

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, AUGUST 5, 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.** Fire Department Best Practices
Greg Mathis, Fire Chief
- b.** Receive Parks and Recreation Master Plan Presentation
Penny Joiner, Director of Parks and Leisure

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

PROCLAMATION

PRESENTATIONS

PUBLIC HEARING

- a.** Public Hearing on Ordinance 2025-19, amending the Huntsville Municipal Code, Chapter 46 "Utilities" Article IV "Stormwater Utility System" Division 3, "Stormwater Utility Fees".
Kathlie Jeng-Bulloch, City Engineer

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 15, 2025, Regular City Council Meeting.
Kristy Doll, City Secretary

- b. Consider adopting Ordinance No. 2025-21, Ordering a Municipal Election to be held on November 4, 2025, a General Election to elect the Mayor at-large and a Councilmember from each of the four (4) Wards to serve three-year terms.
Kristy Doll, City Secretary
- c. Consider approving the 2025 Election Services Contract and Joint Election Agreement with Walker County for the November 4, 2025, General Election for the purpose of electing a Mayor at-large and four (4) Ward Councilmembers to serve three-year terms and any Special Election that may be called by the City.
Kristy Doll, City Secretary
- d. Consider adopting Resolution No. 2025-27 approving an exception to permit, during calendar year 2025, the refinancing of the financing of a Qualified Project, the last improvement of which was finally installed within the three (3) year period prior to the application to the Authorized Representative of the 2025 City of Huntsville PACE Program.
Sam Masiel, Assistant City Manager
- e. Consider the approval of the Quarterly Investment Reports for the First Quarter ending 03/31/2025 and the Second Quarter ending 06/30/2025.
Lance Hall, Finance Director
- f. Consider authorizing the City Manager to award a construction contract to clean, repair, and paint the Sam Houston Statue.
Tammy Gann, Director of Economic Development

2. STATUTORY AGENDA

- a. Consider adopting the Parks and Recreation Master Plan presented by Burditt Consultants.
Penny Joiner, Director of Parks and Leisure
- b. **First Reading** – Consider adoption of Ordinance 2025-19, amending the Huntsville Municipal Code, Chapter 46 “Utilities” Article IV “Stormwater Utility System” Division 3, “Stormwater Utility Fees”.
Kathlie Jeng-Bulloch, City Engineer
- c. **First Reading** - Consider authorizing the City Manager to enter into an agreement with LJA Engineering for professional engineering services for the Bonds Issued 2025 Drainage Projects.
Kathlie Jeng-Bulloch, City Engineer

3. CITY COUNCIL/MAYOR/CITY MANAGER

- a. Consideration and possible action to participate in the Purdue Pharma, et al, opioid settlement.
Sam Masiel, Assistant City Manager

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

5. ITEMS OF COMMUNITY INTEREST

6. EXECUTIVE SESSION

- a. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.071, to receive legal advice - Internment on public land and cemeteries.
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 authorizing the release of +/- 57.162 acres, parcel numbers 19825 and 24381 from the City of Huntsville Extra Territorial Jurisdiction (ETJ) pursuant to Senate Bill 2038 enacted during the 88th Texas Legislative Session and current legal action filed by other Cities.

7. RECONVENE

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

ADJOURNMENT

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

CERTIFICATE

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

DATE OF POSTING: August 1, 2025

TIME OF POSTING: 10:10 a.m.

TAKEN DOWN:

Kristy Doll

Kristy Doll, City Secretary



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: a.

Agenda Item: Fire Department Best Practices

Initiating Department/Presenter: Fire Department

Presenter:

Greg Mathis, Fire Chief

Recommended Motion: N/A

Strategic Initiative: Strategic Priority #1, Public Safety - Create a community where all individuals feel safe and protected, where citizens trust the effectiveness of our agencies through community engagement, technologies, and best practices. We strive to promote a culture of service, prevention and partnership.

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Greg Mathis

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:

1. Best Practices Council Update

A close-up, slightly blurred photograph of a red fire truck. The truck's body is a vibrant red, and the words "Huntsville Fire Dept." are painted in a gold, gothic-style font on its side. A brass fire hose reel is visible on the left side of the frame. The background is out of focus, showing hints of a street and other vehicles.

Strategic Priority #1 *Public Safety*

**Complete Application for the Texas Fire Chiefs
Recommendation for the Best Practices**

Mission Statement:

To serve with honor, lead with integrity, and grow with our community delivering reliable, efficient emergency services while mentoring the next generation of fire Professionals.

Vision Statement:

To lead with excellence and integrity, advancing firefighter development, expanding services, and reducing response times to support a safe, prepared, and growing community.

Huntsville Fire

Texas Fire Chiefs Association Best Practices Initiative

- Encourages departments to enhance firefighter safety, operational efficiency, and long term planning while aligning with professional standards
- Provides a structured framework to define and implement best practices across twelve key service areas
- Fosters continuous improvement in Fire Department Operations

Huntsville Fire

The TFCA Best Practices Recognition Program measures all aspects of service delivery, administrative protocols, and operational readiness with a 12-part process designed to evaluate your department with a self-assessment and third-party evaluation.

- 110 practices developed by fire service professionals to help agencies provide efficient and effective services.
 - A comprehensive look at training, staffing, policies/procedures, records management, and infrastructure.
 - The Texas Fire Chiefs Association will conduct an onsite comprehensive review of the provided information as well as observe common practices

849 Fire Departments are Listed by the TCFP

36 are Recognized in the Best Practices Program

- Bryan
- Flower Mound
- Lake Worth
- McKinney
- South Co.(Montgomery)
- North Richland Hills
- Pearland
- Prosper
- Rowlett

Section 1: Administration and Organization

This section ensures that the department's foundational administrative processes align with Best Practice standards for effective organizational management.

Section 2: Emergency Medical Services

Walker County EMS provides these services and we operate as a First Responder Organization and have written agreements with Walker County

Section 3: Training

This covers all training from volunteers, supervisors, telecommunications, inspector/investigators, Fire Marshal, to Special Operations.

Section 4: Special Operations

Rope Rescue

Confined Space Rescue

Trench Rescue

Structural Collapse Rescue

Swiftwater Rescue

Dive Team

Hazardous Materials

What Is The Cost?

Approximate Cost of Trench Rescue Training

- Tuition: $\$1300 \times 9 = \$11,700$
- Travel (hotel only): $\$440 \times 9 = \$3,960$
- TCFP Certification: $\$85 \times 9 = \765
- Course Cost: (Not including Backfill) = **\$16,425**

Cost of Basic Trench Rescue Equipment

- Paratec Basic 12 Shore Trench Kit

= **\$24,318**

Total Cost = \$40,743

There are **8** of These Specialized Disciplines to Include ARFF Training

- Most of these Disciplines require specific equipment
- All require specific certifications and as well as continuing education

Section 5: Records and Information Management

Security and Records Retention

Release of Information

Public Information Officer

Reporting

Section 6: Fire Operations

Fire Response

Apparatus Checks

Fire Alarms

Preplans

Hydrant Testing

Post Incident Analysis

Near Miss Programs

Section 7: Fire Prevention, Risk Reduction, Community Outreach

Fire Code and Compliance

Fire Cause and Determination

Education and Community Outreach

Section 8: Response Analysis

Alarm Handling

Turnout and Response Times

EMS

Special Operations

Aircraft Fire Fighting

Marine

Wildland

Section 9: Communications

Dispatch Procedures

Security

Training

Section 10: Safety and Health

There are 9 subsections included here that set the best practices expectations for firefighter safety and health.

Section 11: Resources Management

This section includes equipment testing and maintenance standards. These standards align with the Texas Commission on Fire Protection standards.

Section 12: Professional Standards and Conduct

This section includes 19 subsections that is basically the Human Resources footprint

Huntsville Fire

- A consultant was secured with the initial kickoff meeting April 18, 2024
- Established a team to lead the Best Practices Initiative efforts
- Established regular meetings to review progress
- We have developed an extensive number of policies in alignment with Best Practices. Some of which are complete, some are in the review process

Huntsville Fire

- The consultant met with each shift on February 6th, 7th, and 10th, and received input from the volunteers, as well as feedback from a Community Stakeholders group on Mission, Vision
- Received internal feedback and finalized the Mission and Vision Statements

Huntsville Fire

- Working to finalize the Strategic Initiatives for Huntsville Fire for review with the City Manager
- We are currently 87% complete and have begun the electronic application
- We are waiting on a few items from our records management system as well as items from agencies outside the City of Huntsville organization

Strategic Goals & Objectives

Strategic Goal 1: Enhance Operational Capacity to Keep Pace with City Growth

Strategic Goal 2: Strengthen Training and Career Development Programs

Strategic Goal 3: Expand Community Engagement and Prevention Efforts

Strategic Goal 4: Improve Service Delivery and Coverage

Strategic Goal 5: Ensure Sustainable Growth Through Investment and Retention



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: b.

Agenda Item: Receive Parks and Recreation Master Plan Presentation

Initiating Department/Presenter: Parks and Leisure

Presenter:

Penny Joiner, Director of Parks and Leisure

Recommended Motion: N/A

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: Presentation from Burditt Consultants on the updated Parks and Recreation Master Plan.

Previous Council Action: N/A

Financial Implications: N/A

Approvals:

Penny Joiner

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:

1. City Council-Parks Master Plan-Presentation

City of Huntsville

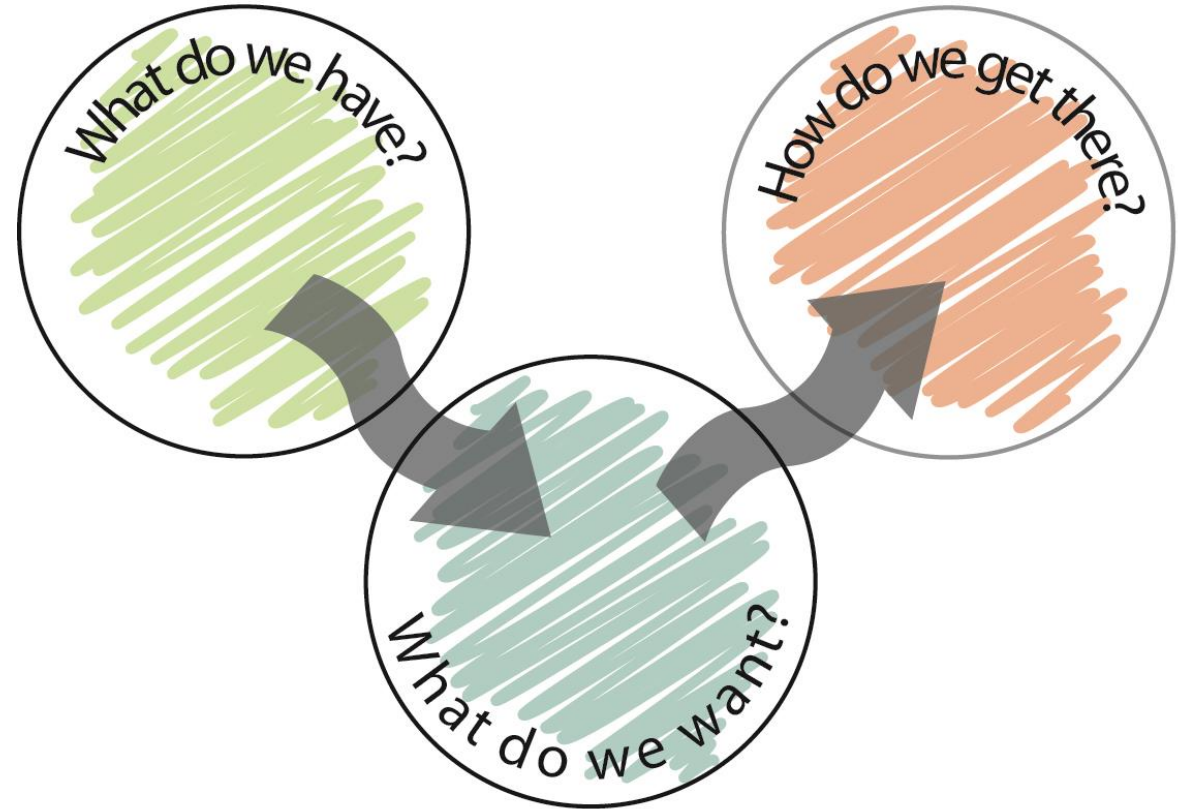
Parks and Recreation Master Plan

Burditt Consultants
8-05-2025



Planning Process

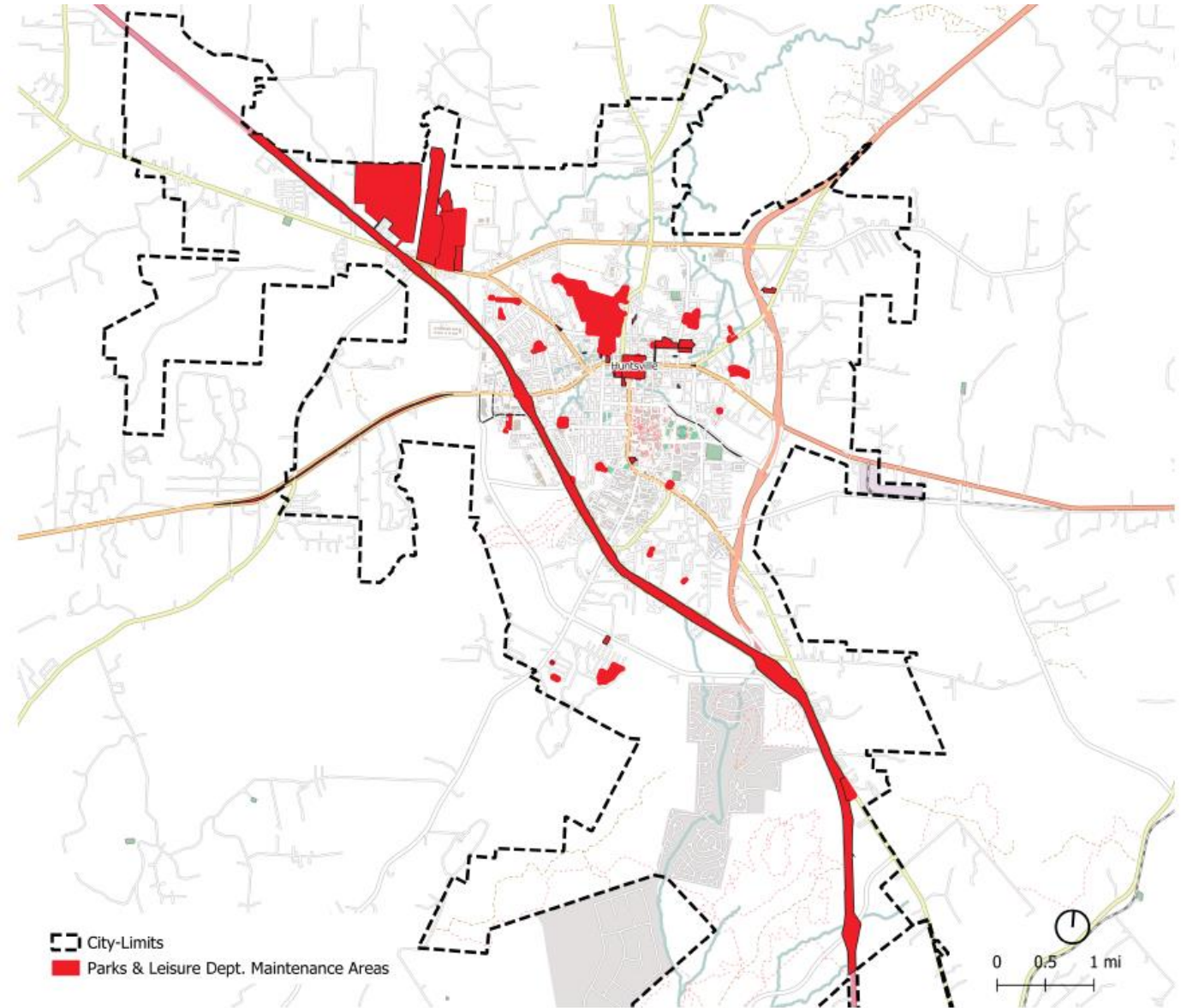
- Parks & Facility Inventory
- Needs Assessment
- Stakeholder Engagement
- Analysis
- Recommendations
- Plan Development



Inventory and Analysis

Studies Conducted:

- Park Feature Inventory
- Inventory of Non-City Recreation Providers
- Level-of-Service Analysis
 - Benchmarks and Trends
- 10-Minute Walk Analysis
- Recreation Behavior Study



Level of Service Analysis

Huntsville Parks & Leisure Workload 2024-2025 Full-Time Equivalent Staff (FTEs)

Parks & Leisure Administration: 1.50 FTEs
 Recreation: - 0.5 FTEs
 Parks Maintenance: 12.75 FTEs
 Aquatic Center: 2.50 FTEs
 Cemetery: 1.00 FTE
 Building Services: 4.00 FTEs

2024 NPRA Agency Performance Review Findings

The Typical Parks and Recreation Agency Has:

2,386
Residents Per Park 

 **10.6**
Acres of parkland per 1,000 residents

8.9
Full-time equivalent employees per 10,000 residents 

 **\$99.47**
Operating expenditures per capita

46%
Percentage of full-time staff dedicated to operations/maintenance 



The Huntsville Parks and Leisure Department Has:

1,743
Residents Per Park 

 **8.48**
Acres of parkland per 1,000 residents

6.8
Full-time equivalent employees per 10,000 residents 

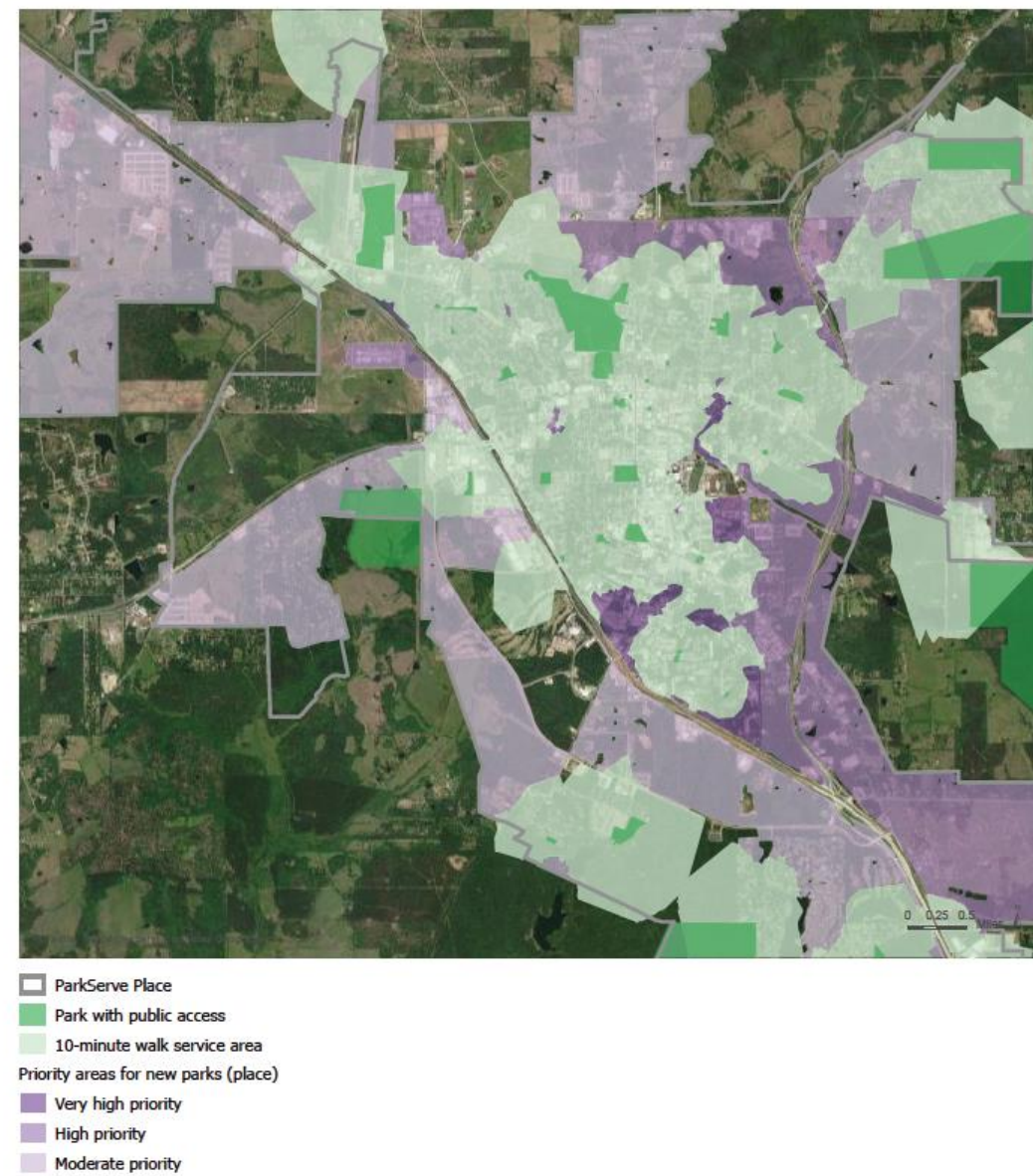
 **\$50.65**
Operating expenditures per capita

35%
Percentage of full-time staff dedicated to operations/maintenance 

10-Minute Walk Analysis

- Areas within a 10-Minute Walk of a Park
- Identified Service Gaps

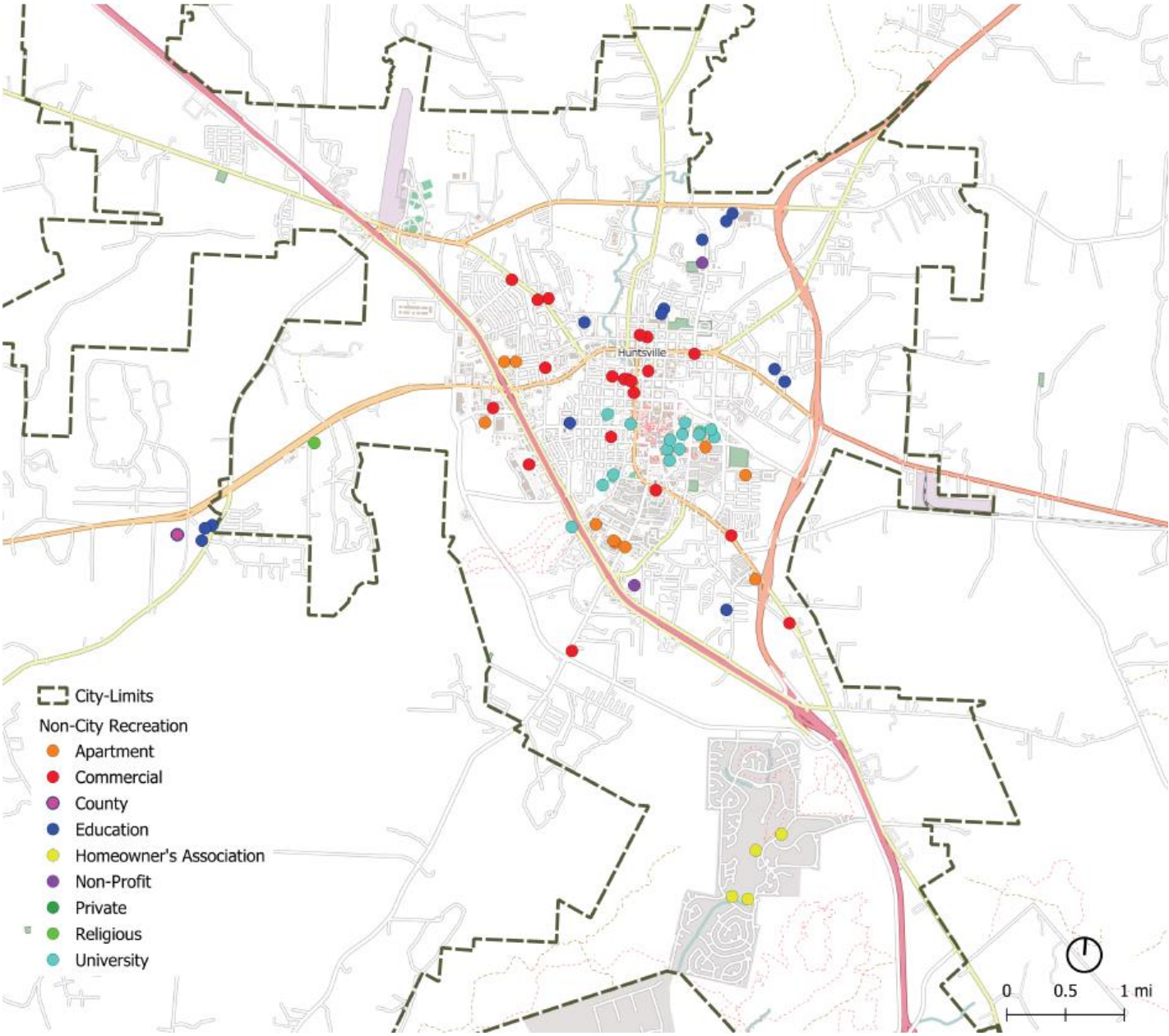
City Name	Population within a 10 minute Walk to a park	Number of Residents living within a 10-minute walk of a park
Huntsville, TX	63.0%	24,651
Jersey Village, TX	80.2%	6,771
Bellaire, TX	79.6%	13,786
Cedar Park, TX	79.0%	52,513
Deer Park, TX	71.2%	24,929
Live Oak, TX	74.0	10,764
Seabrook, TX	59.5%	8,475
Texas City, TX	58.8%	32,135
La Porte, TX	55.3%	19,538
Brenham, TX	48.4%	8,213
Leander, TX	53.8%	22,919
Georgetown, TX	52.7%	32,895



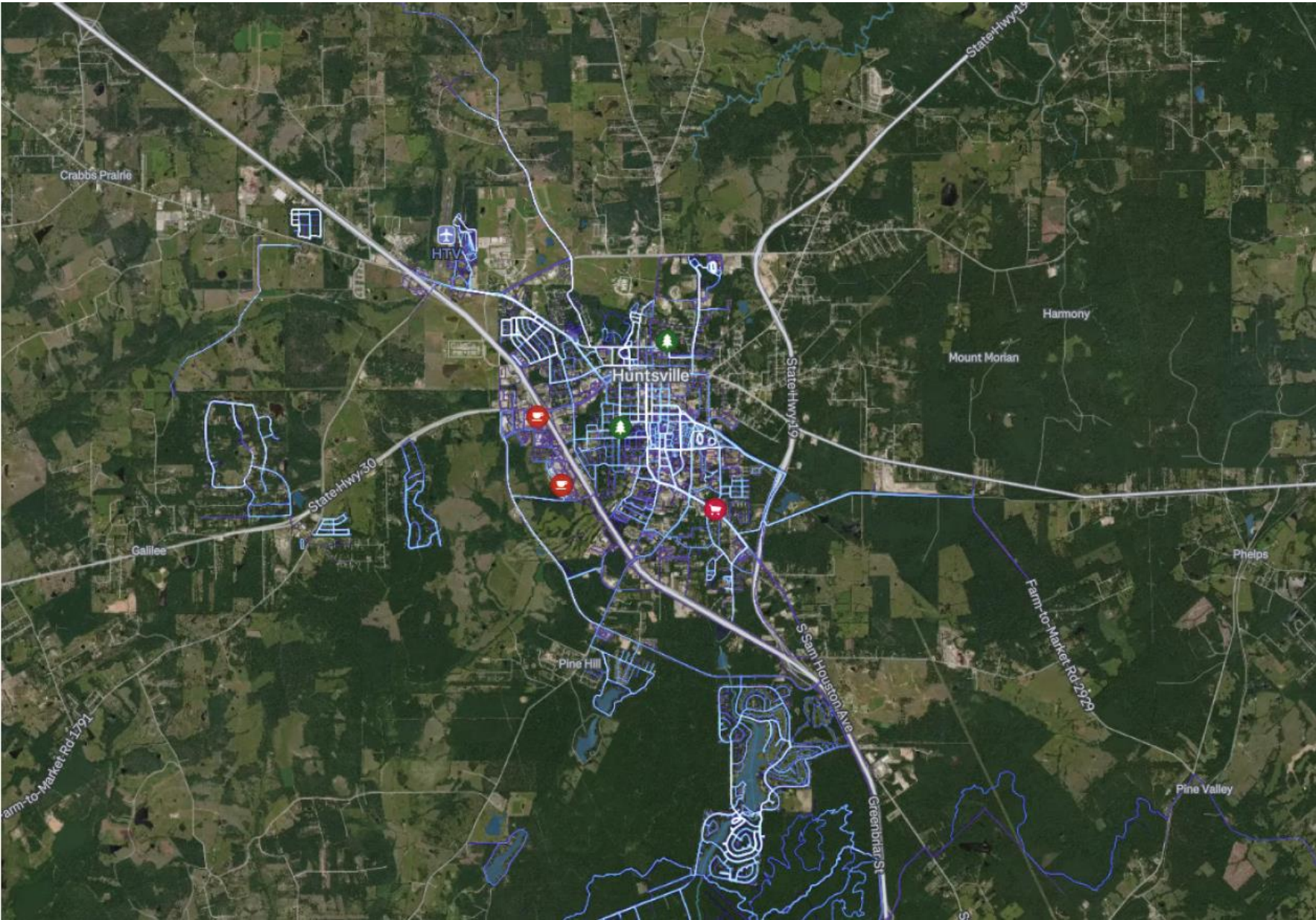
Recreation Provided by Others

Inventory of Non-City Recreation Providers

Owner	Number of Facilities
Commercial	20
University	14
Homeowner's Association	4
Education	13
Religious	1
Non-Profit	2
Apartment	10
County	1
Private	1
Total	66

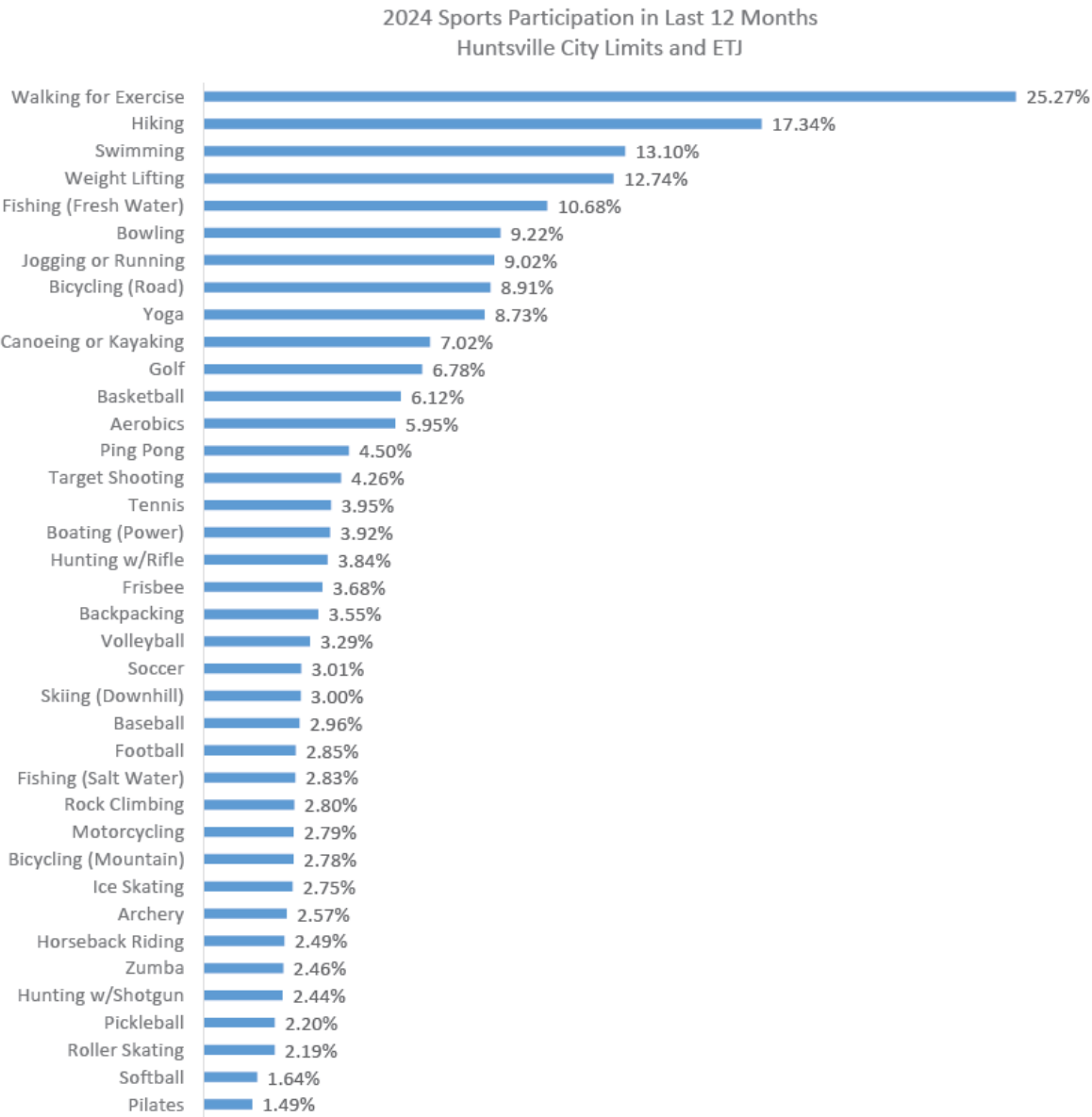


Pedestrian and Bicycle Activity in Huntsville



Recreation Behavior of Huntsville Residents

2024 Spending on Sports/Recreation Equipment	
Amount Spent	# of Residents
\$1 to 99	2,714
\$100 to \$250	2,026
More than \$250	3,266



Community Engagement

- Online Survey
 - 8/16/2024 – 04/22/2025
 - 333 Responses
- Parks Planning Workshop 09/10/2024
- Parks Planning Workshop 10/29/2024
- Parks Master Plan Open House 03/6/2025



Online Survey

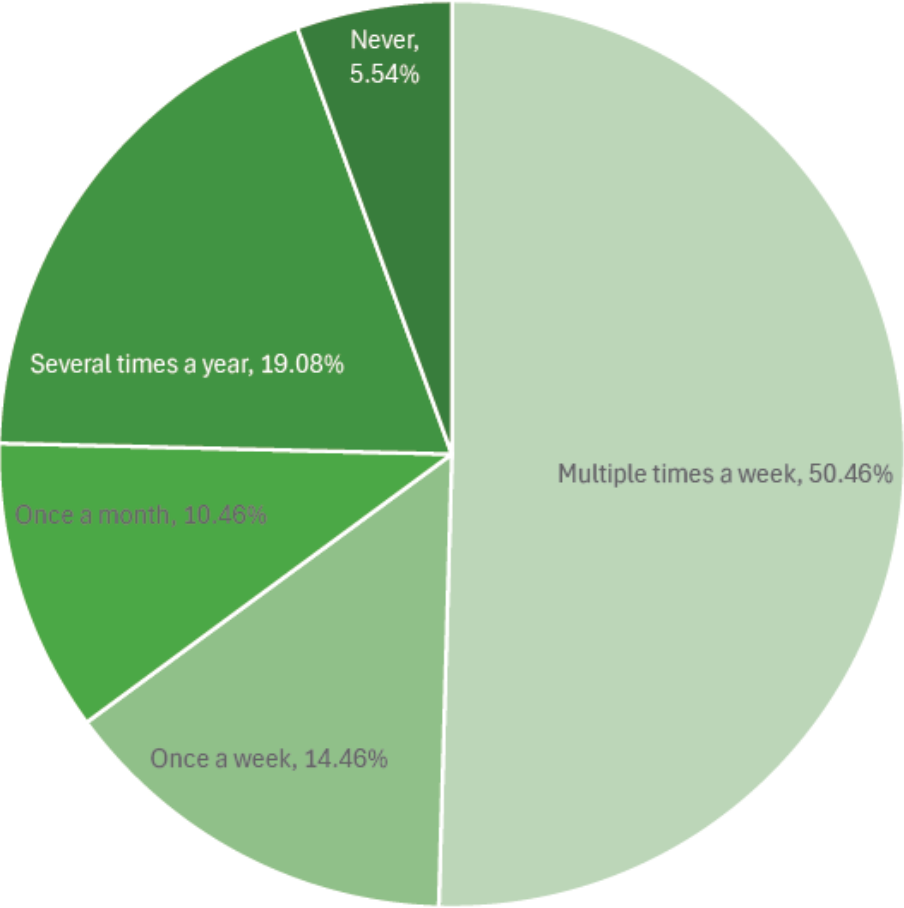
How often do you and your family visit parks in Huntsville?

