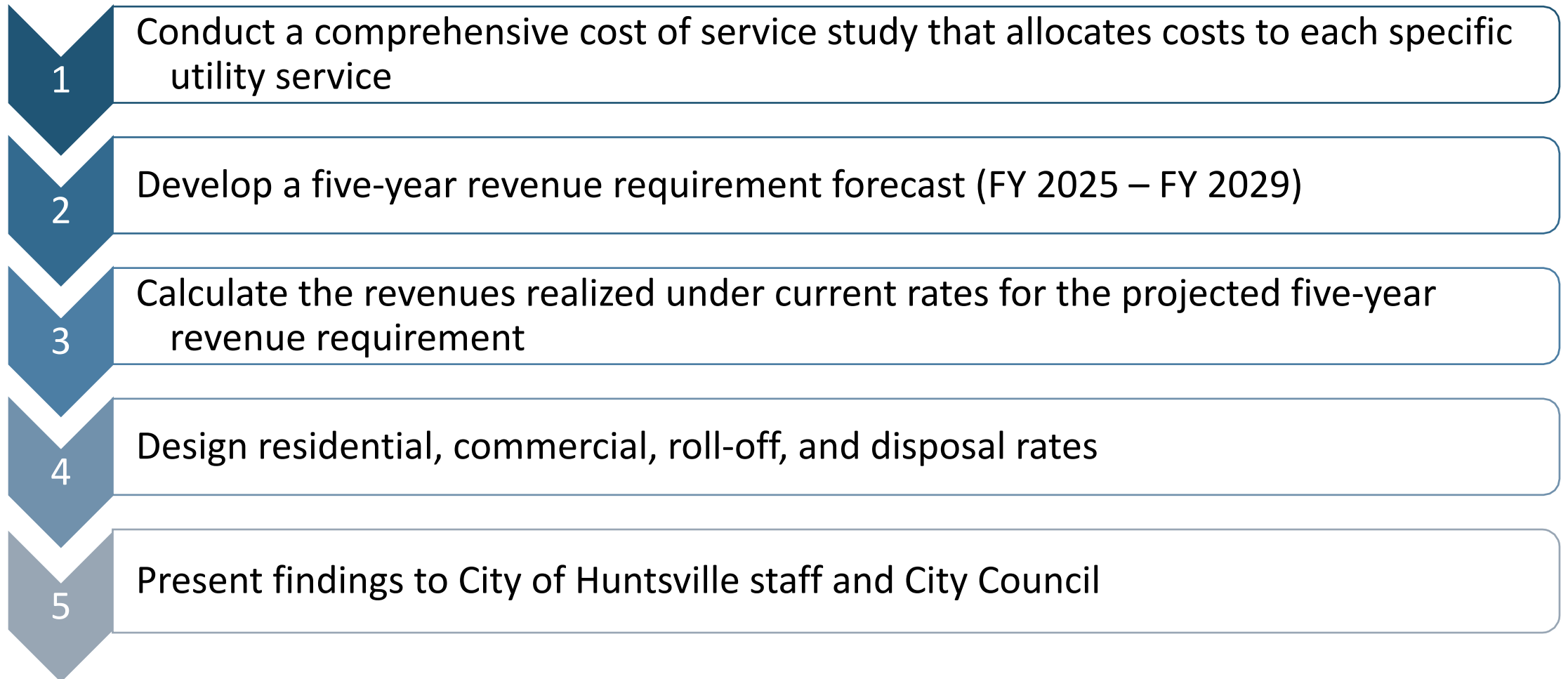


AGENDA

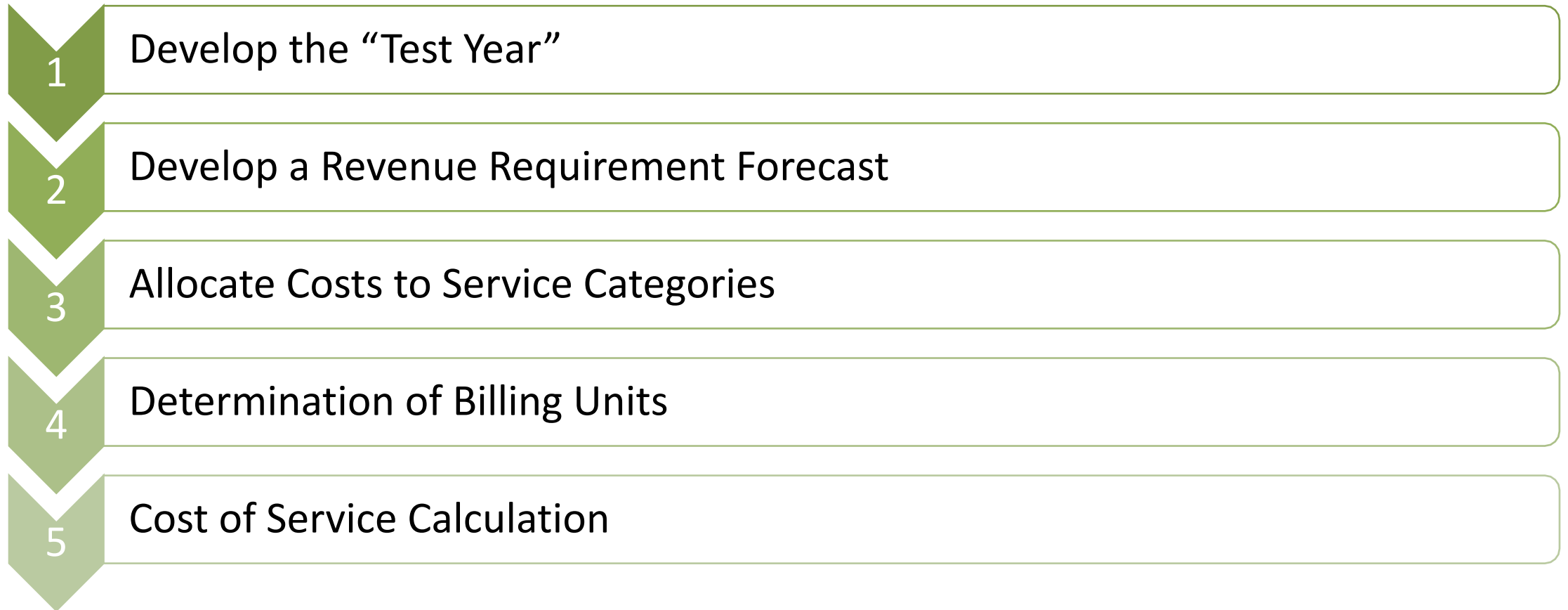
1. Scope of Services
2. Methodology
3. Revenue Requirement
4. Over/Under Recovery – Current Rates
5. Findings
6. Rate Recommendations
7. Over/Under Recovery – Proposed Rates



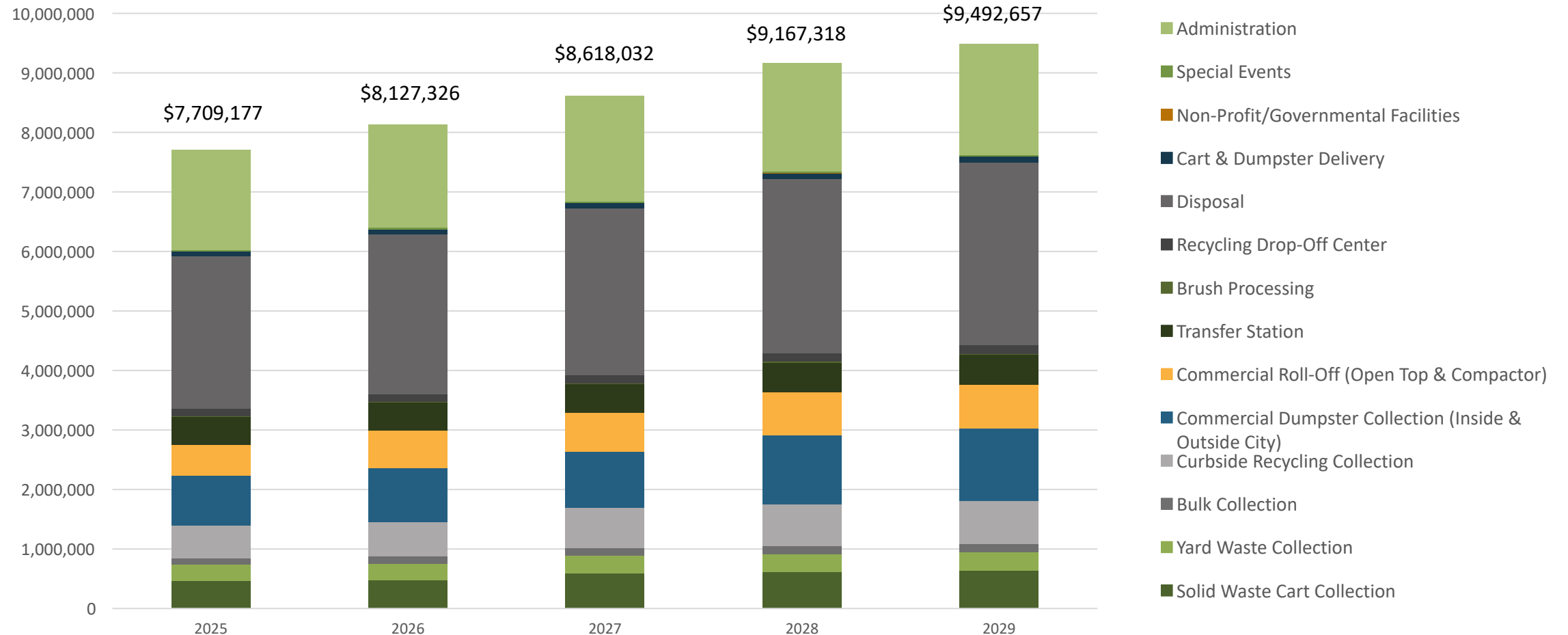
SCOPE OF SERVICES



COST OF SERVICE METHODOLOGY



REVENUE REQUIREMENT BY SERVICE CATEGORY



CURRENT RATES – OVER/(UNDER) RECOVERY

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Grand Total Revenue	\$ 7,962,530	\$ 8,016,989	\$ 8,071,944	\$ 8,127,399	\$ 8,183,360
Revenue Requirement	\$ 7,709,177	\$ 8,127,326	\$ 8,618,032	\$ 9,167,318	\$ 9,492,657
Variance	3.29%	-1.36%	-6.34%	-11.34%	-13.79%
Over/(Under)	\$ 253,353	\$ (110,337)	\$ (546,088)	\$ (1,039,919)	\$ (1,309,297)
Cumulative Over/(Under)	\$ 253,353	\$ 143,017	\$ (403,072)	\$ (1,442,991)	\$ (2,752,288)

FINDINGS

- Address findings with recommended changes to rate structure
 - The City continues to grow and needs to cash fund several new vehicles over the next 5 years
 - Scheduled roll-offs are significantly under-recovering the cost of service
 - Residential rates are significantly under-recovering their cost of service
 - Maintain reserves equaling 25% of expenses



RATE RECOMMENDATIONS

NewGen recommends the following:

- NewGen proposes 3% annual increases for FY 2026 through 2029 for Residential Cart Collection and Commercial Accounts (carts and dumpsters)
- Increase the cost per pull for both scheduled and unscheduled pulls
- Align the cost per pull for open-top and compactor roll-offs to simplify the rate structure by FY 2029
- Continue to provide a discount for those with more than 1 pull per week.
- Increase the fee for extra pickups to \$200 per pull in FY 2026, with increases each year to \$295 per pull by FY 2029

RATE RECOMMENDATIONS (CONTINUED)

Disposal

- For roll-off disposal and disposal fees at the scale house, NewGen recommends an increase of 3% annually for inside city limits and 4% for outside, TDCJ, and SHSU customers in FY 2026 through FY 2029
- Outside disposal is currently at 4% annual increases for FY 2026-FY 2029. Incremental increase from 4% to 5% on outside county tonnage is shown below:

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Basic Fee - Outside City Limit, TDCJ, SHSU					
4% Rate Increase	\$ 93.66	\$ 97.41	\$ 101.30	\$ 105.35	\$ 109.57
5% Rate Increase	93.66	98.34	103.26	108.42	113.84
Gate Tonnage (Outside) - Revenue					
4% Rate Increase	\$ 546,660	\$ 571,369	\$ 597,195	\$ 624,188	\$ 652,401
5% Rate Increase	546,660	576,863	608,734	642,367	677,858
Revenue Difference	\$ -	\$ 5,494	\$ 11,540	\$ 18,179	\$ 25,457

PROPOSED RATES – OVER/(UNDER) RECOVERY

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Grand Total Revenue	\$ 7,962,530	\$ 8,329,722	\$ 8,688,500	\$ 9,058,620	\$ 9,446,085
Revenue Requirement	\$ 7,709,177	\$ 8,127,326	\$ 8,618,032	\$ 9,167,318	\$ 9,492,657
Variance	3.29%	2.49%	0.82%	-1.19%	-0.49%
Over/(Under)	\$ 253,353	\$ 202,396	\$ 70,468	\$ (108,697)	\$ (46,572)
Cumulative Over/(Under)	\$ 253,353	\$ 455,749	\$ 526,217	\$ 417,520	\$ 370,948



DISCUSSION

Dave Yanke, President
NewGen Strategies and Solutions, LLC
(512) 806-7713
dyanke@newgenstrategies.net

NewGen
Strategies & Solutions



CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: 1.a.

Agenda Item: Consider approving the Minutes from the July 1, 2025, Regular City Council Meeting.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Motion to approve the Minutes from the July 1, 2025, Regular City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. City Council Meeting Minutes Draft 7-1-2025

MINUTES FROM THE HUNTSVILLE CITY COUNCIL REGULAR MEETING HELD ON THE 1ST DAY OF JULY 2025 AT 6:00 P.M. AT THE CITY OF HUNTSVILLE SERVICE CENTER COMPLEX, LOCATED AT 448 HIGHWAY 75, IN THE CITY OF HUNTSVILLE, WALKER COUNTY, TEXAS.

The City Council met in a regular session with the following:

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

COUNCILMEMBERS ABSENT: Councilmember At-Large Position 4 Graham

OFFICERS PRESENT: Scott Swigert, City Manager; Kristy Doll, City Secretary; Leonard Schneider, City Attorney

OFFICERS ABSENT:

MAIN SESSION CALL TO ORDER

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

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

Mayor Humphrey gave the invocation, and the pledges were led by Councilmember Lyle.

PROCLAMATION

- a. Proclamation No. 2025-13 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 17, 2025, Regular City Council Meeting.**
Kristy Doll, City Secretary
- b. Consider adopting Resolution No. 2025-21 of the City Council of the City of Huntsville, Texas, authorizing the submission of a grant application to the Firehouse Subs Public Safety Foundation for funding an amount not to exceed \$40,000.00 to acquire a dedicated water rescue boat.**
Lance Hall, Finance Director
- c. Consider authorizing the City Manager to award a construction contract for enclosing two bays of the Fleet Services Building.**
Kim Kembro, Interim Public Works Director
- d. Consider approving the Fourth Amendment to the Option to Purchase and Agreement to Pursue Water Supply between the City of Huntsville and Montgomery County Municipal Utility Districts Number 8 and 9.**
Kim Kembro, Interim Public Works Director

Consent Agenda Item 1.d. was moved from the Consent Agenda to the Statutory Agenda for consideration.

- e. Consider authorizing the City Manager to award a contract to Agile Interiors for the Huntsville Public Library Maker Space.**

Sam Masiel, Assistant City Manager

Councilmember Jon Strong made a motion to approve Consent Agenda Items a, b, c and e. The motion was seconded by Councilmember Vicki McKenzie. The motion passed 8 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

2. STATUTORY AGENDA

Item 1.d. was moved from the Consent Agenda to the Statutory Agenda.

- 1.d. Consider approving the Fourth Amendment to the Option to Purchase and Agreement to Pursue Water Supply between the City of Huntsville and Montgomery County Municipal Utility Districts Number 8 and 9.**

Kim Kembro, Interim Public Works Director

Councilmember Jon Strong made a motion to approve the Fourth Amendment to the Option to Purchase and Agreement to Pursue Water Supply between the City of Huntsville and Montgomery County Municipal Utility Districts 8 and 9 with an effective date of January 31, 2025. The motion was seconded by Councilmember Tore Fossum. The motion passed 8 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- a. Consider adopting Ordinance No. 2025-17 Authorizing the Issuance of the City of Huntsville, Texas Combination Tax and Revenue Certificates of Obligation, Series 2025, for Stormwater Drainage Projects.**

Lance Hall, Finance Director

Councilmember Vicki McKenzie made a motion to adopt Ordinance No. 2025-17 authorizing the issuance of the City of Huntsville, Texas Combination Tax and Revenue Certificates of Obligation, Series 2025, for Stormwater Drainage Projects; authorizing the Levy of an Ad Valorem Tax and the Pledge of Certain Revenues in Support of the Certificates; approving an Official Statement and a Paying Agent/Registrar Agreement; awarding the sale of the certificates; and authorizing other matters related to the issuance of the certificates. The motion was seconded by Councilmember Jon Strong. The motion passed 8 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- b. First Reading - Consider adopting Resolution No. 2025-22 authorizing the City Manager to apply for and accept, if awarded, funding under the Texas General Land Office (GLO) Community Development and Revitalization Department which oversees the administration of Community Development Block Grant Disaster Recovery (CDBG-DR) funds provided by the US Department of Housing and Urban Development (HUD) in the amount of \$3,500,000.00 for the erosion mitigation downstream of the Dawson Lake Dam.**

Kathlie Jeng-Bullock, City Engineer

Councilmember Jon Strong made a motion to waive the two reading requirement and adopt Resolution 2025-22 authorizing the City Manager to apply for and accept, if awarded, funding under the Texas General Land Office (GLO) Community Development and Revitalization Department, which oversees the administration of Community Development Block Grant Disaster Recovery (CDBG-DR) funds provided by the US Department of Housing and Urban Development (HUD) in the amount of \$3,500,000.00 with the City's match requirement of (10%) \$350,000.00 for the downstream of Dawson Lake area; and to designate the City Manager as the

City's Authorized Representative. The motion was seconded by Councilmember Vicki McKenzie. The motion passed 8 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- c. First Reading - Consider adopting Resolution No. 2025-23 authorizing the City Manager to apply for and accept, if awarded, funding under the Texas General Land Office (GLO) Community Development and Revitalization Department, which oversees the administration of Community Development Block Grant Disaster Recovery (CDBG-DR) funds provided by the US Department of Housing and Urban Development (HUD) in the amount of \$5,500,000.00 for the Town Creek Master Drainage Plan and Design of Drainage Projects in the watershed.**
Kathlie Jeng-Bulloch, City Engineer

Councilmember Vicki McKenzie made a motion to waive the two reading requirement and approve Resolution 2025-23 authorizing the City Manager to apply for and accept, if awarded, funding under the Texas General Land Office (GLO) Community Development and Revitalization Department, which oversees the administration of Community Development Block Grant Disaster Recovery (CDBG-DR) funds provided by the US Department of Housing and Urban Development (HUD) in the amount of \$5,500,000.00 with the City required match of (10%) \$550,000.00 for the Town Creek/Lower Town Creek Master Drainage Plan and Design for Drainage Projects in the watershed; and to designate the City Manager as the City's Authorized Representative. The motion was seconded by Councilmember Anissa Antwine. The motion passed 8 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- d. First Reading - Consider adopting Resolution No. 2025-24 authorizing the City Manager to apply for and accept, if awarded, funding under the Texas General Land Office (GLO) Community Development and Revitalization Department, which oversees the administration of Community Development Block Grant Disaster Recovery (CDBG-DR) funds provided by the US Department of Housing and Urban Development (HUD) in the amount of \$4,500,000.00 with the City's 10% match amount of \$450,000.00 for the MLK Street Improvements.**
Kathlie Jeng-Bulloch, City Engineer

Councilmember Jon Strong made a motion to waive the two reading requirement and adopt Resolution 2025-24 authorizing the City Manager to apply for and accept, if awarded, funding under the Texas General Land Office (GLO) Community Development and Revitalization Department which oversees the administration of Community Development Block Grant Disaster Recovery (CDBG-DR) funds provided by the US Department of Housing and Urban Development (HUD) in the amount of \$4,500,000.00 with the City's 10% match amount of \$450,000.00 for a total of \$4,950,000.00 for the MLK Street Improvements; and to designate the City Manager as the City's Authorized Representative. The motion was seconded by Councilmember Tore Fossum. The motion passed 8 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- e. Consider adopting Resolution No. 2025-25 authorizing the City Manager to apply for and accept, if awarded, funding under the 2025 Transportation Alternatives Set-Aside (TA) Program, Texas Department of Transportation, in the amount of \$4,594,000.00 for the Sycamore Avenue Project.**
Kathlie Jeng-Bulloch, City Engineer

Councilmember Vicki McKenzie made a motion to adopt Resolution No. 2025-25 authorizing the City Manager to apply for and accept, if awarded, funding under the 2025 Transportation Alternatives Set-Aside (TA) Program, Texas Department of Transportation in the amount of \$4,594,000.00 for the Sycamore Avenue Sidewalk Improvements Project; and to designate the City Manager as the City's Authorized Representative. The motion was seconded by Councilmember Tore Fossum. The motion passed 8 - 0. Yes: Russell Humphrey,

Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- f. Consider action to waive interest or any other additional charges on the invoice for demolition at 122 Johnson Road so that \$1,525.00 can be paid and the property lien removed.**
Kevin Byal, Director of Development Services

Councilmember Tore Fossum made a motion to waive interest or any other additional charges on the invoice for demolition at 122 Johnson Road so that \$1,525.00 can be paid and the property lien removed. The motion was seconded by Councilmember Anissa Antwine.

Councilmember Jon Strong made a motion to amend the motion to direct the Finance Department to waive interest from 2016 forward and allow them their payment plan and freeze the interest as long as they make their payment plan. The amended motion was seconded by Councilmember Vicki McKenzie. The amended motion passed 7 – 1.

roll call vote:

Yes: Anissa Antwine, Jon Strong, Mayor Humphrey, Vicki McKenzie, Bert Lyle, Casey Cox, Karen Denman
No: Tore Fossum

Consider action to waive interest from 2016-2025 and freeze any interest penalties or charges on the invoice for demolition at 122 Johnson Road so that \$1,525.00 can be paid and the lien removed provided payments are made. The motion passed 8 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- g. Consider authorizing the City Manager to enter into a Professional Engineering Services Agreement with KSA Engineering for aviation engineering services for the Huntsville Municipal Airport.**
Layne Yeager, City Planner/Airport Manager

Councilmember Jon Strong made a motion to approve authorizing the City Manager to enter into a Professional Engineering Services Agreement with KSA Engineering for aviation engineering services for the Huntsville Municipal Airport. The motion was seconded by Councilmember Tore Fossum. The motion passed 8 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, 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

Councilmembers 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 551.071, to receive legal advice - Walker County Economic Development Corporation.**
Leonard Schneider, City Attorney
- b. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.071, to receive legal advice on claims by Frost Construction Company, Inc. regarding Service Center Expansion & Renovation.**

Leonard Schneider, City Attorney

City Council convened into Executive Session at 6:51 p.m.

7. RECONVENE

City Council reconvened from Executive Session at 7:47 p.m.

Mayor Humphrey recused himself and left the Council Chambers.

Councilmember Vicki McKenzie made a motion to direct the City Attorney and staff to enter into negotiations with Walker County Economic Development Corporation and bring the agreement for approval at the next City Council Meeting. The motion was seconded by Councilmember Tore Fossum. The motion passed 7 - 0. Yes: Karen Denman, Vicki McKenzie, Jon Strong, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None; Abstain: Russell Humphrey

Mayor Humphrey returned to the Council Chambers.

ADJOURNMENT

Mayor Humphrey adjourned the meeting without objection at 7:48 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Russell Humphrey, Mayor



CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: 1.b.

Agenda Item: Consider adoption of Ordinance No. 2025-18 to amend the budget for FY 24-25 and/or CIP Project Budgets.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Move to adopt Ordinance No. 2025-18 to amend the budget for FY 24-25 and/or CIP Project budgets.

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:

The City adopts the annual budget via Ordinance. The Schedule of Fees and Charges is included as part of the adoption of the annual budget. As such, changes or additions to the Schedule of Fees and Charges require approval via Ordinance. Additional detailed information is included in the Exhibit A "Explanation" section. This was presented to the Finance Committee at their July 1, 2025, meeting.

Previous Council Action: No previous Council action for these budget amendments. The fiscal year 2024 - 2025 original budget and original Schedule of Fees and Charges were adopted at Council's September 17, 2024, meeting.

Financial Implications: See Exhibit A for specific financial implications for each Budget Amendment.

Approvals:

Lance Hall

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:

1. FY 25 ORDINANCE # 18 to amend budget -CIP TxDot Widening

ORDINANCE NO. 2025-18

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE 2024-2025 ANNUAL BUDGET AND/OR CAPITAL IMPROVEMENTS PROJECTS (CIP) BUDGETS, ORDINANCE NO. 2024-24 TO AMEND ADOPTED EXPENDITURES OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the 2024-2025 Annual Budget and CIP Budgets were adopted by Ordinance 2024-24 on September 17, 2024;

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 2024 – 2025 and/or 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 2024 – 2025 is hereby amended to include the expenditures and revenues in Exhibit “A” and/or 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 2024 – 2025 and/or 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 15th day of July 2025.