Distribution:

- 333 Responses
- 93.3% Confidence Level
- 5.34% Margin of Error

Key Takeaways:

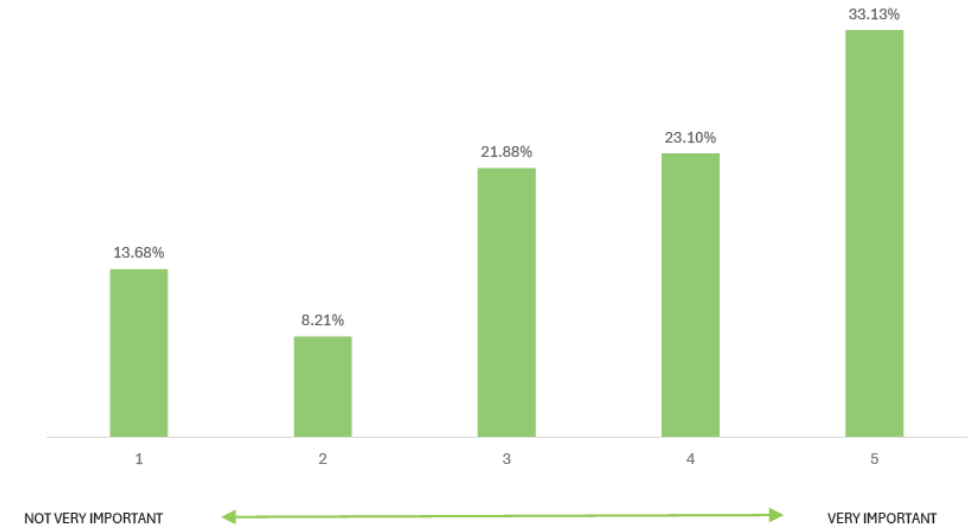
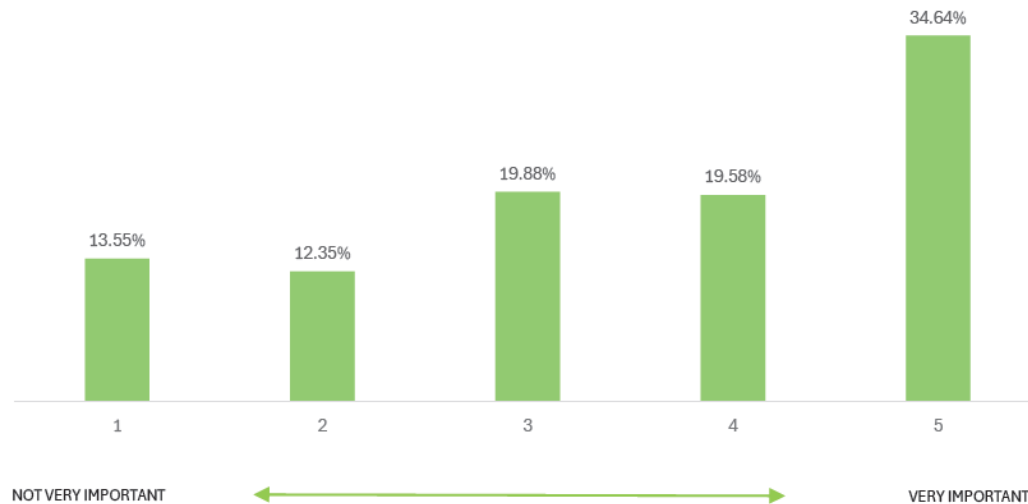
- Huntsville Residents are Active in Recreation
- Kate Barr Ross and Eastham-Thomason are the Most Popular Parks
- Indoor Recreation is a Priority
- Trails are a Priority
- Residents would support bond funding to pay for park and recreation improvements



Priority Features for Existing and Future Parks

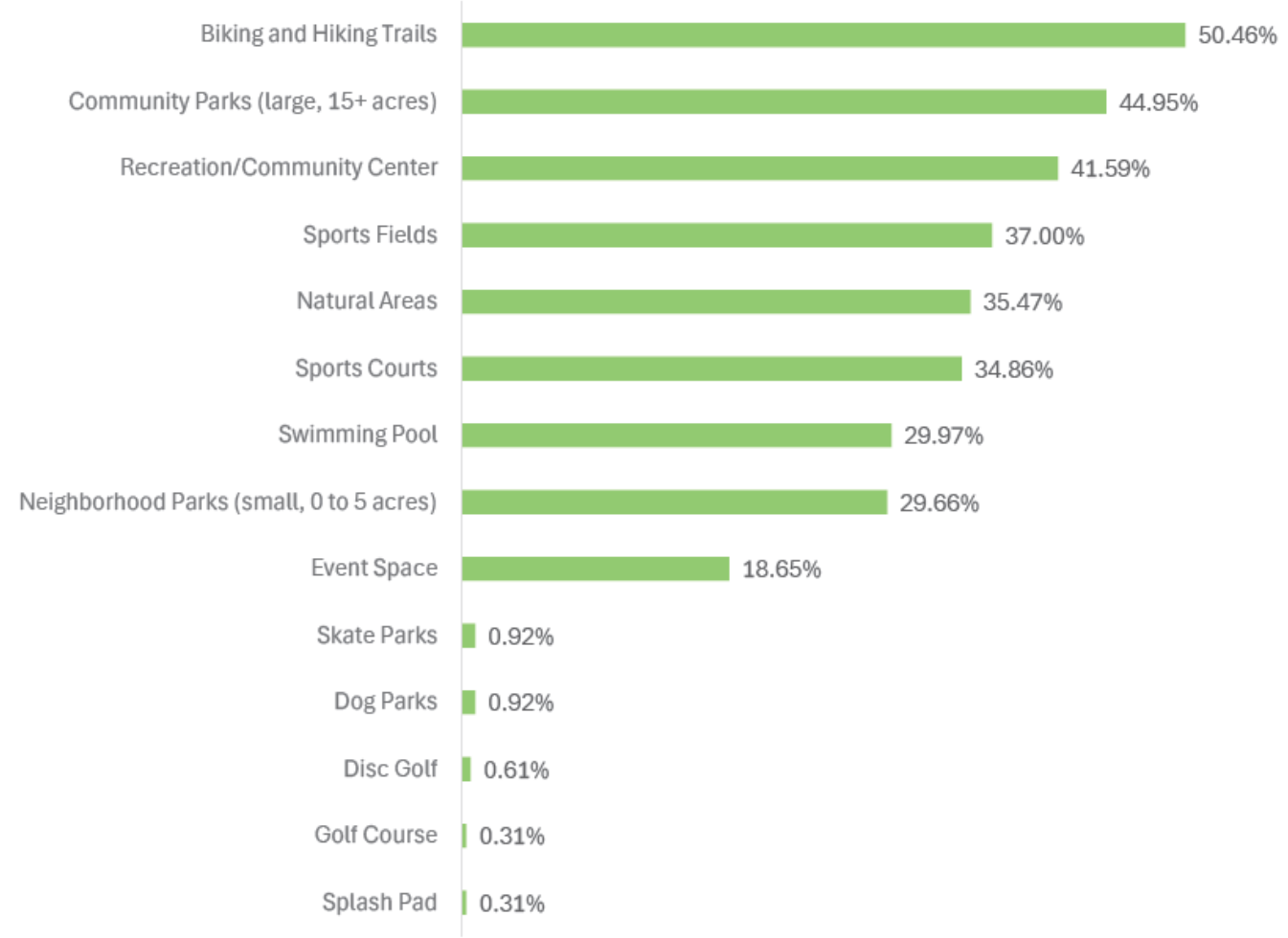


How important is having an indoor recreation facility to your and your family?

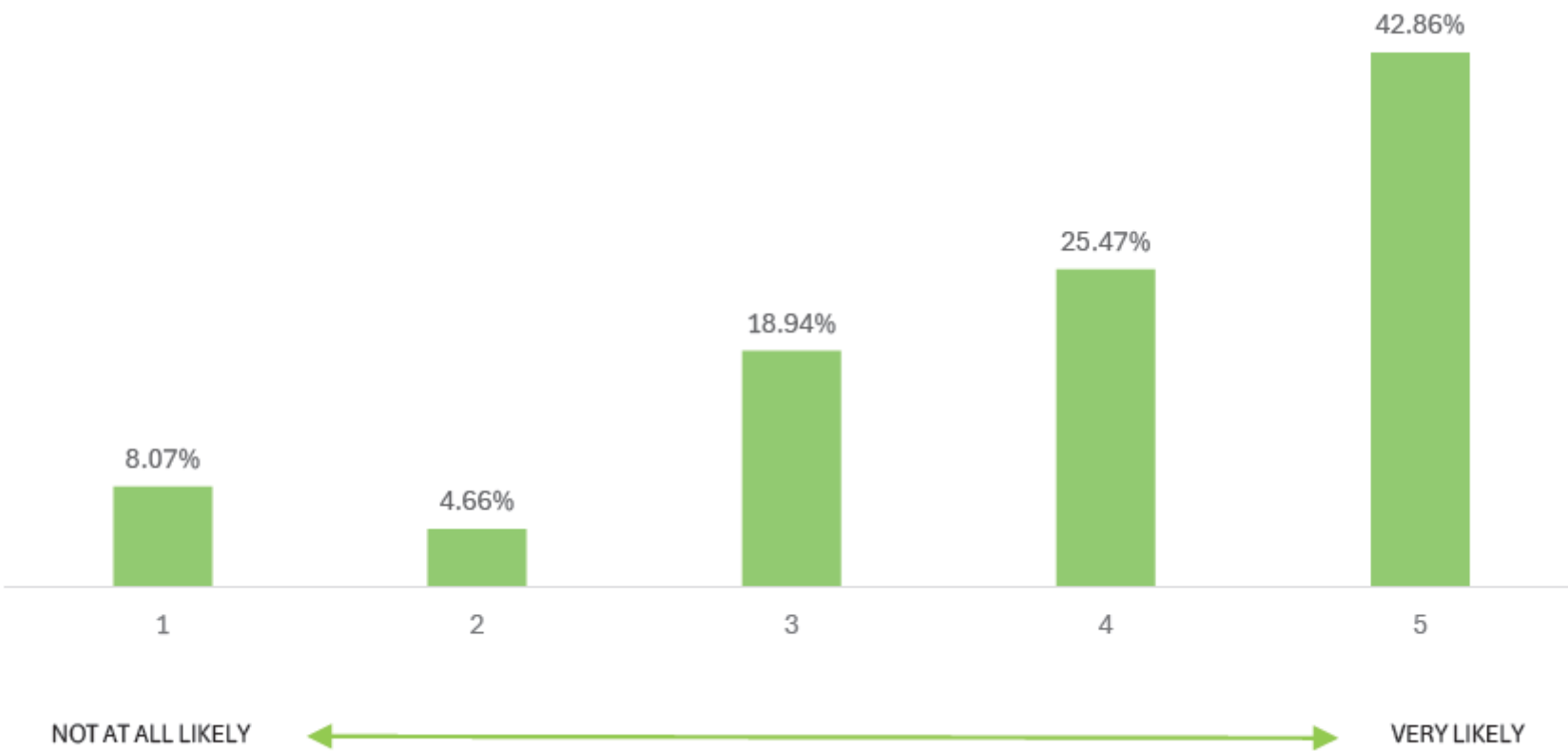


How important are biking and hiking trails to you and your family? (on a scale of 1 to 5)

If the City were to acquire more parkland in the future, what types of parks should be developed?



How likely would you be willing to support a municipal bond to fund the development of new parks and facilities in Huntsville?



Parks Planning Workshops

September Workshop

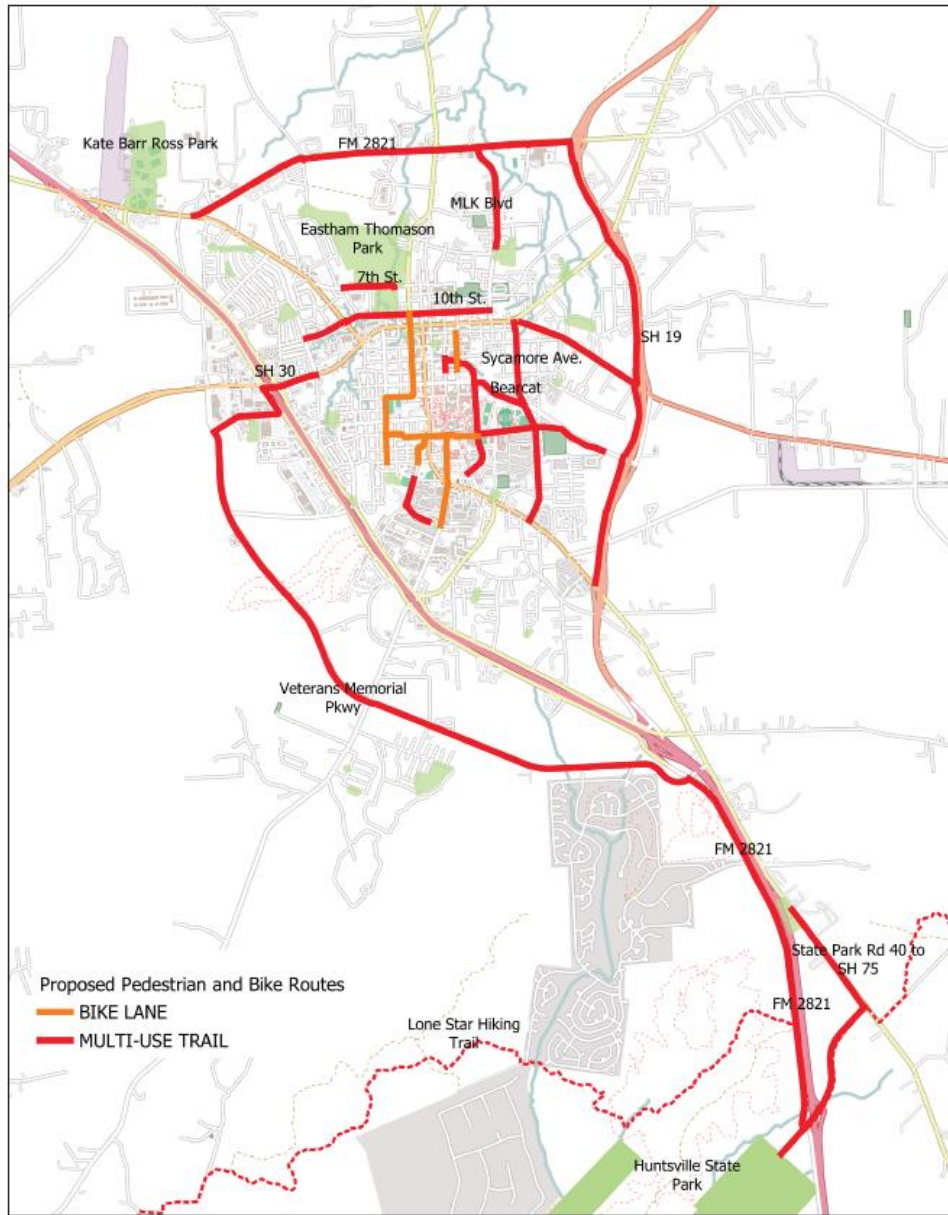
- **Top Priority:** Trails, Paths & Connectivity
- **High Priority:** Recreational Facilities (Tennis, Pickleball, Recreation Centers)
- **High Priority:** Park Improvements & Amenities
- **Moderate Priority:** Youth & Teen Programs
- **Moderate Priority:** Shelter & Shade
- **Moderate Priority:** Aquatics
- **Moderate Priority:** Maintenance & Staffing

October Workshop

- **Top Priority:**
 - Recreation/Community
 - Athletic Complexes and Field Improvement
 - Splash Pads and Water Amenities
 - Park Restrooms and General Maintenance
 - Preserve and Enhance Green Spaces & Trails
- **Mid-Level Priority:**
 - Pickleball Courts
 - Partnerships & Grant
 - Emancipation Park Improvements
 - Playgrounds & Child Amenities
 - Walkability and Bike Lanes

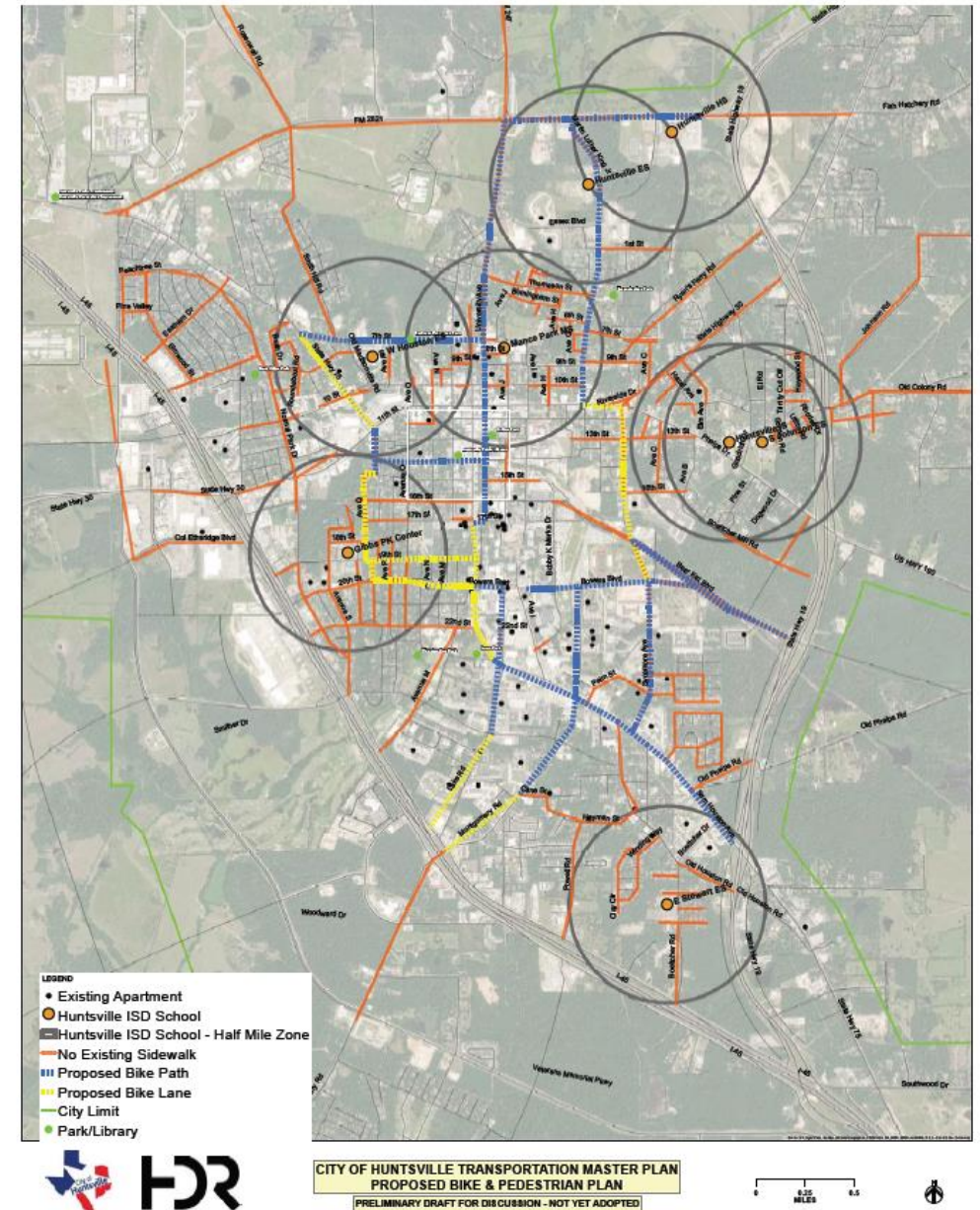
RECOMMENDATIONS





Proposed Trail Routes

36 Miles of Multi-Use Trails



Recreation Center at Eastham-Thomason Park

Proposed Features

- Fitness/Cardio Room
- Aerobic Room
- Cycling Room
- Natatorium
- Activity Pool
- Lockers, Showers & Dressing Areas
- Saunas
- Basketball Gymnasium
- Lounge
- Raquetball Courts
- Administration
- Pickleball Courts
- Sand Volleyball Courts



- AMENITIES**
- Fitness/Cardio Room
 - Aerobic Room
 - Cycling Room
 - Natatorium
 - Activity Pool
 - Lockers, Showers & Dressing Areas
 - Saunas
 - Basketball Gymnasium
 - Lounge
 - Raquetball Courts
 - Administration
 - Pickleball Courts
 - Sand Volleyball Courts

Conceptual Master Plan

Proposed Features

-
- This aerial site plan illustrates the layout of the Huntsville Park Maintenance facility. The plan includes the following features:
- Sports Fields:** A football complex, soccer fields (U10, U12), and several Little League and softball fields.
 - Buildings:** Community center, picnic pavilions, and an existing safety village.
 - Parking:** Existing parking, overflow parking, and a shared entry parking area.
 - Other Features:** Bleachers, picnic pavilions, relocated garden, and an existing tower.
 - Location:** The facility is situated near the Huntsville Municipal Airport and Highway 75.
 - Orientation:** A north arrow is located in the top right corner.

NTS

Phase 2 of Emancipation Park

Proposed Features

- Walking Paths (Loop and Connections)
- Splash Pad
- Gazebo
- Food truck court



Conceptual Master Plan 11-11-2020

NTS

Alternative Soccer/Multi-Use Fields Location – City Property West of Airport



Red lines denote boundaries of city-owned property.

- Could be implemented all at once or a' la carte
- Consider TPWD Local Parks Grants (up to \$750k, 50% match)
- Detailed Opinion of Probable Cost for each priority project in plan

Priliminary Opinion of Probable Costs (OPC)

CONCEPTUAL MASTER PLAN

#	Item / Description	Qty	Unit	Unit Rate	Range	
					Low	High
1	General Requirements				\$ 2,062,500	\$ 2,268,750
	Mobilization, Demobilization & Maintenance	1	allow	3.5%	\$ 962,500	\$ 1,058,750
	Bonds & Insurance	1	allow	3%	\$ 825,000	\$ 907,500
	Traffic Control, Surveying, Safety Plan	1	allow	1%	\$ 275,000	\$ 302,500
2	Demolition/Preservation				\$ 47,289	\$ 52,018
	Demolition, Clearing & Tree Removal	1	allow	\$ 42,990	\$ 47,289	\$ 52,018
3	Grading, Drainage & Utilities				\$ 713,633	\$ 784,997
	Mass Grading, Site Work, & Erosion Control	114429	sf	\$ 0.50	\$ 62,936	\$ 69,230
	Misc. Utilities/Water/Sewer	1	allow	2%	\$ 550,000	\$ 605,000
	Storm, Piping, Inlets Etc.	114429	sf	\$ 0.80	\$ 100,698	\$ 110,767
4	Site Paving Infrastructure				\$ 415,215	\$ 456,737
	Parking Stalls (102 sp)	41,576	sf	\$ 7.50	\$ 343,002	\$ 377,302
	Parking Curbs, Striping & Ramps	1	allow	\$ 35,870	\$ 39,457	\$ 43,403
	Sidewalks	2,115	sf	\$ 6.20	\$ 14,424	\$ 15,867
	Trails	2,688	sf	\$ 6.20	\$ 18,332	\$ 20,165
5	Site Lighting				\$ 123,200	\$ 135,520
	Site Electrical Service Allowance	1	allow	\$ 50,000	\$ 55,000	\$ 60,500
	Parking Lot Lighting	6	ea	\$ 7,000	\$ 46,200	\$ 50,820
	Trail Lighting	4	ea	\$ 5,000	\$ 22,000	\$ 24,200
6	Architecture				\$ 21,829,500	\$ 24,012,450
	Recreatin Center (56,850 sf)	1	allow	\$ 19,845,000	\$ 21,829,500	\$ 24,012,450
7	Site Paving & Hardscapes				\$ 29,700	\$ 32,670
	Pedestrian Bridge	60	lf	\$ 450	\$ 29,700	\$ 32,670
8	Sports Fields/Courts				\$ 181,130	\$ 199,243
	Pickleball Courts	4	ea	\$ 41,166	\$ 181,130	\$ 199,243
	Volleyball Court	2	ea	\$ 8,500	\$ 18,700	\$ 20,570
9	Site Furnishings				\$ 79,475	\$ 87,423
	Site Furniture Allowance	1	allow	\$ 72,250	\$ 79,475	\$ 87,423
10	Playground Furnishings				\$ 253,000	\$ 278,300
	Skate Park	1	allow	\$ 230,000	\$ 253,000	\$ 278,300
11	Softscapes				\$ 27,693	\$ 30,462
	Planting/Irrigation	1	allow	\$ 25,175	\$ 27,693	\$ 30,462
	Subtotal				\$ 25,581,205	\$ 28,139,326
	General Conditions	1	allow	7.5%	\$ 1,918,590	\$ 2,110,449
	Design Contingency	1	allow	5%	\$ 1,374,990	\$ 1,512,489
	Total Project Cost with Range				\$ 28,874,786	\$ 31,762,264
	Burditt Consultants has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Burditt Consultants cannot and does not guarantee that proposals, bids or actual construction will not vary from opinion of probable costs.					



Questions?



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: a.

Agenda Item: Public Hearing on Ordinance 2025-19, amending the Huntsville Municipal Code, Chapter 46 “Utilities” Article IV “Stormwater Utility System” Division 3, “Stormwater Utility Fees”.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Public Hearing – No Action Necessary.

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: Discussion:

At the September 3, 2024, Council Meeting, the Council adopted the Stormwater Utility System program which included all the necessary requirements for setting up such a fund except for adopting the proposed fees associated with it. State Law requires that the adoption of the fees be considered separately.

On September 17, 2024, the Council approved the established schedule of rates and charges to be assessed.

On March 18, 2025, the Council directed staff to amend Chapter 46 Utilities of the Huntsville Municipal Code, Article IV Stormwater Utility System, the Division 3 Stormwater Utility Fees.

The fees as proposed in the included ordinance have been discussed with the Council and the Finance Committee at several previous meetings. The monthly fees as proposed are as follows:

\$5.00 for residential properties (no changes);

\$0.00152/SF of impervious area for regular non-residential property (no changes);

\$0.00152/SF of the impervious area for property that is owned by the school district, religious organization, and county. (Changed from \$0.00076/SF to \$0.00152/SF).

According to Section 552.045. Adoption of System; Rules.

(c) Before adopting the ordinance, the governing body must publish a notice in a newspaper of general circulation in the municipality stating the time and place of a public hearing to consider the proposed ordinance.

The Proposed Ordinance must be published in full in the notice and shall publish the notice three times before the date of the hearing. The first publication must occur on or before the 30th day before the date of the hearing.

The first Public Hearing Notice was published in “The Huntsville Item” on July 3, 2025, with the Ordinance No. 2025 – 19 (See attachment I - Ordinance No. 2025-19), and the notice released also indicated the Public Hearing is scheduled on the Council Agenda for August 5, 2025.

The second Public Hearing Notice was published in “The Huntsville Item” on July 17, 2025, with the Ordinance No. 2025 – 19 (See attachment I Ordinance No. 2025-19), and the notice released also indicated the Public Hearing is scheduled on the Council Agenda for August 5, 2025.

The third Public Hearing Notice was published on July 31, 2025, with the Ordinance No. 2025 – 19 (See attachment I Ordinance No. 2025-19), and the notice released also indicated the Public Hearing is scheduled on the Council Agenda for August 5, 2025.

Previous Council Action: On March 18, 2025, the Council directed staff to amend Chapter 46 Utilities of the Huntsville Municipal Code, Article IV Stormwater Utility System, the Division 3 Stormwater Utility Fees.

Financial Implications: In the amount of Projected Annual Increased Revenue will be \$65,039.00 for FY 25-26.

Approvals:

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

Associated Information:

1. 2025 Ordinance No. 2025-19 Chap 46 - final

ORDINANCE NO. 2025-19

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE HUNTSVILLE MUNICIPAL CODE CHAPTER 46 “UTILITIES” ARTICLE IV “STORMWATER UTILITY SYSTEM” DIVISION 3 “STORMWATER UTILITY FEES” TO AMEND THE DIVISION 3 “STORMWATER UTILITY FEES”; PROVIDING THIS ORDINANCE SHALL BE CUMULATIVE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Municipal Drainage Utility Systems Act (the “Act”), Texas Local Government Code §§ 552.042 *et seq.*, as amended, authorizes the City to prescribe a basis upon which to fund the municipal Drainage Utility System and to assess the fees and charges to support the municipal Drainage Utility System; and

WHEREAS, the City Council previously investigated and determined it would be in the best interest of the citizens to adopt the Municipal Drainage Utility Systems Act; and

WHEREAS, on September 17, 2024, the City Council of the City of Huntsville adopted Ordinance No. 2024-22 to amend Chapter 46 “Utilities,” Article IV “Stormwater Utility System” to amend Division 3 “Stormwater Utility Fees”; and

WHEREAS, on March 18, 2025, the City Council of the City of Huntsville voted to amend the City Code by revising Division 3 “Stormwater Utility Fees” Section 46-501 Fees, specifically the rate schedules for school districts, religious organizations, and the county; and

WHEREAS, Section 552.045 of the Act authorizes the City to establish a schedule of drainage charges and to revise those drainage charges after three published notices and a public hearing; and

WHEREAS, the City Council finds that an increase in the rates is now warranted to continue to provide funds for the necessary stormwater infrastructure and maintenance; and

WHEREAS, the City Council further finds that the City will provide drainage for all real property in the proposed service area(s) on payment of drainage charges, except real property exempted under the Act or pursuant to this Ordinance; and

WHEREAS, the City Council further finds that the City will offer drainage service on nondiscriminatory, reasonable and equitable terms; and

WHEREAS, the Drainage Utility fee structure shall provide the necessary revenue to support proposed drainage system improvements and best management practices identified in the City's Permit; and,

WHEREAS, the City Council finds notice of a public hearing was published in a newspaper the required number of times pursuant to Chapter 552 and after public notice, City Council held a public hearing on August 5, 2025; and

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

Section 1. All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Huntsville, Texas, and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

Section 2. Huntsville Code of Ordinances, Chapter 46, Article IV, is hereby amended to read as shown in the attached Exhibit "A".

Section 3: All ordinances or parts of ordinances in force when the provisions of this Ordinance becomes effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed only to the extent of any such conflict.

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

Section 5: This Ordinance shall take effect upon adoption.

Section 6: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED this __ day of August 2025.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

EXHIBIT A

Chapter 46 Utilities

Article V. Stormwater Utility Fees

Section 46-501.

(a) Residential Property Fees. Residential properties shall be measured as one Equivalent Residential Unit (ERU) per month, regardless of the actual amount of impervious cover on such properties. Each benefitting residential property shall be assessed a fee of \$5.00 per month.

(b) Non-residential Property Fees.

(1) Stormwater utility fees for non-residential property, excluding property owned by a school district, religious organization, county or municipality, shall be calculated for each benefitted property using the impervious area in square feet (SF) at the following rate:

Fee = Allocated Impervious Area on the Parcel(s) in square feet (SF) X \$0.00152/SF/month.

(2) Stormwater utility fees for property owned by a school district, religious organization, and county shall be calculated for each benefitted property using the impervious area in square feet (SF) at the following rate:

Fee = Allocated Impervious Area on the Parcel(s) in square feet (SF) X \$0.00152/SF/month.

~~Fee = Allocated Impervious Area on the Parcel(s) in square feet (SF) X \$0.00076/SF/month.~~

(c) The city council may review the foregoing schedule of fees at any time and may, by Ordinance, increase or decrease or otherwise alter the fee structure upon a determination that such an increase or decrease is warranted.

Secs. 46-502---46-510- Reserved



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 1.a.

Agenda Item: Consider approving the Minutes from the July 15, 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 15, 2025, Regular City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. City Council Meeting Minutes 7-15-2025

MINUTES FROM THE HUNTSVILLE CITY COUNCIL REGULAR MEETING HELD ON THE 15TH 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 workshop and 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:

WORKSHOP (5:00-6:00 P.M.)

Mayor Humphrey called the Workshop to order at 5:00 p.m.

- 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

Ben Plunkett, the District Forester for the Texas A&M Forest Service gave a presentation.

Mayor Humphrey adjourned the Workshop at 5:42 p.m.

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.*

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

PRESENTATION

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

Dave Yanke with NewGen Strategies and Solutions gave a presentation on the Solid Waste Rate Study.

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.**
Lance Hall, Finance Director

Councilmember Vicki McKenzie made a motion to approve Consent Agenda Items a. through c. 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

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

Public comments were heard from Mr. John Maisel regarding the Dawson Lake Dam.

Councilmember Vicki McKenzie made a motion 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. 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 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.

Councilmember Casey Cox made a motion to waive the two-reading requirement and 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. The motion was seconded by Councilmember Bert Lyle. 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

- 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

Mayor Humphrey recused himself and left the Council Chambers.

Councilmember Vicki McKenzie made a motion to approve and authorize the City Manager to sign the agreement with the Walker County Economic Development Corporation. The motion was seconded by Councilmember Anissa Antwine. 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.

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

None

5. ITEMS OF COMMUNITY INTEREST

Councilmembers announced Items of Community Interest.

ADJOURNMENT

Mayor Humphrey adjourned the meeting without objection at 6:51 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Russell Humphrey, Mayor



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 1.b.

Agenda Item: Consider adopting Ordinance No. 2025-21, Ordering a Municipal Election to be held on November 4, 2025, a General Election to elect the Mayor at-large and a Councilmember from each of the four (4) Wards to serve three-year terms.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Move to adopt Ordinance No. 2025-21 calling the November 4, 2025, General Election to elect a Mayor at-large and four councilmembers, one from each of the city's four wards, to serve three-year terms.

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

Discussion: Ordinance No. 2025-21 states that the election shall be held in accordance with, and shall be governed by, the election laws of the State of Texas and authorizes the City to enter into an Election Services Agreement and a Joint Election Agreement with Walker County. Only one reading is required for an Ordinance calling an election. Pursuant to the Huntsville Municipal Charter, the regular city general elections shall be held on the uniform election date in November, which is November 4, 2025, and the election is to elect the Mayor at-large and a Councilmember from each of the four (4) Wards to serve three-year terms.

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

Huntsville Municipal Charter Article IV Section 4.01 All Council members and the Mayor shall be elected for three-year terms.

Beginning with the November 2024 election, the Council shall transition to three-year terms as provided in this subsection.

1) For the November 2024 election, the candidates elected to the At-Large Positions 1, 2, 3, and 4 shall serve three-year terms.

2) For the November 2025 election, the elected to office of Mayor and Wards 1, 2, 3, and 4 shall serve three-year terms.

3) Thereafter, the candidates elected to the City Council in the November general election will be elected to three-year terms.

Previous Council Action: No previous action

Financial Implications: This item is budgeted in account number 101-114-56020. The participating

authorities in the Walker County Joint Election Agreement agree to share election expenses and the cost for the 2025 General Election, which will be determined by the number of entities participating and the number of ballot items from each entity.

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:

1. Ordinance 2025-21 Calling an Election November 4, 2025 - English
2. Ordinance 2025-21 Calling an Election November 4, 2025 - Spanish

ORDINANCE NO. 2025 – 21

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, ORDERING A MUNICIPAL ELECTION TO BE HELD ON THE 4th DAY OF NOVEMBER 2025, FOR THE PURPOSE OF ELECTING FOUR WARD COUNCILMEMBERS AND A MAYOR; DESIGNATING THE PLACES AND MANNER OF HOLDING THE ELECTION; AND PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE.

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

SECTION 1. The regular municipal election of the City of Huntsville, prescribed by Section 6.01 of the City Charter, shall be held between the hours of seven (7:00) o'clock a.m. and seven (7:00) o'clock p.m. on the 4th day of November 2025, in the City, for the purpose of electing a Mayor At-Large and four Ward Councilmembers, one for each of the City's four wards: (1) one, (2) two, (3) three, (4) four.

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

COUNTYWIDE ELECTION DAY POLL LOCATIONS

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

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

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

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

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

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

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

NORTHSIDE BAPTIST CHURCH
1207 FM 980, Huntsville, Texas 77320

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

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

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

the City is authorized to enter into an Election Services Agreement with Walker County, Texas, and, pursuant to Chapter 271 of the Texas Election Code, the City is authorized to enter into a Joint Election Agreement with Walker County and other participating political subdivisions for this election. The City Secretary and Mayor are hereby authorized to perform all duties and take all actions as required by any joint election agreement(s) and/or the contract(s) for election services that may be authorized by City Council.

SECTION 4. Any eligible and qualified person may have his name upon the official ballot as an independent candidate by submitting an application, which, in accordance with Texas Election Code Section 141.031, must be in writing and be signed and sworn to by the candidate and indicate the date that the candidate swears to the application. Such application for the general election may be filed with the City Secretary beginning on July 19, 2025, and must be filed not later than 5:00 p.m. on August 18, 2025.

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

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

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

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

OFFICIAL BALLOT
General Election
City of Huntsville, Texas
November 4, 2025

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

Mayor (Vote for one)
☐ (candidate’s name)
☐ (candidate’s name)

Councilmember, Ward One (Vote for one)
☐ (candidate’s name)
☐ (candidate’s name)

Councilmember, Ward Two (Vote for one)
☐ (candidate’s name)
☐ (candidate’s name)

Councilmember, Ward Three (Vote for one)
☐ (candidate’s name)
☐ (candidate’s name)

Councilmember, Ward Four (Vote for one)
☐ (candidate’s name)
☐ (candidate’s name)

SECTION 8. Diana L. McRae, the Walker County Election Officer/Tax Assessor-Collector, is the Early Voting Clerk (EVC), and Cierra Monjaras, Walker County Elections Manager, is appointed Deputy Early Voting Clerk (DEVK), for the joint early voting approved by the Commissioner's Court, as with respect to early voting in person and voting by mail. Additional clerks may be appointed by the EVC/DEVK as needed to assist in the conduct of the election.