THE CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

Budget Amendments FY 24-25

City Council -July 15, 2025

Exhibit A

Increase: IH45 Segment 2B Widening -Utility relocation project	\$	33,000
Increase: Water Projects CIP - Misc Rev. (Reimbursement from TxDOT)	\$	33,000

Explanation:	RPS has been working closely with the City of Huntsville and TxDOT for over four (4) years for the design of the relocation of several waterline and sanitary sewer line segments within the TxDOT rights-of-way in the IH-45 Segment 2B Widening Project. The lines need to be relocated to remove potential conflicts with highway construction and to provide necessary clearance to the new roadway surface and the clearances to the proposed drainage facilities. Recently Gauge Engineering with TxDOT requested further design changes due to additional drainage infrastructure in the TxDOT plans. The further changes will create conflicts at 5 (five) locations which will need to be redesigned. This will require RPS to revise ten (10) Plan and Profile sheets including design and quantity table updates. The fee for Project Management and Coordination and Final Design is \$33,000.00 All fees included in the redesign proposal, along with construction costs are fully reimbursable through TxDOT and will be included in the Utility Agreement executed prior to construction. The City Council approved the additional services with RPS at the City Council meeting held on June 17, 2025 this budget amendment puts the money in place to perform the contracted services.
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CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: 1.c.

Agenda Item: Consider accepting the Solid Waste Rate Study from NewGen Strategies & Solutions

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Move to accept the Solid Waste cost-of-service and rate design study completed by NewGen Strategies & Solutions.

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: NewGen Strategies & Solutions conducted a solid waste cost-of-service and rate design study. Using a test year based on the Fiscal Year (FY) 2025 Budget, the study incorporates additional personnel and equipment purchases. The analysis performed is designed to take into account foreseeable changes from FY 2025 to FY 2029 with the goal of preserving the financial integrity of the solid water utility. If the Solid Waste Rate Study is accepted as presented, the new rates will be incorporated into the budget process and implemented as of 10/01/2025.

Previous Council Action: Council accepted a Solid Waste rate study on December 16, 2014

Financial Implications: Annual increases in Solid Waste fees, to support ongoing operational expenses.

Approvals:

Lance Hall

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:

1. Huntsville Rates Memo_5-12-25

Memorandum

To: City of Huntsville, Texas

From: Seth Cunningham, Principal, NewGen Strategies and Solutions, LLC
Cari Anderson, Senior Consultant, NewGen Strategies and Solutions, LLC

Date: May, 12, 2025

Re: Recommended Solid Waste Rates

The City of Huntsville (City) retained NewGen Strategies and Solutions LLC (NewGen) to conduct a solid waste cost of service and rate design study (study). Using a test year based off of the fiscal year (FY) 2025 Budget¹, the study incorporates additional personnel and equipment purchases. The analysis performed is designed to take into account foreseeable changes from FY 2025 to FY 2029 with the goal of preserving the financial integrity of the solid waste utility. The following memo details the current rate structure and the rates proposed by NewGen's project team.

Revenue Under Current Rates

The City currently charges residential customers \$25.76 per month for service. Approximately 263 commercial customers receive service via a residential cart and are charged \$27.10 per month. Additional carts are available for an additional \$13.73 per month. Commercial dumpster collection is available for 2, 4, 6, and 8 cubic yard (CY) containers serviced between 1 and 5 times per week. Service is provided to customers inside and outside city limits, including the Texas Department of Criminal Justice (TDCJ) and Sam Houston State University (SHSU). Table 1 outlines the current fee schedule applied to those commercial customers receiving cart service.

Table 1
Current Rates – Commercial Cart Collection

Container Size (CY)	Collections per Week				
	1	2	3	4	5
Commercial – Inside					
2	\$84.39	\$141.82	\$199.24	\$256.66	\$314.10
4	107.31	187.71	268.06	348.43	428.79
6	130.26	233.57	336.87	440.19	543.48
8	153.20	279.45	405.69	531.94	658.19

¹ The City's fiscal year runs from October 1 to September 30

Memorandum

City of Huntsville, TX
May 12, 2025
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Container Size (CY)	Collections per Week				
	1	2	3	4	5
Commercial – Outside, TDCJ, SHSU					
2	\$100.46	\$168.83	\$237.20	\$305.56	\$373.94
4	127.78	223.45	319.13	414.80	510.48
6	155.08	278.06	401.04	524.03	647.00
8	182.38	332.68	482.97	633.25	783.55

Open-top roll-off service is for both scheduled and unscheduled pulls. A flat fee per pull is charged for unscheduled pulls while a fee matrix based on the number of pulls per week is shown in Table 2. For scheduled pulls, the cost per pull decreases with the number of scheduled collections per week.. This and other miscellaneous roll-off fees will be detailed in the next section. In addition to the collection charges, disposal of roll-off refuse is charged \$85.14 per ton for inside customers and \$92.13 per ton for outside customers.

Table 2
Current Rates – Roll-Offs

Collections per Week					
1	2	3	4	5	
Roll-Off - Inside					
\$514.92	\$869.82	\$1,224.72	\$1,579.62	\$1,934.53	
Roll-Off – Outside, TDCJ, SHSU					
\$853.28	\$1,706.55	\$2,559.83	\$3,413.11	\$4,266.38	

For customers that haul their waste to the transfer station, disposal of solid waste is charged based on the total tonnage taken to the scale house for inside and outside city limits customers as well as TDCJ and SHSU. The rate per ton is as follows: \$75.73 for inside city limit customers, \$93.66 for outside, and \$49.00 for sludge.

Under the City's current solid waste rates, rates would begin to under recover the total revenue requirement in Year 2, FY 2026. This is due to under recovery via residential collection and roll-off revenues in all five years of the forecast. Additionally, third-party solid waste disposal begins to under recover the revenue requirement in Year 4 of the forecast. This results in a cumulative under recovery of approximately \$2.8 million dollars across the five-year forecast. A detailed breakdown of each services revenue requirement and rate revenues are shown in Schedule 1.

Memorandum

City of Huntsville, TX
May 12, 2025
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Table 3
Revenue Under Current Rates

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Total Revenue	\$7,962,530	\$8,016,989	\$8,071,944	\$8,127,399	\$8,183,360
Revenue Requirement	\$7,709,177	\$8,127,326	\$8,618,032	\$9,167,318	\$9,492,657
Variance	3.29%	-1.36%	-6.34%	-11.34%	-13.79%
Over/(Under)	\$253,353	\$(110,337)	\$(546,088)	\$(1,039,919)	\$(1,309,297)
Cumulative Over/(Under)	\$253,353	\$143,017	\$(403,072)	\$(1,442,991)	\$(2,752,288)

This cumulative under recovery leads to a decrease in the Solid Waste Fund below the required minimum amount of 25% of the annual budget in FY 2029 (as shown in Schedule 2). Based on this, NewGen recommends adjusting rates to ensure sufficient revenue recovery.

Revenue Under Proposed Rates

The proposed rates detailed below take into account the cost of providing service to residential, commercial, roll-off, and disposal customers while maintaining the City's required minimum fund balance of 25% of the annual budget. The following tables show the proposed rates for FY 2025 (current year) through FY 2029.

Residential and Commercial Collection

For both residential and commercial collection, NewGen proposes 3% annual increases for FY 2026 through 2029. The resulting rates are shown in Tables 4 and 5. A commercial matrix detailing rates by size of container and number of collections per week is provided in workpaper A.

As shown in Schedule 3, residential collection would still have a slight under recovery that would be sufficiently covered by the over recovery realized by commercial collection.

Table 4
Proposed Rates – Residential Collection

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Single/Multi-Family Households – Inside City Limits	\$25.76	\$26.53	\$27.33	\$28.15	\$28.99
Additional Collection Cart	13.73	14.14	14.57	15.00	15.45

Memorandum

City of Huntsville, TX
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Table 5
Proposed Rates – Commercial Collection

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Business Minimum Inside City Limits Collection	\$27.10	\$27.91	\$28.75	\$29.61	\$30.50
Additional Collection Cart	13.73	14.14	14.57	15.00	15.45

Roll-Offs

Under current rates, roll-off rate revenues are set to under recover a cumulative \$1.3 million over the five year forecast. In order to assess the most equitable areas in which to increase rates, NewGen’s project team looked at the cost per pull based on the schedule roll-off pull matrix. The cost per pull for customers with once-a-week scheduled collection is just over \$118 compared to a cost per pull for the City of about \$167 in FY 2025. This was calculated as follows:

- Current Rate for 1 a week scheduled pulls: \$514.92
- Average Weeks in a Month = Weeks / Months = 52 / 12 ≈ 4.33
- Cost per Pull = Rate / (Weeks per month x Scheduled Pulls per Week)
- Cost per Pull = \$514.92 / (4.33 x 1) = \$118.83

The same methodology was used to calculate the cost per pull for those with collections 2 to 5 times per week (shown in Table 6). Based on these values, it was found that there is a significant discount the more pulls are scheduled per week. Additionally it was noted that the rate for extra pick-ups was not much more than the rate for scheduled pulls. NewGen recommends increasing the cost per pull for both scheduled and unscheduled pulls to align with the cost-of-service rate more closely per pull. Further, NewGen recommends aligning the cost per pull for open-top and compactor roll-offs, which will simplify the rate structure by FY 2029. While it is still recommended to provide a discount for those with more scheduled pulls per week to incentivize scheduling service rather than relying on call-ins or extra pickups, the recommendation is to provide a 5% discount for schedules of 2 and 3 pickups per week, while the proposed cost per pull for 4 and 5 times per week is equal to that for 3 times per week. The final rate matrix was rounded to the nearest dollar for ease of billing (shown in Table 7).

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Table 6
Proposed Rates – Roll-Offs Cost per Pull

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Cost per Pull					
1	\$118.83	\$140.00	\$165.00	\$190.00	\$215.00
2	100.36	133.00	156.75	180.50	204.25
3	94.21	126.35	148.91	171.48	194.04
4	91.13	126.35	148.91	171.48	194.04
5	89.29	126.35	148.91	171.48	194.04

Table 7 shows the monthly rate based on the cost per pull from Table 6, then multiplied by the collections per week and average weeks per month.

Table 7
Proposed Rates – Roll-Offs Monthly Rate

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Collections per Week					
1	\$515.00	\$607.00	\$715.00	\$823.00	\$932.00
2	870.00	1,153.00	1,359.00	1,564.00	1,770.00
3	1,225.00	1,643.00	1,936.00	2,229.00	2,522.00
4	1,580.00	2,190.00	2,581.00	2,972.00	3,363.00
5	1,935.00	2,738.00	3,226.00	3,715.00	4,204.00

Currently, the cost per pull for extra pick-ups significantly under recovers the cost per pull. NewGen proposes that the fee for extra pickup be raised to \$200 per pull in Year 2, FY 2026, with increases each year to \$295 per pull by FY 2029, which would then align with the rate for unscheduled pulls.

As for roll-off disposal, NewGen proposes a 3% rate increase for inside city limits and 4% for outside city limits customers. This aligns with the rate increase proposed for third-party disposal in the next section of this memo.

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Table 8
Proposed Rates – Roll-Offs Disposal & Extra Fees

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Disposal – Inside (per ton)					
Open Top Roll-Off	\$85.14	\$87.69	\$90.33	\$93.03	\$95.83
Sludge	49.00	50.47	51.98	53.54	55.15
Disposal – Outside (per ton)					
Open Top Roll-Off	\$92.13	\$95.82	\$99.65	\$103.63	\$107.78
Extra Pickups	\$135.59	\$200.00	\$250.00	\$275.00	\$295.00
Call In/Stand-by	291.17	295.00	295.00	295.00	295.00

The proposed rates for compacting roll-off services align with the similar fees charged for open-top roll-offs.

Table 9
Proposed Rates – Compacting Roll-Offs

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Scheduled	\$196.91	\$200.00	\$200.00	\$200.00	\$215.00
Unscheduled	246.16	295.00	295.00	295.00	295.00
Extra Pickups	138.10	200.00	250.00	275.00	295.00
Roll-Off Inactivity Fee	291.17	295.00	295.00	295.00	295.00
Repositioning	163.93	100.00	100.00	100.00	100.00

Third Party Solid Waste Disposal

With no rate increases, disposal rates would under recover revenue required to meet its revenue requirement starting in Year 2 of the forecast. Similar to residential and commercial collection, NewGen recommends an increase of 3% annually for inside city limits and 4% for outside, TDCJ, and SHSU customers in FY 2026 through FY 2029. This would result in sufficient revenue recovery in each year. This would also help to offset the under recovery seen in roll-offs above (see Schedule 3).

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Table 10
Proposed Rates – Disposal Fees at Scale House (per ton)

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Basic Fee - Inside City Limit	\$75.73	\$78.00	\$80.34	\$82.75	\$85.23
Basic Fee - Outside City Limit, TDCJ, SHSU	\$93.66	\$97.41	\$101.30	\$105.35	\$109.57

Revenue Under Proposed Rates

Table 11 shows the revenue recovery of the overall system. For a more detailed breakdown of each service category and their associated revenues under proposed rates, refer to Schedule 3. Though there would be a slight under recovery in years 3 and 4, the cumulative rate recovery remains positive throughout the five-year period.

Table 11
Revenue Under Proposed Rates

	Year 1 FY 2025	Year 2 FY 2026	Year 3 FY 2027	Year 4 FY 2028	Year 5 FY 2029
Total Revenue	\$7,962,592	\$8,329,722	\$8,688,500	\$9,058,620	\$9,446,085
Revenue Requirement	\$7,709,177	\$8,127,326	\$8,618,032	\$9,167,318	\$9,492,657
Variance	3.29%	2.49%	0.82%	-1.19%	-0.49%
Over/(Under)	\$253,415	\$202,396	\$70,468	\$(108,697)	\$(46,572)
Cumulative Over/(Under)	\$253,415	\$455,811	\$526,279	\$417,581	\$371,010

Based on the rates proposed in this memo, there would be a \$371,010 cumulative contribution from rates. Schedule 4 takes this into account, along with a reduction of \$1,829,906 from cash vehicle purchases, to show the five-year fund balance projection. The overall impact is a reduction in the Solid Waste Fund from \$5,981,460 to \$4,522,564, which exceeds the minimum balance of \$2,430,464.