The Walker County Storm Shelter/Veteran's Complex, 455 SH 75 North is hereby designated as the Early Voting Site.

EARLY VOTING

Early Voting in the election by personal appearance shall be conducted at the following location:

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

Dates of Early Voting: October 20, 2025 through October 31, 2025 (*excluding weekends*)

Early Voting Times: Monday, October 20th – Friday, October 31st 8:00 a.m. – 5:00 p.m.
Thursday, October 30th – Friday, October 31st 7:00 a.m. – 7:00 p.m.

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

During the lawful early voting period, such clerk shall keep such place for early voting open for early voting from 8:00 a.m. - 5:00 p.m., Monday through Friday, October 20, 2025, to October 31, 2025 excluding weekends, and from 7:00 a.m. - 7:00 p.m. on Thursday, October 30, 2025 and Friday, October 31, 2025; except on official state holidays.

APPLICATIONS FOR BALLOT BY MAIL

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

Diana McRae, Early Voting Clerk
1301 Sam Houston Avenue, Suite 114, Huntsville, Texas 77340
Phone: (936) 436-4959 Fax Number: (936) 436-4961 Email: walkervr@co.walker.tx.us

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

Applications for Ballots by Mail (ABBM)s must be received no later than the close of business on October 24th, 2025, by 5:00 p.m. (must be received, not postmarked).

Federal Postcard Applications (FPCAs) must be received no later than the close of business on October 24th, 2025, by 5:00 p.m. (must be received, not postmarked)

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

- a) causing said notice of such election to be published at least one time, not more than thirty (30) days nor less than ten (10) days before the election, in the newspaper; and
- b) by posting on the City Hall bulletin board notice of the election at least twenty-one (21) days before the election.

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

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

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

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

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

PASSED AND APPROVED this 5th day of August 2025.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

ORDENANZA NO. 2025 – 21

UNA ORDENANZA DEL CONCEJO MUNICIPAL DE LA CIUDAD DE HUNTSVILLE, TEXAS, QUE ORDENA LA CELEBRACIÓN DE ELECCIONES MUNICIPALES EL DÍA 4 DE NOVIEMBRE DE 2025, CON EL PROPÓSITO DE ELEGIR A CUATRO CONCEJALES DE DISTRITO Y UN ALCALDE; DESIGNAR LOS LUGARES Y LA FORMA DE CELEBRACIÓN DE LA ELECCIÓN; Y DISPONER EL TRASLADO Y LA PUBLICACIÓN DE AVISOS.

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

SECCIÓN 1. La elección municipal regular de la Ciudad de Huntsville, prescrita por la Sección 6.01 de la Carta Constitucional de la Ciudad, se llevará a cabo entre las siete (7:00) a.m. y las siete (7:00) p.m. del día 4 de noviembre de 2025, en la Ciudad, con el propósito de elegir un Alcalde General y cuatro Concejales de Distrito, uno por cada uno de los cuatro distritos de la Ciudad: (1) uno, (2) dos, (3) tres, (4) cuatro.

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

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

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

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

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

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

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

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

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

IGLESIA BAUTISTA DEL LADO NORTE
1207 FM 980, Huntsville, Texas 77320

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

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

SECCIÓN 3. Esta elección se llevará a cabo de acuerdo con las leyes electorales del Estado de Texas y se registrará por ellas. En todas las elecciones de la Ciudad, el Alcalde, el Secretario de la Ciudad o el Concejo Municipal

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

SECCIÓN 4. Cualquier persona elegible y calificada puede tener su nombre en la boleta oficial como candidato independiente mediante la presentación de una solicitud, la cual, de acuerdo con la Sección 141.031 del Código Electoral de Texas, debe ser por escrito y estar firmada y jurada por el candidato e indicar la fecha en que el candidato jura la solicitud. Dicha solicitud para la elección general se puede presentar ante el Secretario de la Ciudad a partir del 19 de julio de 2025 y debe presentarse a más tardar a las 5:00 p.m. del 18 de agosto de 2025.

SECCIÓN 5. Se seleccionará un Concejal para los cuatro Cargos de Distrito de la Ciudad y un Alcalde General. Los cuatro Concejales de Distrito y el Alcalde General que se elijan ocuparán el cargo por un período de tres (3) años.

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

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

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

BOLETA OFICIAL
Elecciones Generales
Ciudad de Huntsville, Texas
Noviembre 4, 2025

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

Alcalde (Vote por uno)

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

Concejal, Distrito Uno (Vote por uno)

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

Concejal, Distrito Dos (Vote por uno)

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

Concejal, Distrito Tres (Vote por uno)

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

Concejal, Distrito Cuatro (Vote por uno)

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

SECCIÓN 8. Diana L. McRae, la Oficial de Elecciones del Condado de Walker/Tasadora-Recaudadora de Impuestos, es la Secretaria de Votación Anticipada (EVC), y Cierra Monjaras, Gerente de Elecciones del Condado de Walker, es nombrada Secretaria Adjunta de Votación Temprana (DEV), para la votación anticipada conjunta aprobada por el Tribunal de Comisionados, con respecto a la votación anticipada en persona y la votación por correo. El EVC/DEV puede nombrar secretarios adicionales según sea necesario para ayudar en la realización de la elección.

El Refugio de Tormentas/Complejo de Veteranos del Condado de Walker, 455 SH 75 North se designa por la presente como el Sitio de Votación Temprana.

VOTACIÓN ANTICIPADA

La votación anticipada en la elección por comparecencia personal se llevará a cabo en el siguiente lugar:

Sitio de Votación Temprana:	Refugio de Tormentas/Complejo de Veteranos del Condado de Walker 455 SH 75 Norte, Huntsville, TX 77320
Fechas de votación anticipada:	Del 20 de octubre de 2025 al 31 de octubre de 2025 (<i>excluyendo fines de semana</i>)
Horario de votación anticipada:	Lunes 20 de octubre – viernes 31 de octubre 8:00 a.m. – 5:00 p.m. Jueves 30 de octubre – Viernes 31 de octubre 7:00 a.m. – 7:00 p.m.

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

Durante el período legal de votación anticipada, dicho secretario mantendrá abierto dicho lugar para la votación anticipada de 8:00 a.m. a 5:00 p.m., de lunes a viernes 20 de octubre de 2025 hasta el 31 de octubre de 2025, excluyendo los fines de semana, y de 7:00 a.m. a 7:00 p.m. el jueves 30 de octubre de 2025 y el viernes 31 de octubre de 2025; excepto los días festivos oficiales del Estado.

SOLICITUDES DE BOLETA POR CORREO

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

Diana McRae, Secretaria de Votación Anticipada
 1301 Sam Houston Avenue, Suite 114, Huntsville, Texas 77340
 Teléfono: (936) 436-4959 Número de fax: (936) 436-4961 Correo electrónico: walkervr@co.walker.tx.us

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

Las solicitudes para Boletas por Correo (ABBM) deben recibirse a más tardar al cierre de operaciones el 24 de octubre de 2025, antes de las 5:00 p.m. (deben recibirse, no tienen matasellos).

Las solicitudes de tarjetas postales federales (FPCA) deben recibirse a más tardar al cierre de operaciones el 24 de octubre de 2025, antes de las 5:00 p.m. (deben recibirse, no tener matasellos)

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

- a) hacer que dicho aviso de dicha elección se publique al menos una vez, no más de treinta (30) días ni menos de diez (10) días antes de la elección, en el periódico; y
- b) publicando en el tablón de anuncios del Ayuntamiento un aviso de la elección al menos veintiún (21) días antes de la elección.

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

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

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

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

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

APROBADO Y APROBADO el 5 de agosto de 2025.

LA CIUDAD DE HUNTSVILLE

Russell Humphrey, Alcalde

ATESTIGUAR:

APROBADO EN CUANTO A LA FORMA:

Kristy Doll, Secretaria de la Ciudad

Leonard Schneider, Abogado de la Ciudad



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 1.c.

Agenda Item: Consider approving the 2025 Election Services Contract and Joint Election Agreement with Walker County for the November 4, 2025, General Election for the purpose of electing a Mayor at-large and four (4) Ward Councilmembers to serve three-year terms and any Special Election that may be called by the City.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Move to approve the 2025 Election Services Contract and Joint Election Agreement with Walker County for the November 4, 2025, General Election for the purpose of electing an at-large Mayor and four (4) Ward Councilmembers, to serve three-year terms and any Special Election that may be called by the City.

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

Discussion: Huntsville Municipal Charter states Regular City general elections shall be held on the uniform election date in November. All Councilmembers and the Mayor shall be elected for three-year terms.

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

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

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

Financial Implications: The item is budgeted in account #101-114-56020.

The participating authorities agree to share election expenses and the cost for the 2025 General Election, which will be determined by the number of entities participating and the number of ballot items from each entity.

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:

1. 2025 Joint Election Agreement



2025 JOINT ELECTION AGREEMENT

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

AND

ELECTION SERVICES CONTRACT

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

- WHEREAS** Texas Election Code Chapter 271, Joint Elections, authorizes two or more political subdivisions to enter into an agreement to hold their elections jointly in the election precincts that can be served by common polling places if the elections are to be held on the same day in all or part of the same territory; and
- WHEREAS** the County of Walker, Texas ("County"), City of Huntsville, Texas ("CityH"), City of New Waverly, Texas ("CityNW"), City of Riverside, Texas ("CityR"), Huntsville Independent School District ("HISD"), New Waverly Independent School District ("NWISD"), and Walker County Hospital District ("WCHD") shall hold their respective general elections on Tuesday, November 4, 2025; and
- WHEREAS** the County Election Officer, Diana L. McRae, hereinafter referred to as "Contracting Officer", along with the Voter Registration/Elections Department (VR/ED) she oversees, and by authority of Section 31.092(a) of the Texas Election Code, enters into this election services contract with each political subdivision holding their respective general election on Tuesday, November 4, 2025 for the conduct and supervision of; and
- WHEREAS** the County, CityH, CityNW, CityR, HISD, NWISD, and WCHD (*also referred to as participating authority(ies)/entity(ies), joint participants, political subdivisions*) represent that they have each adopted orders, resolutions or other official documents required by their respective governing bodies reciting the terms of this joint election agreement and the contract for election services; and
- WHEREAS** the County, CityH, CityNW, CityR, HISD, NWISD, and WCHD find that this joint election agreement and this election services contract will adequately and conveniently serve all voters in Walker County and will facilitate the orderly conduct of the elections; and

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

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

1. **Uniform Election Date.** Joint elections to be held on November 4, 2025, unless canceled by certification of unopposed candidates under Section 2.051-2.053 of the Texas Election Code. If a political subdivision cancels its respective election pursuant to Section 2.053, the Contracting Officer shall be entitled to receive an administrative fee of \$75.00 [Section 31.100(d)] and shall prepare and submit an invoice for payment within 60 days after the unofficial notification of cancellation is received. Once the cancellation of the election is formally approved by the respective governing body, the political subdivision shall provide a copy of the certification of cancellation to the VR/ED in order for it to be posted at each poll place used in the election. Note: This Agreement does not include any provisions or costs associated with a subsequent runoff election. Any additional election, held on any day other than said uniform election date of November 4, 2025, will be subject to VR/ED availability and a new contract.
2. **Voting Equipment.** The VR/ED will provide voting machines and equipment, prepare them for use in the election including logic and accuracy testing, and transport them (*or arrange to have them transported*) to and from the early voting location(s) and the Election Day polling places. A testing board (consisting of at least two persons), overseen by the County Election Officer, has been established and will consist of the Election Manager, Election Specialist, and/or the Voter Registrar Specialist.
3. **Election Supplies.** The VR/ED will arrange for all necessary election supplies, including but not limited to ballots, election forms, maps, and supplies for election judges, ballot boxes, voting booths, transfer cans, electronic poll book and accessories, etc. and if necessary, instructions and other information needed to enable the election judges to conduct a proper election.

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

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

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

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

5. Election Judges, Clerks and Other Election Information.

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

6. Early Voting.

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

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

Dates of Early Voting: October 20, 2025 thru October 31, 2025 (*excluding weekends*)

Early Voting Times: Monday, October 20th - Friday, October 31st 8:00 am – 5:00 pm
Exception: Thursday, October 30th – Friday, October 31st 7:00 am – 7:00 pm

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

7. Election Day.

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

8. Returns of Elections.

- a. The VR/ED is responsible for establishing and operating the central accumulation station (CAS) in accordance with the provisions of the Texas Election Code and this agreement. The CAS is overseen by the County Election Officer/Central Accumulation Manager, appointed by Commissioners' Court, with the assistance of the Election Manager as Tabulation Supervisor, the Election Specialist as the Assistant Tabulation Supervisor, along with numerous appointed Receiving Clerks based on the type of election, complexity of the election, etc.
- b. On election night as precinct returns arrive for processing, the VR/ED will provide timely cumulative reports of election results as soon as the returns are processed, accumulated and the initial reconciliation is completed. The VR/ED will be responsible for releasing cumulative totals, reflecting precinct returns via an election summary report to include early voting and election day to the joint participants and media by distribution of hard copies only, along with posting results to the County's website. Walker County will operate an Election Results Center to release election results restricted to a representative of each joint participant and the media in the Walker County Annex Building located at 1301 Sam Houston Avenue.
- c. On election night, the VR/ED will have a designated area in the South Lobby of the Annex to accommodate one representative from each participating entity and media to receive election results. Specific instructions regarding recommended arrival time, entrance access, etc. will be sent out via email to each participating entity before Election Day as instructions may vary with each election.
- d. The VR/ED will be responsible for entering election night returns electronically as required by the Secretary of State's Office.
- e. The VR/ED will prepare, after Election Day, the unofficial canvass report after all precinct returns have been accumulated, and will make available a copy of the unofficial precinct returns for canvassing to each participating authority as soon as possible after all returns, provisional and mail ballots have been tabulated; the unofficial precinct returns will be available by 12:00 noon on Thursday, November 13, 2025.
- f. All participating authorities will be responsible for canvassing their respective election returns. As stated in Section 271.012 of the Texas Election Code, the presiding officer of the canvassing authority of each participating entity shall issue certificates of election to candidates elected in the joint election to offices of political subdivisions. *Please refer to the publication provided by the Elections Division of the Secretary of State's Office titled "Canvassing Elections and Qualification for Public Office" for an outline summarizing Texas case law and statutes relating to canvassing and reporting official election returns, as well as the laws specifying how candidates take office upon election.*

- g. The VR/ED will be responsible for conducting the post-election manual recount in accordance with Section 127.201 of the Texas Election Code. The VR/ED will post required notice of recount and may require a representative of each participating authority to be present and if necessary, assist with the recount process. Any recount, outside of the required post-election manual recount, will be conducted separately and outside of this JEA and at the expense of the political subdivision(s) effected.
- h. Each participating authority is responsible for entering their respective Precinct by Precinct election results through the Vote Count System, as required by the Secretary of State.

9. Records of the Election.

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

10. Election Expenses.

- a. The participating authorities mutually agree to pay the actual expenses attributable to their portion of the programming, coding, and ballot layout costs. Programming of voting equipment owned by Walker County is prepared by Election Systems and Software (ES&S).
- b. The cost of any special request from a participant, which is not agreed upon by all authorities, shall be borne by that participant.
- c. The participating authorities mutually agree to share election expenses incurred, including but not limited to, the costs and expenses of election supplies, newspaper publication of the testing notice, MiFi service for electronic poll books, logic and accuracy testing, voting machines and equipment transportation, absentee voting expenses, and other election related expenses.
- d. The participating authorities mutually agree to share the cost of all election personnel including overtime (*excluding the Contracting Officer*). This will include the early voting election workers, Election Day workers, Early Voting Ballot Board, along with any temporary employees hired to assist with delivery of equipment and supplies, and election workers at the central accumulation station, etc. Any hours worked over forty (40) hours per week by the full-time employees of the VR/ED (*shall be monitored and authorized by the County Election Officer*) beginning the Friday immediately before early voting begins and concluding the Friday following Election Day, due to the complexity of the elections, will be paid at one and one half (1 ½) time his/her regular rate and will be a shared cost by all participating authorities.

- e. The participating authorities will share in all countywide polling place expenses. On Election Day, political subdivisions will split the personnel costs for all countywide poll places according to their prorated percentage of county registered voters.
- f. The participating authorities mutually agree to lease the county-owned election equipment in accordance with Section 123.032 of the Texas Election Code. The voting systems, adopted by Walker County Commissioners' Court on June 10, 2019, to be used in the election are ES&S ExpressVotes (ADA accessible), DS200 precinct tabulators, and if necessary the DS450 high speed scanner. All voting equipment will be shared by participating entities. During Early Voting and on Election Day, political subdivisions will split cost to lease voting equipment for all countywide poll places according to their prorated percentage of county registered voters.
- g. The participating authorities mutually agree to pay an administrative fee to the county election officer for election services performed not to exceed 10% of the total cost of the election, but may not be less than \$75.00, as authorized by Section 31.100(d) of the Texas Election Code.
- h. The participating authorities mutually agree to pay Walker County within thirty (30) days of receipt of the invoice.

11. Waiver of Damages.

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

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

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

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

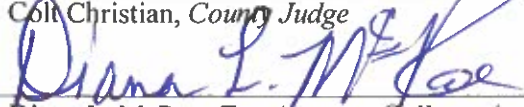
SIGNED AND ENTERED into this joint agreement the 14th day of July, 2025 in duplicate originals.

WALKER COUNTY

THE CITY OF HUNTSVILLE


Colt Christian, County Judge


Russell Humphrey, Mayor


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


Kristy Doll, City Secretary



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

Attachment A – Polling Locations

Attachment B – Election Judges





CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 1.d.

Agenda Item: Consider adopting Resolution No. 2025-27 approving an exception to permit, during calendar year 2025, the refinancing of the financing of a Qualified Project, the last improvement of which was finally installed within the three (3) year period prior to the application to the Authorized Representative of the 2025 City of Huntsville PACE Program.

Initiating Department/Presenter: City Manager

Presenter:

Sam Masiel, Assistant City Manager

Recommended Motion: Motion to approve a Resolution No. 2025-27 approving an exception to permit, during calendar year 2025, the refinancing of the financing of a Qualified Project, the last improvement of which was finally installed within the three (3) year period prior to the application to the Authorized Representative of the 2025 City of Huntsville PACE Program.

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

Discussion: Since creating the Huntsville Property Assessed Clean Energy (PACE) Program on June 17, 2025, there has been an applicant that has requested that their project be afforded the allowable three-year lookback and reimbursement period instead of the standard two-year lookback and reimbursement period. The Property Assessed Clean Energy Act, Texas Local Government Code Chapter 399 (the "PACE Act"), does allow for the three-year lookback and reimbursement period; However, it does require the governing body to approve the exception.

By approving the resolution, all applicants that apply in the intal year of the program will be allowed to utilize the three-year lookback and reimbursement period.

Previous Council Action: On May 20, 2025, the Property Assessed Clean Energy ("PACE") Program was presented to City Council for consideration during a Council Workshop. At the same meeting, Council approved a Resolution of Intent to create the Huntsville Property Assessed Clean Energy (PACE) Program.

On June 3, 2025, City Council held a public hearing on and approved a resolution to create the Huntsville Property Assessed Clean Energy (PACE) Program.

On June 17, 2025, the City Council approved the professional service agreements with both Lone Star PACE and Texas PACE Authority to provide administration services for the City of Huntsville Property Assessed Clean Energy ("PACE") Program.

Financial Implications: There is no fiscal impact to the City incurred by consenting to the inclusion of properties within the City limits in the City of Huntsville PACE Program.

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:

1. 08.05.2025 Resolution 2025-27 - Program Exception - City of Huntsville

RESOLUTION NO. 2025-27
CITY OF HUNTSVILLE CITY COUNCIL
RESOLUTION REGARDING REFINANCING EXCEPTION PURSUANT
THE CITY OF HUNTSVILLE PACE PROGRAM

STATE OF TEXAS §
 §
CITY OF HUNTSVILLE §

WHEREAS The 83rd Regular Session of the Texas Legislature enacted the Property Assessed Clean Energy Act, Texas Local Government Code Chapter 399 (the “PACE Act”), which allows the governing body of a local government, including a city, to designate an area of the territory of the local government as a region within which an authorized representative of a local government and the record owners of commercial, industrial, and large multifamily residential (5 or more dwelling units) real property may enter into written contracts to impose assessments on the property to repay the financing by the owners of permanent improvements fixed to the property intended to decrease water or energy consumption or demand; and

WHEREAS on June 3, 2025, the City of Huntsville established the City of Huntsville Property Assessed Clean Energy Program, herein called the “City of Huntsville PACE Program” or the “Program” for financing qualified projects through contractual assessments pursuant to the PACE Act and the final report on the City of Huntsville PACE Program (the “Report”), prepared in accordance with Section 399 of the Texas Local Government Code, which report is posted on the City of Huntsville website and available for public inspection at Huntsville City Hall, 1220 11th Street, Huntsville, Texas, 77340; and

WHEREAS pursuant to the Report, the City of Huntsville chose to follow the administrative principles, program processes, and model documents of the uniform Texas PACE in a Box model program¹, as amended from time to time, along with any exceptions approved by the Local Government. The City Council desires to document such an exception thereto in order to permit, during calendar year 2025, the refinancing of the financing of a Qualified Project, the last improvement of which was finally installed within the three (3) year period prior to the application to the Authorized Representative of the Program for such 2025 PACE Financing; and

WHEREAS the City of Huntsville City Council understands that such exception may permit a number of property owners in the City of Huntsville to participate in the City of Huntsville PACE Program; and

WHEREAS the City of Huntsville City Council considered this exception independently, and deliberately and determined that it will be beneficial and advantageous to the citizens of the City of Huntsville to approve this exception to the general application of the uniform Texas PACE in a Box model program; and

¹ <https://www.keepingpaceintexas.org/pace-in-a-box>

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

SECTION 1: The recitals to this Resolution are true and correct and are incorporated into this Resolution for all purposes.

SECTION 2: The City of Huntsville hereby approves an exception to the general application of the uniform Texas PACE in a Box model program in connection with the operation the City of Huntsville PACE Program permitting, during calendar year 2025, the refinancing of the financing of a Qualified Project, the last improvement of which was finally installed within the three (3) year period prior to the application to the Authorized Representative of the Program for such 2025 PACE Financing.

Passed, Approved and Adopted this 5th day of August 2025.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 1.e.

Agenda Item: Consider the approval of the Quarterly Investment Reports for the First Quarter ending 03/31/2025 and the Second Quarter ending 06/30/2025.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Finance Director

Recommended Motion: Move to approve the Quarterly Investment Reports for the First Quarter ending 03/31/25 and the Second Quarter ending 06/30/2025.

Strategic Initiative:

Discussion: Sec. 2256.023. INTERNAL MANAGEMENT REPORTS. (a) Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds covered by this chapter for the preceding reporting period.

Previous Council Action:

Financial Implications:

Approvals:

Lance Hall

Sam Masiel

Scott Swigert

Kristy Doll

Associated Information:

1. Quarterly Investment report Q1-FY25- 033125
2. Quarterly Investment report Q2-FY25-063025



City of Huntsville Texas
QUARTERLY INVESTMENT REPORT
January 1, 2025- March 31, 2025

COMPLIANCE | This report was prepared by the City of Huntsville in accordance with Chapter 2256 of the Texas Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that: "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the City's investment officers and includes the disclosures required in the PFIA.

The investment portfolio complies with the PFIA and the City of Huntsville approved Investment Policy and Strategy throughout the period. All investment transactions made in the portfolio during this period were made on behalf of the Entity and were made in full compliance with the PFIA and the approved Investment Policy.

Asset Class	Market Value 12/31/2024	% of Portfolio 12/31/2025	Book Value 03/31/2025	Market Value 03/31/2025	% of Portfolio 03/31/2025
FNB Accounts	\$ 5,453,733.60	6.10%	\$ 5,092,206.79	\$ 5,092,206.79	5.45%
TexPool	\$ 29,625,734.31	33.15%	\$ 33,485,247.70	\$ 33,485,247.70	35.82%
Texas Class	\$ 54,296,363.62	60.75%	\$ 54,901,026.25	\$ 54,901,026.25	58.73%
Total	\$ 89,375,831.53	100.00%	\$ 93,478,480.74	\$ 93,478,480.74	100.00%

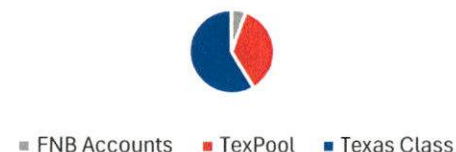
Quarterly Interest Income \$ 1,026,297.74

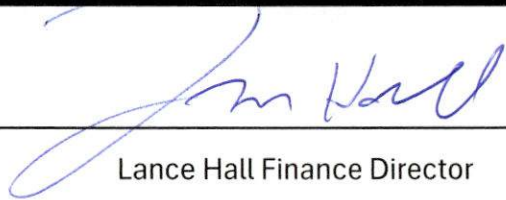
Year-to-date Interest Income \$ 1,026,297.74

Asset Holding as of 12/31/2024



Asset Holdings as of 03/31/2025




Lance Hall Finance Director

6/12/2025

DATE


Scott Swigert, City Manager

6/12/2025

DATE



City of Huntsville Texas
QUARTERLY INVESTMENT REPORT
April 1, 2025-June 30, 2025

COMPLIANCE | This report was prepared by the City of Huntsville in accordance with Chapter 2256 of the Texas Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that: "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the City's investment officers and includes the disclosures required in the PFIA.

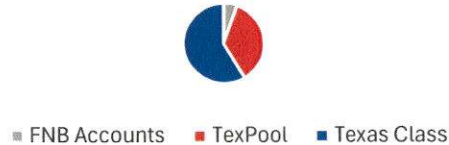
The investment portfolio complies with the PFIA and the City of Huntsville approved Investment Policy and Strategy throughout the period. All investment transactions made in the portfolio during this period were made on behalf of the Entity and were made in full compliance with the PFIA and the approved Investment Policy.

Asset Class	Market Value 03/31/2025	% of Portfilio 03/31/2025	Average Monthly Yield	Book Value 06/30/2025	Market Value 06/30/2025	% of Portfilio 06/30/2025
FNB Accounts	\$ 5,092,206.79	5.45%	4.27%	\$ 4,158,501.26	\$ 4,158,501.26	3.25%
TexPool	\$ 33,485,247.70	35.82%	4.30%	\$ 35,148,056.97	\$ 35,148,056.97	27.48%
Texas Class	\$ 54,901,026.25	58.73%	4.42%	\$ 88,585,359.38	\$ 88,585,359.38	69.27%
Total	\$ 93,478,480.74	100.00%	4.33%	\$ 127,891,917.61	\$ 127,891,917.61	100.00%

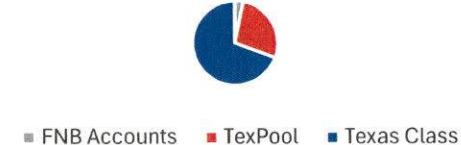
Quarterly Interest Income \$ 1,411,987.63

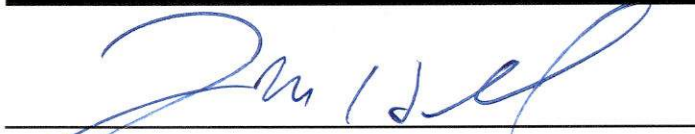
Year-to-date Interest Income \$ 2,438,285.37

Asset Holding as of 03/31/2025

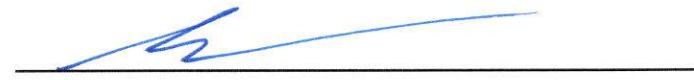


Asset Holdings as of 06/30/2025




Lance Hall Finance Director

DATE


Scott Swigert, City Manager

7/22/2025
DATE



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 1.f.

Agenda Item: Consider authorizing the City Manager to award a construction contract to clean, repair, and paint the Sam Houston Statue.

Initiating Department/Presenter: Economic Development

Presenter:

Tammy Gann, Director of Economic Development

Recommended Motion: Motion to authorize the City Manager to award Shell Construction Specialties a construction contract to clean, repair, and paint the Sam Houston Statue.

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

Discussion: In 2024, staff worked with a structural engineer to identify areas of concern within the interior and exterior of the Sam Houston Statue. The inspection report indicated that the primary framing, which supports the weight of the statue and resists the lateral wind forces imposed on it, was in excellent condition with very minor surface corrosion, which should be treated and re-coated.

The secondary framing, the 1 1/4 inch -1 1/2 inch steel tube lattice used to rough frame the configuration of the statue and distribute its weight to the structural steel frame, was found to have areas of deterioration ranging from minor surface rust to localized moderate corrosion with some blistering corrosion. The recommendation for treatment included mechanically cleaning to remove the rust and blistering, treatment of the steel, and re-coating with a rust reformer solution. All interior deficiencies identified have been addressed, and the repairs completed in 2024.

The inspector noted several blemishes, two possible bullet impacts, cracks in the seams of the lower legs, a gap in the walking stick, cracks in the shoes, and other minor cracks. The recommendation is to repair the cracks and holes to prevent water intrusion. Additionally, the inspection report indicates that the joint sealant around the base of the statue and seams of the granite are failing, allowing dirt, water, and debris to fill the gaps, and recommends that new sealant be applied to all joints.

The bid opening for the exterior repairs to the statue was held on June 26, 2025. Four (4) bids were received, ranging from a low of \$59,800 to a high of \$78,000. The project consists of cleaning, plaster repairs, base repairs, and painting. Shell Construction has successfully completed similar work (plaster) in the past. It is recommended that the contract be awarded to Shell Construction for the total bid amount of \$59,800.

Previous Council Action: On May 6, 2025, the City Council approved a budget amendment for \$65,000 to fund this project.

Financial Implications: This project is budgeted in 663-882-55070. The account has a balance of \$69,666.

Approvals:

Tammy Gann
Lance Hall
Sam Masiel
Scott Swigert
Kristy Doll

Associated Information:

1. Bid Tab - 25-30

Bid Tabulation

Project Name: Bid NO. 25-30 Sam Houston Statue Cleaning, Plaster Repair and Painting

Location: 1220 11th Street Huntsville, TX 77340

Date: June 26, 2025 Time: 2:00 PM



Item Number	Description	Shell Construction Specialties	McMillan Product Corp. LLC	American Restoration LLC	Alman Construction Services
		Total Bid Amount	Total Bid Amount	Total Bid Amount	Total Bid Amount
1	Lump sum Sam Houston Statue Cleaning, Plaster Repair, and Painting Draft (labor, equipment, and materials)	\$59,800.00	\$63,300.00	\$64,500.00	\$78,000.00
2	Timeline (days to complete project)	21 Days			90 Days
3	Number of Calendar days for competition from date of Notice to Proceed	21 Days	30-45 Days	50 Days	90 Days



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 2.a.

Agenda Item: Consider adopting the Parks and Recreation Master Plan presented by Burditt Consultants.

Initiating Department/Presenter: Parks and Leisure

Presenter:

Penny Joiner, Director of Parks and Leisure

Recommended Motion: Motion to adopt the Parks and Recreation Master Plan presented by Burditt Consultants, LLC.

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:

On May 7, 2024, the City Council awarded the contract for the Parks and Recreation Master Plan update to Burditt Consultants, LLC., a firm previously utilized for the 2016 Parks and Recreation Master Plan, and again in 2020 for the Martin Luther King, Jr. Community Center Feasibility Study. The agreement was finalized on June 6, 2024.

The planning process officially commenced on July 31, 2024, with a Kick-Off Meeting held with the Parks and Recreation Master Plan Steering Committee. This committee consisted of Parks and Leisure staff, members of the Parks and Recreation Advisory Board, Assistant City Manager Sam Masiel, and Council Member Anissa Antwine.

To help guide the development of the Master Plan, an online survey was launched shortly after the Kick-Off Meeting, giving residents an opportunity to share their needs and priorities. In an effort to encourage participation, the survey was promoted through multiple channels. Signs with QR codes were placed in city parks, allowing visitors to access and complete the survey on-site. The survey was also shared on the City of Huntsville's website, across social media platforms, and promoted on the local radio station, KSAM.

To further enhance public involvement, two (2) town hall meetings were hosted at the Martin Luther King, Jr. Community Center on September 10 and October 29, 2024. Led by Paul Howard of Burditt Consultants, these round-table discussions also offered residents the opportunity to engage directly with City staff, advisory board members, and planning consultants. Community members were encouraged to share their ideas, concerns, and priorities regarding the future of Huntsville's parks and

recreation system.

Following these meetings, the Steering Committee reconvened on January 13, 2025, in conjunction with the Parks and Recreation Advisory Board meeting. Burditt Consultants presented a comprehensive summary of the feedback collected through the public survey and the previous town hall meetings.

The final phase of community engagement was held on March 6, 2025, at a public Open House event. Residents were invited to enjoy grilled hot dogs while reviewing survey results and conceptual designs for potential park improvements. This event also provided one last opportunity for in-person feedback, helping to ensure the Master Plan reflects the diverse needs and goals of Huntsville's community.

This updated Parks and Recreation Master Plan will serve as a strategic guide for future park development, trail expansion, and recreational programming. It plays a critical role in documenting and prioritizing future enhancements to the quality of life in Huntsville and positioning the City to successfully compete for grant funding to support these initiatives.

Previous Council Action: City Council awarded the bid to Burditt Consultants, LLC. on May 7, 2024.

Financial Implications: Cost of Master Plan: \$64,000

Approvals:

Penny Joiner

Kristy Doll

Sam Masiel

Scott Swigert

Associated Information:

1. Huntsville_Parks_MP_Draft-7-21-2025



CITY OF HUNTSVILLE, TX

PARKS AND RECREATION MASTER PLAN

JULY 2025



Parks and Recreation Master Plan



Parks and Recreation Master Plan

Mayor & City Council

Russell Humphrey, Mayor
Vicki McKenzie, At-Large Position 3, Mayor Pro Tem
Tore Fossum, Ward 1
Casey Cox, Ward 2
Anissa Antwine, Ward 3
Jon Strong, Ward 4
Bert Lyle, At-Large Position 1
Karen Denman, At-Large Position 2
Pat Graham, At-Large Position 4

City Manager

Scott Swigert, City Manager
Sam Masiel, Assistant City Manager

Parks and Recreation Department

Penny Joiner, Parks and Leisure Director
Joe Shepherd, Parks Manager
Joseph Wiggs, Aquatic Center Manager
Kristy Wheeler, Administrative/Recreation Coordinator for Parks & Leisure

Parks and Recreation Advisory Board

Nate Grigsby - Chairperson
Derrick Birdsall
Nessa Irving
Jennifer Harrison
Paul Park
Guadalupe Ortiz
Nelson Amaya
Christopher Mahlen - Sam Houston State University
Cody Hassell - Huntsville Independent School District
Bradley Sherman

Production Team

Charles Burditt, Resource Planner
Paul Howard, Planner/GIS, Project Manager
Claudia T Walker, PLA, LI, ASLA
Scott Perry, CPRP, Recreation Planner



II Executive Summary

- 01 **Inventory & Analysis**
 - Project Overview
 - Methodology
 - Community Profile
 - Existing Parks and Recreation Facilities
 - Standards Analysis
- 02 **Demand Assessment**
 - Stakeholder Input Summary
 - Priority Projects

- 03 **Walkability**
 - Planning for Walkability
- 04 **Plan Recommendations**
 - Comprehensive Initiatives
 - Targeted Improvements
- 05 **Plan Implementation**



Bayou Bend Park

HUNTSVILLE

PARKS & RECREATION MASTER PLAN

“Parks and playgrounds are the soul of a city.”
- Marty Rubin



Eastham Thomason Park

The City of Huntsville's Parks and Recreation Department is responsible for maintaining and operating various parks, facilities, and programs for residents and visitors. The latest update to the city's Parks Master Plan took place in 2016, resulting in numerous projects aimed at enhancing recreational spaces. The 2025 update provides direction for the City's ongoing efforts to foster community engagement and promoting recreation activities.

Typically, a parks and recreation master plan has a lifespan of 5 to 10 years before requiring updates. The planning process generally focuses on the upcoming 5 years while maintaining a long-term vision for the parks system. This planning effort aims to evaluate existing parks and recreation facilities to identify opportunities for improvements and additions, as well as pinpoint new park and facility opportunities to support the recreation needs of Huntsville residents.

Burditt Consultants, LLC was engaged by the City to develop a Parks and Recreation Master Plan that addresses current and future recreation needs, incorporating stakeholder input. The following approaches were implemented in developing the master plan:

- Standards-Based Approach- Utilizing traditional park standards and evaluating current trends.
- Demand-Based Approach- Gathering input from staff, Council, working groups, sports leagues, and residents to identify current and future needs and desires.
- Resource-Based Approach – Leveraging available land, natural features, rights-of-way, and city facilities to enhance park and recreation opportunities.