City of Huntsville, TX
Solid Waste Cost of Service Study
Net Revenue Under Current Rates

Line No.	Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
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Collection Charges

1	Residential Collection					
2	Net Revenue Requirement	\$ 2,650,156	\$ 2,729,031	\$ 3,056,190	\$ 3,141,507	\$ 3,248,853
3	Revenue					
4	Single/Multi-Family Households - Inside City Limits	\$ 2,251,939	\$ 2,280,088	\$ 2,308,590	\$ 2,337,447	\$ 2,366,665
5	Additional Collection Cart	40,201	40,704	41,213	41,728	42,250
6	Business Minimum Inside City Limits Collection	85,528	86,597	87,679	88,775	89,885
7	Total Residential Collection Revenue	\$ 2,377,668	\$ 2,407,389	\$ 2,437,481	\$ 2,467,950	\$ 2,498,799
8	Over/(Under)	\$ (272,488)	\$ (321,642)	\$ (618,708)	\$ (673,557)	\$ (750,054)
9	Cumulative Over/(Under)	(272,488)	(594,130)	(1,212,838)	(1,886,396)	(2,636,450)

10	Commercial Collection										
11	Net Revenue Requirement	\$	2,347,641	\$	2,488,430	\$	2,561,866	\$	2,873,288	\$	2,976,275
12	Revenue										
13	Commercial (Inside)	\$	2,840,183	\$	2,854,384	\$	2,868,656	\$	2,882,999	\$	2,897,414
14	Commercial (Outside, TDCJ, SHSU)		-		-		-		-		-
15	Total Commercial Collection Revenue	\$	2,840,183	\$	2,854,384	\$	2,868,656	\$	2,882,999	\$	2,897,414
16	Over/(Under)	\$	492,542	\$	365,954	\$	306,790	\$	9,711	\$	(78,861)
17	Cumulative Over/(Under)		492,542		858,496		1,165,286		1,174,997		1,096,137

18	Roll-Offs										
19	Roll-Off Revenue Requirement	\$	687,323	\$	816,719	\$	838,585	\$	918,481	\$	947,827
20	Disposal Allocated to Roll-off		635,292		659,211		683,061		707,450		737,753
21	Transfer Station Allocated to Roll-off		115,420		117,126		118,588		121,145		122,612
22	Total Roll-Off Revenue Requirement	\$	1,438,035	\$	1,593,056	\$	1,640,234	\$	1,747,075	\$	1,808,193
23	Revenue										
24	Roll-off										
25	Roll-off Scheduled	\$	280,738	\$	280,738	\$	280,738	\$	280,738	\$	280,738
26	Roll-off Call-in		189,311		189,311		189,311		189,311		189,311
27	Compacting Roll-off										
28	Compactor Scheduled		71,675		71,675		71,675		71,675		71,675
29	Compactor Call-in		46,236		46,236		46,236		46,236		46,236
30	Repositioning Fees		49,179		49,179		49,179		49,179		49,179
31	Disposal										
32	Roll-Off Tonnage (Inside)		596,161		599,142		602,138		605,149		608,174
33	Roll-Off Tonnage (Outside)										
34	Sludge		140,079		140,779		141,483		142,190		142,901
35	Total Roll-Off Revenue	\$	1,373,379	\$	1,377,060	\$	1,380,760	\$	1,384,478	\$	1,388,214
36	Over/(Under)	\$	(64,657)	\$	(215,996)	\$	(259,474)	\$	(362,597)	\$	(419,978)
37	Cumulative Over/(Under)		(64,657)		(280,652)		(540,126)		(902,724)		(1,322,702)

Solid Waste Disposal

38	Third Party Solid Waste Disposal					
39	Disposal Revenue Requirement	\$ 1,077,572	\$ 1,118,141	\$ 1,158,596	\$ 1,199,964	\$ 1,251,364
40	Transfer Station Revenue Requirement	195,773	198,667	201,147	205,483	207,972
		\$ 1,273,345	\$ 1,316,809	\$ 1,359,743	\$ 1,405,447	\$ 1,459,337
41	Revenue					
42	Gate Tonnage (Inside)	\$ 824,640	\$ 828,763	\$ 832,907	\$ 837,071	\$ 841,257
43	Gate Tonnage (Outside)	546,660	549,393	552,140	554,901	557,675
44	Total Disposal Revenue	\$ 1,371,300	\$ 1,378,156	\$ 1,385,047	\$ 1,391,972	\$ 1,398,932
45	Over/(Under)	\$ 97,955	\$ 61,347	\$ 25,304	\$ (13,475)	\$ (60,405)
46	Cumulative Over/(Under)	\$ 97,955	\$ 159,302	\$ 184,606	\$ 171,131	\$ 110,727

Total Revenue47 *Collection Charges*

City of Huntsville, TX
Solid Waste Cost of Service Study
Net Revenue Under Current Rates

Line No.		Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
48	Residential Collection	\$ 2,377,668	\$ 2,407,389	\$ 2,437,481	\$ 2,467,950	\$ 2,498,799
49	Commercial Collection	2,840,183	2,854,384	2,868,656	2,882,999	2,897,414
50	Roll-Offs	1,373,379	1,377,060	1,380,760	1,384,478	1,388,214
51	Total Collection Revenue	\$ 6,591,230	\$ 6,638,833	\$ 6,686,897	\$ 6,735,427	\$ 6,784,428
52	<i>Solid Waste Disposal</i>					
53	Third Party Solid Waste Disposal	\$ 1,371,300	\$ 1,378,156	\$ 1,385,047	\$ 1,391,972	\$ 1,398,932
54	Total Disposal Revenue	\$ 1,371,300	\$ 1,378,156	\$ 1,385,047	\$ 1,391,972	\$ 1,398,932
55	Grand Total Revenue	\$ 7,962,530	\$ 8,016,989	\$ 8,071,944	\$ 8,127,399	\$ 8,183,360
	2025 Final Budget Revenue					
56	Revenue Requirement	\$ 7,709,177	\$ 8,127,326	\$ 8,618,032	\$ 9,167,318	\$ 9,492,657
57	Variance	3.29%	-1.36%	-6.34%	-11.34%	-13.79%
58	Over/(Under)	\$ 253,353	\$ (110,337)	\$ (546,088)	\$ (1,039,919)	\$ (1,309,297)
59	Cumulative Over/(Under)	\$ 253,353	\$ 143,017	\$ (403,072)	\$ (1,442,991)	\$ (2,752,288)

City of Huntsville, TX
Solid Waste Cost of Service Study
Fund Balance Projection - Current Rates

Line No.		Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
1	Beginning Balance	\$ 5,981,460	\$ 5,454,907	\$ 5,119,571	\$ 4,148,482	\$ 2,708,563
2	Vehicle Reserve Contributions	-	-	-	-	-
	Cash Capital Outlays					
3	Vehicles	(779,906)	(225,000)	(425,000)	(400,000)	-
	Other					
4	Over (Under) Recovery	253,353	(110,337)	(546,088)	(1,039,919)	(1,309,297)
5	Ending Balance	\$ 5,454,907	\$ 5,119,571	\$ 4,148,482	\$ 2,708,563	\$ 1,399,266
6	Total Expenses	\$ 7,938,377	\$ 8,356,526	\$ 8,847,232	\$ 9,396,518	\$ 9,721,857
7	Less Vehicle Replacement	-	-	-	-	-
8	O&M Expenses	7,938,377	8,356,526	8,847,232	9,396,518	9,721,857
9	25% of O&M Expenses	\$ 1,984,594	\$ 2,089,131	\$ 2,211,808	\$ 2,349,129	\$ 2,430,464
10	25% of Total Expenses	\$ 1,984,594	\$ 2,089,131	\$ 2,211,808	\$ 2,349,129	\$ 2,430,464
11	City provided 25% amount:	\$ 2,249,014				

City of Huntsville, TX
Solid Waste Cost of Service Study
Net Revenue Under Proposed Rates

Line No.	Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
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Collection Charges

1	Residential Collection					
2	Net Revenue Requirement	\$ 2,650,156	\$ 2,729,031	\$ 3,056,190	\$ 3,141,507	\$ 3,248,853
3	Revenue					
4	Single/Multi-Family Households - Inside City Limits	\$ 2,251,939	\$ 2,348,491	\$ 2,449,183	\$ 2,554,191	\$ 2,663,702
5	Additional Collection Cart	40,201	41,925	43,723	45,597	47,552
6	Business Minimum Inside City Limits Collection	85,528	89,195	93,019	97,007	101,166
7	Total Residential Collection Revenue	\$ 2,377,668	\$ 2,479,611	\$ 2,585,924	\$ 2,696,796	\$ 2,812,421
8	Over/(Under)	\$ (272,488)	\$ (249,421)	\$ (470,266)	\$ (444,712)	\$ (436,433)
9	Cumulative Over/(Under)	(272,488)	(521,908)	(992,174)	(1,436,886)	(1,873,318)

10	Commercial Collection										
11	Net Revenue Requirement	\$	2,347,641	\$	2,488,430	\$	2,561,866	\$	2,873,288	\$	2,976,275
12	Revenue										
13	Commercial (Inside)	\$	2,840,183	\$	2,940,015	\$	3,043,357	\$	3,150,331	\$	3,261,065
14	Commercial (Outside, TDCJ, SHSU)		-		-		-		-		-
15	Total Commercial Collection Revenue	\$	2,840,183	\$	2,940,015	\$	3,043,357	\$	3,150,331	\$	3,261,065
16	Over/(Under)	\$	492,542	\$	451,585	\$	481,491	\$	277,043	\$	284,790
17	Cumulative Over/(Under)		492,542		944,128		1,425,619		1,702,662		1,987,452

18	Roll-Offs										
19	Roll-Off Revenue Requirement	\$	687,323	\$	816,719	\$	838,585	\$	918,481	\$	947,827
20	Disposal Allocated to Roll-off		635,292		659,211		683,061		707,450		737,753
21	Transfer Station Allocated to Roll-off		115,420		117,126		118,588		121,145		122,612
22	Total Roll-Off Revenue Requirement	\$	1,438,035	\$	1,593,056	\$	1,640,234	\$	1,747,075	\$	1,808,193
23	<u>Revenue</u>										
24	<i>Roll-off</i>										
25	Roll-off Scheduled	\$	280,800	\$	372,972	\$	439,476	\$	505,968	\$	572,544
26	Roll-off Call-in		189,311		191,801		191,801		191,801		191,801
27	<i>Compacting Roll-off</i>										
28	Compactor Scheduled		71,675		72,800		72,800		72,800		78,260
29	Compactor Call-in		46,236		55,409		55,409		55,409		55,409
30	Repositioning Fees		49,179		30,000		30,000		30,000		30,000
31	<i>Disposal</i>										
32	Roll-Off Tonnage (Inside)		596,161		617,116		638,808		661,262		684,506
33	Roll-Off Tonnage (Outside)										
34	Sludge		140,079		145,003		150,099		155,375		160,837
35	Total Roll-Off Revenue	\$	1,373,441	\$	1,485,101	\$	1,578,393	\$	1,672,616	\$	1,773,356
36	Over/(Under)	\$	(64,595)	\$	(107,955)	\$	(61,840)	\$	(74,460)	\$	(34,836)
37	Cumulative Over/(Under)		(64,595)		(172,549)		(234,390)		(308,850)		(343,686)

Solid Waste Disposal

38	Third Party Solid Waste Disposal					
39	Disposal Revenue Requirement	\$ 1,077,572	\$ 1,118,141	\$ 1,158,596	\$ 1,199,964	\$ 1,251,364
40	Transfer Station Revenue Requirement	195,773	198,667	201,147	205,483	207,972
		\$ 1,273,345	\$ 1,316,809	\$ 1,359,743	\$ 1,405,447	\$ 1,459,337
41	Revenue					
42	Gate Tonnage (Inside)	\$ 824,640	\$ 853,626	\$ 883,631	\$ 914,691	\$ 946,842
43	Gate Tonnage (Outside)	546,660	571,369	597,195	624,188	652,401
44	Total Disposal Revenue	\$ 1,371,300	\$ 1,424,995	\$ 1,480,826	\$ 1,538,878	\$ 1,599,243
45	Over/(Under)	\$ 97,955	\$ 108,186	\$ 121,082	\$ 133,431	\$ 139,906
46	Cumulative Over/(Under)	\$ 97,955	\$ 206,141	\$ 327,223	\$ 460,655	\$ 600,561

Total Revenue47 *Collection Charges*

City of Huntsville, TX
Solid Waste Cost of Service Study
Net Revenue Under Proposed Rates