The following studies were conducted in developing the master plan:

- Inventory of existing parks and facilities
- Evaluation of growth and demographic data, trends, and projections
- Assessment of the city's comprehensive plan
- Analysis of stakeholder input conducted by the City, including survey input, public workshops, and guidance from a Steering Committee, City Staff, and Elected Officials
- Identification of Priority Projects
- Development of concepts for new and renovated facilities
- Probable cost estimation for priority projects
- Evaluation of cost impacts per household

Existing Parks and Facilities

The Parks and Recreation Department in Huntsville maintains 35 parks and green spaces, which serve various purposes such as league sports, community events, passive recreation, environmental quality, and wildlife habitat. These parks and facilities are maintained in generally good condition, though they vary in age and operational status.

Survey findings indicate that 50.46% of participants visit Huntsville's parks multiple times a week. The most visited parks are Kate Barr Ross (71.75%) and Eastham Thomason (56.82%). A total of 64.78% of responses rated them as good to excellent. Furthermore, 68% of respondents believe that maintaining and improving existing parks should be a priority, while 50% consider the development of new parks and facilities to be very important. Key priorities identified through stakeholder outreach include:

- Hike and Bike Trails (31%)
- Playgrounds (27%)
- Pickleball Courts (26%)
- Recreation Center (22%)
- Indoor Swimming Pool (18%)
- Sports Fields (Soccer 16%, Baseball 14%, Softball 13%, Football 4%)

The planning process integrated stakeholder input alongside an on-site evaluation of conditions. The objective was to identify projects for further study that would enhance recreational opportunities while achieving as many of the specified goals as possible. Projects were categorized as either "Comprehensive Initiatives" or "Targeted Improvements." Comprehensive Initiatives include conceptual drawings and estimated costs, whereas Targeted Improvements suggest recommended smaller-scale projects.

Comprehensive Initiatives

1. Renovate Kate Barr Ross Sports Complex
2. Renovate Eastham Thomason Park with addition of a new recreation center and natatorium

Targeted Improvements

Other identified needs for improvements to existing park amenities and opportunities for additions to the park system are categorized as 'targeted improvements'. The following improvements are recommended for consideration:

3. Neighborhood Park Improvements
4. Complete subsequent phases of Emancipation Park master plan
5. Develop soccer complex with fields, parking, lighting, and restrooms at Landfill

Staffing Needs

The National Recreation and Park Association (NRPA) reports that the typical park agency 8.9 full-time equivalent employees (FTEs) per 10,000 residents. The City of Huntsville's Parks and Leisure Department currently has 6.8 FTEs per 10,000 residents, suggesting the need to add 2.1 FTEs to meet the current standard.

Inventory & **Analysis**



Kate Barr Ross Park

01

Inventory &
Analysis

02

Demand
Assessment

03

Walkability

04

Plan
Recommendations

05

Plan
Implementation

Project Overview

Introduction

The Benefits of Parks & Open Space

Parks and open spaces offer various advantages to communities, supporting physical and mental health, promoting social connections, boosting local economies, and providing environmental benefits.

Health and Well-Being: Parks offer accessible areas for exercise and recreational activities, which can reduce obesity rates and improve cardiovascular health. Additionally, spending time in natural settings has been shown to lower stress levels and enhance overall mental wellness.

Social and Community Benefits: Parks serve as communal hubs where community members can gather for events and activities, promoting a sense of belonging and strengthening community ties.

Economic Advantages: Proximity to well-maintained parks is often associated with higher property values, making neighborhoods more desirable. Attractive parks can drive local tourism and support community events that create economic opportunities, benefiting homeowners and local businesses alike.

Environmental and Ecological Impact: Parks help purify the air by absorbing pollutants and carbon dioxide, improving the surrounding area's health. They also support biodiversity by providing habitats for local flora and fauna and play a role in managing stormwater and reducing urban heat island effects.

Park Standards

Traditional techniques for park and recreation planning have utilized standards established by the National Recreation and Parks Association (NRPA) to determine the quantity and type of amenities a city should provide. For example, the

NRPA recommends a minimum of 6.25 to 10.5 acres of park land per 1,000 population. Based on this standard, Huntsville should provide between 207 to 308 acres of park land for its residents. Currently, Huntsville provides 18 parks totaling approximately 183.2 acres of developed park land and 275.20 acres of total park land. The NRPA also recommends minimum numbers of specific park facilities according to population (e.g., 1 soccer field per 1,000 population). However, they acknowledge that communities have unique needs and standards should be used as benchmarks rather than absolute rules for determining facility requirements.

Local Demand

The Demand Assessment phase of this master plan development was executed by City Staff through various outreach efforts commencing in August 2024. This included a series of workshops and open house meetings held at multiple locations, including City Hall, the MLK Community Center, and the Service Center. Group sizes ranged from 6 to 25 participants who were guided through several topics and questions. Feedback for each topic was meticulously documented and compiled for analysis. Additionally, an online survey was conducted from August 2024 to May 2025, featuring a series of questions regarding parks and recreation needs and opinions. The results of these public engagement activities are detailed in the Demand Assessment chapter of this plan.

Planning Principles

The Huntsville Comprehensive Plan 2040 outlines key planning principles and underscores the significance of parks, recreational facilities, and green spaces in enhancing Huntsville's livability. This plan sets forth Recreation and Amenities Goals aimed at directing the future development of parks, recreation programs, and related facilities.



Methodology

The Parks and Recreation Master Plan was developed using a three-fold technique that follows general methodologies accepted by TPWD for local park master plans and by the Department of the Interior for local park system Recovery Action Plans (RAP). The following approaches were implemented:

1. Standard-Based Approach – uses standards established by the City to determine the quantity of park facilities required to meet the City’s need for a given population. Standards are usually expressed as the quantity of park facilities needed to adequately serve every 1,000 citizens of the City.

Standards are established to provide the level of service that the City believes is most responsive to the amount of use and interests of its citizens. This plan establishes individual standards for the City.

2. Demand-Based Approach – uses public meetings, participation rates, league usage data, and surveys to determine how much the population uses and desires certain types of recreation facilities.

3. Resource-Based Approach – is based on the usefulness of available physical resources to provide recreation opportunities. For example, the City’s street rights-of-way, floodplains, and drainage corridors provide opportunities for trail connections.

All three methods are important in their own manner, but individually do not represent the entire picture. The assessment component of the project utilizes all three methods to determine what types of recreation facilities and park requirements are needed.

Typical assessments evaluate Level of Service (LOS). While this is important, we believe it is also critical to also understand and evaluate the

Quality of Service. QOS evaluation requires intense community involvement and yields critical information of how the facility or park amenity is performing according to the expectations of citizens overall. Quality of Service is most easily identified through conversation. Engaging park users is the most direct method of understanding the user experience for a given facility.

As national guidelines and standards are based on demographic trends rather than specific local desires, they must be fine-tuned to meet local conditions. It is important to recognize that national standards are simply guidelines or benchmarks that are intended to serve as a starting point for park planning. Each city has its own unique geographic, demographic, and socio-economic composition, and as such, the arbitrary application of national standards, as is often done, would not necessarily meet the needs of Huntsville.

Inventory and Analysis

The inventory phase includes inspection of the City’s existing parks and recreation facilities to determine overall condition, maintenance needs, and opportunities for additions/improvements. Observations of site, equipment and facility conditions are noted.

In addition to the City’s facilities, recreational facilities provided by other entities are noted to identify service gaps, duplication of service and to gather a complete picture of recreation in Huntsville.

Demographics, Growth and Trends

A key component of any master plan is understanding patterns of growth in the community and region. Huntsville is a mature community, positioned far enough from the Houston Metropolitan Region to limit immediate growth pressure. On the other hand, the City’s location is ideal for offering tournament

opportunities for baseball, soccer or football. Regional, state and national trends in recreation are also considered, as the types of facilities and activities desired by the public are ever-changing.

Priority Projects & Recommendations

The results of data collection, analysis and stakeholder input result in the identification of priority projects for enhancement of Huntsville’s parks and recreation system. Some of these projects are recommended to provide upgrades and improvements to existing facilities, whereas others are opportunities to add new features to the parks system that address growing needs for recreation.

Priority Projects have been classified as either “Priority Projects” or “Targeted Improvements.” Priority Projects have been studied to determine feasibility and probable costs to the level of detail appropriate at the conceptual level. Targeted Improvements suggest recommended smaller-scale projects. Further study during a “design development” phase with a planning and design consultant will be needed to further vet the details, programming and costs for a given project.

Alignment with City Priorities

Strategic Plan and Comprehensive Plan Review

Review of the City's Comprehensive Plan 2040, 2024 Strategic Plan, and FY 24-25 Budget, the City of Huntsville's goals and priorities for parks and recreation are addressed primarily under the Quality of Life strategic initiative

The City's Vision is to be a community that is beautiful, historic, culturally diverse, affordable, safe, and well-planned, with great opportunity for its citizens. Its Mission is to maintain and enhance the quality of life and achieve this vision by providing, facilitating, and regulating services, facilities, and infrastructure

The Recreation and Amenities section of the Comprehensive Plan emphasizes the essential contribution that natural resources, parks, open space, and recreation facilities make to Huntsville's quality of life. Huntsville offers a variety of well-utilized parks and recreation facilities, as well as natural resources like Huntsville State Park and Sam Houston National Forest.

Recreation and Amenities Goals (from the Comprehensive Plan):

- Goal RA1:** Conservation of natural resources, including trees, environmentally sensitive areas, and future park areas in planning for future growth and development.
- Goal RA2:** A park and recreation system that adds to the positive image of Huntsville, provides enjoyment to residents, and attracts new visitors.
- Goal RA3:** A park and recreation system that promotes healthy and active living and is connected to the rest of the community through safe multi-modal trails, sidewalks, and/or bicycle facilities.

Strategic Action Priorities and Objectives related to Parks and Recreation:

•**Enhancing Quality of Life:** Establish an environment where citizens can thrive and enjoy the city, providing services that enhance the quality of life for all life stages (children, students, families, and retirees) by creating amenities that support physical, mental, and social well-being. Support access to recreation and the natural environment.

•**Maintaining and Enhancing the Park System:** Continue implementation of the priority projects identified in the 2016 Parks and Recreation Master Plan. These include the renovation of Kate Barr Ross Sports Complex,

construction of a multi-purpose recreation center at Eastham Thomason Park, improvements at Emancipation Park, and the development of a City-Wide Trail System.

•**Parks Master Plan Update:** Complete the updates to the Parks Master Plan and review recommendations for implementation. The plan recommends five-year updates to maintain eligibility for Local Parks Grants funding. The update should assess progress toward implementing items from the 2016 plan.

•**Evaluating Future Park Needs:** Evaluate future park needs and identify potential locations for regional-scale parks. Areas west of I-45 have fewer parks. The 2016 plan noted that the acres per 1,000 residents could fall significantly with projected population growth if no additional park acreage is developed, although development regulations require parkland dedication.

•**Improving Existing Parks and Amenities:** Identify upgrades and improvements desired by the community for enhancing existing parks. Expand the range of amenities based on resident desires, targeting improvements for varying age groups, such as outdoor exercise equipment for seniors, a spray park, local art park, wildlife observation area, frisbee golf, and additional fields for sports leagues. Ensure safety within parks is a key improvement factor. Monitor usage of the new skate park at Eastham Thomason Park to determine the feasibility and need for an additional skate park at Emancipation Park. Specific FY 2024-25 objectives for Parks Maintenance include installing a fence at KBR Park, leveling the Hodges Building at the Statue, leveling the Soccer Restroom at KBR Park, and familiarizing staff with new facilities. The Aquatics Center objectives for FY 2024-25 include continuing preventive maintenance, replastering the splashpad and replacing expansion joints, replacing the slide for safety, replacing the roof on the office and restrooms, and replacing picnic tables.

•**Trail and Multi-modal Connectivity:** Develop a City-Wide Trail System. Enhance walkability through improvements identified in the transportation and parks master plans. Evaluate funding for multi-modal improvements recommended in the 2016 Parks and Recreation Master Plan and the 2019 Transportation Master Plan, including sidewalk, trail, and bicycle networks. Coordinate with public and private entities to provide access for new trails across easements and rights-of-way. Ensure on-street

bicycle facilities, off-street trails, and complete streets improvements are considered in future TxDOT projects.

•[Promoting Health and Active Living](#): Provide high-quality recreational and park facilities and options for safe pedestrian and bicycle circulation to enhance opportunities for active and healthy lifestyles, particularly for youth. Well-designed parks and trails can encourage safe exercise and provide mental health benefits. Enhance the park system to meet the needs of a diverse population and increasing number of residents served. Evaluate additional passive recreational enhancements for demographics not engaged in organized sports, such as young people, adults, and elderly citizens, which could include low-cost options like community meeting space.

•[Natural Resource Awareness and Access](#): Enhance awareness of and access to the Huntsville area's natural resources, including the Sam Houston National Forest and Huntsville State Park. Maintain partnerships and communication with the Texas Parks and Wildlife Department and U.S. Forest Service for the long-term management and conservation of Huntsville State Park and Sam Houston National Forest.

Seek to boost visitation, awareness, and accessibility of these resources to promote economic development, eco-tourism, and environmental education. This could involve coordinating tours, promoting awareness among SHSU students, soliciting corporate sponsorship for State Park memberships to offset visitation costs (identified as a barrier), and pursuing educational initiatives like plaques or signage. Potential off-road trail linkages between the community and these assets should be explored cooperatively.

•[Enhancing Visitor Experience and Tourism](#): A park and recreation system is desired that attracts new visitors. Bolster tourism by focusing on elements where Huntsville can differentiate itself, such as proximity to natural resources and historic/cultural amenities. Work with partners to create more cultural and eco-tourism events centered on history, SHSU, natural resources, and local sporting events.

This includes events tied to education about natural resources in coordination with Huntsville State Park. Partner with HISD and SHSU to explore ways Huntsville can better promote Sports Tourism, including new athletic complexes and Gibbs Ranch. Evaluate the feasibility of new

sports and recreational facilities, including those with the potential to bring economic benefits by attracting tournaments or minor league sports teams. A feasibility study on the potential economic impact of developing or upgrading a sports complex is a near-term priority identified in the Action Agenda table.

•[Community Engagement and Partnerships](#): Build strong relationships within the community, providing a welcoming environment that fosters mutual partnership between city government, community organizations, and residents. Leverage Huntsville's volunteer spirit for park clean-ups, plantings, maintenance, and fundraising. Formalize standards for these activities. Continue coordination with HISD and SHSU on the use of sports fields and recreational facilities, identifying additional opportunities for leveraging resources. Continue emphasis on progress through partnerships (public/public, public/private, public/non-profit).

•[Capital Improvements Program \(CIP\)](#): Continue use of, and focused implementation of short- to mid-term capital projects with a formalized CIP process for identifying, prioritizing, and funding essential capital projects, including parks, trails, and sidewalks. Grants can be utilized to supplement capital improvement projects. Capital improvement projects in the CIP may include parks. For FY 2024-25, the Capital Project Budget Summary includes funds for Parks. Prioritizing capital projects near sites identified as prime residential neighborhood development opportunities is also a strategy.

The City has 25 parks and greenspace properties covering over 298 acres, including community parks, neighborhood parks, "mini" parks, walking trails, natural areas, and open spaces. It also operates an aquatic center. Parks Maintenance is responsible for maintaining city parks, neighborhood parks, green spaces, Oakwood Cemetery and its additions, the Martin Luther King, Jr. Community Center, and other specific city properties.

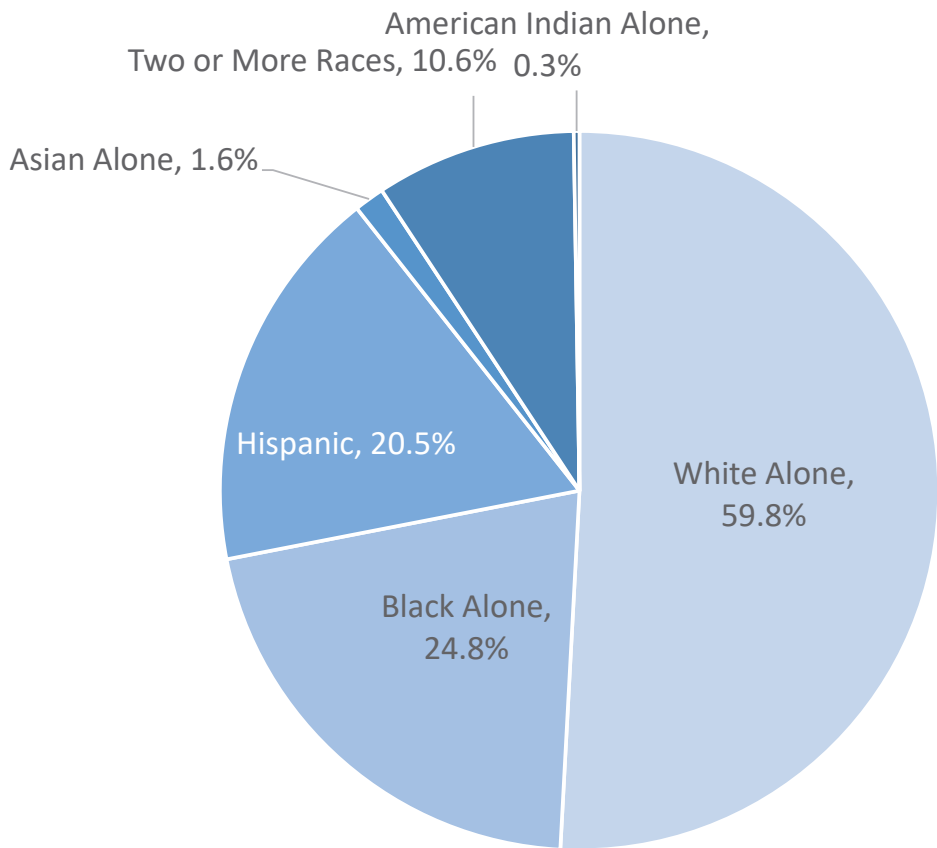
Overall, the City aims to provide a park and recreation system that is well-maintained, serves resident/visitor/business needs, supports growth, enhances quality of life, promotes health, conserves natural resources, and contributes to the city's positive image and economic development, including through tourism.

Community Profile

Planning for the Future of Huntsville

The City of Huntsville, Texas is one of the oldest cities in Texas, founded in 1836. The City has rich natural and historic resources and offers a diverse range of economic and recreational opportunities. The U.S. Census Bureau estimates Huntsville to have a population of 48,552 residents. Of that number, approximately 33,123 are residents (including university students), and the remaining 15,429 are housed in prisons operated by the Texas Department of Criminal Justice.

The City of Huntsville is a thriving, livable community situated in the pineywoods and rolling hills of East Texas on the northern edge of the Sam Houston National Forest. The county seat of Walker County, Huntsville has presence on Interstate 45 with easy access to Houston and fast-growing suburb Montgomery County along with easy access to the Dallas metropolitan area, just 170 miles away.

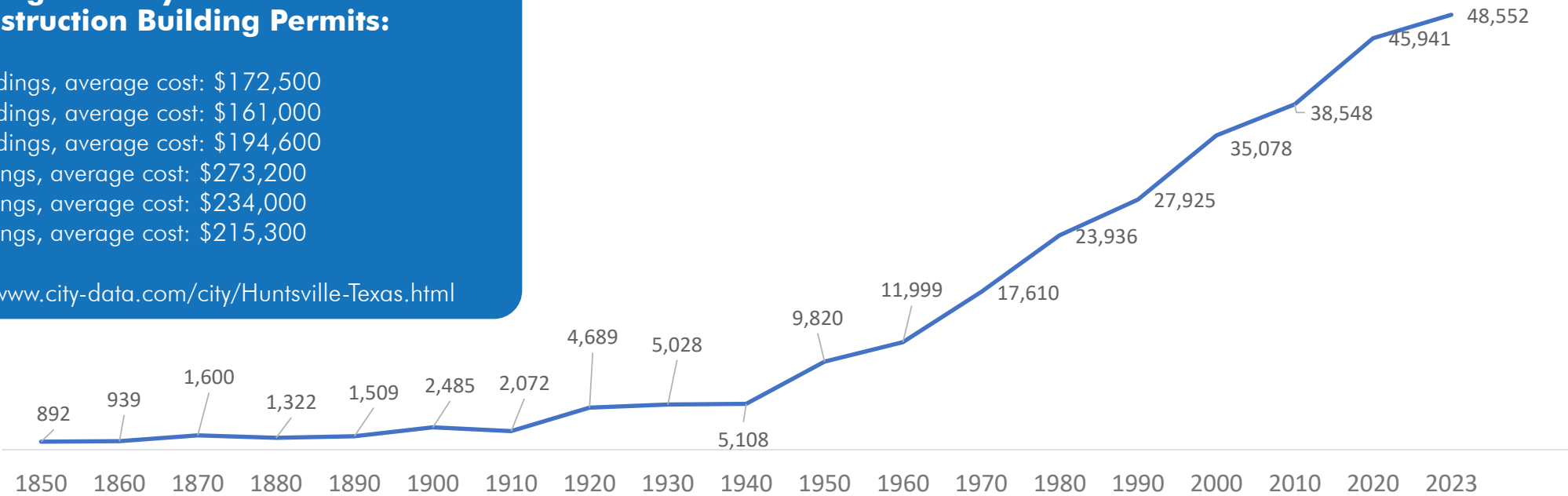


U.S. Census Bureau population estimate, Race and Hispanic Origin - July 2023.

Single-family New House Construction Building Permits:

2022: 301 buildings, average cost: \$172,500
2021: 247 buildings, average cost: \$161,000
2020: 117 buildings, average cost: \$194,600
2019: 44 buildings, average cost: \$273,200
2018: 53 buildings, average cost: \$234,000
2017: 58 buildings, average cost: \$215,300

Source:<https://www.city-data.com/city/Huntsville-Texas.html>



*Census population estimates above include prison populations.



High school graduate or higher, percent of persons age 25 years+ - 84.4%

Bachelor's degree or higher, percent of persons age 25 years+ - 21.1%

***U.S. Census 2018-2022**



Households - 14,680

Persons Per Household - 2.35

Owner-Occupied Housing Units - 36.5%

Median Value of Owner-Occupied Housing Units - \$207,300

Median Gross Rent - \$970

***U.S. Census 2018-2022**



Median Household Income - \$37,419 (in 2022 Dollars)

Per Capita Income in Past 12 Months - \$19,277

Persons in Poverty - 27.1%

***U.S. Census 2018-2022, includes prison population.**

The Huntsville Parks System

Existing Parks and Recreation Facilities

Huntsville manages and operates a total of 18 parks and 8 green space properties. These parks encompass 70 structures, including field houses, restrooms, concession stands, pavilions, a community center, an aquatics center, and a visitor’s center. Altogether, the park system covers 288.37 acres, including 275.20 acres of developed park land and incorporating 13.17 acres of undeveloped green spaces and natural areas. Additionally, the park system features approximately 2 miles of multi-purpose trails within City parks.

Huntsville’s parks are organized based on their use, service area, and size. Parks designed to meet the recreational needs of all Huntsville residents are classified as “City Parks” and usually have multiple features or specific uses. In contrast, “Neighborhood Parks” are intended to provide playgrounds, picnic areas, and open space within residential neighborhoods.

“Passive Parks” may include cultural features such as historical monuments or offer a shaded, well-maintained area for visitors., while “Green Spaces” preserve natural areas important for stormwater management, wildlife habitat, and land use screening.

Huntsville’s current system includes nine green space properties, mostly acquired through the City’s Park Land Dedication Ordinance (Article 19.900 Parks and Open Space) of the Code of Ordinances. They are generally undeveloped properties featuring trees, shrubs, or other natural landscapes, and have potential to become developed park spaces in the future.

Huntsville Park Inventory

Park Name	Address	Classification	Acreage	Maintenance Level
Boettcher Mill	101 Boettcher Mill Rd	Neighborhood	0.632	Medium - High
Bush Miller	546 Normal Park Dr	Passive	3.662	Medium - High
Eastham-Thomason	1500 7th St	City	142.520	
Emancipation	300 Martin Luther King Jr Dr	City	8.801	Medium - High
Emma Etheredge	242 Autumn Rd	Neighborhood	13.886	Medium - High
Forest Hills	130 Pine Valley	Neighborhood	0.840	Medium - High
Founders	1000 University Ave	Passive	0.282	High
Gillaspie	890 Ave I	Passive	0.450	High
John Henry Rather	1223 University Ave	Passive	0.709	High
Kate Barr Ross	486A SH 75 N	Regional Park	77.190	Medium - High
New Addition	1249 Goodrich Dr	Neighborhood	6.704	HISD
Pine Shadows	3336 Knob Oaks Dr	Neighborhood	1.266	Medium - High
Pineview	2335 Ave N 1/2	Neighborhood	1.952	Medium - High
Sallie E. Gibbs	1227A 11th St	Passive	0.153	High
Sam Houston Statue	7600 SH 75 S	Passive	10.821	High
Sandbrook	3166 Clay Cir	Neighborhood	0.502	Medium - High
Thomas Clifton Gibbs	1890 Ave S	Passive	4.267	Medium
Town Creek	1200 Ave M	Passive	0.565	High
Total Park Acreage			275.20	

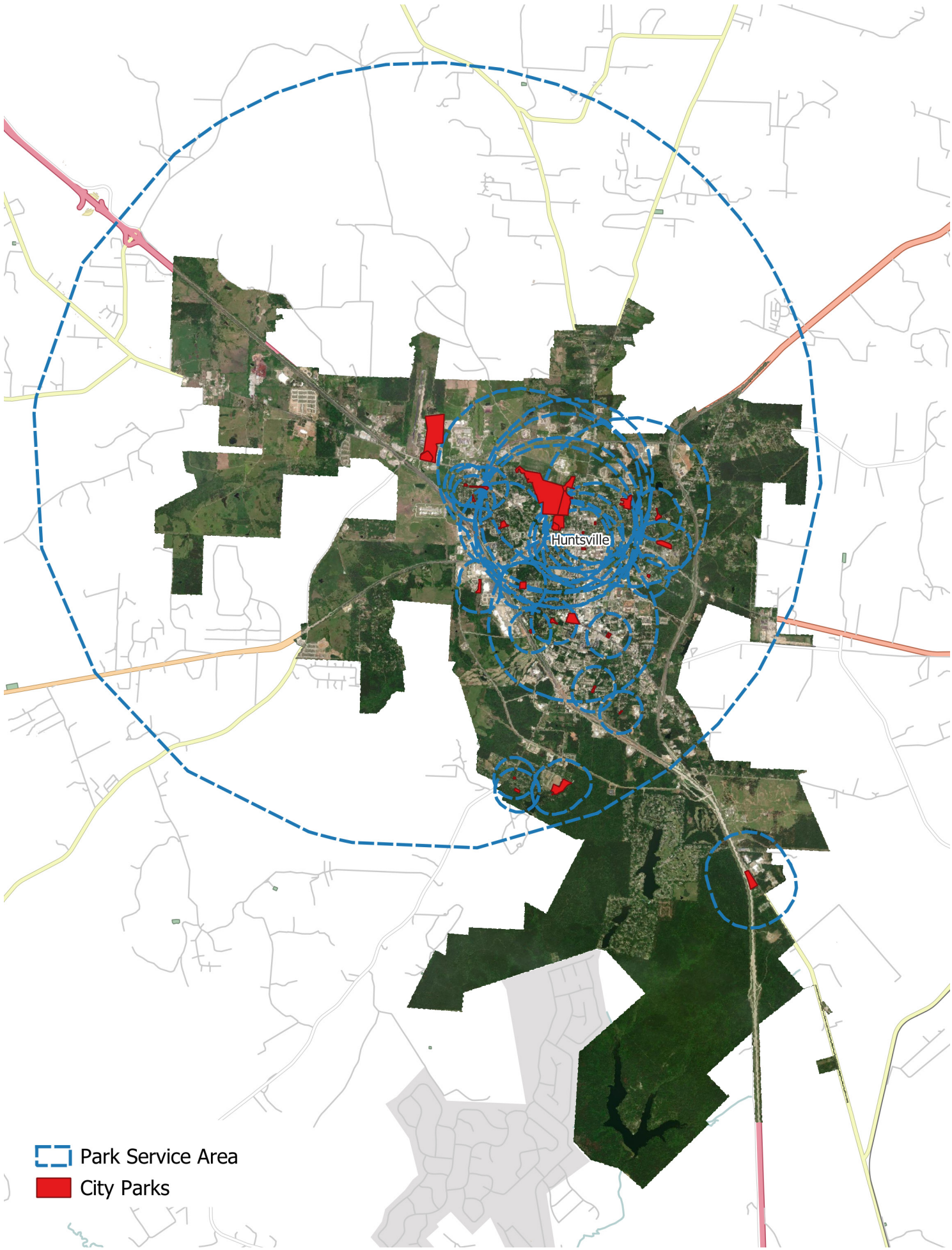
Huntsville Greenspace Inventory

Park Name	Address	Classification	Acres	Maintenance Level
Bayou Bend	97 Magnolia Way	Green Space	2.466	Low
Montgomery Road	2533 Sam Houston Ave	Green Space	1.297	Medium
Pine Shadows II	3760 Raven Hill Drive	Green Space	0.352	Very Low
Raven Terrace	671 SH 30 E	Green Space	2.740	Very Low
Shady Acres / Elks	698 Vicki Dr	Green Space	1.320	Low
Smither	2420 Ave S	Green Space	0.605	Low
West Hill	139 Col Etheredge Blvd	Green Space	3.754	Low
Woods Addition	3001 Paul Knox Rd	Green Space	0.636	Low

Total Park Acreage 13.169

Park Distribution

The distribution of parks throughout a city greatly determines the frequency of use and accessibility of parks by residents and visitors. Parks classified as “City” parks aim to serve the entire community rather than just a neighborhood, therefore a central location is ideal. Also of consideration is the expected service area of a park. “Neighborhood” parks are ideally accessible within a 1/4 mile or 5-minute walk, whereas “City” parks serve an area within 1-mile or a 5-minute drive. The map to the left shows the classification of Huntsville’s parks along with each parks service area radius. Notably, the areas of the community west of Interstate 45 have fewer parks due to a lower demand in those neighborhoods. As the City continues to grow, it will be important to ensure that underserved neighborhoods are not left behind.



Classification	Service Area
City Park	1 Mile
Neighborhood Park	1/4 Mile
Passive Park	1/2 Mile
Green Space	1/4 Mile
Regional Park	5 Miles

Level of Service

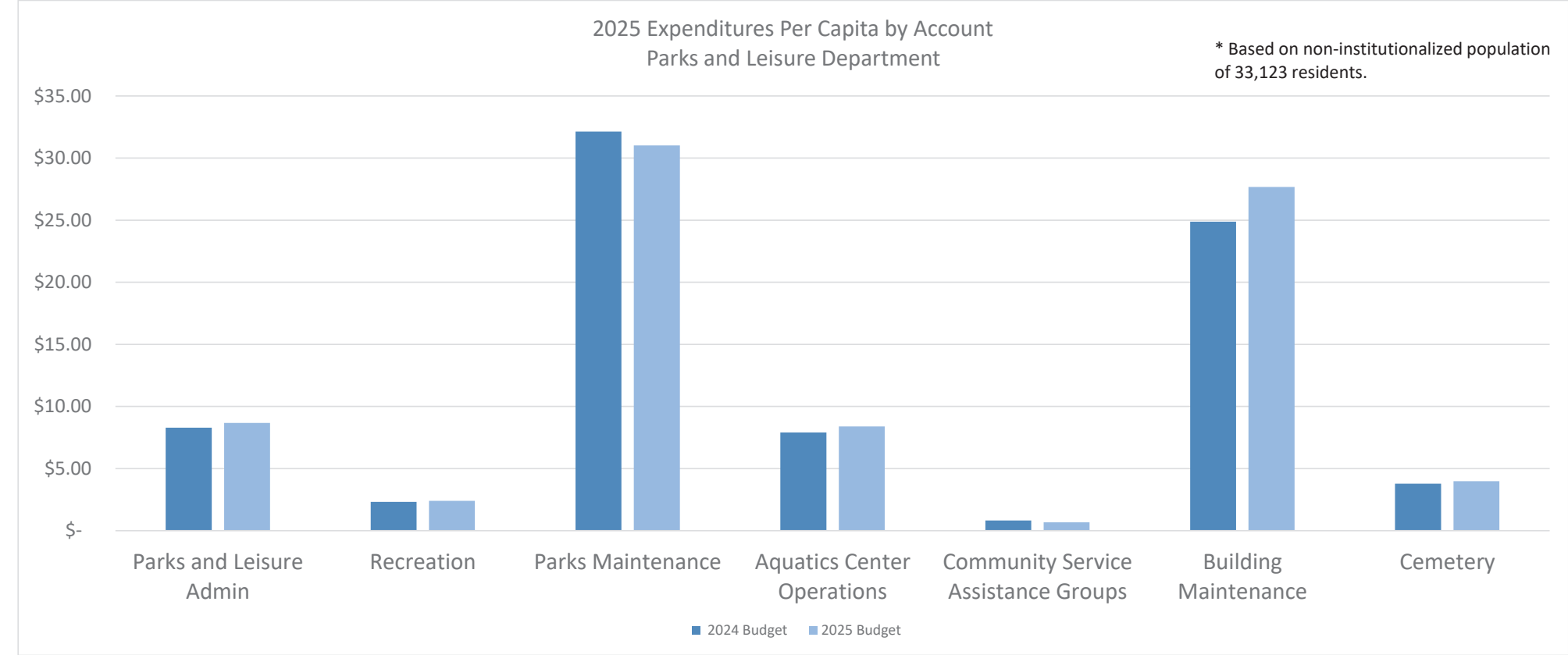
National Benchmarks and Huntsville Parks and Leisure Performance

The makeup of parks and recreation agencies varies greatly due to unique characteristics such as population density, demand for recreation, and available resources such as land, capital, and political will. As communities grow, the demand for parks and recreation facilities tends to increase as well.

Measuring Level of Service of a parks system provides an understanding of where ‘service gaps’ may exist with regard to parks, trails, amenities, and services. To measure Level of Service, the National Recreation and Parks Association (NRPA) collects nationwide data from parks and recreation agencies to serve as guidelines for communities to evaluate the type and number of facilities to provide for residents. Rather than serving as strict standards, the benchmarks should be used as a point of conversation as City staff, elected officials, planning groups, and other stakeholders plan for the future parks system.

Park Land and Facilities

These benchmarks typically provide a metric of park land, facilities, and services for a given population. For example, the 2024 NRPA Agency Performance Review reports that the typical park and recreation agency manage 10.6 acres of parkland for every 1,000 residents and 2,386 residents per park. Agencies serving between 20,000 and 50,000 residents have a median of 11.2 acres of parkland per 1,000 residents and 2,062 residents per park.



While benchmarks are reported for Huntsville’s population, Walker County has an estimated population of 83,722 residents with no other city parks outside of Huntsville. County residents are frequent users of the Huntsville parks system.

Huntsville Parks & Leisure Workload 2024-2025

Full-Time Equivalent Staff (FTEs)

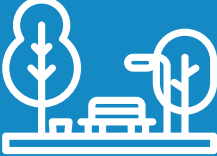
Parks & Leisure Administration: 1.50 FTEs
Recreation: - 0.5 FTEs
Parks Maintenance: 12.75 FTEs
Aquatic Center: 2.50 FTEs
Cemetery: 1.00 FTE
Building Services: 4.00 FTEs

2024 NPRA Agency Performance
Review Findings

The Typical Parks and
Recreation Agency Has:

2,386
Residents
Per Park




10.6
Acres of parkland
per 1,000 residents

8.9
Full-time equivalent
employees per 10,000
residents




\$99.47
Operating expenditures
per capita

46%
Percentage of full-time
staff dedicated to
operations/maintenance

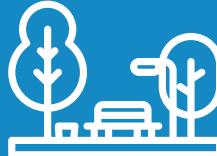


Inventory & Analysis 01

The Huntsville Parks and Leisure
Department Has:

1,743
Residents
Per Park




8.48
Acres of parkland
per 1,000 residents

6.8
Full-time equivalent
employees per 10,000
residents




\$50.65
Operating expenditures
per capita

35%
Percentage of full-time
staff dedicated to
operations/maintenance



Parks Amenities & Facilities Inventory

*PT = Portable Toilet
P = Practice Field
X = Feature(s) Available

PARK NAME	ADDRESS	CLASSIFICATION	ACREAGE	MAINTENANCE LEVEL	RESTROOM	PAVILION	PICNIC AREA	PLAY MODULE	SWINGSET	BASKETBALL	SOCCER	BASEBALL
Eastham-Thomason	1500 7th St	City	142.520		2	1	X	2	1	1	P	P
Emancipation	300 Martin Luther King Jr Dr	City	8.801	Medium - High	1	1	X	2	2	2	P	P
Boettchers Mill	101 Boettcher Mill Rd	Neighborhood	0.632	Medium - High			X	1				
Emma Etheredge	242 Autumn Rd	Neighborhood	13.886	Medium - High			X		1			
Forest Hills	130 Pine Valley	Neighborhood	0.840	Medium - High			X	1	2			
New Addition	1249 Goodrich Dr	Neighborhood	6.704	HISD	PT						P	P
Pine Shadows	3336 Knob Oaks Dr	Neighborhood	1.266	Medium - High			X		1			
Pineview	2335 Ave N 1/2	Neighborhood	1.952	Medium - High								
Sandbrook	3166 Clay Cir	Neighborhood	0.502	Medium - High			X		1			
Bush Miller	546 Normal Park Dr	Passive	3.662	Medium - High		1	X					
Founders	1000 University Ave	Passive	0.282	High								
Gillaspie	890 Ave I	Passive	0.450	High			X					
John Henry Rather	1223 University Ave	Passive	0.709	High			X					
Sallie E. Gibbs	1227A 11th St	Passive	0.153	High			X					
Sam Houston Statue	7600 SH 75 S	Passive	10.821	High	1		X					
Thomas Clifton Gibbs	1890 Ave S	Passive	4.267	Medium			X					
Town Creek	1200 Ave M	Passive	0.565	High			X					
Kate Barr Ross	486A SH 75 N	Regional Park	77.190	Medium - High	4	1	X	2	1	1	8	5

Total Park Acreage 275.20

SOFTBALL	FOOTBALL	VOLLEYBALL	SWIMMING POOL	SPLASH PAD	DOG PARK	TRAIL	GREEN SPACE	CULTURAL	DISC GOLF	PARKING	SKATEPARK	SAND VOLLEYBALL	FITNESS EQUIPMENT	AMPHITHEATER	COMMUNITY CENTER
		1	1	1	1	X	X		X	50	1	1	X		
		1					X	X		102		1			X
													X		
					X					5					
						X									
								X		SHARED					
								X		SHARED					
								X		X				X	
								X		50+					
							X								
						X				60					
3	2									360					

Greenspace Inventory

The Parks and Leisure Department is tasked with the upkeep of various properties classified as 'greenspace'. These areas encompass parks and expansive forested regions that are either minimally developed or left in their natural state. Acquired through park land dedications or other means, these greenspaces serve multiple purposes. They may be transformed into bustling active park lands featuring amenities like playgrounds, sports fields, and walking trails. Alternatively, they can be conserved as pristine natural habitats, providing sanctuary for wildlife, serving as scenic buffers between different land uses, and allowing stormwater to naturally seep into the earth, replenishing groundwater reserves and preventing flooding.

In addition to dedicated greenspace properties, Eastham Thomason Park contains a significant amount of natural greenspace that is enjoyed by residents and visitors throughout the year. Hiking trails provide access into the interior of the property. The natural areas serve as important habitat for wildlife and provide ecosystem services such as stormwater runoff reduction, carbon sequestration, air pollution removal, and other benefits. It's important to consider preservation of these natural areas when developing new park facilities and amenities.



Pine Shadows II is one of the newer additions to the parks system. This greenspace property has the potential to be developed into a small neighborhood park with picnic areas, play elements, or other passive recreation features.



Raven Terrace is a greenspace located adjacent to the Raven Terrace Mobile Home Park. At 2.74 acres, the property could be developed into a small neighborhood park in a somewhat underserved area of the community.



The Montgomery Road Park greenspace includes a picnic area and is a maintained landscape



The Woods Addition greenspace is an unmaintained forested area located behind Walmart.



Smith Park is a linear greenspace property between Avenue S and the I-45 Frontage Road.



Bayou Bend Park is a maintained greenspace along Normal Park Drive that includes a bench under large, mature Live Oak trees.

Parks & Leisure Department

Resources and Budgets

The reality of a municipal parks and recreation system is that their success is largely determined by the available resources of staffing and the annual budget. Interviews with Department Staff indicate that they are at maximum capacity for all operations. Additionally, they are strained in their ability to keep up with maintenance and operations demands currently. They have expressed a need for more full-time staff to address current needs and recommendations for additional staff or any expansion of the parks system or programs. Review of the City Budget and other planning documents reveals the following information about the Parks & Leisure Department's current resources and responsibilities.

The department includes several divisions: Parks & Leisure Administration, Recreation, Parks Maintenance, Aquatic Center Operations, Library, Cemetery, and Building Maintenance

According to the Summary of Budgeted Personnel (FTEs) by Fund and Department for Fiscal Year (FY) 2025, the City of Huntsville's Parks & Leisure Department has a total budgeted 20 Full-Time Equivalent (FTE) employees

The breakdown of budgeted FTEs per division for FY 2025 is as follows:

- Parks & Leisure Administration: 1.50 FTEs
- Recreation: - 0.5 FTEs
- Parks Maintenance: 12.75 FTEs
- Aquatic Center: 2.50 FTEs
- Cemetery: 1.00 FTE
- Building Services: 4.00 FTEs



Within the Parks Maintenance area, discussions have indicated there are approximately five full-time equivalents specifically for mowing, which does not include other tasks like trash pickup or repairs.

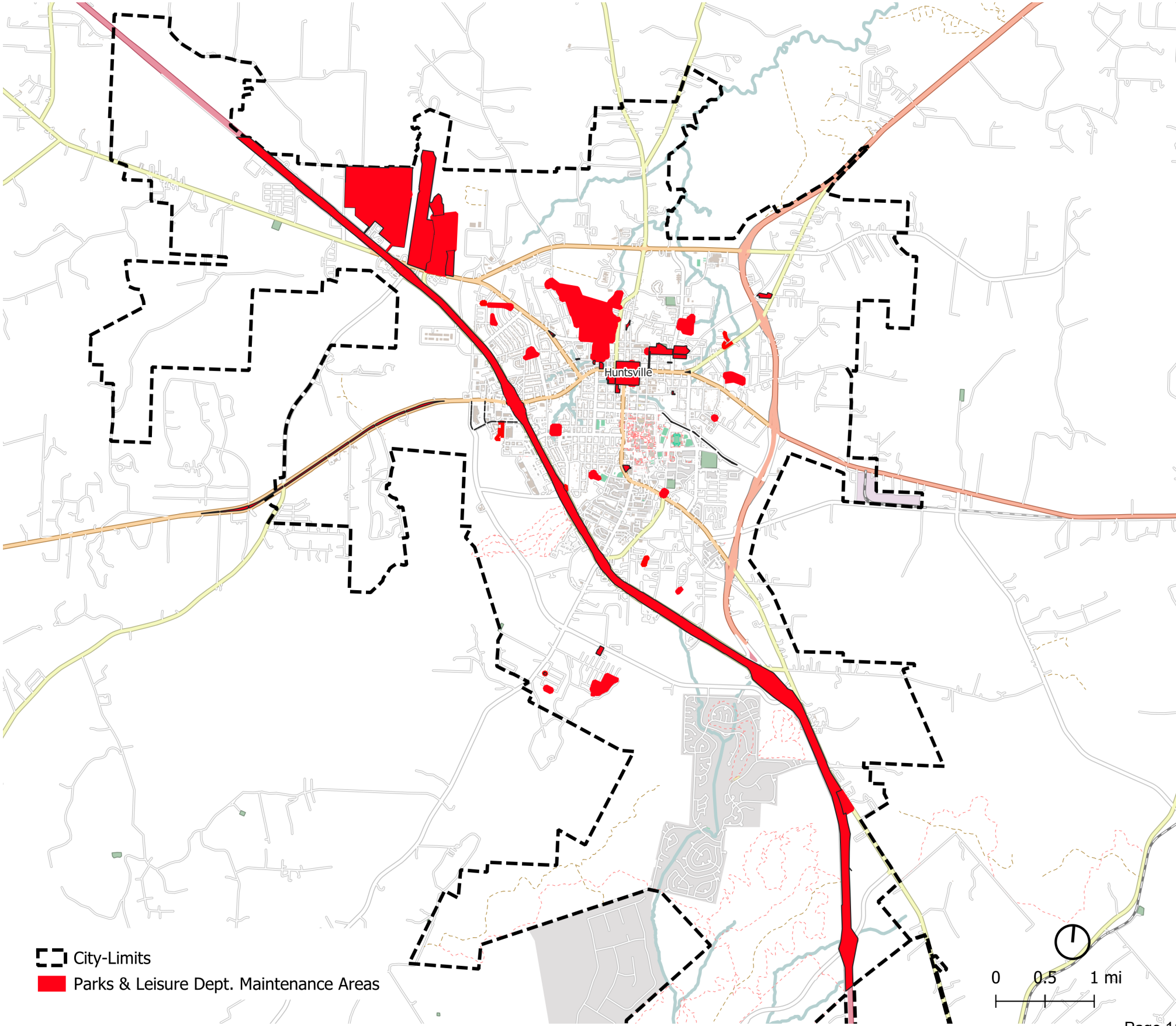
The Parks Maintenance division is responsible for maintaining city parks, cemeteries, recreational facilities like baseball, softball, and soccer fields, and grounds keeping at City facilities.

The Aquatic Center Division is responsible for operating and maintaining the aquatic facility and coordinating recreational swimming, swim lessons, and use by swim teams

Workload and Responsibilities:

- The Parks & Leisure Department is responsible for providing quality maintenance of City-owned parks, cemeteries, and recreational facilities so that citizens and visitors can enjoy and safely utilize them. They are also responsible for operating and maintaining the aquatic facility and City-owned buildings and facilities.
- The City currently has 25 parks and greenspaces comprised of over 298 acres, including community, neighborhood, "mini" parks, walking trails, natural areas, and open spaces. Major parks maintained include Eastham-Thomason Park, Kate Barr Ross Park, and Emancipation Park.

The budget for the Parks & Leisure Department for FY 2024-25 is projected at \$3,495,395. This budget includes expenditures for personnel services, supplies, maintenance, services, utilities, programs/projects, and capital outlays across its various divisions.



The 10-Minute Walk Challenge

A Park Within a 10-Minute Walk From Home

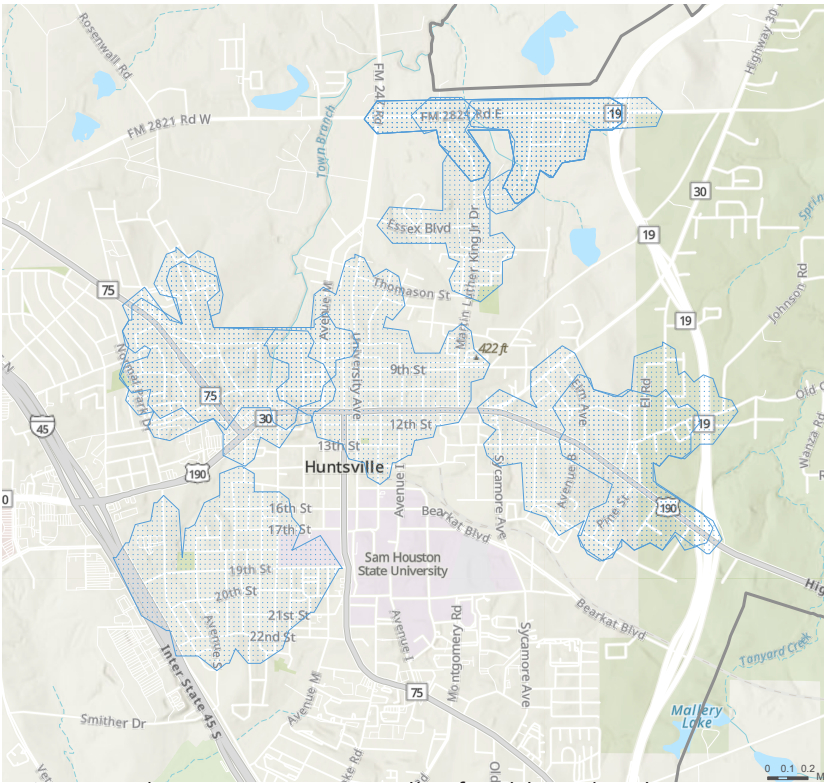
A collaborative effort between The Trust for Public Land, the Urban Land Institute, and the National Recreation and Park Association initiated a campaign called “10 minute Walk” with a goal to “ensure there’s a park within a 10 minute walk of every person, in every neighborhood, in every City across America”. The movement challenges mayors to make a commitment to achieving this goal in their communities. Cities can join the movement by signing up online at 10minutewalk.org.

According to the most recent data from Parkserve™, the 10 Minute Walk database from the Trust for Public Land (TPL), Huntsville has 63% (24,651 residents) of the population living within a 10 minute walk to a park. Approximately 21% of Huntsville’s land is used for parks and recreation. Comparing with other cities in Texas, Huntsville has significant park coverage. The TPL data is based on the ESRI Demographic Forecast Block Groups data.

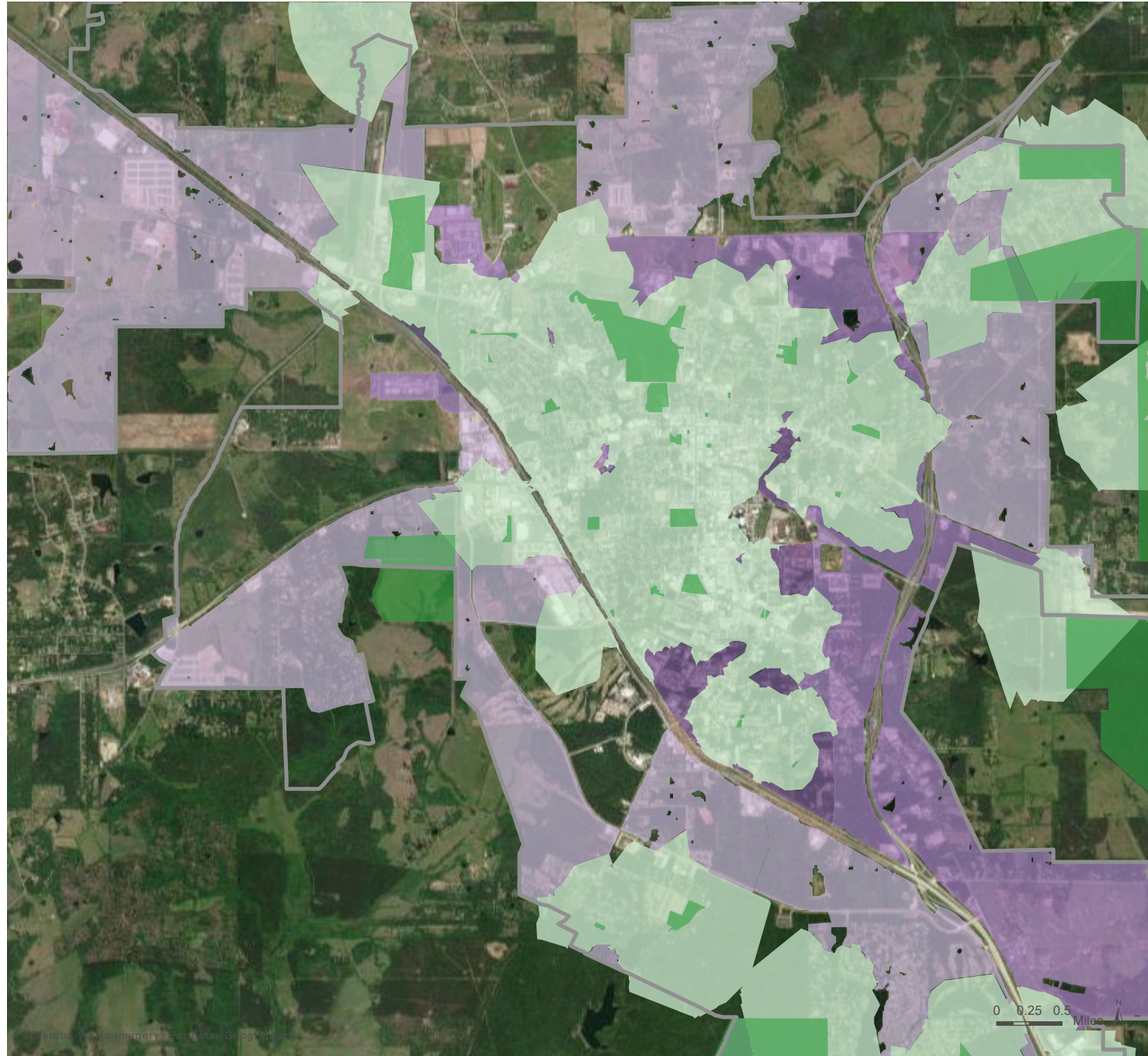
The map on the following page illustrates the areas of the community within a 10 minute walk of a park in LIGHT GREEN. The PURPLE shaded areas highlight residential areas that are not within that distance and are known as ‘service gaps’. Where opportunities are available, these are target areas to consider for development of parks if land is available.

Comparison of Texas cities’ 10 minute walk level of service. Source: Parkserve™ by the Trust for Public Land, <https://parkserve.tpl.org>

City Name	Population within a 10 minute Walk to a park	Number of Residents living within a 10-minute walk of a park
Huntsville, TX	63.0%	24,651
Jersey Village, TX	80.2%	6,771
Bellaire, TX	79.6%	13,786
Cedar Park, TX	79.0%	52,513
Deer Park, TX	71.2%	24,929
Live Oak, TX	74.0	10,764
Seabrook, TX	59.5%	8,475
Texas City, TX	58.8%	32,135
La Porte, TX	55.3%	19,538
Brenham, TX	48.4%	8,213
Leander, TX	53.8%	22,919
Georgetown, TX	52.7%	32,895



Areas within a 10-minute walk of public schools.



-  ParkServe Place
-  Park with public access
-  10-minute walk service area
- Priority areas for new parks (place)
 -  Very high priority
 -  High priority
 -  Moderate priority

League Sports in Huntsville

Huntsville is home to a vibrant and engaged population that actively participates in a wide range of sports and recreational activities. Recognizing the significance of promoting active lifestyles, the City is committed to providing both ample and high-quality facilities to accommodate current and future demands.

Soccer, football, and baseball/softball are particularly valued among youth and adult leagues, with games held at the expansive Kate Barr Ross Park. All league sports have reported continuous growth and have voiced a strong desire for upgraded or additional facilities. In Huntsville, the dynamic world of sports is managed by dedicated league organizations, while the City ensures the provision and upkeep of the necessary facilities, allowing the community to thrive in their athletic pursuits.

The Kate Barr Ross Sports Complex

The sports complex currently offers eight fields for tee-ball, baseball, and softball, two football fields, and multiple soccer fields suitable for various ages. The facility is well-equipped with bleachers, restrooms, concessions, a field house, scorer's stands, and batting cages. Additional amenities include playgrounds, a pavilion/gazebo with a barbecue pit, and picnic areas. Kate Barr Ross is the main venue for community events such as Independence Day celebrations, Movies in the Park, and various other activities.

The park is the center of athletics in Huntsville, so input from the sports leagues is key to understanding the needs for improvements and additions in the future. Although not all sports leagues responded to outreach efforts, the following needs were identified:

Huntsville Youth Baseball League

- Game Fields - 4 more to accommodate current needs and growth
- Practice Fields
- More Parking
- Larger Concession Stands
- Equipment Storage
- Restrooms - Larger, Air-Conditioned
- Covered Seating Area
- Electrical Improvements
- 26% Growth last year, expect to double

Huntsville Girls Softball Association

- Fields - at least 1 or 2 more for tournaments and growth
- Parking
- Improved Facilities
- ADA Accessibility
- Safety Nets over Seating Area
- Improved Concession Stand
- Electrical Improvements
- Improved Field Drainage

Huntsville Youth Football League

- Fencing: Essential for safety and proper crowd control.
- Seating: Increased seating capacity is needed for the growing number of spectators, particularly for families who regularly attend games.
- Shade: The addition of shaded areas is critical for the comfort of both spectators and players, especially during hot weather.
- Pavilion: A pavilion would be highly beneficial as a central area for spectators, events, and team gatherings, providing protection from the elements and a spot to relax and enjoy the concession stand.
- Viewing Tower: A viewing tower is needed to allow coaches, referees, and officials a better vantage point to manage and video the game and practices efficiently.
- Parking: Parking areas are necessary to accommodate the increasing number of participants and visitors, especially during tournaments and peak game days.
- Accessibility for the Handicapped: We need to improve accessibility to ensure all community members, including those with disabilities, can enjoy our events and facilities safely and comfortably

Current Sports Rosters

League	Roster	# of Players
Huntsville Girl's Softball Association	20 Teams	140 - 170
Huntsville Men's Softball League	6+ Teams	
Huntsville Youth Baseball League	32 Teams	362 Fall, 400+ Spring
Huntsville Youth Football League	5 Football Teams, 1 Cheerleading Team	150
Huntsville Youth Soccer Association	4U, 8U, 12U, 15U	
Huntsville Lakers (Swim Team)	1 Team	
East Texas Ultra Volleyball	5 Ultra Teams, 16 Club Teams	



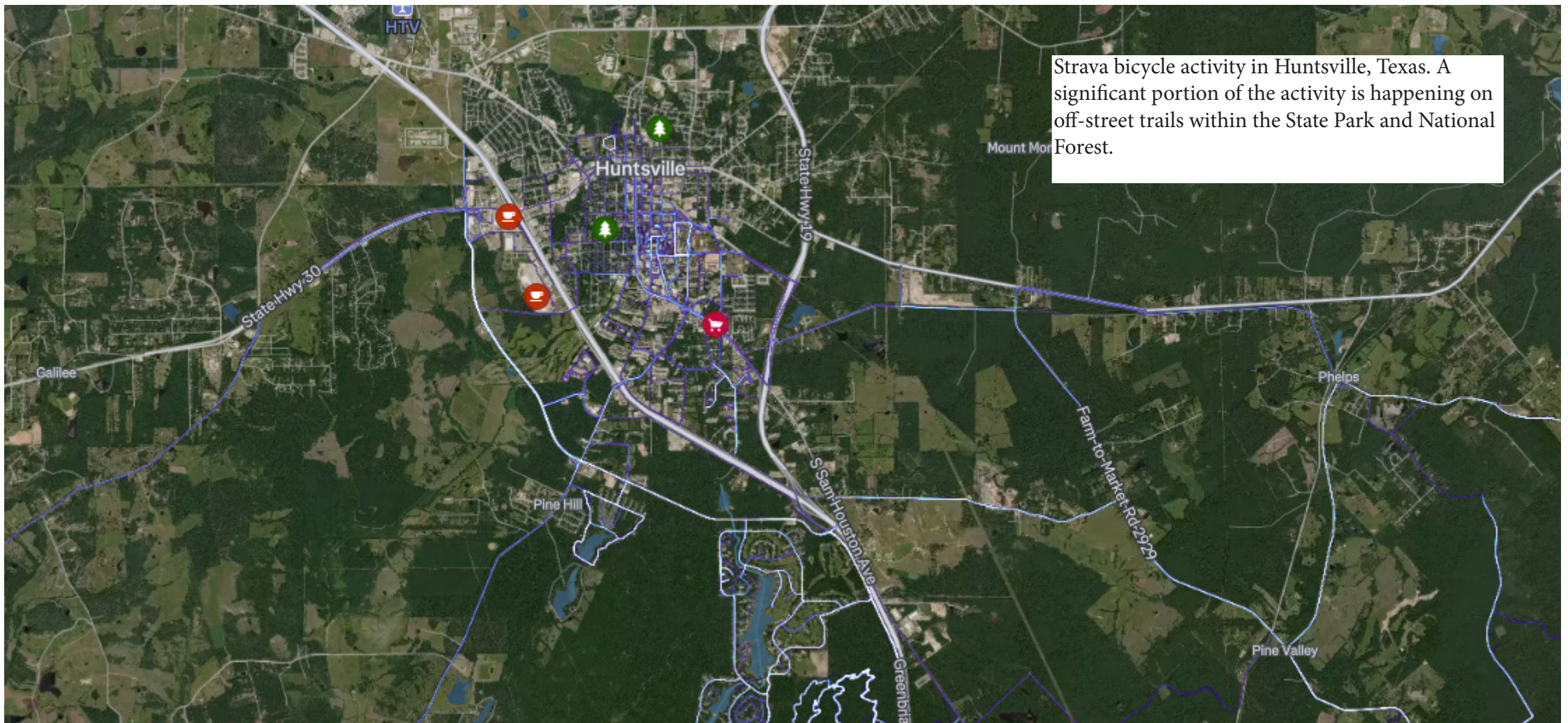
Pedestrian and Bicycle Activity in Huntsville

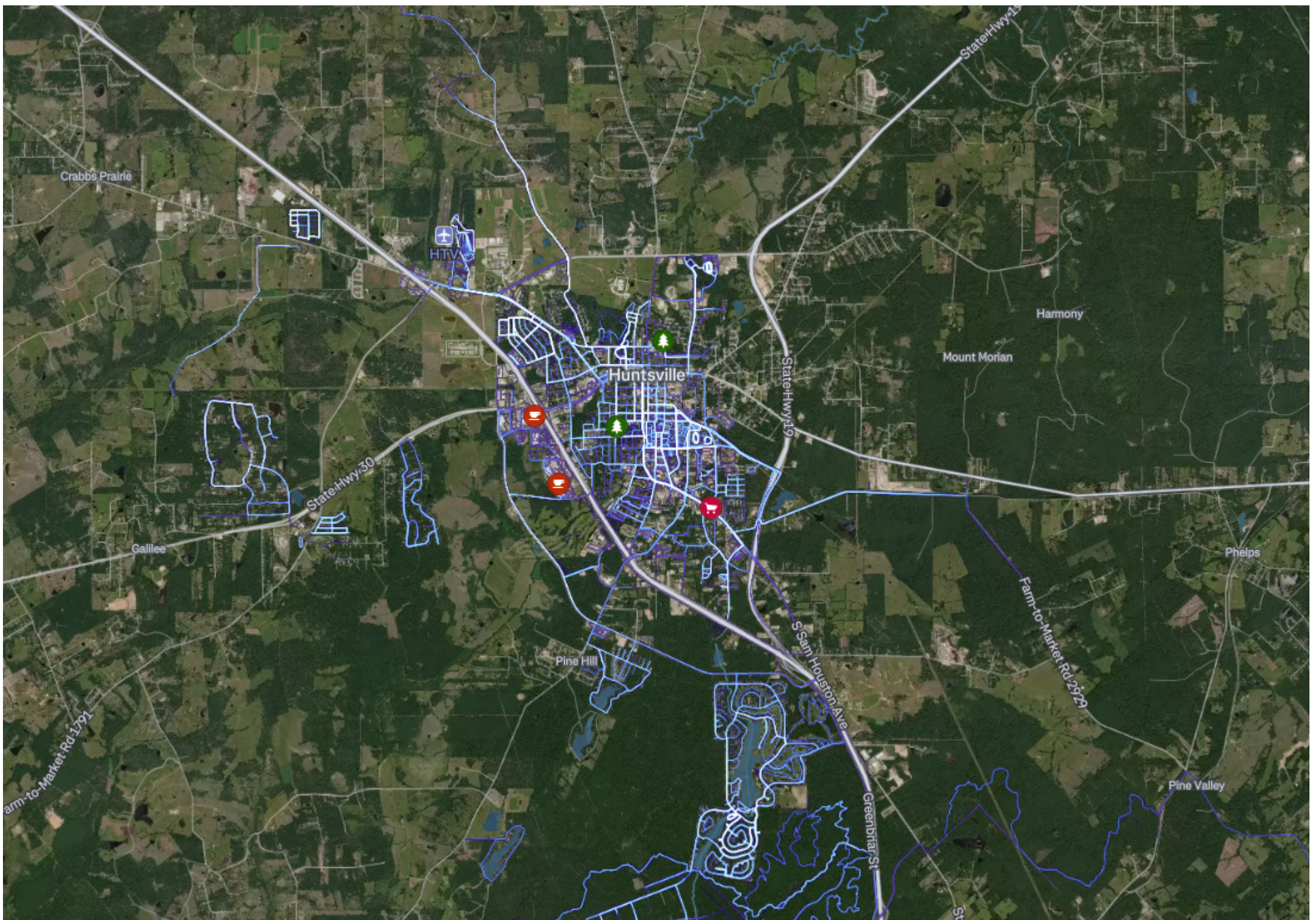
Tracking the level of pedestrian and bicycle activity in a community can be challenging, however the popularity of fitness trackers, smartwatches and apps for cell phones provide rich datasets that can help to identify patterns of activity. One such application is available through STRAVA, a social network for runners, cyclists and other fitness enthusiasts. Using [strava.com](https://www.strava.com) and its associated apps for mobile devices, users can track their running and cycling activity using built-in GPS hardware. Users then upload their data to the website to keep track of progress, share routes, and contribute to the network.

Over time, the dataset has yielded a rich source of information about where people are running and cycling in communities across the globe. The data can be viewed through STRAVA Global Heatmap at <https://www.strava.com/heatmap> where an interactive map lets users explore patterns of activity.

The data from STRAVA does not represent all walking, running and cycling activity, however it does provide a significant sample that is useful for pedestrian and bike infrastructure planning that is often used by TXDOT and other planning organizations.

Activity tracking data from of cyclists, mountain bikers, walkers, hikers, and runners on the following maps show the pattern of running/walking and cycling rides routes. The colored lines represent the GPS tracking of activities, with varied intensity of color to illustrate higher frequency of activity. In the adjacent visualizations, the blue lines represent moderate levels of pedestrian and bicycle activity, while the brighter blues and whites represent highest frequencies of activity.





The Strava Global Heatmap illustrates hiking, walking, and running activity in the map above. Lighter blues and whites indicate higher activity in the heart of town, around Elkins Lake, within Huntsville State Park, and Sam Houston National Forest. With a significant draw of trail users from Huntsville as well as the surrounding region and state, it would be prudent to seek opportunities for trail connections from Huntsville to the Huntsville State Park and the Sam Houston National Forest.

Programs and Community Events

Bringing the Community Together

Community events and programs in Huntsville are available year-round from a variety of organizations and entities. The focus of this section is events and programs offered through or supported by the City Parks and Leisure Department, Huntsville Main Street, the Huntsville-Walker County Chamber of Commerce. The following lists are not exhaustive, but provide a glimpse into the entertainment and recreation opportunities available.

Special Events

The following list is a sampling of the special events held in Huntsville throughout the year. As a thriving, engaged community and the home to Sam Houston State University, there is always something to do in Huntsville:

- Haunted Trail at Kate Barr Ross Park, hosted by the City Parks and Leisure Department
- Scare on the Square, Downtown, hosted by Huntsville Main Street
- Fair on the Square, 1st Saturday in October, Downtown, hosted by the Huntsville-Walker County Chamber of Commerce
- Fourth of July Fireworks at Kate Barr Ross Park, hosted by the City Parks and Recreation Department
- Huntsville Music Festival – every April in Rather Park (corner of 13th Street and University Avenue), hosted by Huntsville Main Street
- Huntsville Downtown Farmers Market, Saturdays in October and November, hosted by Huntsville Main Street
- Wine Down, Shop Small – Downtown in May, hosted by Huntsville Main Street

Recreation Programs:

- 4th of July Celebration
- Movies in the Park
- Dance Fitness Classes
- Haunted Trails
- Winter in the Park
- Annual Kickball Tournament
- MLB's Pitch Hit & Run
- Pictures with the Easter Bunny
- Pictures with Santa

Huntsville Aquatic Center Programs:

- Water Aerobics
- Lap Swimming
- Nadadores Swim Team
- Huntsville Lakers Swim Team
- Huntsville High School Swim Team
- Swim Lessons
- Junior Guard Program
- Dive-In Movies

Special Attractions:

- Sam Walker Houston Museum and Cultural Center
- Sam Houston Statue and Visitor Center
- The Texas Prison Museum
- Wynne Home Arts and Visitor Center
- The Blue Lagoon
- Gibbs-Powell Home Museum
- H.E.A.R.T.S. Veterans Museum
- Huntsville State Park
- Museum of Texas Arts
- Museum of Texas Furniture
- Huntsville Historical Ghost Tours
- Sam Houston National Forest
- Republic of Texas Presidential Library



Recreation Behavior of Huntsville Residents

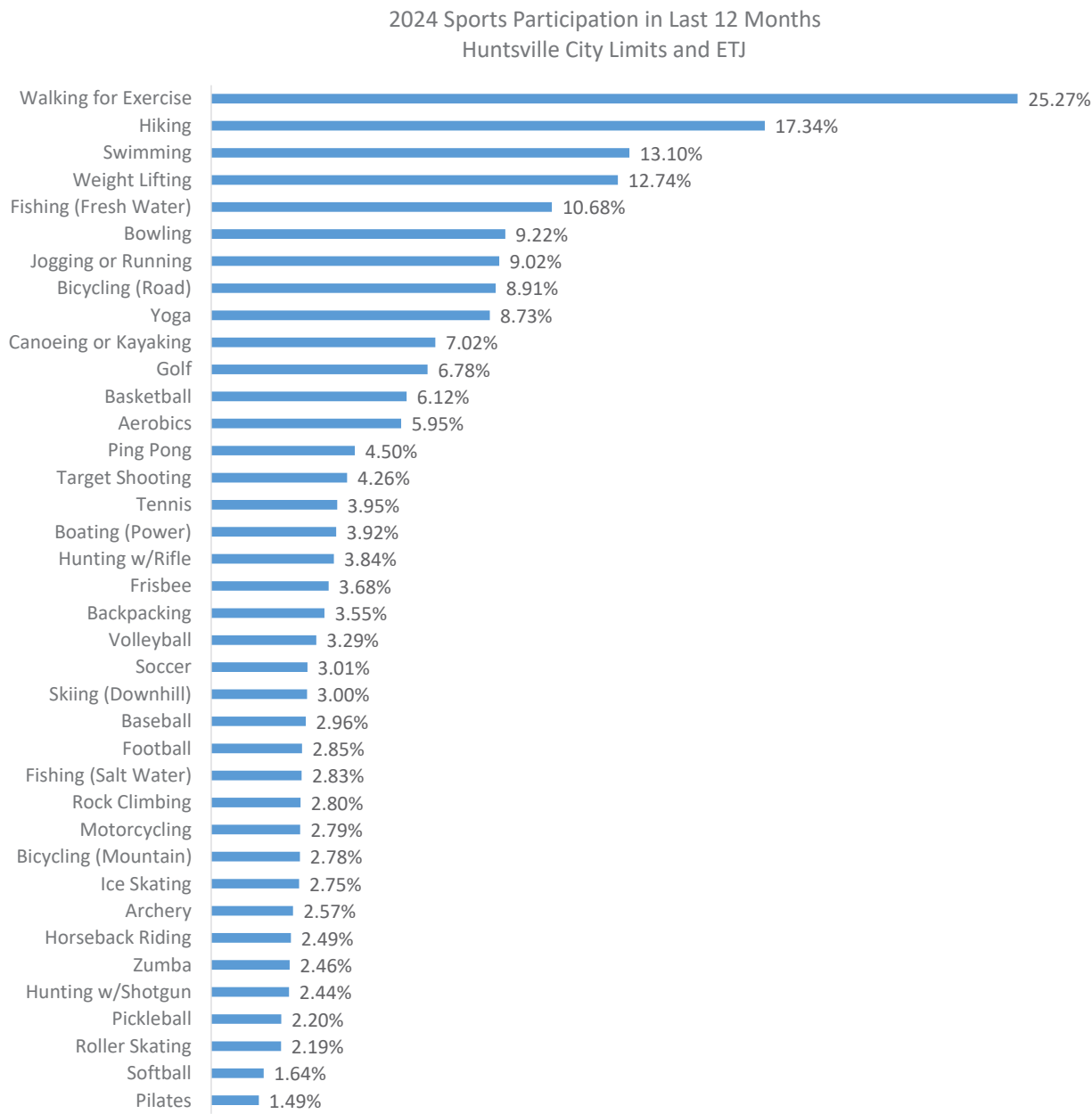
Huntsville residents are highly-active in a wide variety of recreation activities. Keeping up with the latest trends in recreation requires looking into a variety of data sources to find out what activities are the most popular and may warrant further attention.

One tool for monitoring these trends is to use ‘big data’ sources such as those provided by the sports and leisure industry. The Earth Systems Research Institute, ESRI is an industry leader in geographic data who provides rich data sets for targeted areas. A search of their proprietary dataset, which includes information from sporting goods sales, intercept surveys, and other sources, yields detailed insight into recreation behavior in Huntsville and the surrounding ETJ.

A search of this area for sports participation shows some trends that align with the desired features and activities identified in an online survey conducted during development of this master plan.

Walking, hiking, jogging, and running are in the top ten list of most popular recreation activities in Huntsville. Swimming is also popular along with a variety of fitness activities.

2024 Spending on Sports/Recreation Equipment	
Amount Spent	# of Residents
\$1 to 99	2,714
\$100 to \$250	2,026
More than \$250	3,266



Recreation by Others

When assessing the level of service provided by the City’s Parks and Recreation Department, it is essential to take into account the facilities and services offered by private organizations, businesses, and other entities.

The identification of these facilities and service locations and availability can assist in pinpointing areas requiring additional recreational opportunities. These recreation providers were systematically inventoried and mapped, resulting in the identification of a total of 66 facilities.

Inventory of Non-City Recreation Providers

Owner	Number of Facilities
Commercial	20
University	14
Homeowner’s Association	4
Education	13
Religious	1
Non-Profit	2
Apartment	10
County	1
Private	1
Total	66



Newly-constructed Boys and Girls Club of Walker County



Sand volleyball court at the Grove at Huntsville apartments.