Line No.		Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
48	Residential Collection	\$ 2,377,668	\$ 2,479,611	\$ 2,585,924	\$ 2,696,796	\$ 2,812,421
49	Commercial Collection	2,840,183	2,940,015	3,043,357	3,150,331	3,261,065
50	Roll-Offs	1,373,441	1,485,101	1,578,393	1,672,616	1,773,356
51	Total Collection Revenue	\$ 6,591,292	\$ 6,904,727	\$ 7,207,675	\$ 7,519,742	\$ 7,846,842
52	<i>Solid Waste Disposal</i>					
53	Third Party Solid Waste Disposal	\$ 1,371,300	\$ 1,424,995	\$ 1,480,826	\$ 1,538,878	\$ 1,599,243
54	Total Disposal Revenue	\$ 1,371,300	\$ 1,424,995	\$ 1,480,826	\$ 1,538,878	\$ 1,599,243
55	Grand Total Revenue	\$ 7,962,592	\$ 8,329,722	\$ 8,688,500	\$ 9,058,620	\$ 9,446,085
56	Revenue Requirement	\$ 7,709,177	\$ 8,127,326	\$ 8,618,032	\$ 9,167,318	\$ 9,492,657
57	Variance	3.29%	2.49%	0.82%	-1.19%	-0.49%
58	Over/(Under)	\$ 253,415	\$ 202,396	\$ 70,468	\$ (108,697)	\$ (46,572)
59	Cumulative Over/(Under)	\$ 253,415	\$ 455,811	\$ 526,279	\$ 417,581	\$ 371,010

City of Huntsville, TX
Solid Waste Cost of Service Study
Fund Balance Projection - Proposed Rates

Line No.		Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029
1	Beginning Balance	\$ 5,981,460	\$ 5,454,969	\$ 5,432,365	\$ 5,077,833	\$ 4,569,135
2	Vehicle Reserve Contributions	-	-	-	-	-
	Cash Capital Outlays					
3	Vehicles	(779,906)	(225,000)	(425,000)	(400,000)	-
	Other					
4	Over (Under) Recovery	253,415	202,396	70,468	(108,697)	(46,572)
5	Ending Balance	\$ 5,454,969	\$ 5,432,365	\$ 5,077,833	\$ 4,569,135	\$ 4,522,564
6	Total Expenses	\$ 7,938,377	\$ 8,356,526	\$ 8,847,232	\$ 9,396,518	\$ 9,721,857
7	Less Vehicle Replacement	-	-	-	-	-
8	O&M Expenses	7,938,377	8,356,526	8,847,232	9,396,518	9,721,857
9	25% of O&M Expenses	\$ 1,984,594	\$ 2,089,131	\$ 2,211,808	\$ 2,349,129	\$ 2,430,464

Commercial Collection - Inside

Current Rates

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 84.39	\$ 141.82	\$ 199.24	\$ 256.66	\$ 314.10
4	107.31	187.71	268.06	348.43	428.79
6	130.26	233.57	336.87	440.19	543.48
8	153.20	279.45	405.69	531.94	658.19

Year 1 - FY 2025

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 84.39	\$ 141.82	\$ 199.24	\$ 256.66	\$ 314.10
4	107.31	187.71	268.06	348.43	428.79
6	130.26	233.57	336.87	440.19	543.48
8	153.20	279.45	405.69	531.94	658.19

Year 2 - FY 2026

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 86.92	\$ 146.07	\$ 205.22	\$ 264.36	\$ 323.52
4	110.53	193.34	276.10	358.88	441.65
6	134.17	240.58	346.98	453.40	559.78
8	157.80	287.83	417.86	547.90	677.94

Year 3 - FY 2027

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 89.53	\$ 150.46	\$ 211.37	\$ 272.29	\$ 333.23
4	113.85	199.14	284.38	369.65	454.90
6	138.19	247.79	357.39	467.00	576.58
8	162.53	296.47	430.40	564.34	698.27

Year 4 - FY 2028

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 92.22	\$ 154.97	\$ 217.71	\$ 280.46	\$ 343.23
4	117.26	205.12	292.92	380.74	468.55
6	142.34	255.23	368.11	481.01	593.88
8	167.41	305.36	443.31	581.27	719.22

Year 5 - FY 2029

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 94.98	\$ 159.62	\$ 224.25	\$ 288.87	\$ 353.52
4	120.78	211.27	301.70	392.16	482.61
6	146.61	262.89	379.15	495.44	611.69
8	172.43	314.52	456.61	598.70	740.80

Commercial Collection - Outside

Current Rates

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 100.46	\$ 168.83	\$ 237.20	\$ 305.56	\$ 373.94
4	127.78	223.45	319.13	414.80	510.48
6	155.08	278.06	401.04	524.03	647.00
8	182.38	332.68	482.97	633.25	783.55

Year 1 - FY 2025

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 100.46	\$ 168.83	\$ 237.20	\$ 305.56	\$ 373.94
4	127.78	223.45	319.13	414.80	510.48
6	155.08	278.06	401.04	524.03	647.00
8	182.38	332.68	482.97	633.25	783.55

Year 2 - FY 2026

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 103.47	\$ 173.89	\$ 244.32	\$ 314.73	\$ 385.16
4	131.61	230.15	328.70	427.24	525.79
6	159.73	286.40	413.07	539.75	666.41
8	187.85	342.66	497.46	652.25	807.06

Year 3 - FY 2027

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 106.58	\$ 179.11	\$ 251.65	\$ 324.17	\$ 396.71
4	135.56	237.06	338.57	440.06	541.57
6	164.52	294.99	425.46	555.94	686.40
8	193.49	352.94	512.38	671.81	831.27

Year 4 - FY 2028

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 109.78	\$ 184.49	\$ 259.19	\$ 333.89	\$ 408.61
4	139.63	244.17	348.72	453.26	557.82
6	169.46	303.84	438.23	572.62	706.99
8	199.29	363.53	527.75	691.97	856.21

Year 5 - FY 2029

Container Size (CY)	Collections per Week				
	1	2	3	4	5
2	\$ 113.07	\$ 190.02	\$ 266.97	\$ 343.91	\$ 420.87
4	143.82	251.49	359.18	466.86	574.55
6	174.54	312.96	451.37	589.80	728.20
8	205.27	374.43	543.59	712.73	881.89



CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: 2.a.

Agenda Item: Consider authorizing the City Manager to approve the Phase 2 professional engineering services for the Dawson Lake Dam Drainage Project with Walter P. Moore and Associates, Inc.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to authorize the City Manager to approve the Phase 2 professional engineering services for the Dawson Lake Dam Drainage Project with Walter P. Moore and Associates, Inc. in the amount of \$282,227.00.

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: A letter from the Texas Commission of Environmental Quality (TCEQ) was received on November 2, 2022, concerning the safety inspection of Dawson Lake Dam. During their safety inspection, Dawson Lake Dam (TX07086) was found to be in poor condition for the following reasons:

- Downstream slope too overgrown and too steep,
- Lack of erosion protection on the embankment,
- Erosion gullies beneath the siphon pipe and spillways,
- The siphon pipe was disconnected and not functional.
- The correct peak water elevation in the reservoir from the Hydrologic and Hydraulic analysis has not been submitted, which is required for this dam structure as per Title 30 of Texas Administrative Code (TAC) § 299.15.

On January 27, 2023, I responded to TCEQ concerning each individual point outlined in their previous letter and shared the developed “Plan of Action” after receiving their letter.

The RFQ for the Dawson Lake Dam Project process was published, and four (4) applications were received. The Evaluation Committee consisted of five (5) staff members from Three Departments. As a result of this process, the top-ranked Engineering Company, Walter PI Moore and Associates Inc., was selected. After negotiation, the total cost for the Preliminary Engineering was \$49,600.00 (Council Agenda approved 2/6/2024).

On August 13, 2024, TCEQ issued the Dam Safety Inspection Report stating that the Dam was found in overall poor condition due to the significant overgrowth along the downstream slope, spillway, lack of

grassy vegetation, and surface erosion.

For the fall of Fiscal Year 2024, FEMA made funds available to improve dam safety (make dams stronger) through FEMA's National Dam Safety Program. The Rehabilitation of High Hazard Potential Dams (HHPD) program provides technical, planning, design, and construction assistance in the form of grants for rehabilitating eligible high-hazard potential dams.

While working with the TCEQ Dam Safety Section staff on our Plan of Action, I mentioned the concerns about our funding resources.

On November 20, 2024, I received a letter (See attached) titled "Dawson Lake Dam FY24 High Hazard Potential Dam Grant, Notice of Intent to Award Contract." The Contract is for the Construction Phases, with a total project cost of \$2,500,000, which includes \$1,625,000 (65%) of federal funding and \$875,000 (35%) of city match contribution.

In order for the City to enter contract with TCEQ/FEMA and receive \$1,625,000.00 Grant, the design of the Dam restoration will have to be completed.

The Finance Committee approved the Priority list for FY24-25 Drainage Projects on February 18, 2025, which includes Dawson Creek Dam and Downstream Channel Reh. (Project #3, #3.1, #3.2, and #3.3). The Council approved (July 1, 2025) adopting Ordinance No. 2025-17 authorizing the Issuance of the Combination Tax and Revenue Certificates of Obligation, Series 2025 for Drainage Projects totaling approximately \$15,000,000.

After several negotiations, the final proposals are \$282,227.00 for the Phase 2 Design and \$89,110.00 for the Phase 3 Construction Phase Services.

This agenda item is only to request authorization to enter into an agreement of \$282,227.00 at this time. The Phase 3 Tasks will be included in the construction phase with the City's match contribution and Grant Contract Agreement.

Previous Council Action: Feb. 6, 2024, Council approved Phase I Service
July 1, 2025, Council approved Certificates of Obligation Series 2025 for Drainage Projects

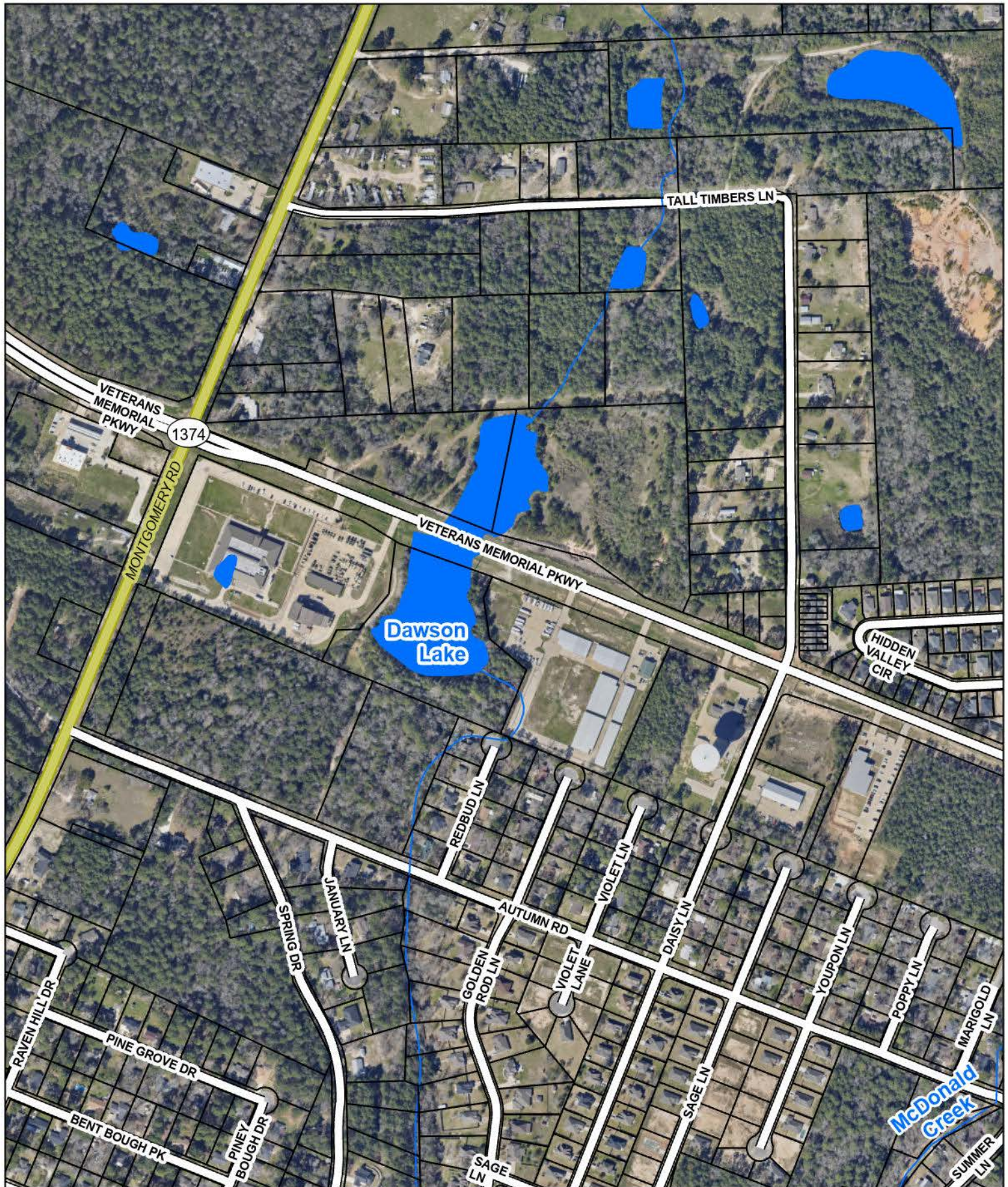
Financial Implications: In the amount of \$282,227.00

Approvals:

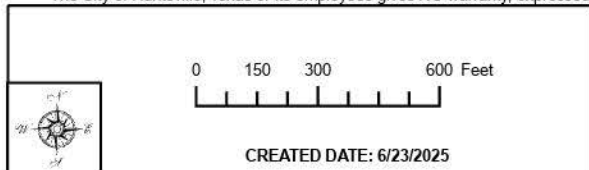
Kathlie Jeng-Bulloch
Sam Masiel
Scott Swigert
Leonard Schneider
Kristy Doll

Associated Information:

1. map Dawson Lake
2. 2024-05-17 Revised Scope Memo Phase 1
3. 2025-06-30 SC09_Dam Design Phase 2 (Prime)
4. 2025-06-30 SC09_Dam Construction Phase 3 (Prime)
5. FY24_TX07086_Dawson_Award
6. TCEQ email June 19 2025 FEMA approval



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CITY OF HUNTSVILLE, TX
ENGINEERING DEPARTMENT / GIS DIVISION

DAWSON LAKE



Memorandum

DATE: May 17, 2024

TO: Kathlie Jeng-Bulloch, P.E., CFM, BC.WRE, Director, Engineering Department
Mark McClure, P.E., Engineering Department

FROM: Andy Yung, P.E., CFM, BC.WRE
Charlie Penland, P.E., LEED A.P.
Laurian Cuba, P.E., CFM

RE: Dawson Lake Dam Revised Scope

Per our discussion on 5/9/2024, this memorandum serves to provide you with a modified scope of work for the evaluation of the Dawson Lake Dam. The following describes the changes to the scope.