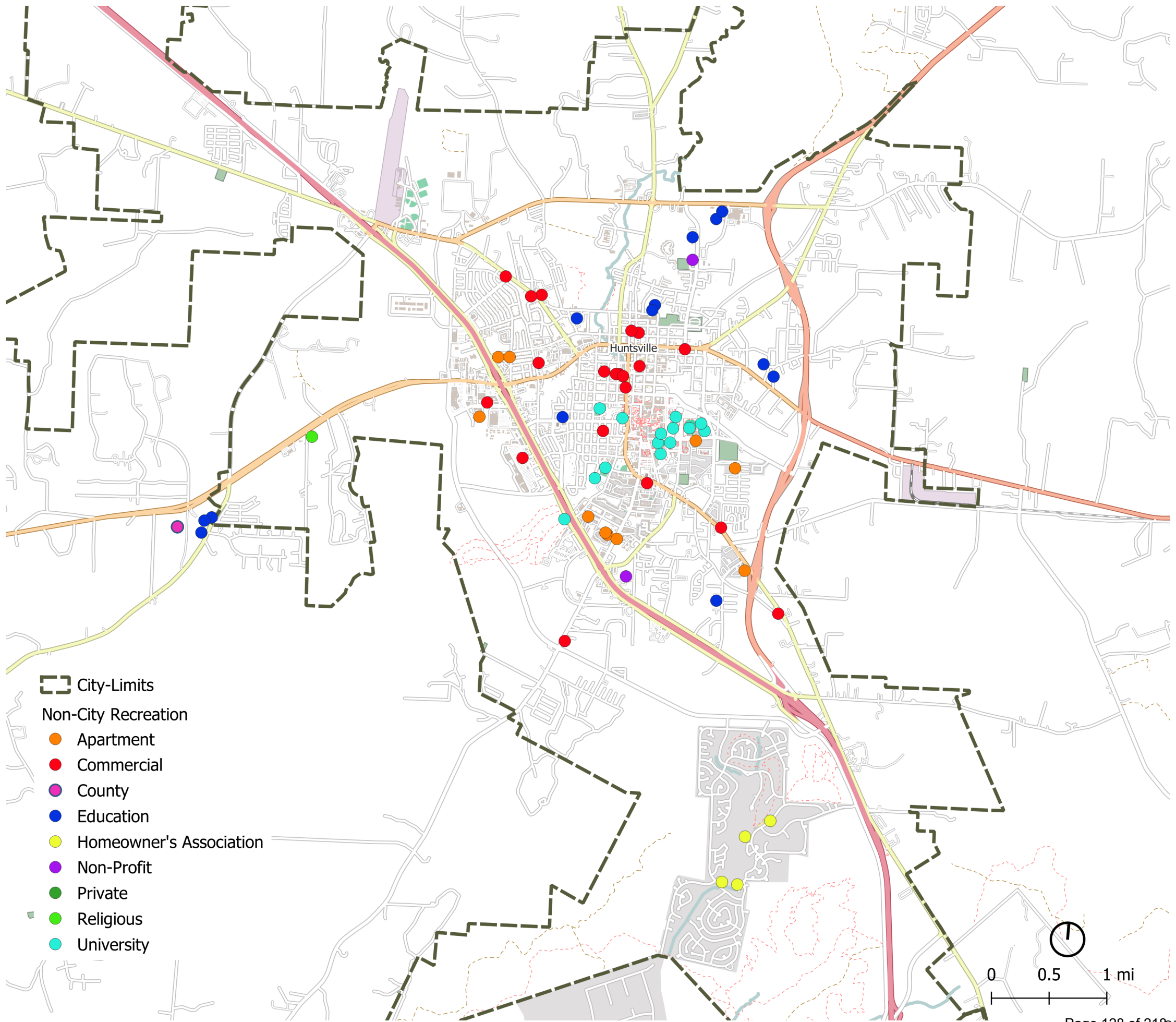
Recreation Sports Center at Sam Houston State University.



Olympic-sized pool owned and operated by the Elkins Lake homeowners association.



Sam Houston State University provides a number of recreational facilities and programs for intermural sports and activities.



Demand **Assessment**



01

Inventory &
Analysis

02

Demand
Assessment

03

Walkability

04

Plan
Recommendations

05

Plan
Implementation

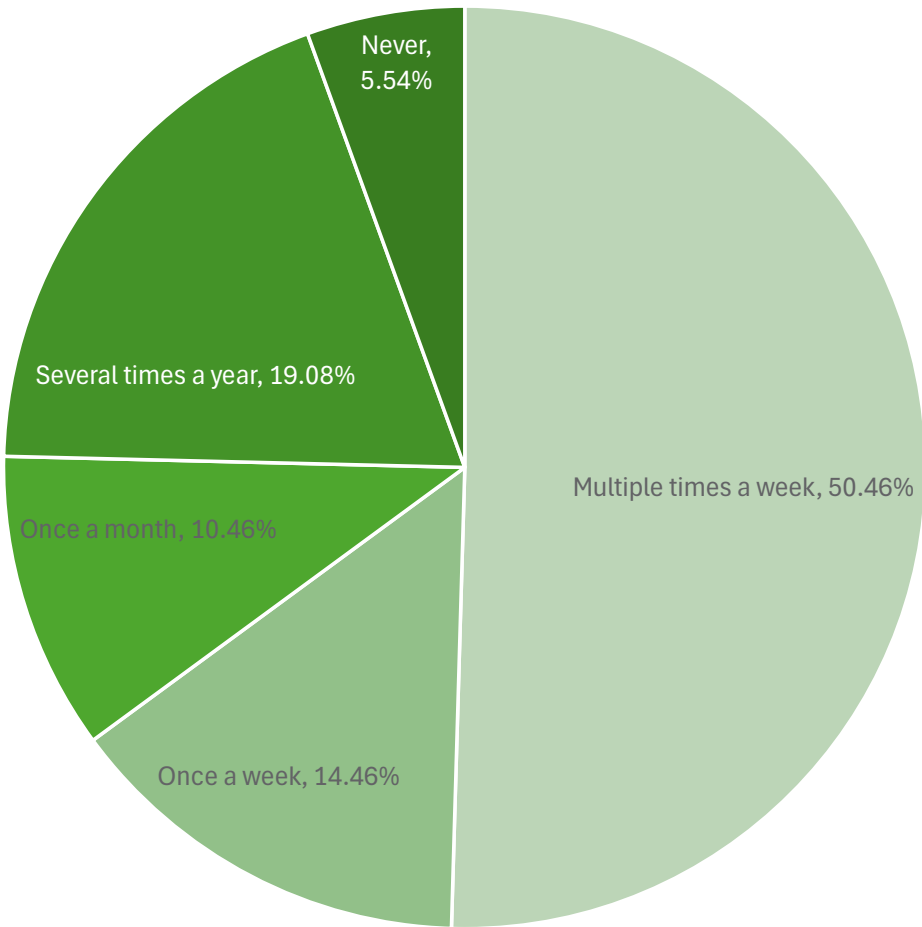
How often do you and your family visit parks in Huntsville?

Stakeholder Input

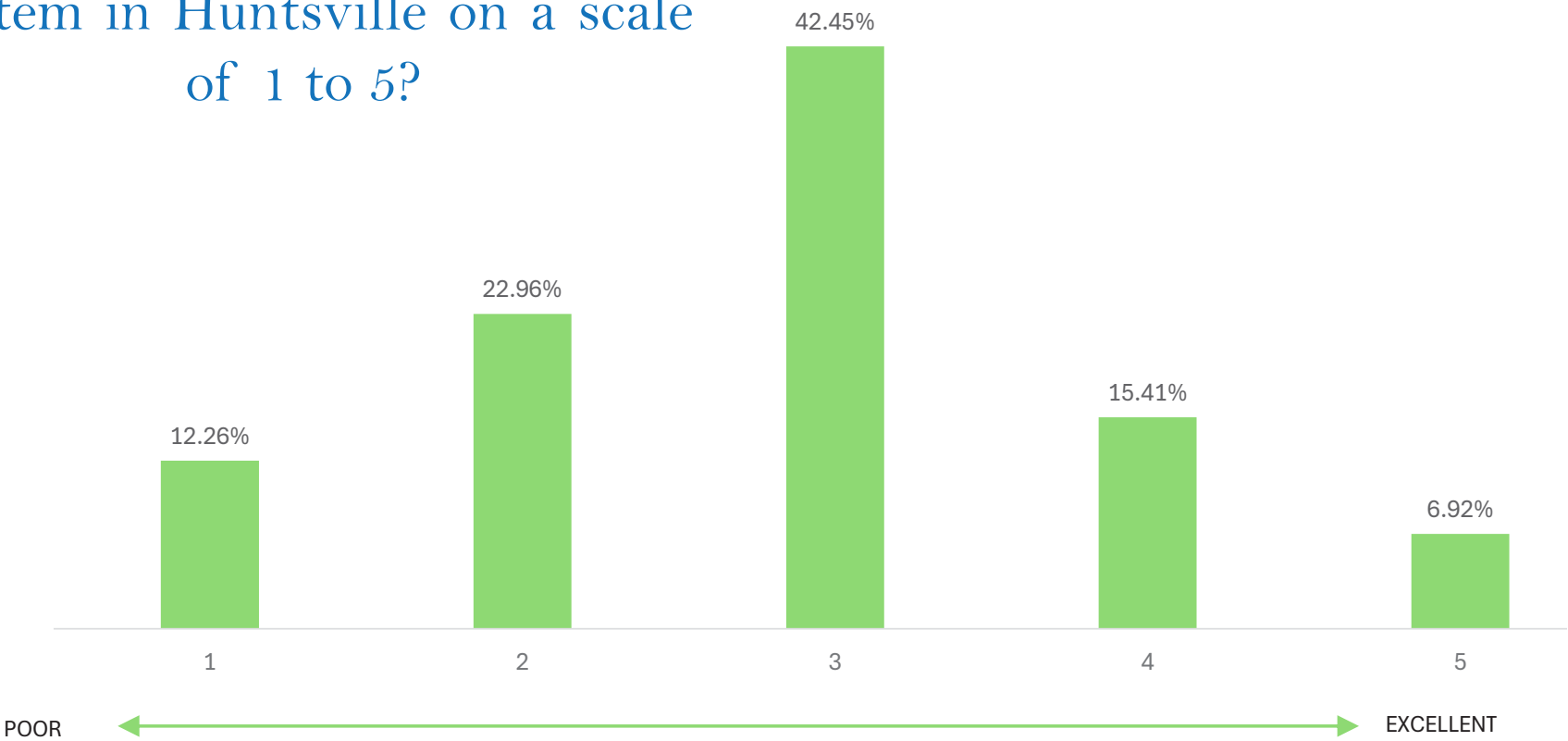
Parks Master Plan Survey

An online survey was conducted to identify residents' priorities for new and improved parks, facilities, programs, and amenities. The survey was open from 8-16-2024 through April 22, 2025.

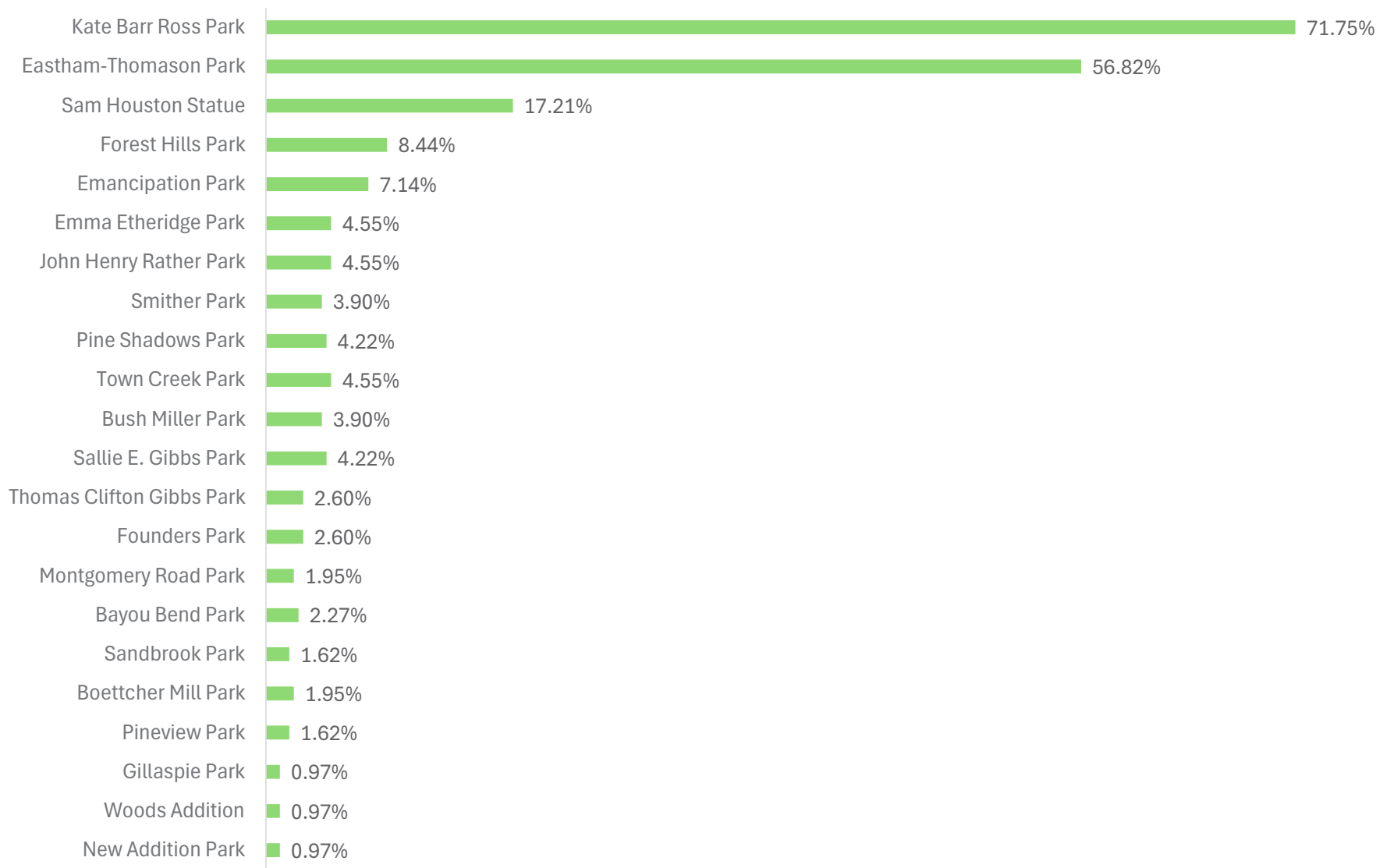
A total of 333 responses were received, which provides results with a 93.3% confidence level and a 5.34% margin of error. In addition to the quantitative data provided by the survey, the responses also provided some detailed qualitative data about topics that weren't directly addressed in the questions.



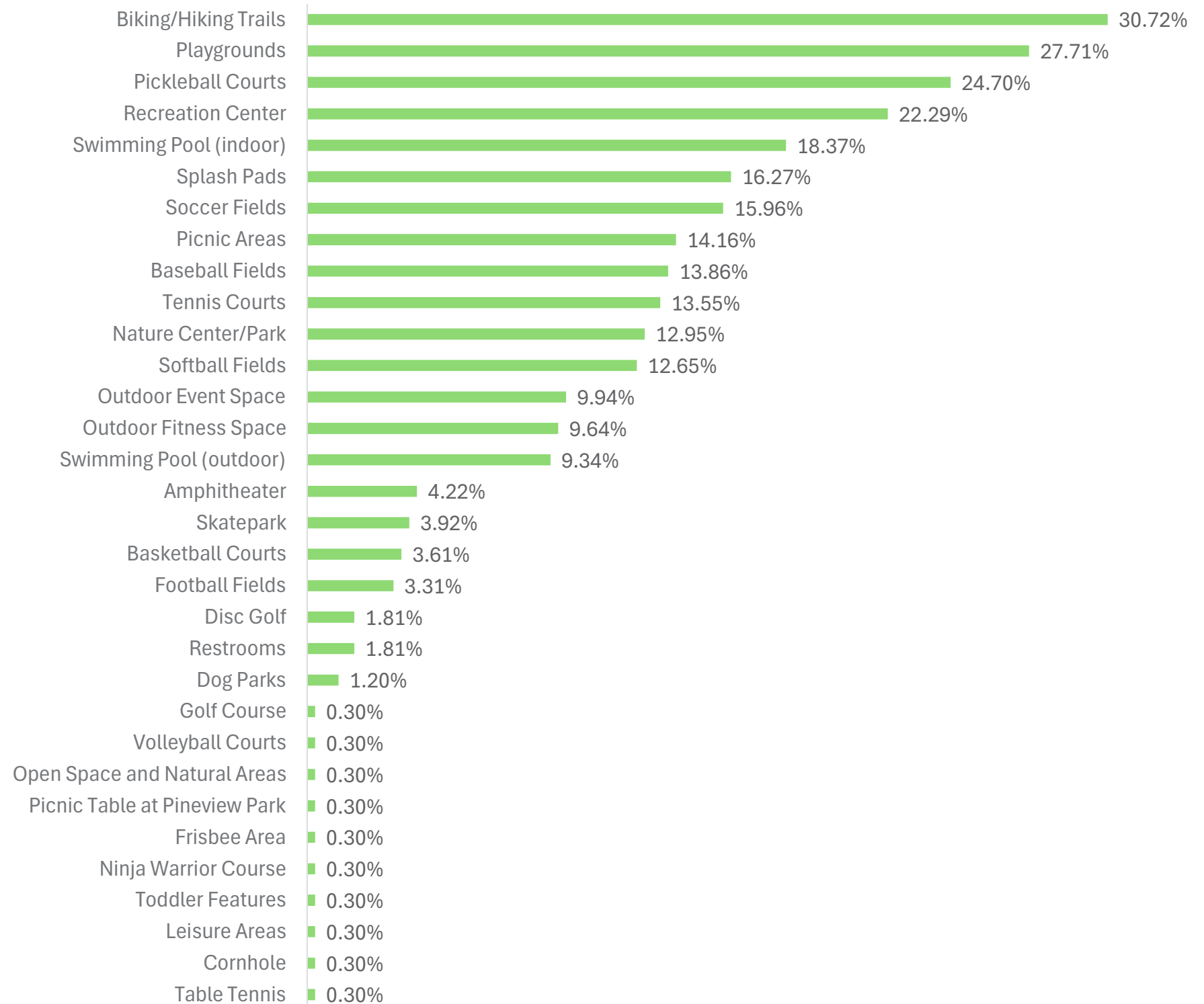
How would you rate the parks system in Huntsville on a scale of 1 to 5?



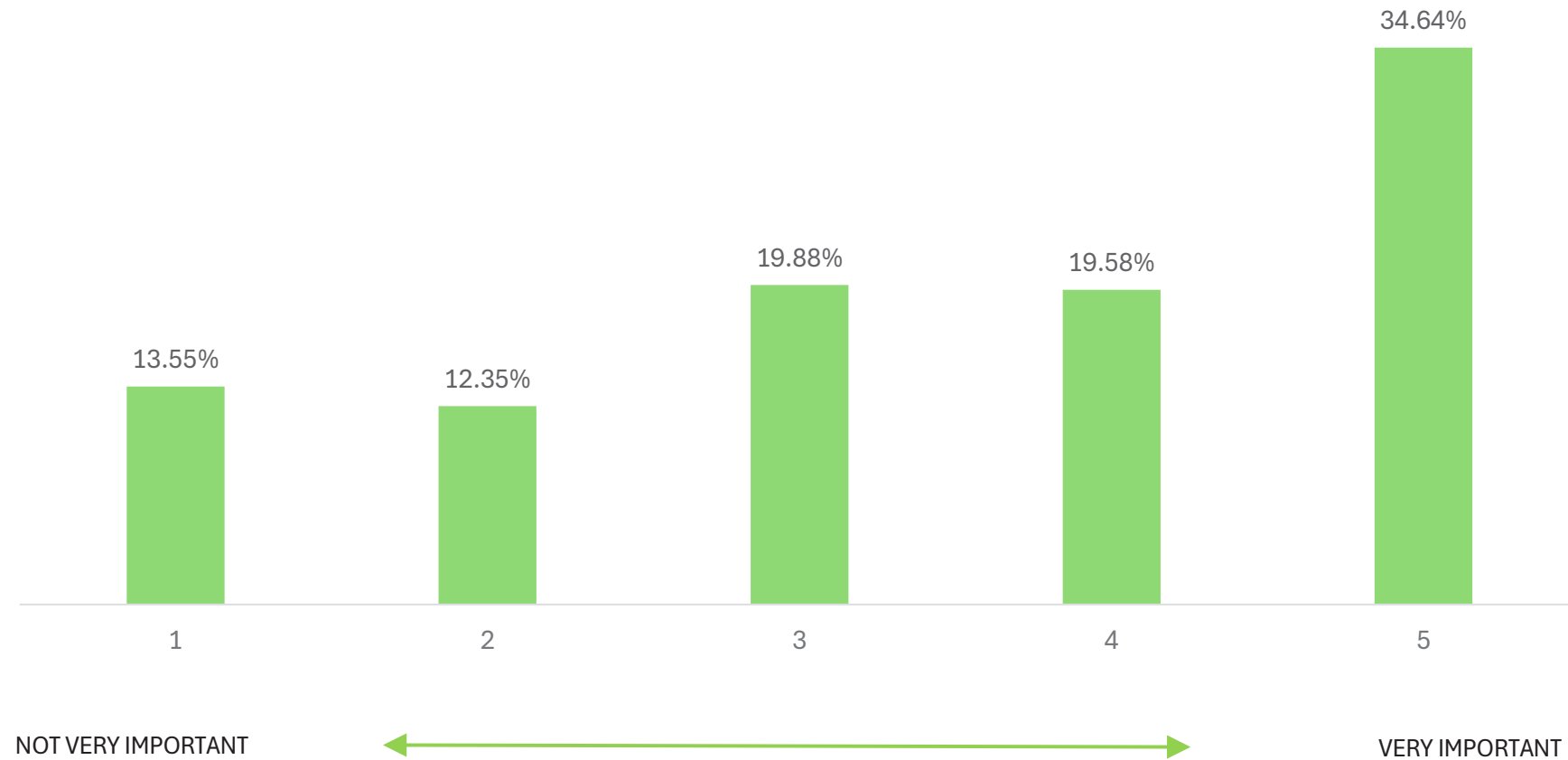
Which City parks do you and your family visit most often?



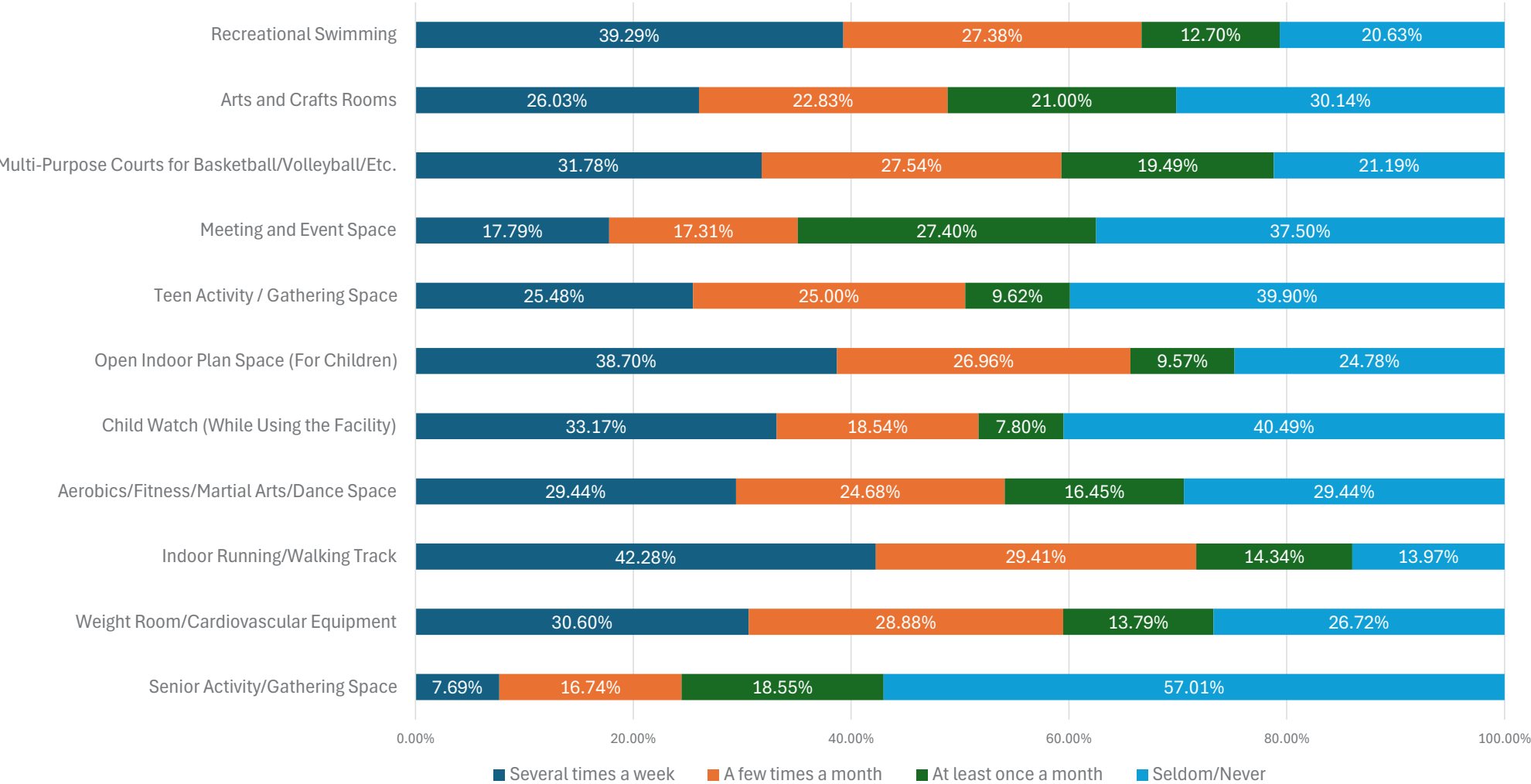
What are the top 3 new or improved features that you and your family would like to see in existing or future City parks?



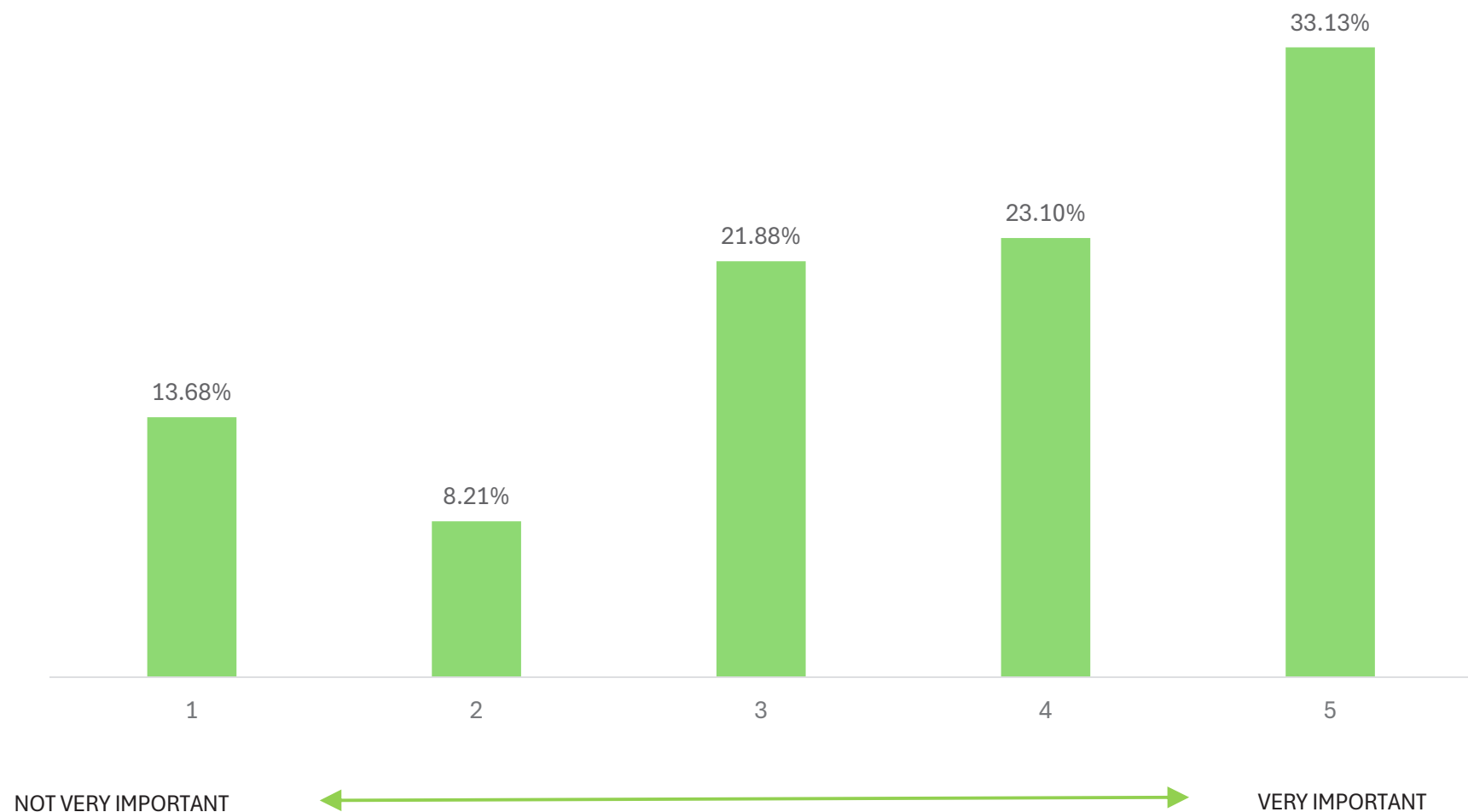
How important is having an indoor recreation facility to you and your family?



If a new recreation center were developed, what types of indoor recreation activities would be important to you and your family, and how often would you use them?



How important are biking and hiking trails to you and your family? (on a scale of 1 to 5)



What types of recreation programs and community events would you like to see hosted by the City of Huntsville?

Top Priorities (Most Mentioned):

1. Pickleball (Tournaments, Events, Courts, Lessons)

- Mentioned 35+ times
- Requests include: tournaments, lessons, casual games, court upgrades, indoor/outdoor facilities.

2. Family & Kid-Friendly Activities

- Mentioned 30+ times
- Includes: arts and crafts, concerts, petting zoos, stroller-friendly events, indoor play, educational programs, toddler & youth focus.

3. Fitness & Wellness Programs

- Mentioned 25+ times
- Yoga, Pilates, group workouts, water aerobics, senior fitness, “Fitness in the Park”, cycling classes, walking clubs, low-impact options.

4. Teen/Youth Programs

- Mentioned 20+ times
- Suggestions: teen centers, pre-teen/tween events, non-competitive sports, game nights, teen theater, youth leagues, and community engagement activities.

Mid-Level Priorities:

5. Outdoor Concerts & Music Events

- Mentioned 15+ times
- Free music in parks, community concerts, local bands, and music festivals (including cultural music).

6. Sports Tournaments (Non-Pickleball)

- Mentioned 15+ times
- Baseball, softball, volleyball, disc golf, soccer, tennis, and 5K races. Also includes adult and co-ed leagues.

7. Arts & Culture Events

- Mentioned 10+ times
- Theater, ballet, art shows, craft fairs, cultural festivals, comedy, and educational seminars.

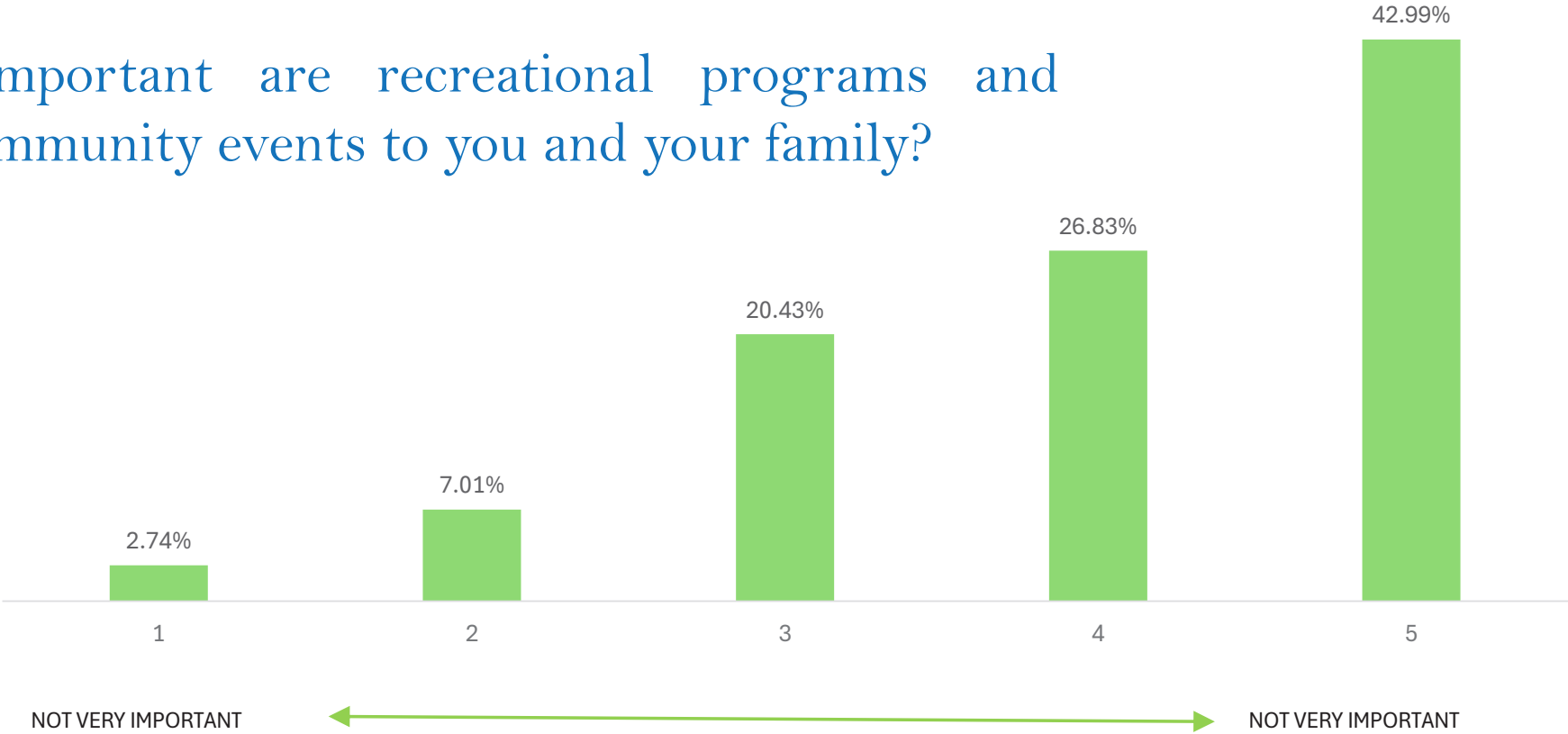
8. Improved Parks & Facilities

- Mentioned 10+ times
- Emphasis on field drainage, lighting, restrooms, scoreboards, and general upkeep, especially for softball/baseball fields.

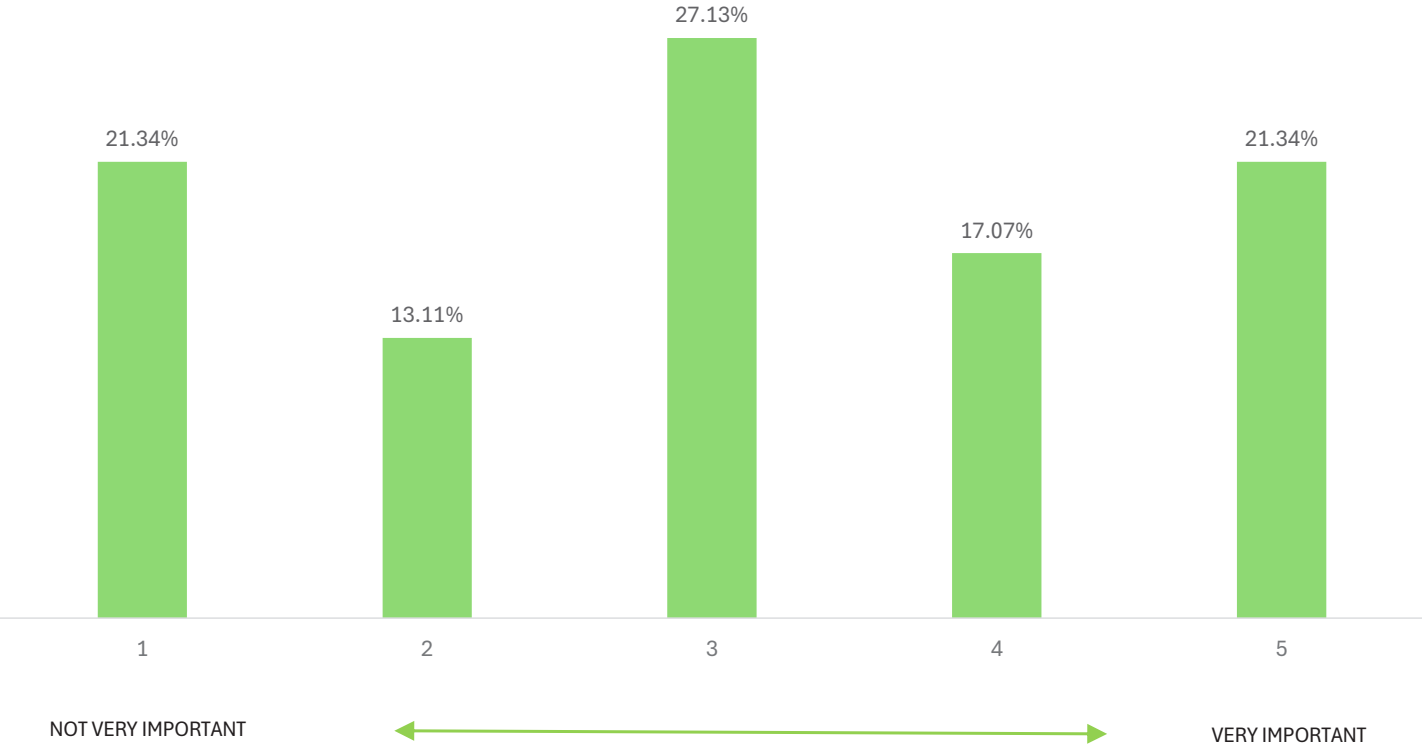
Additional Popular Suggestions:

- Soccer Programs/Fields – Youth and adult leagues, better facilities.
- Swimming Facilities/Programs – Dive team, indoor swimming, lessons, and water safety.
- Events for Seniors – Social clubs, fitness, stretching classes, dances.
- Biking Infrastructure – Bike lanes, trails, community rides.
- Indoor Rec Options – For hot months and younger kids (soft play, toddler activities).
- Community-Wide Celebrations – Picnics, fairs, seasonal festivals beyond July 4th.
- Inclusive Events – For college students, special needs, multi-generational families.
- Skateboarding/BMX – Skate contests and dedicated space.
- Nature & Hiking Events – Organized hikes, wildlife/nature education.

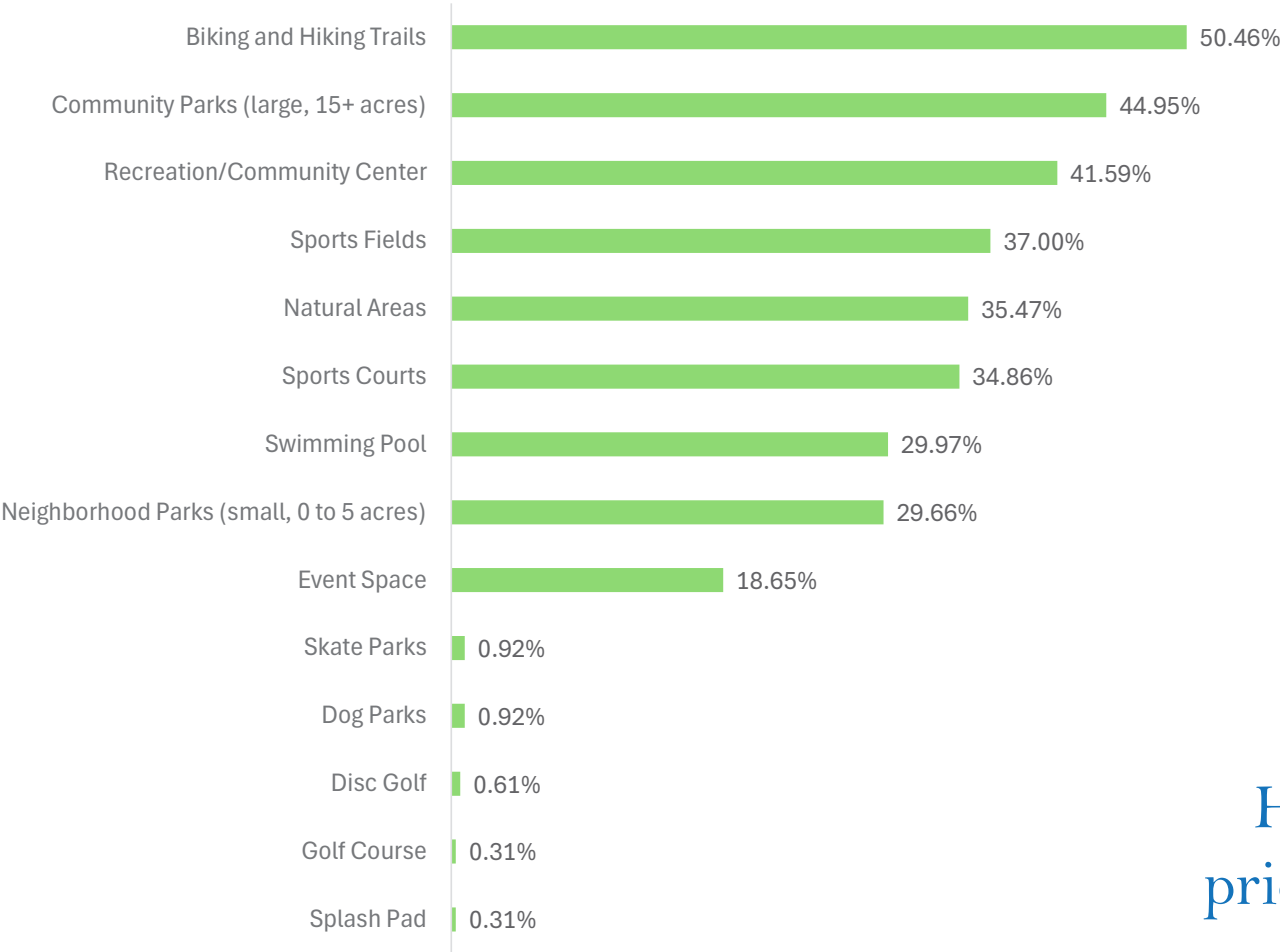
How Important are recreational programs and community events to you and your family?



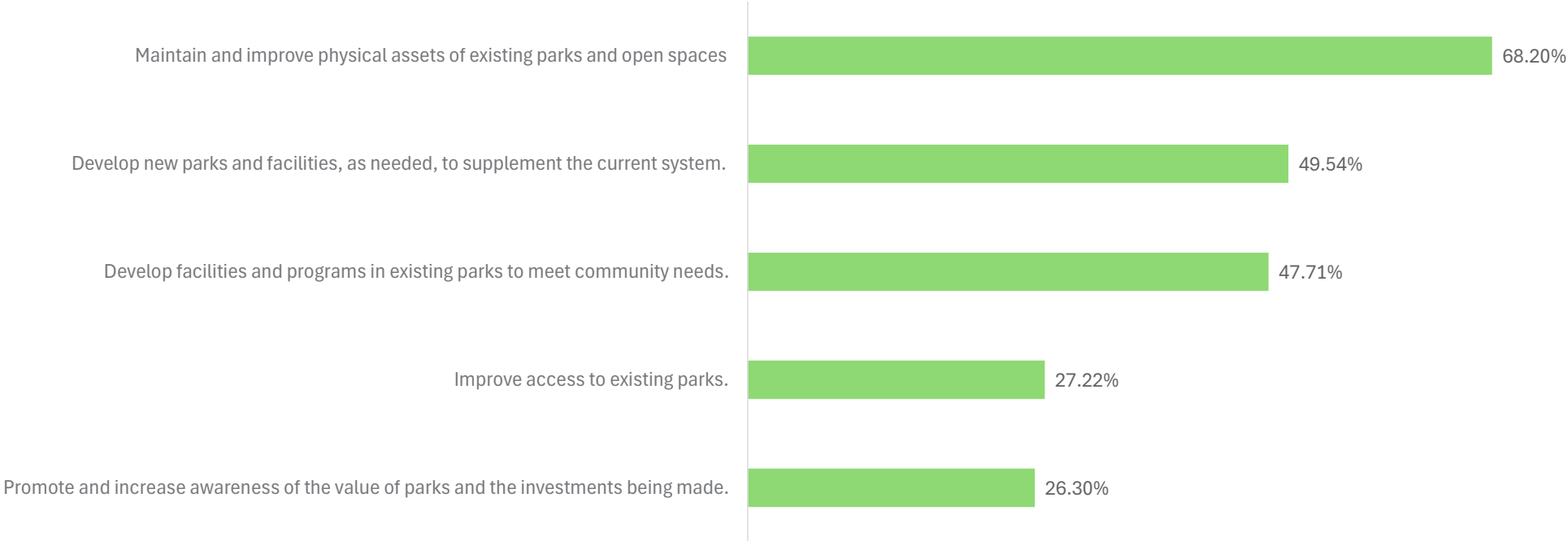
How important is having public art throughout the City and parks to you and your family?



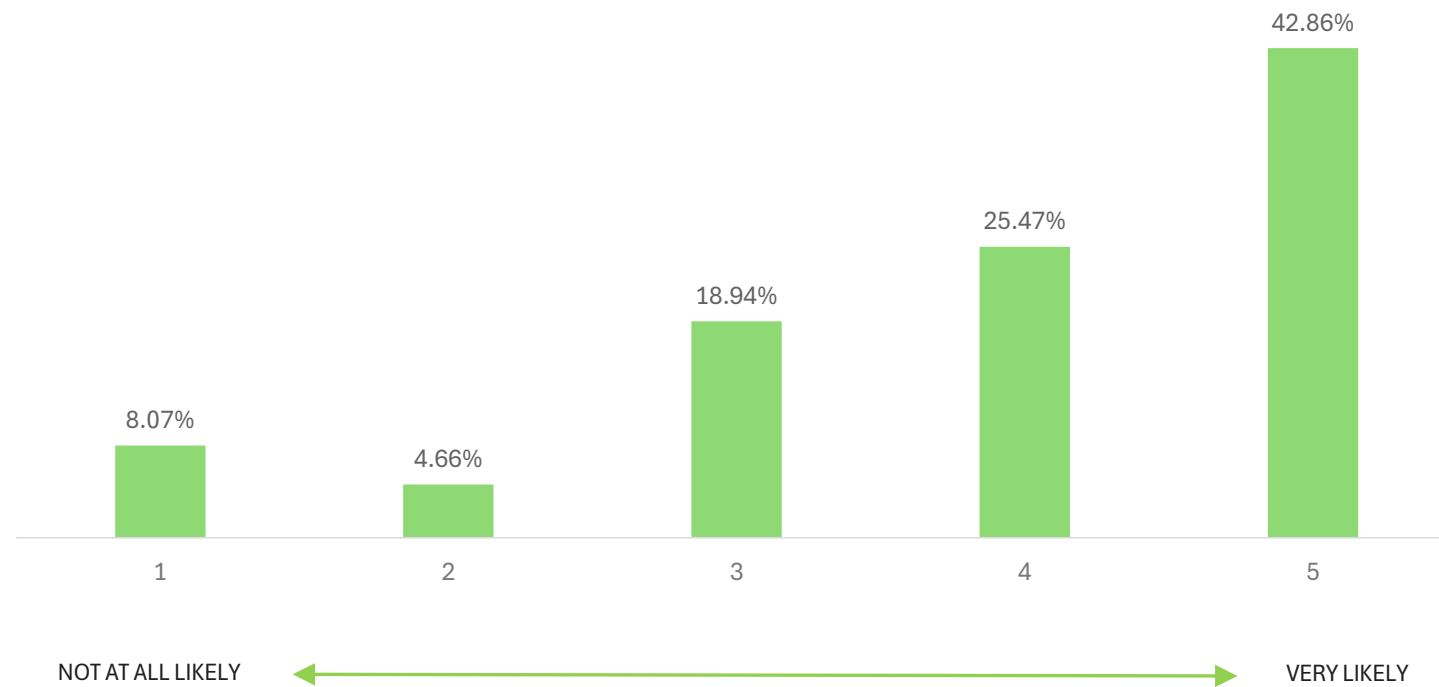
If the City were to acquire more parkland in the future, what types of parks should be developed?



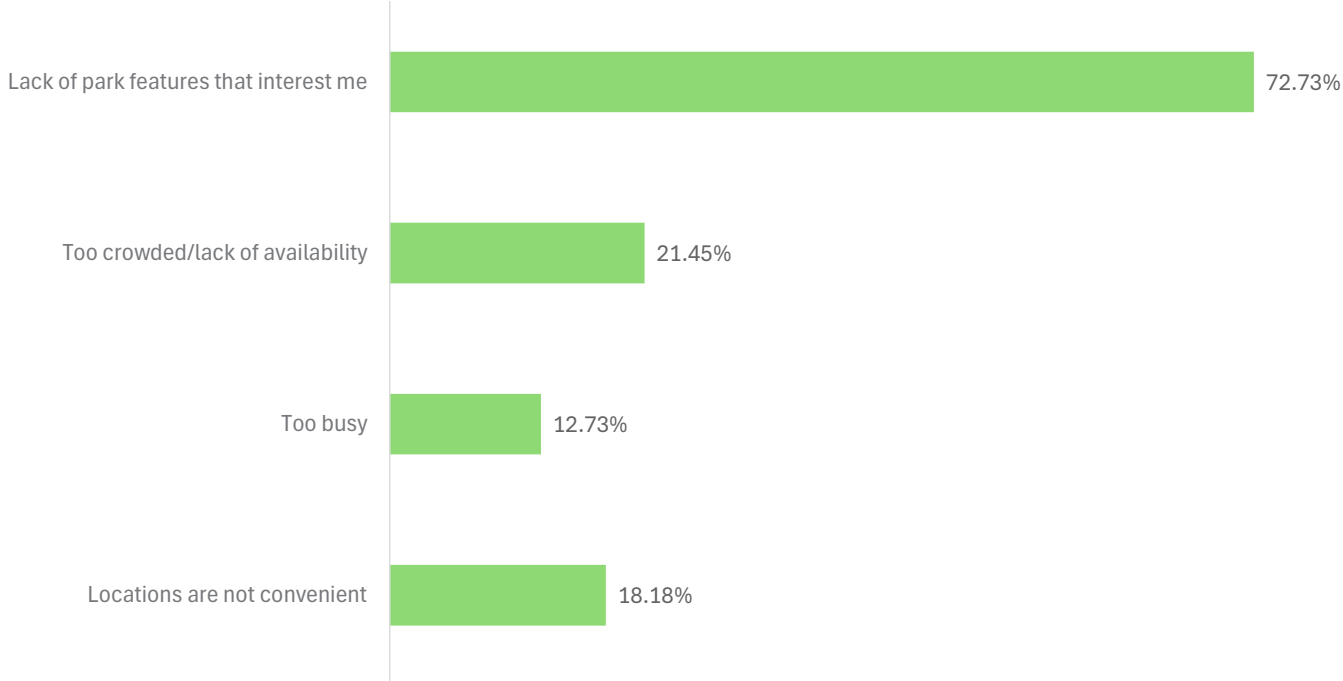
How should the City of Huntsville prioritize efforts for improving parks and recreation?



How likely would you be willing to support a municipal bond to fund the development of new parks and facilities in Huntsville?



Please indicate which of the following prevent you or anyone in your household from using the City's parks, fields, facilities, or amenities MORE OFTEN.



Summary of other Comments:

Desire for More Engaging Amenities

Many residents are looking for park features that better match their interests and activities. Suggestions include more diverse recreation options, updated equipment, and new spaces for all ages.

Improving Accessibility and Convenience

Several respondents mentioned that park locations can feel too far from home or not easily accessible. Exploring opportunities for better geographic distribution or improved connectivity could help.

Managing Capacity and Crowding

Popular parks and amenities are sometimes crowded, especially during peak times. Enhancing capacity or creating additional gathering spaces could improve the visitor experience.

Ongoing Maintenance and Cleanliness

Clean, well-maintained parks are important to residents. Comments indicate a desire for more regular upkeep, especially for restrooms, landscaping, and playgrounds.

Ensuring Safety and Comfort

Lighting, visibility, and general upkeep contribute to a sense of safety. Some residents noted areas where added lighting, shade, or seating could make parks more welcoming.

Time and Scheduling Flexibility

Busy schedules can limit park visits. Offering flexible program times or features that support quick, spontaneous visits may help meet community needs.

Please indicate which of the following stop you or members of your household from participating in recreation programs offered by the City.

Top Reasons Residents Don't Participate (by frequency):

1. "I don't know what is offered" – ~120 mentions

- Lack of awareness and poor communication were by far the most frequently cited issues.

2. "Desired programs are not offered" – ~100 mentions

- Residents want different or more relevant activities than what's currently available.

3. "Too busy" – ~30 mentions

- Time constraints due to work, family, or other commitments.

4. "Fees are too high" – ~20 mentions

- Cost is a barrier, especially for families or those comparing with other cities.

5. Facility or Park Conditions (e.g. outdated, unsafe, unclean) – ~15 mentions

- Includes restrooms, soccer fields, and general lack of maintenance.

6. Safety concerns – ~5 mentions

- Specific parks were called out for crime or loitering that made families uncomfortable.

7. Lack of marketing / late or poor communication – ~3–5 mentions

- Some residents noted information arrives too late or isn't visible.

8. Children too young / Not age appropriate – ~1–2 mentions

- A few responses noted family age gaps made participation difficult.

Is there anything else you would like us to know about your parks and recreation needs?

Summary of Citizen Comments on Recreation Needs

Key Themes and Needs Identified:

Caring for What We Have: Facility Maintenance and Upgrades

Residents consistently express a strong appreciation for city parks and a desire to see them maintained to a higher standard. There’s clear enthusiasm for reinvesting in existing spaces—ensuring that grass is trimmed, equipment works safely, restrooms are clean, and public areas are inviting. Many support allocating more staff to park upkeep and suggest improvements to restrooms, concession areas, and sidewalks to enhance the overall visitor experience.

Expanding Opportunities: Pickleball and Tennis Courts

There’s tremendous interest in adding public pickleball and tennis courts. Residents see pickleball as a fun, fast-growing activity for all ages and are eager to have both indoor and outdoor options. Some also propose dual-striping existing courts and incorporating these facilities into future bond programs or park plans.

Growing Support for Soccer and Youth Sports Equity

Soccer is gaining strong momentum locally, and residents are excited to see investment in new fields, better drainage, and upgraded amenities like shaded bleachers and modern restrooms. Many emphasized the importance of equitable support across all sports to ensure every child has a quality place to play and grow.

Year-Round Enjoyment: Indoor Recreation Spaces

Families, seniors, and individuals of all ages are seeking more indoor options to stay active and connected throughout the year. Community suggestions include swimming pools, volleyball courts, pickleball venues, bowling alleys, and indoor play spaces—particularly inspired by impressive facilities in nearby cities.

Healthier Living Through Trails and Nature Access

Residents are eager for more trails for walking, running, and biking, with special attention to safe, shaded, and ADA-accessible paths. There’s a clear interest in expanding access to nature through dog parks, greenways, and quiet natural spaces that support wellness and relaxation.

Fun for All Ages: Playgrounds, Splash Pads, and Child-Friendly Spaces

Residents envision vibrant, inclusive play areas—featuring updated equipment, nature themes, larger structures for older kids, and more seating for parents. Parks like Etheridge were specifically mentioned as great candidates for new amenities like picnic areas, nature trails, and creative playground designs.

Enhancing Experiences: Skate Park and Disc Golf Improvements

The community continues to support alternative recreation like skateboarding and disc golf. Requests included beginner-friendly skate features, better lighting and shade, and maintenance of the disc golf course—which is already in progress thanks to recent city efforts.

Improving Comfort and Safety: Parking, Lighting, and Accessibility

Visitors appreciate parks most when they feel safe and supported. Residents recommend improvements to parking layouts, enhanced lighting, ADA-friendly pathways, and increased visibility and security at major parks and athletic fields.

Enriching Lives Through Programming and Classes

There's strong interest in diverse, family-oriented programming—from arts and crafts to gardening, fitness, and music. Residents hope to see more multi-session classes that allow for skill-building, with flexible options that consider childcare needs and accessibility for all families.

In Summary

The community is deeply engaged and excited about the future of parks and recreation. Residents are calling for thoughtful investments in existing facilities, expanded access to diverse recreational activities, and programs that reflect the needs of families, youth, and individuals of all ages. With a focus on equity, upkeep, and inclusion, the city has a unique opportunity to build a parks system that brings people together and enhances quality of life for everyone.

Parks Planning Workshop

September 10, 2024

A parks and recreation planning workshop was held at the Martin Luther King, Jr. Community Center at Emancipation Park on September 10, 2024. The workshop was a public event that was advertised on the City’s website and social media. Residents were seated in small groups and guided by facilitators through a series of discussion topics about parks, facilities, programs, amenities, and activities. The following are the priorities identified by frequency of comment:

Top Priority: Trails, Paths & Connectivity

Most frequently mentioned.

- Concrete, ADA-accessible trails connecting key locations (City Hall, campus, The Square).
- Need for safe, connected bike and pedestrian routes.
- Nature trails with mile markers, lighting, and emergency access.
- Link parks and historical/cultural destinations via hike/bike trail system.

High Priority: Recreational Facilities (Tennis, Pickleball, Recreation Centers)

Consistently emphasized across all groups.

- Pickleball courts (4–6), multi-use courts, and covered/indoor options.
- Public tennis courts, especially on the west side of town.
- Access to SHSU/HISD facilities through partnerships.
- New recreation centers: teen-focused near high school, senior center, centrally located general rec space.
- Consider adaptive reuse (e.g., strip malls, old buildings) for indoor recreation.

High Priority: Park Improvements & Amenities

Frequent mentions, especially specific parks.

- Kate Barr Ross Park: add shade, restrooms, fencing, parking, and convert it into a tournament-ready site.
- Bush Miller Park: needs more pavilions and updates.
- Reduce underused green spaces that strain maintenance.
- Improve signage, seating (avoid lonely benches), and general usability.

Moderate Priority: Youth & Teen Programs

Strong recurring theme.

- Need more healthy, active spaces for teens (vs. only having Boys & Girls Club for younger kids).
- Support for guided teen programs, events, and hangout areas.
- Outdoor adventure programs (fishing, kickball).
- Expansion of skate park, addition of bike pump track.

Moderate Priority: Shelter & Shade

- More pavilions and shaded areas throughout parks.
- Need for public shelters, not just rental-only spaces.
- Interest in using City Hall Cafe green space and mall for recreational shelters.



Moderate Priority: Aquatics

- Community pool is inadequate; request for natatorium to support residents and swim teams.
- Interest in water features and cooling amenities throughout parks.

Moderate Priority: Maintenance & Staffing

- Repeated concerns about limited staff (6 for 400+ acres; only 2 for ballfields).
- Need to prioritize projects that reduce maintenance burdens.
- Volunteer programs welcomed to support upkeep.

Lower Priority (but notable): Accessibility & Infrastructure

- Improve ADA access: sidewalks, restrooms, trail surfaces.
- Lighting upgrades, including smart/automatic systems.
- More restrooms, water fountains, and places to cool off.

Lower Priority: Events & Community Life

- Expand events like Fair on the Square and Christmas celebrations.
- Need for venues for weddings and music events.
- Encourage community-building spaces and promote use of under-visited parks.

Lower Priority: Governance & Partnerships

- City-school district cooperation needed for facility access and funding alignment.
- Mention of grant funding opportunities and concerns about transparency.
- Desire for community representation on parks boards.



Parks Planning Workshop

October 29, 2024

A second public workshop was held on October 29, 2024 at the Martin Luther King, Jr. Community Center to further explore residents’ needs for parks, facilities, and programs. The most recent online survey results were shared with participants, and they worked in small groups through a series of guided discussion topics. Many of the same topics came up during discussion, yielding some trends in priorities. The following priorities were identified at this meeting:

Top Priorities (Most Frequently Mentioned)

- 1. Recreation/Community Center
 - Strong demand for a central facility that includes:
 - Indoor track, gym, volleyball, flexible class spaces
 - Accessible, family-friendly amenities
 - Potential location: 7th Street or Eastham Thomason Park
 - Importance of accessibility and inclusion
 - Mentioned in all groups and multiple times.
- 2. Athletic Complexes and Field Improvements
 - Upgrade existing fields (especially at Kate Barr Ross - “5 plex” requested)
 - Need for new athletic complexes to boost sports tourism
 - Include baseball, softball, basketball, volleyball, pickleball
 - Focus on maintenance, restrooms, shade, and concessions
 - Mentioned across all groups
- 3. Splash Pads and Water Amenities
 - Improve or expand current splash pads (especially at Emancipation Park)
 - Include toddler-friendly features and accessible restrooms
 - Renovation and shade also mentioned frequently
 - Noted in Group 2, Group 4, Comment Cards
- 4. Park Restrooms and General Maintenance
 - Restrooms at all parks were a major concern
 - Call for increased mowing, staffing, and trash management
 - Highlighted in Group 2, 3, 4, and comment cards
- 5. Preserve and Enhance Green Spaces & Trails
 - Emphasis on keeping natural areas, especially Eastham Thomason Park
 - More hike and bike trails, tree planting, shade, and dog parks
 - Desire to balance development with nature preservation
 - Recurring theme across groups and comment cards

Mid-Level Priorities

- 6. Pickleball Courts
 - Existing and proposed courts at Eastham Thomason Park and others
 - Mixed opinions: wait and see how private indoor facility performs
 - Frequently mentioned, but less consensus
- 7. Partnerships & Grants
 - Collaborate with:
 - TDCJ and jail for beautification programs
 - SHSU and county
 - Seek grants (e.g., TPWD)
 - Mentioned as a strategy in multiple groups
- 8. Emancipation Park Improvements
 - Need for new restrooms, bleachers, shaded seating
 - Trail and dog park requested
 - Fence baseball area
 - Enclose basketball court
- 9. Playgrounds & Child Amenities
 - More modern, shaded playgrounds with monkey bars
 - Play structures at Etheridge, Bush Miller, Forest Hills, etc.
- 10. Walkability and Bike Lanes
 - Desire for more walkable areas and bike lanes
 - Focus on connectivity between parks, especially Town Creek area
 - Mentioned in Group 1 and 3

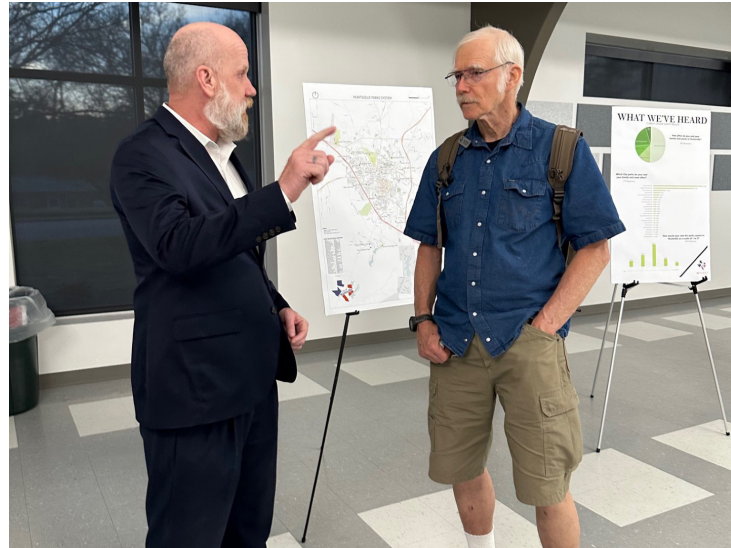
Lower Frequency but Notable Mentions

- Special needs areas for children and adults
- Teen center
- Pump track for scooters/bikes
- Amphitheater at Town Creek (event space)
- Disc golf course
- More courts (basketball, pickleball, volleyball)
- Parking concerns near parks and centers
- Interest in event programming (First Friday, music series)

Parks Master Plan Open House

March 6, 2025 6:00-7:30 p.m.

An open house event was hosted at the Martin Luther King, Jr. Community Center to showcase the latest recommendations for park and recreation in Huntsville. The Parks & Leisure staff cooked hot dogs and provided refreshments while participants came to review concepts for park improvements, public input results, and share their opinions. A total of 13 residents participated in the event including some leadership from City Staff and City Council.



Walkability



01

Inventory &
Analysis

02

Demand
Assessment

03

Walkability

04

Plan
Recommendations

05

Plan
Implementation

Planning for Walkability

Pedestrian and Bicycle Routes

Significant efforts have been made in the planning of bicycle and pedestrian mobility in Huntsville. The updated 2019 Transportation Master Plan and the 2016 Parks and Recreation Master Plan provide clear direction on the ways to improve non-vehicular travel through the community for both mobility and direction. The following are the key take-aways from these documents:

1. Develop and Implement Multi-Modal Plans:

- The City seeks to uphold established precedents while framing a future transportation network focused on multi-modal mobility, connectivity, and accessibility.
- The goal is to enhance mobility, connectivity, and accessibility of Huntsville and offer alternate modes of transportation as an ultimate goal.
- A multi-modal approach, incorporating various modes of transportation based on travel demand analysis and community costs/benefits, is a major idea from the previous transportation master plan implemented in the update.
- Implementing the Sidewalk and Bicycle Plan developed in the 2019 Transportation Master Plan (TMP) in phases is a recommendation.
- Enhance walkability through improvements identified in the transportation and parks master plans.
- Multi-modal improvements aim to move people rather than vehicles, integrating different modes into the transportation system to reduce dependency on single-occupancy vehicles.

2. Improve Sidewalk Infrastructure:

- Identify what percentage of City roadways require sidewalks and develop an implementation schedule.
- Conduct an extensive sidewalk inventory to upgrade sidewalks to ADA standards.
- Improve existing pedestrian infrastructure such as sidewalks, crosswalks, and curb ramps.
- Prioritize completing sidewalk gaps, particularly within the five and ten-minute walk sheds of schools.
- Repair, replace, or install new sidewalks, crosswalks, and curb cuts in high pedestrian use areas adjacent to, and leading to and from schools (including SHSU), public buildings, highly utilized parks, and other areas.
- Ensure sidewalks comply with ADA requirements.

3. Enhance Pedestrian Safety and Crossings:

- Improve the pedestrian infrastructure at major crossings along Sam Houston Avenue to increase safety.
- Increase the visibility of crosswalks by updating pavement markings or painting wider crosswalks.
- Implement protected left-turn only signal operation to allocate time for safe left turns without conflicts with pedestrians. Adding a leading pedestrian interval can increase visibility.
- Add pedestrian push buttons and signals where they are missing, such as at the intersection of Sam Houston Avenue and Avenue I.
- Monitor pedestrian traffic and determine which intersections need improved infrastructure and adequate walk time.
- Consider midblock pedestrian crossings with various treatments like signs, pavement markings, illumination, raised crosswalks, or RRFB/HAWK signals.
- Evaluate the feasibility and practicality of a pedestrian bridge across Sam Houston Avenue, potentially between 17th Street and Lake Road, as a long-term option to address heavy pedestrian conflicts and improve safety. This may require a detailed analysis, cost-benefit evaluation, and public-private partnerships.
- Lowering the speed limit and improving pedestrian walkability can contribute to a downtown atmosphere.
- Ensure safety within parks is a key improvement factor.

4. Develop and Implement a Bicycle Network:

- Identify what percentage of City roadways requires bike lanes, the type of bike lanes needed, and develop a schedule for implementation.
- Develop a network of safe, connected bike facilities that would connect people to important destinations in Huntsville.
- Prioritize bikeway projects in areas with low automobile ownership, low incomes, and near employment, shopping, SHSU, Huntsville State Park, and the bat colony on 14th Street.
- Utilize floodplains/channels, abandoned railroad rights-of-way, and electrical/transmission easements for bikeways where constraints exist.
- Consider implementing four types of bike lanes: Neighborhood Bikeway, Bikeway Sidepath, Buffered Bikeway, and Raised Cycletracks. Raised cycletracks provide the highest level of comfort by separating cyclists from vehicular traffic.
- Implement a network of fifteen miles of bikeways proposed in the plan, with nine miles serving specific areas.

- Add bicycle lanes where appropriate, potentially by decreasing the width of travel lanes.
- Bike lanes along 11th Street are expected to provide circulation and access to students.
- Develop a dedicated bike program focused on making bicycling safer and developing a long-term plan for access.
- Promote and provide biking options, especially for the young population, to relieve congestion and parking requirements.

5. Create a City-Wide Trail System:

- Develop a City-Wide Trail System.
- Evaluate funding for multi-modal improvements recommended in the 2016 Parks and Recreation Master Plan (24.6 miles of multi-use trails) and the 2019 TMP.
- Coordinate with public and private entities to provide access for new trails across easements and rights-of-way.
- Explore potential off-road trail linkages between the community and regional recreational assets like Huntsville State Park and Sam Houston National Forest.

6. Integrate Multi-Modal Concepts (Complete Streets):

- Implement Complete Streets concepts.
- Integrate the “Complete Streets” concept into local transportation planning and projects, recognizing that streets should be designed for all users (pedestrians, bicyclists, motorists, transit) of all ages and abilities.
- Apply Complete Streets design to major arterials like 11th Street and Sam Houston Avenue to provide an enhanced user experience.
- A complete streets policy should apply to new and retrofit projects, design, planning, maintenance, and operations for the entire right-of-way. It should aim to create a comprehensive, integrated, connected network for all modes.
- Ensure on-street bicycle facilities, off-street recreational trails, and complete streets-related improvements are considered within any future TxDOT improvements.

7. Enhance Connectivity:

- Enhance connectivity throughout the city that allows residents and visitors to travel safely by multiple modes.
- Expand the range of options for traveling within Huntsville, with a focus on safely linking Sam Houston State University (SHSU), downtown, and other key areas for pedestrians and cyclists.

- Connect neighborhoods to key destinations (connectivity issues).
- Provide pedestrian connections between parks, schools, residential areas, and employment centers.
- Ensure new development links neighborhoods and parks with schools and commercial centers.

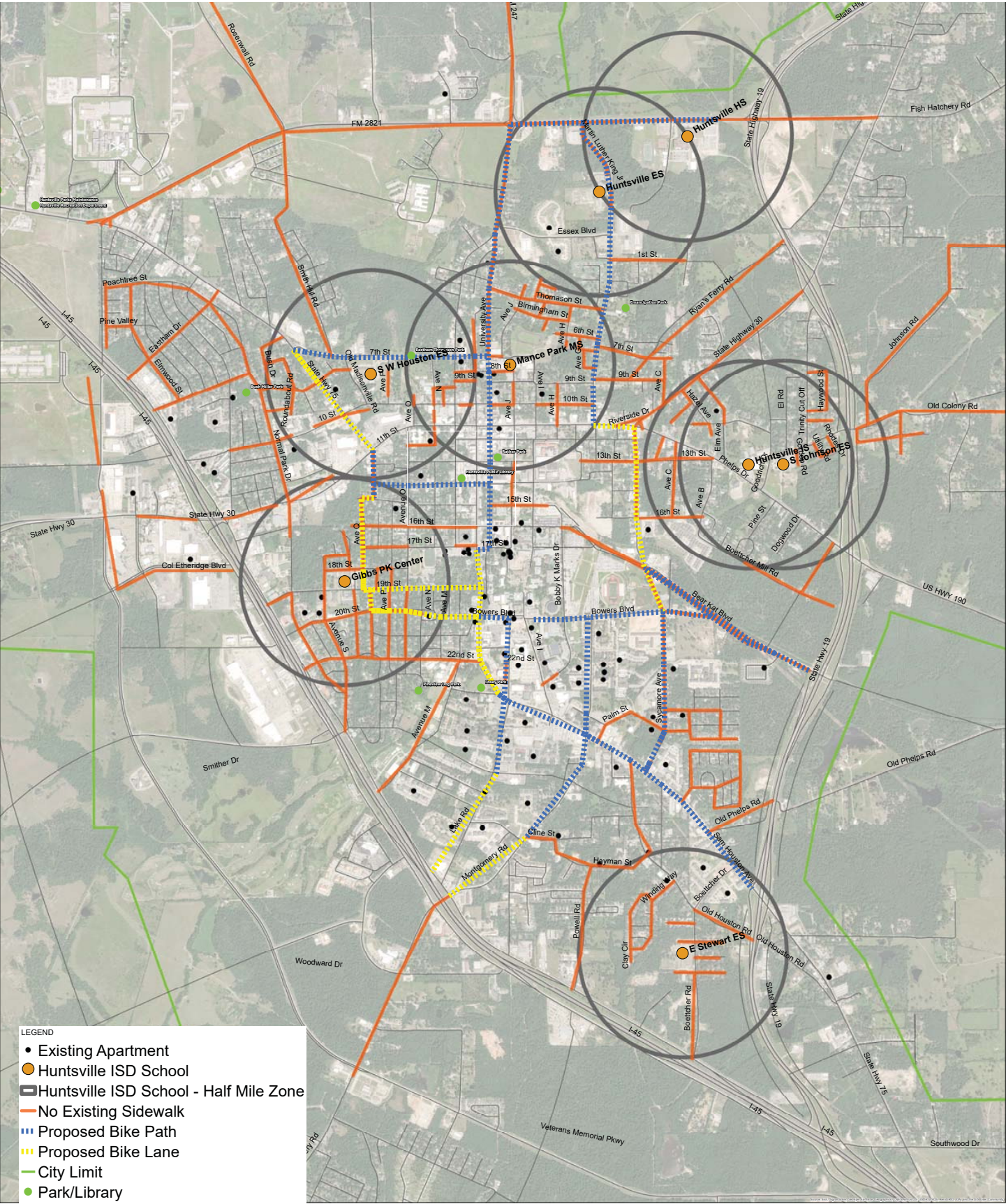
8. Utilize Planning and Coordination:

- Continue implementation of the short to mid-term projects identified in the 2019 Transportation Master Plan, incorporating them into the Capital Improvement Program (CIP).
- Evaluate potential to fund design and implementation of multi-modal improvements recommended in the 2016 Parks and Recreation Master Plan and 2019 Transportation Master Plan.
- Coordinate with TxDOT on projects, as many recommended capital projects are on TxDOT maintained roadways.
- Repair, replace, or install new sidewalks, crosswalks, and curb cuts based on recommendations from the 2019 TMP.
- Keep pedestrian and bicycle components of the 2019 TMP up to date and continue to examine potential improvements.
- Coordinate with Huntsville Independent School District (HISD) on sidewalk and pedestrian improvements near schools.
- Develop standards for signage and utilize wayfinding signage for new pedestrian and bicycle facilities.
- Review development regulations to ensure consistency with the Comprehensive Plan, potentially requiring dedication of easements or rights-of-way for trail network development.