- Remove the H&H Analysis to determine whether the spillway has adequate capacity to pass the design flood.
- From the Simplified Dam Breach method, a peak breach flow will be determined. From that information, a triangular breach hydrograph will be created.
- A RAS-2D model of the downstream reach will be developed to route the breach hydrograph downstream.

The attachment to this memorandum is the revised scope of services based on the aforementioned changes. Please note that these modifications do not change the overall budget for this project, nor significantly affect the schedule.

I will be out of the office from May 20th through June 10th. Should you have any questions during that time, please contact Charlie Penland at (713) 630-7325 (or cpenland@walterpmoore.com) for information.

Schedule SC9 (Revised)**REVISED SCOPE OF WATER RESOURCES ENGINEERING SERVICES**

Dam Safety: DAWSON LAKE DAM

Budget: \$49,600 (\$49,100 in engineering effort plus a \$500 direct expense budget)

- I. Data Collection [\$19,000; includes estimates of \$7,500 for Aqua Strategies bathymetric subcontract and \$5,225 for Fugro geotechnical subcontract]**
 - A. Walter P Moore will meet with the City of Huntsville to review the study goals and proposed process to achieve the goals.
 - B. Walter P Moore will obtain and review latest inspection report from TCEQ to the City of Huntsville on the Dawson Lake Dam. *This does not include review of construction documents, operations and maintenance plans, emergency action plans, or other documents related to the construction and service of the dam other than the most recent TCEQ dam inspection.*
 - C. Walter P Moore will perform a visual condition assessment and field reconnaissance of the site to better understand the physical characteristics of the site, TCEQ concerns, view the downstream reach (hazard), and to determine possible alternatives should the study result in a need for repair/rehabilitation.
 - D. Walter P Moore will coordinate with Aqua Strategies, Inc. to obtain bathymetry data of the lake.
 - E. Walter P Moore will coordinate with Fugro, Inc. on the site visit to provide geotechnical observations and to provide input on geotechnical tasks for future phases of work.
 - F. This task does not include review of construction documents, operations and maintenance plans, emergency action plans, or other documents related to the construction and service of the dam other than the most recent TCEQ dam inspection.
- II. Data Processing and Recommendations [\$7,600]**
 - A. Walter P Moore will review the bathymetric data from Aqua Strategies.
 - B. Walter P Moore will merge the bathymetric data with the latest LiDAR dataset to create a full “picture” of the lake, dam, and surrounding area terrain.
 - C. Walter P Moore will define the drainage area to the dam.
 - D. Walter P Moore will identify potential at-risk structures from a dam failure downstream of the dam. This will be used to verify the hazard classification of the dam and the required study length of the breach analysis (described in Tasks III.D and III.E below). *This will not include detailed survey or other detailed investigation of potential at-risk structures.*
 - E. From the previous subtasks, Walter P Moore will determine whether the dam falls under TCEQ regulation and develop recommendations for next steps along with estimated costs.

III. Breach Analysis and Inundation Mapping [\$6,200]

- A. Walter P Moore will use the Simplified Dam Breach Equation to calculate peak breach flow from the dam. *This will not include a detailed breach analysis.*
- B. Walter P Moore will create a triangular hydrograph to represent the breach hydrograph. The triangular hydrograph will be constructed based on the estimated failure time from TCEQ's H&H guidance on detailed dam breach modeling, the peak flow developed in Task III.A, and the volume of water determined from Task II.B.
- C. A HEC-RAS 2D flow model will be developed to route the triangular breach flood hydrograph downstream to at least Spring Lake Dam (the model will be extended further if required by TCEQ during coordination under Task V.A below). Walter P Moore will provide a draft of an inundation map based on the HEC-RAS analysis to better define at-risk structures and the City's need to notify those property owners in the event of an emergency.

IV. Documentation [\$11,100]

- A. Walter P Moore will prepare and review a written memorandum that responds to TCEQ comments, documents the findings of this study, identifies any subsequent recommendations that might be undertaken, and an estimate of costs for next steps.
- B. Walter P Moore will create tables, figures, and exhibits necessary to provide clarity and support for the conclusions of this study effort.
- C. Walter P Moore will review final documentation for quality control/quality assurance before submitting to the City and/or TCEQ.

V. Project Coordination [\$5,200]

- A. Walter P Moore will coordinate with the City of Huntsville and TCEQ regarding the findings and recommendations of this study. Walter P Moore will also provide internal coordination throughout the project.
- B. Walter P Moore will attend meetings (maximum of two) with the City of Huntsville to present and discuss relevant aspects of the study effort and potential next steps.

Schedule SC9**SCOPE OF CIVIL ENGINEERING SERVICES**

Dawson Lake Dam - **Phase 2 (Design Phase)**

Total Fee = \$282,227

Phase 1 of the Dawson Lake Dam included a site investigation, a bathymetric survey, and a breach analysis (see Revised Phase 1 Scope dated 05/17/2024) as required by the Texas Commission on Environmental Quality's Dam Safety Team. Phase 1 has been completed. This scope of services is for Phase 2 (design phase services) to rehabilitate the dam. A scope of services for Phase 3 (construction phase engineering services) is provided separately.

Where "Data Collection" was part of Phase 1, that effort included only that data necessary to conduct a site condition assessment and to collect bathymetric data, geotechnical observations, and basic information related to the dam. "Data Collection" under Phase 2, will include additional data gathering required to build a hydrologic and hydraulic model of the watershed draining to the dam, including a more detailed site investigation by design engineers, survey of the dam, and review of TCEQ design requirements particular to Dawson Lake Dam. Data collected under Phase 1 will be utilized in Phase 2.

I. Project Management and Coordination [\$23,220]

- A. Walter P Moore will coordinate the design internally throughout the project. Walter P Moore will complete monthly invoices and progress reports.
- B. Walter P Moore will coordinate with the City of Huntsville (Client).
- C. Walter P Moore will coordinate with Texas Commission on Environmental Quality (TCEQ) on design.
- D. Walter P Moore will coordinate with the geotechnical subconsultant (Fugro), surveyor (Landtech), and environmental subconsultant (Hollaway) throughout the project.

II. Data Collection and Review [\$41,120]

- A. Walter P Moore will collect and review site data. Review will include identifying property boundaries, review of terrain data, identifying utilities, and review of existing retaining walls onsite or immediately adjacent.
- B. Walter P Moore will review TCEQ criteria.
- C. Landtech will provide surveying of the existing dam and utilities in the area. Walter P Moore will review the site survey data.
- D. Walter P Moore will conduct a site visit to collect additional field data.

III. Preliminary H&H Design Analysis [\$19,000]

- A. Walter P Moore will conduct a preliminary Hydrologic and Hydraulic (H&H) analysis following TCEQ guidelines to determine the existing inflow and spillway capacity.
- B. Walter P Moore will perform an H&H analysis to size the outlet structure to not increase flows downstream. In addition, the dam will be designed to accommodate the Design Flood without overtopping.

IV. Preliminary Design (30%) [128,522]

- A. Fugro will conduct a geotechnical investigation that includes boring, testing, analysis, and reporting. Walter P Moore will review the information provided by Fugro for use in the Civil design.
- B. Hollaway Communication + Environmental will conduct an environmental investigation and provide a delineation and jurisdictional determination for Waters of the U.S. (WOTUS). Hollaway will also provide a WOTUS permitting memo. Walter P Moore will review the information provided by Fugro for use in the Civil design and the H&H design.
- C. Walter P Moore will prepare preliminary design for 30% plan set that includes analysis, grading, energy dissipation (erosion protection at outlet) and up to two (2) preliminary design options. Rough cost estimates will be prepared for the two design options.

V. Final H&H Design Analysis [\$14,700]

- A. Walter P Moore will coordinate a final H&H analysis for consistency between the H&H design and the Civil design. Refinements to the H&H model will be updated based on the Civil design plans.
- B. Up to three refinement iterations will be considered in the H&H analysis.

VI. Final Design (Expedited 30% to 95% and 100%) [\$30,725]

- A. Walter P Moore will address any review comments on the 30% plans and finalize proposed alignments and grading. We will complete the 95% design and provide additional sheets and details as necessary to complete the design plan set.
- B. Walter P Moore will prepare 95% bid specifications and a design project manual. We will also prepare a 95% cost estimate.
- C. Walter P Moore will address any review comments on the 95% plans, finalize contract documents, and prepare a submittal to TCEQ for review and approval.

VII. Documentation of H&H Analysis [\$14,100]

- A. Walter P Moore will create a report which will document the H&H analysis of the final design.
- B. Walter P Moore will prepare tables, figures and exhibits for the report for final review by the City and the TCEQ.

VIII. Bid Award [\$10,840]

- A. Walter P Moore will assist with pre-bid information, provide addendum support, bid tabulation, and references.
- B. Walter P Moore will provide pre-construction support and will assist in review of submittals by contractors.



Schedule SC9

SCOPE OF CIVIL ENGINEERING SERVICES

Dawson Lake Dam - **Phase 3 (Construction Phase)**

Total Fee = \$89,110

Phase 1 of the Dawson Lake Dam included a site investigation, a bathymetric survey, and a breach analysis as required by the Texas Commission on Environmental Quality's Dam Safety Team. Phase 1 has been completed. This scope of services is for Phase 3 (construction phase engineering services) to rehabilitate the dam. A scope of services for Phase 2 (design phase services) is provided separately.

I. Project Management and Coordination [\$27,000]

- A. Walter P Moore will coordinate between the City, the design team, and the contractor. Walter P Moore will complete monthly invoices and progress reports.
- B. Walter P Moore will provide information for the City's weekly/monthly reporting to Texas Commission on Environmental Quality (TCEQ). The coordination will include email correspondence and site photographs.
- C. Walter P Moore will assist the City with any meetings requested by TCEQ related to the dam design and construction.

II. Construction Administration [\$62,110]

- A. Walter P Moore will respond to questions and Requests for Information (RFIs), as needed throughout the construction process.
- B. Walter P Moore engineers will provide site observation and a punch list for closeout of the construction.
- C. Walter P Moore will provide a construction inspector during the construction process. This inspector will make weekly visits to the site to observe and respond to questions from the contractor.

Jon Niermann, *Chairman*
Bobby Janecka, *Commissioner*
Catarina R. Gonzales, *Commissioner*
Kelly Keel, *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

November 20, 2024

Dr. Kathlie S. Jeng-Bulloch, P.E., B.C. WRE, CFM
City Engineer, Director of Engineering Department
City of Huntsville
448 State Highway North
Huntsville, TX 77320-1118

**Subject: Dawson Lake Dam (TX07086) FY24 High Hazard Potential Dam Grant.
Notice of Intent to Award Contract: This is NOT your notice to proceed**

Dear Dr. Kathlie S. Jeng-Bulloch,

On behalf of the Texas Commission on Environmental Quality (TCEQ) Dam Safety Program, your application for financial assistance submitted under the Fiscal Year (FY) 2024 High Hazard Potential Dams (HHPD) Rehabilitation Grant has received preliminary approval from TCEQ and has been submitted to the Federal Emergency Management Agency (FEMA) for final review and approval for a total project cost of \$2,500,000 which includes \$1,650,000 (65%) of federal funding. As a condition of this award, you are required to contribute a cost match of at least 35% (\$875,000) of the total approved project cost. Additionally, the local hazard mitigation plan must be approved and adopted by September 23, 2025 to include all dam risks.

Final project approval and funding amount are subject to FEMA review and approval. The funding amount stated herein may change prior to creation and execution of the final contract.

Before the City of Huntsville (subrecipient) requests and receives any of the proposed Federal Funds, you must establish acceptance of the award. By accepting this award, you acknowledge that your award is subject to adjustment pending final review and approval by FEMA and to the terms and conditions contained in the FY 2024 Rehabilitation of High Hazard Potential Dams (HHPD) Grant Notice of Funding Opportunity (NOFO). In addition, you acknowledge that by accepting this award the TCEQ may impose additional administrative terms and conditions beyond those in the HHPD NOFO in the final contract.

This letter does not constitute approval for pre-award expenses. The City of Huntsville is prohibited from obligating, expending, or drawing down the federal funds identified in this intent to award letter until the following conditions are met:

- Approval of the project by FEMA.
- Executed contract with TCEQ is on file.

Please contact Deanna Sivek at 512-239-5074, deanna.sivek@tceq.texas.gov for any contract questions or Trina Lancaster at 512-239-4283, trina.lancaster@tceq.texas.gov for any technical questions.

Sincerely,



Trina Lancaster, PE
Manager, Dam Safety Section
Critical Infrastructure Division
Office of Compliance and Enforcement
Texas Commission on Environmental Quality

From: Nina Castillo <nina.castillo@tceq.texas.gov>
Sent: Thursday, June 19, 2025 3:38 PM
To: Kathlie Jeng-Bulloch
Cc: Trina Lancaster; Deanna Sivek
Subject: FY24 HHPD Approval Update – Next steps
Attachments: 7-5 Cost Budget - Matching Funds_Final.docx; Section 3g NOTICES REPRESENTATIVES AND RECORDS LOCATION Blank.docx; Form-AP-152-blank_TIN.pdf; 20589-Federal-FFATA-form (1).pdf

Good afternoon Kathlie,

FEMA has approved funding for **Dawson Lake Dam** for FY24 HHPD grant. The next step is to get the TCEQ contracts created. You must receive an executed contract and an official notice to proceed prior to beginning any project work. **This is NOT your notice to proceed.** Any scope of work activities preformed prior to an executed contract will be an ineligible expense.

Funding \$1,625,000 Construction only
City's \$875,000 Construction only

Please submit the following forms no later than **Wednesday, July 16, 2025**. Once the completed forms are submitted, we can finalize our contract.

- **Cost Budget form:** Review and complete sections 1, 3, and if necessary, section 4 of the attached document for your HHPD grant. This will be directly incorporated into your contract. If you have any questions completing this form, please contact your accounting/financial department.
- **Section 3g NOTICES REPRESENTATIVES AND RECORDS LOCATION:** Fill out sections 4 and 6 of the Notices and Reps page that is attached.
- **AP-152/TINS form:** Complete all sections of the attached AP-152/TINS form. Even if you already have a taxpayer ID number, we will need a completed form to allow us to set you up in our accounting system. Include the correct Mail Code if you know it.
- **FFATA form:** Complete the attached Federal Funding Accountability and Transparency Act (FFATA) form. You can leave the TCEQ Contract No./PCR blank.

Feel free to contact me or Trina know if you have any questions or if additional time is needed.

Best,
Nina

Nina L. Castillo | Dam Safety Section | Critical Infrastructure Division | TCEQ
12100 Park 35 Circle, Bldg. A | Austin, Texas 78753 | Mail: MC-177, P.O. Box 13087, Austin TX 78711-3087
☎ (512) 239-4415 | ✉ nina.castillo@tceq.texas.gov



CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: 2.b.

Agenda Item: First Reading - Consider adopting Ordinance 2025-20, amending Chapter 12 of the Huntsville Code of Ordinances, Buildings and Building Regulations, to establish regulations for vacant buildings.

Initiating Department/Presenter: Development Services

Presenter:

Kevin Byal, Director of Development Services

Recommended Motion: Motion to approve Ordinance 2025-20, amending Chapter 12 of the Huntsville Code of Ordinances, Buildings and Building Regulations, to establish regulations for vacant buildings as reflected in Exhibit A.

Strategic Initiative: Strategic Priority #2, Economic Development - Create an economic climate for the City of Huntsville that drives development of diverse industries and sectors, providing sustainable economic growth and improved living standards.

Discussion: Throughout the city there are several vacant buildings that are not properly maintained and are visibly deteriorating. These neglected structures often contribute to urban blight, negatively impacting the character and appearance of surrounding neighborhoods. Over time, they can become havens for criminal activity, pose fire and safety hazards, attract vandalism, and decrease nearby property values. The presence of such buildings can also discourage investment and erode community pride.

At present, the City lacks specific regulations to adequately address the condition and ongoing maintenance of these vacant properties. The proposed regulations will fill this gap by establishing standards for the registration, inspection, and upkeep of vacant buildings. These measures will enable the City to more effectively monitor and respond to problem properties, reduce associated public safety risks, and encourage property owners to rehabilitate or repurpose these structures. Ultimately, these regulations are a proactive step toward preserving neighborhood integrity, enhancing the visual landscape of the community, and supporting economic vitality throughout Huntsville.

Previous Council Action: None

Financial Implications: The ordinance provides for an annual registration fee as set out in the fee schedule.

Approvals:

Kevin Byal
Sam Masiel

Scott Swigert
Leonard Schneider
Kristy Doll

Associated Information:

1. 2025-20 - ord Ch. 12 Buildings and Building Regulations
2. 2025 Vacant Building Regulations-Final

ORDINANCE NO. 2025-20

AN ORDINANCE AMENDING THE CITY OF HUNTSVILLE, TEXAS CODE OF ORDINANCES, SPECIFICALLY CHAPTER 12 “BUILDINGS AND BUILDING REGULATIONS”; MAKING OTHER PROVISIONS AND FINDINGS THERETO; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Huntsville Code of Ordinances, Chapter 12 “BUILDING AND BUILDING REGULATIONS” provides for the regulation of residential and commercial buildings for the health, safety and public welfare of the City’s residents:

WHEREAS, the City of Huntsville, as a home rule city may regulate this activity pursuant to its broad powers of self-government; and

WHEREAS, City Council finds it necessary to amend its existing regulations of these activities is good and necessary for the public safety health and welfare; now therefore

WHEREAS, the City Council of the City of Huntsville, Texas now wishes to amend Chapter 12 to help promote the health, safety and welfare of its residents;

WHEREAS, notice of the agenda for this meeting, was given in accordance with law by posting the same at the place reserved and designated for notices of public meetings and public activities and prior to the adoption of this ordinance.

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

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

SECTION 2: Huntsville Code of Ordinances Chapter 12 “BUILDINGS AND BUILDING REGULATIONS”, Article II, sections reserved is amended and Article III, Article IV, and Article V are renumbered and a new Article III – “Vacant Buildings”, Sections 12-40 through 12-48, is added, as shown on the attached Exhibit “A” and incorporated herein for all purposes.

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

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

SECTION 5: This Ordinance, being a penal ordinance, becomes effective ten (10) days after its date of passage by the City Council, as provided by Article 4.14 of the Charter of the City of Huntsville, Texas.

PASSED AND APPROVED on this the _____th day of _____ 2025.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

Exhibit A

ARTICLE II. BUILDING CODES

Secs. 12-31—12-39. - Reserved.

ARTICLE III. VACANT BUILDINGS

Sec. 12-40. Definitions.

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

Owner shall mean any person, partnership, association, corporation, fiduciary or other legal entity having legal or equitable title or interest in the real property regulated by this article. There is a rebuttable presumption that the Walker County Appraisal District's records identify the owner of the property and the owner's address. The word "owner" applied to a building or property shall include any part owner, joint owner, tenant in common, joint tenant or lessee of the whole or of a part of such building or property. The duties and obligations in this section shall be joint and several among all owners as defined herein and their respective agents.

Properly maintain means to maintain a vacant building and the property where it is located in a clean, safe, secure, and sanitary condition and to take all necessary actions to keep the building and property in full compliance with all federal, state and local laws. It shall also mean that any fire safety system installed in the vacant building shall remain fully operational during vacancy.

Secure shall mean all openings of the building are effectively kept closed to prevent access to the interior by animals, unauthorized persons, and the elements. Measures for securing may include repairing fences and walls, chaining and locking gates, and repairing doors, windows, or other openings, as required by the city. Boarding broken windows, doors, or openings is not an acceptable means of securing.

Vacant building shall mean any building or structure that is unoccupied or is occupied by a person without a legal right of occupancy. Multi-tenant buildings will be considered vacant if 75 percent or more of the total floor area of the building is unoccupied or occupied by a person without a legal right of occupancy. There is a presumption of vacancy if all lawful uses in the buildings or structures have ceased or reasonably appear to have ceased for more than 90 days.

Sec. 12-41. Purpose.

The purpose of this article is to safeguard life or limb, health, property, and public welfare by regulating and monitoring the status of vacant buildings within this jurisdiction.

Sec. 12-42. Scope.

- (a) The provisions of this article shall apply to all vacant buildings, except as otherwise stated herein.
- (b) This article shall not apply to a vacant building that:
 - (1) Has a valid open building permit for construction, remodeling or repair;

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- (2) Is being actively marketed for sale or lease for a period of less than nine consecutive months following the date that the building became a vacant building by a licensed real estate broker or an owner who is regularly advertising the property for sale; or
 - (3) Is under a contract for sale or lease for a period of less than nine months following the date that the building became a vacant building.

Sec. 12-43. Construction.

- (a) Nothing contained herein shall limit the city's authority to enforce its ordinances. Submittal or acceptance of an application hereunder shall not be considered evidence of or authorization of continued nonconformity in conflict with the city's regulations.
- (b) The Building Official, or their designee, shall have the authority to interpret this division and to adopt policies and procedures to clarify the application of its provisions.

Sec. 12-44. Registration.

- (a) Within ninety (90) days after the time that the building becomes a vacant building, the owner shall register that building by completing and filing with the city a registration form and remitting to the city the required registration fee as set forth in the City of Huntsville fee schedule. On or before October 31 of each year thereafter, the owner of the vacant building shall annually re-register their vacant building using the process outlined in this section. Existing vacant structures, as defined herein, shall be required to register within ninety (90) days of the date this ordinance is adopted.
- (b) The registration form shall include:
 - (1) The street address of each vacant building,
 - (2) The floor plan,
 - (3) The name and address of each owner. The mailing address may not be a P.O. Box. If the property is owned by a corporation, bank, limited liability company, partnership, limited partnership, trust, or real estate investment trust, the name and address of any of the following shall be provided:
 - a) For a corporation, a corporate officer and the Chief Operating Officer;
 - b) For a bank, the Bank President and the Chief Operations Manager;
 - c) For a partnership, the Managing Partner;
 - d) For a limited liability company, the Managing or Administrative Member;
 - e) For a limited partnership, a General Partner;
 - f) For a trust, a Trustee; or
 - g) For a real estate investment trust, a General Partner or an Officer.,
 - (4) The name and contact information of a designated local agent who can provide access to the building upon request,
 - (5) Proof of liability insurance as required by section 12-45 of this Code,
 - (6) A plan of action for the structure, including:
 - a) The amount of time that the building is expected to remain vacant;

-
- b) Marketing efforts and/or planned improvements to render the building occupied or to increase the likelihood that the building will become occupied;
 - c) A plan and timetable for correcting all current violations of City ordinances and state and federal law at the building or its premises. If the owner has entered a work program, they shall abide by the prescribed timeline of the signed program;
 - d) A plan for regular maintenance of the building during vacancy in compliance with City ordinances and state and federal law;
 - e) The measures that will be taken to reduce the adverse impact on the properties surrounding the vacant building during its vacancy, including provisions for lighting, security patrols or security camera system, alarm systems and fire suppression systems or more.
- (c) The Building Official or his designee shall have the authority to deny a registration or a re-registration if he determines that all requirements for registration have not been met, that the owner has made a false statement as to a material matter in the registration, or if the owner has outstanding fees assessed under this article. Upon such denial, the Building Official or his designee shall deliver written notice of the denial to the owner including the basis for the denial and a statement informing the owner of the right to appeal. Such denial does not extend the deadline set out in this section for registration of a vacant building.
 - (d) If the Building Official or his designee denies a registration or re-registration, the owner may either rectify the issues causing denial and attempt to register again, or the owner may file an appeal with the Board of Adjustments, within 30 days of the owner's receipt of the written notice of denial. Such appeal shall be filed with the Building Official, or their designee, on a form created by the city.
 - (e) A registration of a vacant building issued pursuant to this section is not transferrable. New owners shall submit a new registration upon transfer of ownership.

Sec. 12-45. Required insurance.

- (a) The owner shall procure, prior to registration, and keep in full force and effect at all times during the registration term, a liability insurance policy covering the vacant building and the property on which it is located, including at minimum:
 - (1) *For commercial properties*, commercial general liability insurance coverage including, but not limited to, bodily injury (including death), property damage, premises/operations and personal and advertising injury, protecting the City of Huntsville against any and all claims for damages to persons or property as a result of, or arising out of, the registrant's operation, maintenance, or use of the vacant building, with minimum limits of not less than \$1,000,000.00 for each occurrence and \$2,000,000.00 annual aggregate; and
 - (2) *For residential properties*, liability insurance coverage with minimum limits of not less than \$500,000.00.
- (b) The insurance policy must be written by an insurance company approved by the State of Texas and acceptable to the city and issued in a standard form approved by the Texas Department of Insurance. All provisions of the policy must be acceptable to the city and must name the City of Huntsville and its officers and employees as additional insureds and provide for 30 days' written notice to the Building Official or his designee of cancellation, non-renewal, or material change to the insurance policy.

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- (c) An owner shall provide to the Building Official or his designee an updated certificate of insurance for the vacant building every six months during the period that the vacant building is required to be registered under this article.

Sec. 12-46. Property maintenance.

- (a) The owner of a vacant building shall properly maintain the building and the property where it is located in a clean, safe, secure, and sanitary condition and to take all necessary actions to keep the building and property in full compliance with all federal, state and local laws.
- (b) Any fire safety system installed in the vacant building shall remain fully operational during the period of vacancy.
- (c) The owner shall secure the vacant building at all times by keeping all openings of the building effectively closed to prevent access to the interior by animals, unauthorized persons, and the elements. Measures for securing include, but are not limited to: erecting and/or maintaining fences and walls, chaining and locking gates, and repairing doors, windows, or other openings as originally designed, as required by the city.

Sec. 12-47. Property inspections.

- (a) For the purpose of ascertaining whether the vacant building is being maintained in compliance with this article and any other applicable law, the Building Official or his designee is authorized at a reasonable time to inspect:
 - (1) The exterior of a vacant building;
 - (2) The interior of a vacant building, if the permission of the owner, operator, or other person in control of the building is given or a search warrant is obtained; and
 - (3) The property upon which a vacant building is located.
 - (b) At the time of registration, the owner shall schedule an inspection of the vacant building by the city, to be executed within 30 days after registration. The Building Official or his designee shall inspect said vacant building and the property where it is located to determine if it is maintained in compliance with this article and any other applicable law. If the owner fails or refuses to schedule an inspection, the city shall schedule an inspection window of up to three consecutive business days, beginning not sooner than one week following the date of registration, and provide written notice of the scheduled inspection window to the owner. The inspection shall be performed during regular business hours.
 - (c) After the initial inspection, the Building Official or his designee shall inspect a vacant building and the property upon which it is located at least once during each 12-month period that the building remains vacant.
 - (d) An owner of a vacant building shall permit the Building Official or his designee perform a lawful inspection of the interior and exterior of a vacant building and the property upon which it is located, for the purpose of ensuring compliance with this article and any other applicable law, at reasonable times upon request. The owner commits an offense if he, either personally or through an agent or employee, refuses to permit a lawful inspection of the vacant building as required by this subsection.
 - (e) If the vacant building or property where the vacant building is located is not maintained in compliance with this article or any other applicable law, the Building Official or his designee shall issue a written notice of non-compliance to the owner giving them a specific amount of time to resolve the identified violations and schedule a reinspection. If the owner fails or refuses to schedule a reinspection by the resolution date given in the notice of non-compliance, the Building Official or his designee may perform a lawful inspection of the property and vacant building at any time following the resolution date, during regular business hours. If entry to the interior of the building for reinspection purposes is refused, the Building Official or his designee will obtain a search warrant to perform an interior reinspection. A separate fee shall be charged for reinspection. If violations are not resolved by the time of reinspection, the city may seek any remedy provided by law.
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- (f) Nothing herein shall limit the city's authority to request additional inspections, pursue other enforcement measures, or take immediate abatement measures as otherwise allowed pursuant to city ordinances and state law.

Sec. 12-48. Violations; penalty.

In addition to any other enforcement remedies that the city may have under other city ordinances or other applicable law, any person violating any of the provisions of this article shall be deemed guilty of a misdemeanor and, upon conviction in municipal court, shall be subject to a fine not to exceed \$2,000.00 for each offense, and each and every day such violation continues, it shall constitute a separate offense.

Secs. 12-49—12-59. Reserved.

ARTICLE IV. - DEMOLITION OR REPAIR OF DILAPIDATED OR SUBSTANDARD BUILDINGS

ARTICLE V. - TRENCH CONSTRUCTION

ARTICLE VI. - ELECTRICITY



CITY COUNCIL AGENDA

7/15/2025

Agenda Item Number: 3.a.

Agenda Item: Consider approving and authorizing the City Manager to sign the agreement with the Walker County Economic Development Corporation to promote and facilitate activities that enhance the economic base of Huntsville and Walker County through attraction, creation, expansion and retention of business and industry, focusing on value added to local resources and manufacturing.

Initiating Department/Presenter: City Council

Presenter:

Russell Humphrey, Mayor

Recommended Motion: Move to approve and authorize the City Manager to sign the agreement with the Walker County Economic Development Corporation.

Strategic Initiative:

Discussion: The City Council, at its July 1, 2025 Meeting, directed the City Attorney and staff to negotiate with Walker County Economic Development Corporation and bring the agreement for approval at the next City Council Meeting.

Previous Council Action:

Financial Implications:

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:

1. Walker County EDC Agreement

CITY OF HUNTSVILLE, TEXAS FOR PAYMENT AND USE OF GENERAL FUNDS WITH WALKER COUNTY ECONOMIC DEVELOPMENT CORPORATION

This agreement, entered into this 15th day of July 2025, by and between the City of Huntsville, Texas, hereinafter called the "City", and Walker County Economic Development Corporation, hereinafter called "EDC".

WHEREAS, City has the objective of promoting and facilitating activities that enhance the economic base of Huntsville through attraction, creation, expansion and retention of business and industry, focusing on value added to local resources and manufacturing; and

WHEREAS EDC through its purpose shares this common goal with the City; and

WHEREAS the City desires to assist EDC promoting economic development; and

NOW, THEREFORE, IN CONSIDERATION of the performance of the mutual covenants and promises contained herein, City and EDC agree, and contract as follows:

STATEMENT OF WORK:

1. EDC is responsible for promoting and facilitating activities that enhance the economic base of Walker County through attraction, creation, expansion and retention of business and industry, focusing on value added to local resources and manufacturing to advance general welfare and economic prosperity of Walker County.
2. The purpose of the EDC is to develop, direct, and maintain economic development strategies to further and advance the general welfare and economic prosperity of Walker County.
3. The City Council and City Manager or their designees shall have the right to attend EDC events or promotional programs as representatives of the City at no additional cost to the City.

PAYMENT:

1. City agrees to bestow a one-time payment of \$35,000 to the EDC after both parties execute this agreement.
2. In lieu of making an annual funding payment to the EDC, City agrees to provide employment health benefits for the Economic Development Director for the time period beginning October 1, 2025, and ending September 30, 2026, and for each year this Agreement is renewed. The EDC Director will be responsible for the employee portion of the benefits, the same as all City employees. The current employee portion of the health benefits for FY 2026 will be:

- a. Director only - \$95/month
- b. Director + Spouse \$468/month
- c. Director + Children \$288/month
- d. Family \$518/month

RECORDS AND REPORT:

1. EDC shall furnish the City, at a minimum, documentation indicating the use of funds received from the City. The City may require the recipient to provide information necessary for the City Finance Officer to properly account for all funds expended or received by EDC.
2. EDC shall provide the City reasonable access during regular business hours to review books, accounts, records, reports, files, or other papers related to this Agreement belonging to or in use by EDC. Upon written request of the City, or City Manager, EDC shall make such financial records available for inspection and review by the party making the request.
3. A copy of the EDC financial audit shall be made available to City no later than thirty (30) days following EDC's receipt of same.
4. If requested, EDC shall make a bi-annual report and presentation to the City Council.

BOARD OF DIRECTORS:

1. EDC shall provide the City with an agenda of all regular and special Board meetings five (5) days before the meeting with information as to the date, time, and place of meeting. If a special meeting is scheduled, EDC shall immediately notify the City of a special meeting. Said notification should be in writing via e-mail; or orally by telephone, depending on EDC's own notification of the Board meeting.
2. The City shall have the option to appoint up to one (1) appointee on the Board of Directors of the EDC during the program year.

TERM and TERMINATION

1. The Initial Agreement term begins July 15, 2024, through midnight September 30, 2026, this agreement will automatically renew for successive terms of one year beginning October 1st and ending September 30th unless terminated as provided herein or written notice of proposed amendments is provided 90 days in advance. Only those expenditures authorized under the Statement of Work, which are actually incurred during the program period, for events and activities taking place within the program period, are eligible for funding under this Agreement, and any ineligible expenditures or unspent funds shall be forfeited to City upon termination of the Agreement.
2. Termination.
 - a. For Convenience. This Agreement may be terminated for convenience giving sixty (60)

- days advance written notice.
- b. Funding Out. This Agreement may be terminated with sixty (60) days advance written notice by the City if funds are not appropriated.
 - c. In the event this Agreement is terminated by either party pursuant to paragraph 2 above, City agrees to reimburse EDC for any contractual obligations EDC has undertaken in satisfactory performance of those activities specified hereinabove. This reimbursement is conditioned upon such contractual obligations having been incurred and entered into in the good faith performance of those services contemplated in Article II above, and further conditioned upon such contractual obligations having a term not exceeding the full term of this Agreement. Within thirty (30) days, EDC will provide City a full accounting of all expenditures not previously reviewed by City.
 - d. Automatic Termination. This Agreement with written notice shall automatically terminate upon the occurrence of any of the following events:
 - i. The termination of the legal existence of EDC; or
 - ii. The insolvency of EDC, the filing of a petition in bankruptcy, either voluntarily or involuntarily, or an assignment by EDC for the benefit of creditors; or
 - iii. with written notice shall terminate upon the occurrence of any of the following events Thirty (30) days after a written notice of the breach of any of the terms or conditions of this Agreement by the EDC if the EDC fails to cure the breach.

GENERAL PROVISIONS

- 1. Binding Agreement. This Agreement and each provision hereof, and each and every right, duty, obligation, and liability set forth herein shall be binding upon and inure to the benefit and obligation of City and EDC and their respective successors and assigns.
- 2. Non-discrimination. EDC covenants and agrees that, during the term of this Agreement, it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, or disability.
- 3. Independent Contractor. EDC is an independent contractor and not an agent or representative of the City and the obligation to compensate employees furnished or used by EDC to provide the services specified in Article II shall be the responsibility of EDC and shall not be deemed employees of the City for any purpose. This Agreement does not create a joint venture.
- 4. Amendment. No amendment to the Agreement shall be effective and binding unless and until it is reduced to writing and signed by duly authorized representatives of both parties.
- 5. Venue. This Agreement will be performed and has been made under and shall be governed by the laws of the State of Texas, Walker County.
- 6. Authority to Contract. Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each party has been properly authorized and empowered to enter into this Agreement. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective organizations.
- 7. Agreement Read. The parties acknowledge that they have read, understand, and intend to be bound by the terms and conditions of this Agreement.
- 8. Assignment. This Agreement and the rights and obligations contained herein may not be assigned by any party without the prior written approval of the other party to this

Agreement.

9. Counterparts. It is understood and agreed that this Agreement may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes.
10. Invalid Provisions. If any provision of this Agreement shall be held to be invalid, illegal, or unenforceable by a court or other tribunal of competent jurisdiction, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. The parties shall use their best efforts to replace the respective provision or provisions of this Agreement with legal terms and conditions approximating the original intent of the parties.
11. Entire Agreement. It is understood that this Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements, or understandings between the parties relating to the subject matter.
12. Notice. Unless otherwise specified, written notice shall be deemed to have been duly served if delivered in person or sent by certified mail to the last business address as listed herein. Each party has the right to change its business address by giving at least thirty (30) days advance written notice of the change to

CITY

Mayor

City of Huntsville

1212 Avenue M

Huntsville, TX 77340

EDC

13. Verification No Boycott. To the extent applicable, this Agreement is subject to the following:
 - a. Boycott Israel. If this Agreement is for goods or services subject to § 2270.002 Texas Government Code, EDC verifies that it i) does not boycott Israel; and ii) will not boycott Israel during the term of this Agreement.
 - b. Boycott Firearms. If this Agreement is for goods and services subject to § 2274.002 Texas Government Code, EDC verifies that it i) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and ii) will not discriminate during the term of the Agreement against a firearm entity or firearm trade association; and
 - c. Boycott Energy Companies. Subject to § 2274.002 Texas Government Code EDC herein verifies that it i) does not boycott energy companies; and ii) will not boycott energy companies during the term of this Agreement.
14. Governmental Immunity. This Agreement is subject to the proper application of the doctrine of governmental immunity.

THEREFORE:

Both the City and EDC enter into this cooperative agreement to maximize the effectiveness of their common goal and show good stewardship of citizen's dollars and donations.

EXECUTED this ____ day of _____ 2025.

THE CITY OF HUNTSVILLE, TEXAS

Scott Swigert, City Manager

ATTEST:

Kristy Doll, City Secretary

APPROVED AS TO FORM:

Leonard V. Schneider, City Attorney

EXECUTED this ____ day of _____ 2025.

Walker County Economic Development Corporation

By: _____

Name: _____

Title: _____