9. Promote Health and Active Living:

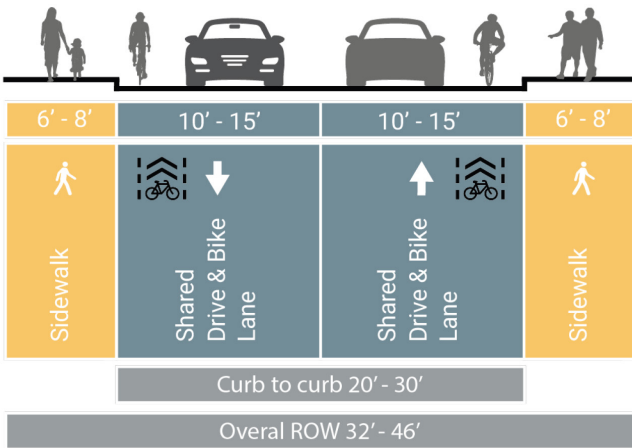
- Enhance opportunities for residents, particularly youth, to have active and healthy lifestyles through recreational facilities and safe pedestrian and bicycle circulation.
- Well-designed parks and trails can encourage safe exercise and provide mental health benefits.
- A well-planned bicycle network promotes healthy living.
- Improve health outcomes and reduce pollution through active transportation connections to destinations like parks.

These approaches highlight a commitment to creating a more walkable and bikeable city, integrating pedestrian and bicycle infrastructure into the overall transportation network, and leveraging these improvements to enhance safety, quality of life, and connectivity throughout Huntsville.

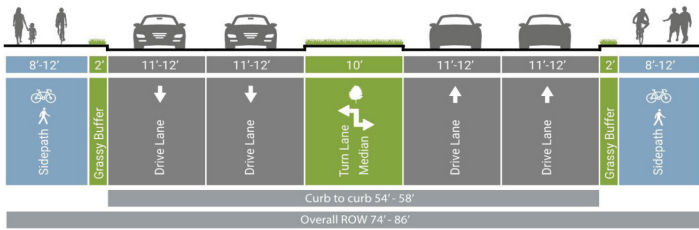


**CITY OF HUNTSVILLE TRANSPORTATION MASTER PLAN
PROPOSED BIKE & PEDESTRIAN PLAN**
PRELIMINARY DRAFT FOR DISCUSSION - NOT YET ADOPTED

The 2019 City of Huntsville Transportation Master Plan has identified a number of gaps in the pedestrian and bicycle network and planned for new proposed bike paths and bike lanes in addition to recommendations for additional sidewalks. The plan identified timelines and cost estimates for implementation.



Proposed neighborhood bikeway section from the 2019 Transportation Plan.



Proposed sidepath section from the 2019 Transportation Plan.

Walkability 03

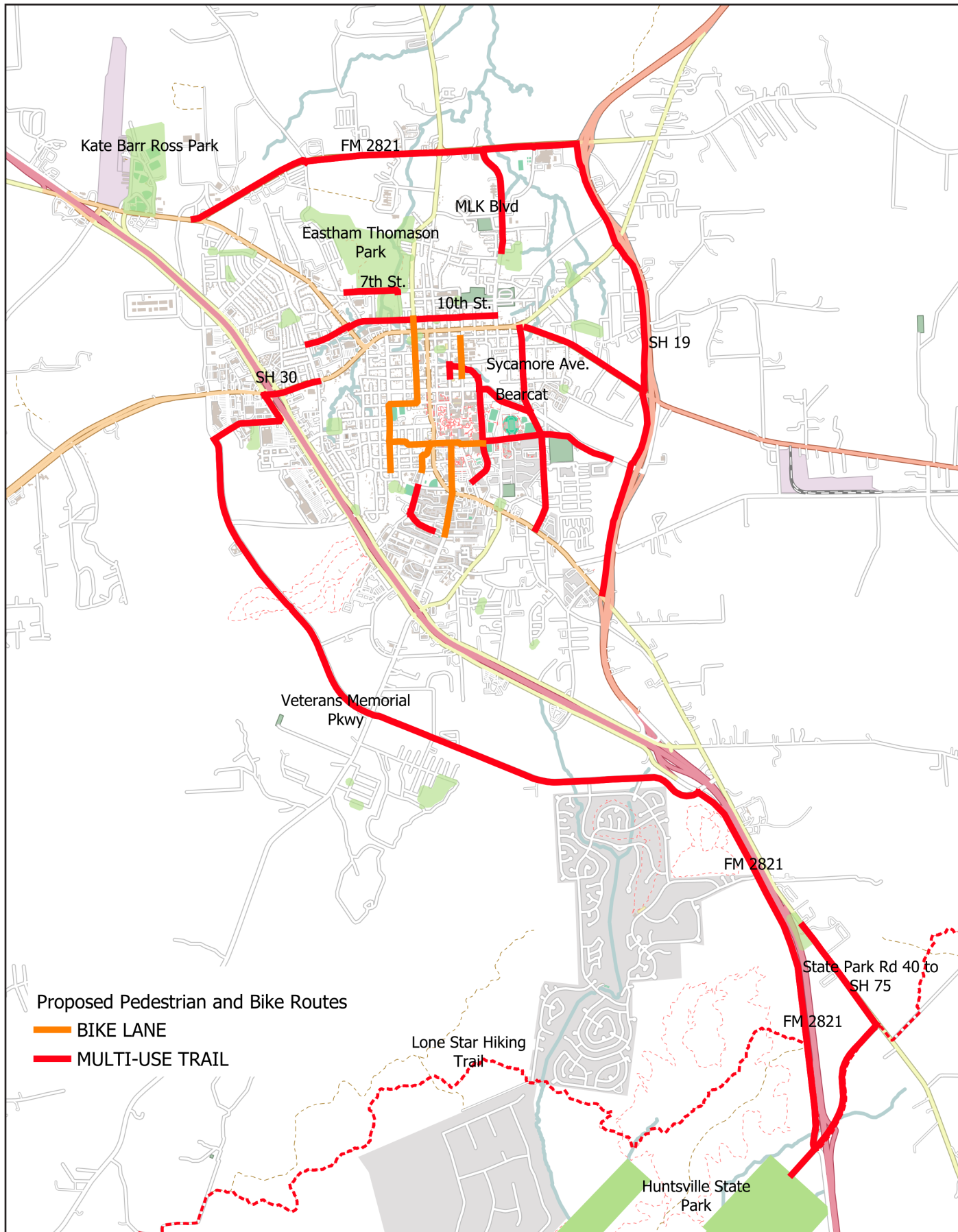
Proposed Bicycle and Pedestrian Routes

Much of the Transportation Master Plan is focused on sidewalks, bike lanes, crosswalks, and traffic signals. Some of these relate more to mobility than recreation, although all are important components of a complete transportation system.

Recreation routes are proposed to not only make for good mobility, but also connect destinations and origins that are significant or create longer routes for exercise and enjoyment. Bike lanes shown in the proposed routes on the left aim to connect public spaces to the University and neighborhoods.

Some multi-use trails are proposed within the core urban areas while others, such as the Veterans Memorial Parkway route and State Highway 19 route are envisioned as longer routes for cycling, accessing the Lone Star Hiking Trail, and even a connection to the Huntsville State Park and Sam Houston Memorial.

Implementing most of the proposed bicycle and pedestrian routes is most easily accomplished in the course of street reconstruction projects. Some routes may qualify for funding through TXDOT's Transportation Set-Aside Program or Safe Routes to School program.



Plan **Recommendations**



01

Inventory &
Analysis

02

Demand
Assessment

03

Walkability

04

Plan
Recommendations

05

Plan
Implementation

Priority Project

New Multi-Purpose Recreation Center/Natatorium at Eastham-Thomason Park

Indoor Recreation has been identified as a priority for Huntsville residents. When asked how important an indoor recreation facility is to survey participants on a scale of 1 (not very important) to 5 (very important), 34.64% of participants rated it as very important, followed by 19.58% rating it as 4 (important). The top 5 features for an indoor recreation center that survey participants said they would use 'several times a week' were:

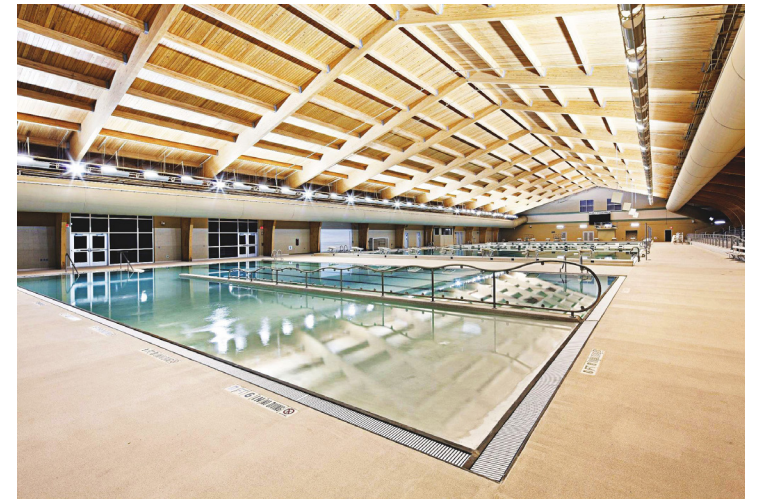
1. Indoor Running/Walking Track
2. Recreational Swimming
3. Indoor Play Space (for children)
4. Multi-Purpose Courts for Basketball, Volleyball, Etc.
5. Aerobics/Fitness/Martial Arts/Dance Space

A variety of other indoor recreation features were identified that would likely be used at least a few times a month or once a month. Overall, there is a demand for flexible multi-use space for many different activities that suggest the need for further study. The City-owned properties were evaluated to determine the most appropriate location for a future recreation center and identified two candidate: Eastham-Thomason Park and Kate Barr Ross Park. These locations were deemed appropriate due to the available space and the high visitation rates for each park.

A conceptual master plan was developed to illustrate how a new recreation facility could fit at Eastham-Thomason Park. The proposed recreation center is conceived as 56,850 square feet of indoor recreation space. The facility includes interior and exterior space for the following features:

- Fitness/Cardio Room
- Aerobic Room
- Cycling Room
- Natatorium
- Activity Pool
- Lockers, Showers & Dressing Areas
- Saunas
- Basketball Gymnasium
- Lounge
- Raquetball Courts
- Administration
- Pickleball Courts
- Sand Volleyball Courts

This preliminary concept illustrates how the proposed recreation elements could fit the site. A feasibility study should be considered to further develop the program and refine the opinion of probable costs. It's at this phase where key programmatic decisions can be made.



Recreation Center and Natatorium at Eastham Thomason Park



Conceptual Master Plan

NTS

Priority Project

Recreation Center/Natatorium Operations

Estimated Operation Costs

In addition to capital costs, an preliminary analysis of operation costs was conducted to understand potential staffing needs and revenues. The following summary outlines an estimated range for total annual operating costs based on the hours of operation model, average staffing expenses, and typical operational expenditures. The estimated total annual operating costs range from \$936,800 to \$1,925,600. This range offers a comprehensive overview of the potential financial requirements for operations, contingent on variables such as actual hours of operation, utility consumption, maintenance demands, program offerings, and service levels.

Operating Hours (model)

Monday to Thursday: 5:30 AM - 9:00 PM
Friday: 5:30 AM - 8:00 PM
Saturday: 7:00 AM - 5:00 PM
Sunday: 12:00 PM - 6:00 PM

Part Time Shifts (based on model)

Monday - Thursday:

5:30 AM - 9:00 AM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
9:00 AM - 12:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
12:00 PM - 3:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
3:00 PM - 6:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
6:00 PM - 9:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards

Friday:

5:30 AM - 9:00 AM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
9:00 AM - 12:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
12:00 PM - 3:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
3:00 PM - 6:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
6:00 PM - 8:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards

Saturday:

7:00 AM - 12:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards
12:00 PM - 5:00 PM: 2 Customer Service Representatives, 1 Program Leader, 3 Lifeguards

Sunday:

12:00 PM - 3:00 PM: 2 Customer Service Representatives, 3 Lifeguards
3:00 PM - 6:00 PM: 2 Customer Service Representatives, 3 Lifeguards



Staffing Costs

Full-Time Positions:

Based on an average annual salary of \$60,000 per full-time staff member:

- Center Supervisor: \$60,000
- Admin Coordinator: \$60,000
- Program Manager: \$60,000
- Aquatics Manager: \$60,000

Total for Full-Time Positions: \$240,000 annually

Part-Time Positions:

Assuming an average hourly wage of \$15 for part-time staff working 20 hours per week:

- Customer Service (12): $\$15 * 20 \text{ hours} * 52 \text{ weeks} * 12 = \$187,200$ annually
- Program Leader Fitness Center (3): $\$15 * 20 \text{ hours} * 52 \text{ weeks} * 3 = \$46,800$ annually
- Fitness Instructors: Pending number of classes
- Lifeguards (16): $\$15 * 20 \text{ hours} * 52 \text{ weeks} * 16 = \$249,600$ annually
- Swim Instructors: Pending number of classes

Total for Part-Time Positions (excluding pending positions): \$483,600 annually

Combined Annual Staffing Costs

- Full-Time Positions: \$240,000
 - Part-Time Positions: \$483,600
- \$723,600

Factors Influencing Staffing:

- Operating Hours:
 - Extended hours require more staff to cover early mornings, late evenings, and weekends.
- Programming and Services:
 - A diverse range of classes and activities increases the need for specialized staff.
- Peak Usage Times:
 - Additional staff during high-traffic periods ensure safety and customer satisfaction.
- Regulatory Requirements:
 - Local laws may dictate minimum staffing levels, especially for

aquatics and youth programs.

- Facility Layout and Design:
 - Larger or more complex spaces may need extra staff for adequate supervision.
- Holistic Approach (Natatorium)
 - Effective lifeguard staffing is determined by combining factors like pool design, bather load, and response times—not just square footage.
 - Allocate additional lifeguards for attractions like slides or diving boards.

Other Operational Costs (utilities, maintenance, supplies, etc.):

- Utilities: \$24,000 - \$120,000
- Maintenance: \$36,000 - \$240,000
- Supplies: \$66,000 - \$300,000
- Insurance: \$12,000 - \$60,000
- Marketing and Advertising: \$6,000 - \$60,000
- Licenses and Permits: \$1,200 - \$12,000
- Staff Training and Development: \$12,000 - \$60,000
- Rent or Lease Payments: \$60,000 - \$240,000
- Program and Activity Supplies: \$6,000 - \$60,000
- Equipment Rental: \$10,000 - \$50,000

Total Annual Operational Costs (Excluding Staffing): \$213,200 - \$1,202,000

Total Annual Operational Cost (Including Staffing): \$936,800 - \$1,925,600

Industry Resources and Benchmarks

- National Recreation and Park Association (NRPA)
 - Provides comprehensive guidelines and resources for staffing and operations.
- International Health, Racquet & Sportsclub Association (IHRSA)
 - Offers industry data and best practices for health clubs and fitness facilities.
- American Red Cross
 - Offers certifications and standards for aquatics staffing and safety protocols.

Priority Project

Renovation of the Kate Barr Ross Sports Complex

Kate Barr Ross Sports Complex is arguably the flagship of Huntsville’s parks system. The park is comprised of 77.19 acres of land with a diverse range of facilities and amenities to host a wide range of recreational activities. The park is heavily used for athletics including soccer, baseball, softball, football, and basketball. Other amenities include playgrounds, picnic areas, a community garden, Safety Village, restrooms, concessions, and parking.

The facilities and infrastructure are aging and due for renovation to elevate the user experience and expand capacity for sports. Over the years, the facilities have been upgraded in a piecemeal fashion as needed, but this approach limits the park to it’s current configuration. Through a complete renovation of the park, features can be rearranged to be more efficient, add much-needed parking, and add more fields and amenities.

During the planning process, three concepts for renovation were developed to demonstrate options for renovation of the park to meet needs identified through stakeholder input. The preferred concept as determined by stakeholder input at an Open House Event was further developed with opinions of probable cost for renovation.

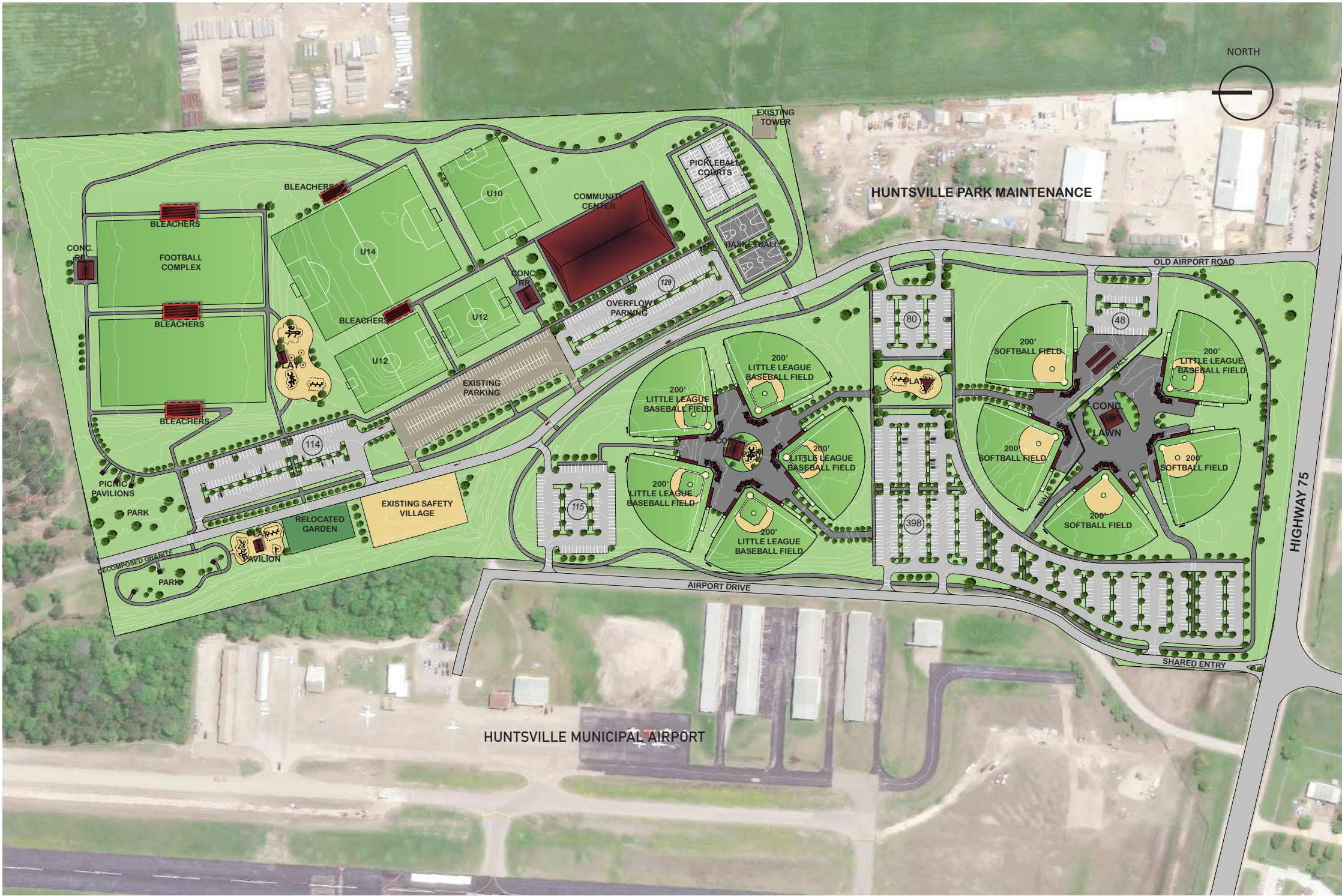
The concept on the following page responds to feedback from athletic organizations, residents, staff, and leadership. The overall goal of the concept is to meet the growing demand for more sports, elevated user experience, and diverse recreation. Key issues to address also included more and better-distributed parking, new restrooms and concessions, more playgrounds, and walking paths. One area of the site is set aside in this concept to include an optional 54,000 indoor recreation facility as an alternative to the proposed location at Eastham-Thomason Park.



Proposed Features

- 10 Diamond Fields
- 2 Football Fields with Covered Bleachers
- 4 Soccer Fields with Covered Bleachers
- New Concessions and Restrooms
- 884 Parking Spaces
- 2 New Playgrounds
- Walking Paths
- 8 Pickleball Courts
- 2 Basketball Courts





Conceptual Master Plan
NTS

Opinions of Probable Cost - Priority Projects



EASTHAM THOMASON PARK

4/22/2025

Priliminary Opinion of Probable Costs (OPC)
CONCEPTUAL MASTER PLAN

#	Item / Description	Qty	Unit	Unit Rate	Range	
					Low	High
1	General Requirements				\$ 2,062,500	\$ 2,268,750
	Mobilization, Demobilization & Maintenance	1	allow	3.5%	\$ 962,500	\$ 1,058,750
	Bonds & Insurance	1	allow	3%	\$ 825,000	\$ 907,500
	Traffic Control, Surveying, Safety Plan	1	allow	1%	\$ 275,000	\$ 302,500
2	Demolition/Preservation				\$ 47,289	\$ 52,018
	Demolition, Clearing & Tree Removal	1	allow	\$ 42,990	\$ 47,289	\$ 52,018
3	Grading, Drainage & Utilities				\$ 713,633	\$ 784,997
	Mass Grading, Site Work, & Erosion Control	114429	sf	\$ 0.50	\$ 62,936	\$ 69,230
	Misc. Utilities/Water/Sewer	1	allow	2%	\$ 550,000	\$ 605,000
	Storm, Piping, Inlets Etc.	114429	sf	\$ 0.80	\$ 100,698	\$ 110,767
4	Site Paving Infrastructure				\$ 415,215	\$ 456,737
	Parking Stalls (102 sp)	41,576	sf	\$ 7.50	\$ 343,002	\$ 377,302
	Parking Curbs, Striping & Ramps	1	allow	\$ 35,870	\$ 39,457	\$ 43,403
	Sidewalks	2,115	sf	\$ 6.20	\$ 14,424	\$ 15,867
	Trails	2,688	sf	\$ 6.20	\$ 18,332	\$ 20,165
5	Site Lighting				\$ 123,200	\$ 135,520
	Site Electrical Service Allowance	1	allow	\$ 50,000	\$ 55,000	\$ 60,500
	Parking Lot Lighting	6	ea	\$ 7,000	\$ 46,200	\$ 50,820
	Trail Lighting	4	ea	\$ 5,000	\$ 22,000	\$ 24,200
6	Architecture				\$ 21,829,500	\$ 24,012,450
	Recreatin Center (56,850 sf)	1	allow	\$ 19,845,000	\$ 21,829,500	\$ 24,012,450
7	Site Paving & Hardscapes				\$ 29,700	\$ 32,670
	Pedestrian Bridge	60	lf	\$ 450	\$ 29,700	\$ 32,670
8	Sports Fields/Courts				\$ 181,130	\$ 199,243
	Pickleball Courts	4	ea	\$ 41,166	\$ 181,130	\$ 199,243
	Volleyball Court	2	ea	\$ 8,500	\$ 18,700	\$ 20,570
9	Site Furnishings				\$ 79,475	\$ 87,423
	Site Furniture Allowance	1	allow	\$ 72,250	\$ 79,475	\$ 87,423
10	Playground Furnishings				\$ 253,000	\$ 278,300
	Skate Park	1	allow	\$ 230,000	\$ 253,000	\$ 278,300
11	Softscapes				\$ 27,693	\$ 30,462
	Planting/Irrigation	1	allow	\$ 25,175	\$ 27,693	\$ 30,462
	Subtotal				\$ 25,581,205	\$ 28,139,326
	General Conditions	1	allow	7.5%	\$ 1,918,590	\$ 2,110,449
	Design Contingency	1	allow	5%	\$ 1,374,990	\$ 1,512,489
	Total Project Cost with Range				\$ 28,874,786	\$ 31,762,264
<i>Burditt Consultants has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Burditt Consultants cannot and does not guarantee that proposals, bids or actual construction will not vary from opinion of probable costs.</i>						



KATE BARR ROSS
OVERALL MASTER PLAN

4/28/2025

Preliminary Opinion of Probable Costs (OPC)
CONCEPTUAL MASTER PLAN

#	Item / Description	Range	
		Low	High
1	General Requirements	\$ 1,773,750	\$ 1,951,125
2	Demolition/Preservation	\$ 1,519,106	\$ 1,671,016
3	Grading, Drainage & Utilities	\$ 1,111,352	\$ 1,222,487
4	Site Paving Infrastructure	\$ 6,919,567	\$ 7,611,523
5	Site Lighting	\$ 1,387,540	\$ 1,526,294
6	Architecture	\$ 3,548,600	\$ 3,903,460
7	Site Paving & Hardscapes	\$ 505,450	\$ 555,995
8	Sports Fields/Courts	\$ 10,547,191	\$ 11,601,910
9	Site Furnishings	\$ 374,110	\$ 411,521
10	Playground Furnishings	\$ 1,905,228	\$ 2,095,750
11	Softscapes	\$ 696,193	\$ 765,813
	Subtotal	\$ 30,288,086	\$ 33,316,894
	General Conditions	\$ 2,271,606	\$ 2,498,767
	Design Contingency	\$ 1,627,985	\$ 1,790,783
	Total Project Cost with Range	\$ 34,187,677	\$ 37,606,445
<i>Burditt Consultants has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Burditt Consultants cannot and does not guarantee that proposals, bids or actual construction will not vary from opinion of probable costs.</i>			

Preliminary Opinion of Probable Costs (OPC)
CONCEPTUAL MASTER PLAN

#	Item / Description	Qty	Unit	Unit Rate	Low	High
1	General Requirements				\$ 1,237,500	\$ 1,361,250
	Mobilization, Demobilization & Maintenance	1	allow	3.5%	\$ 577,500	\$ 635,250
	Bonds & Insurance	1	allow	3%	\$ 495,000	\$ 544,500
	Traffic Control, Surveying, Safety Plan	1	allow	1%	\$ 165,000	\$ 181,500
2	Demolition/Preservation				\$ 1,471,289	\$ 1,618,417
	Demolition, Clearing & Tree Removal	1	allow	\$ 1,337,535	\$ 1,471,289	\$ 1,618,417
3	Grading, Drainage & Utilities				\$ 805,089	\$ 885,598
	Mass Grading, Site Work, & Erosion Control	332230	sf	\$ 0.50	\$ 182,727	\$ 200,999
	Misc. Utilities/Water/Sewer	1	allow	2%	\$ 330,000	\$ 363,000
	Storm, Piping, Inlets Etc.	332230	sf	\$ 0.80	\$ 292,362	\$ 321,599
4	Site Paving Infrastructure				\$ 5,217,991	\$ 5,739,790
	Drive 8" Concrete	79,200	sf	\$ 10.50	\$ 914,760	\$ 1,006,236
	Parking Stalls (640 sp)	284,333	sf	\$ 7.50	\$ 2,345,747	\$ 2,580,322
	Parking Curbs, Striping & Ramps	1	allow	\$ 311,185	\$ 342,304	\$ 376,534
	Sidewalks	188,304	sf	\$ 6.20	\$ 1,284,233	\$ 1,412,657
	Loop Trail (+/-1mi)	48,526	sf	\$ 6.20	\$ 330,947	\$ 364,042
5	Site Lighting				\$ 935,385	\$ 1,028,924
	Site Electrical Service Allowance	1	allow	\$ 50,000	\$ 55,000	\$ 60,500
	Site Lighting	6	ea	\$ 6,500	\$ 42,900	\$ 47,190
	Roadway Lighting	41	ea	\$ 7,000	\$ 316,085	\$ 347,694
	Parking Lot Lighting	32	ea	\$ 7,000	\$ 246,400	\$ 271,040
	Trail Lighting	50	ea	\$ 5,000	\$ 275,000	\$ 302,500
6	Architecture				\$ 1,774,300	\$ 1,951,730
	Family Restroom/Pavilion	1	allow	\$ 180,000	\$ 198,000	\$ 217,800
	Concession/Restroom	2	ea	\$ 700,000	\$ 1,540,000	\$ 1,694,000
	Picnic Shelter	3	ea	\$ 11,000	\$ 36,300	\$ 39,930
7	Site Paving & Hardscapes				\$ 339,350	\$ 373,285
	Wayfinding / Monument Signage	1	allow	\$ 218,500	\$ 240,350	\$ 264,385
	Special Fencing	525	lf	\$ 120	\$ 69,300	\$ 76,230
	Decomposed Granite	4500	allow	\$ 6	\$ 29,700	\$ 32,670
8	Sports Fields/Courts				\$ 6,760,529	\$ 7,436,582
	Baseball Fields 200'	6	ea	\$ 617,377	\$ 4,074,690	\$ 4,482,159
	Softball Fields 200'	4	ea	\$ 610,418	\$ 2,685,839	\$ 2,954,423
9	Site Furnishings				\$ 187,055	\$ 205,761
	Site Furniture Allowance	1	allow	\$ 170,050	\$ 187,055	\$ 205,761
10	Playground Furnishings				\$ 1,397,578	\$ 1,537,335
	Playground (All Abilities)	1	allow	\$ 463,550	\$ 509,905	\$ 560,896
	Playground @ Fiveplex	1	allow	\$ 344,600	\$ 379,060	\$ 416,966
	Playground @ Gardens	1	allow	\$ 462,375	\$ 508,613	\$ 559,474
11	Softscapes				\$ 475,548	\$ 523,102
	Planting/Irrigation	1	allow	\$ 432,316	\$ 475,548	\$ 523,102
	Subtotal				\$ 20,601,613	\$ 22,661,774
	General Conditions	1	allow	7.5%	\$ 1,545,121	\$ 1,699,633
	Design Contingency	1	allow	5%	\$ 1,107,337	\$ 1,218,070
	Total Project Cost with Range				\$ 23,254,071	\$ 25,579,478
Burditt Consultants has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Burditt Consultants cannot and does not guarantee that proposals, bids or actual construction will not vary from opinion of probable costs.						

Preliminary Opinion of Probable Costs (OPC)
CONCEPTUAL MASTER PLAN

#	Item / Description	Qty	Unit	Unit Rate	Range	
					Low	High
1	General Requirements				\$ 536,250	\$ 589,875
	Mobilization, Demobilization & Maintenance	1	allow	3.5%	\$ 250,250	\$ 275,275
	Bonds & Insurance	1	allow	3%	\$ 214,500	\$ 235,950
	Traffic Control, Surveying, Safety Plan	1	allow	1%	\$ 71,500	\$ 78,650
2	Demolition/Preservation				\$ 47,817	\$ 52,599
	Demolition, Clearing & Tree Removal	1	allow	\$ 43,470	\$ 47,817	\$ 52,599
3	Grading, Drainage & Utilities				\$ 306,263	\$ 336,889
	Mass Grading, Site Work, & Erosion Control	114170	sf	\$ 0.50	\$ 62,794	\$ 69,073
	Misc. Utilities/Water/Sewer	1	allow	2%	\$ 143,000	\$ 157,300
	Storm, Piping, Inlets Etc.	114170	sf	\$ 0.80	\$ 100,470	\$ 110,517
4	Site Paving Infrastructure				\$ 1,701,575	\$ 1,871,733
	Parking Stalls (243 sp)	113,329	sf	\$ 7.50	\$ 934,964	\$ 1,028,461
	Parking Curbs, Striping & Ramps	1	allow	\$ 89,505	\$ 98,456	\$ 108,301
	Sidewalks	49,700	sf	\$ 6.20	\$ 338,954	\$ 372,849
	Loop Trail (+/-1mi)	48,270	sf	\$ 6.20	\$ 329,201	\$ 362,122
5	Site Lighting				\$ 452,155	\$ 497,371
	Site Electrical Service Allowance	1	allow	\$ 50,000	\$ 55,000	\$ 60,500
	Site Lighting	4	ea	\$ 6,500	\$ 28,600	\$ 31,460
	Parking Lot Lighting	12	ea	\$ 7,000	\$ 93,555	\$ 102,911
	Trail Lighting	50	ea	\$ 5,000	\$ 275,000	\$ 302,500
6	Architecture				\$ 1,774,300	\$ 1,951,730
	Family Restroom/Pavilion	1	allow	\$ 180,000	\$ 198,000	\$ 217,800
	Concession/Restroom	2	ea	\$ 700,000	\$ 1,540,000	\$ 1,694,000
	Picnic Shelter	3	ea	\$ 11,000	\$ 36,300	\$ 39,930
7	Site Paving & Hardscapes				\$ 166,100	\$ 182,710
	Wayfindng / Monument Signage	1	allow	\$ 151,000	\$ 166,100	\$ 182,710
8	Sports Fields/Courts				\$ 3,786,662	\$ 4,165,328
	Soccer Fields	4	ea	\$ 321,625	\$ 1,415,150	\$ 1,556,665
	Football Fields	2	ea	\$ 751,500	\$ 1,653,300	\$ 1,818,630
	Pickleball Courts	8	ea	\$ 48,919	\$ 430,487	\$ 473,536
	Basketball Courts	2	ea	\$ 130,784	\$ 287,725	\$ 316,497
9	Site Furnishings				\$ 187,055	\$ 205,761
	Site Furniture Allowance	1	allow	\$ 170,050	\$ 187,055	\$ 205,761
10	Playground Furnishings				\$ 507,650	\$ 558,415
	Playground	1	allow	\$ 461,500	\$ 507,650	\$ 558,415
11	Softscapes				\$ 220,646	\$ 242,710
	Planting/Irrigation	1	allow	\$ 200,587	\$ 220,646	\$ 242,710
	Subtotal				\$ 9,686,473	\$ 10,655,120
	General Conditions	1	allow	7.5%	\$ 726,485	\$ 799,134
	Design Contingency	1	allow	5%	\$ 520,648	\$ 572,713
	Total Project Cost with Range				\$ 10,933,606	\$ 12,026,967
Burditt Consultants has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Burditt Consultants cannot and does not guarantee that proposals, bids or actual construction will not vary from opinion of probable costs.						

Opinion of Maintenance Cost - Kate Barr Ross Park

Unit Cost Estimates

Category	Low Estimate	High Estimate	Likely Average
Grounds Maintenance	\$2,800/acre	\$3,800/acre	\$3,300/acre
Athletic Fields	\$18,000/field	\$28,000/field	\$23,000/field
Concession Stands	\$6,000/unit	\$9,000/unit	\$7,500/unit
Restrooms	\$12,000/unit	\$18,000/unit	\$15,000/unit
Basketball Courts	\$1,500/court	\$2,000/court	\$1,750/court
Pickleball Courts	\$1,200/court	\$1,800/court	\$1,500/court
Playgrounds	\$6,000/unit	\$9,000/unit	\$7,500/unit
Utilities (overall)	\$60,000	\$90,000	\$75,000
Staffing (6 FTEs)	\$270,000	\$330,000	\$300,000

Total Annual Cost (Rounded)

Category	Refined Low	Refined High	Likely Average
Grounds (77 acres)	\$215,600	\$292,600	\$254,100
Fields (16 total)	\$288,000	\$448,000	\$368,000
Concession (4)	\$24,000	\$36,000	\$30,000
Restrooms (4)	\$48,000	\$72,000	\$60,000
Basketball (2)	\$3,000	\$4,000	\$3,500
Pickleball (8)	\$9,600	\$14,400	\$12,000
Playgrounds (3)	\$18,000	\$27,000	\$22,500
Utilities	\$60,000	\$90,000	\$75,000
Staffing	\$270,000	\$330,000	\$300,000
Total Annual	\$936,200	\$1,314,000	\$1,124,100



Targeted Improvements

Emancipation Park

Phase 2 Park Improvements and Martin Luther King, Jr. Community Center

Emancipation Park is a landmark in Huntsville and provides more than 8 acres of open space and recreation amenities for residents. The park offers a large covered pavilion, playgrounds, athletic practice fields, a basketball court and the Martin Luther King, Jr. Community Center. Also located on the property is the local Masonic Lodge. Overall the park is in good working condition and is used frequently by residents and visitors alike.

Renovation of the Martin Luther King, Jr. Community Center was completed in October of 2023. The renovation was a remarkable success, and the facility is used for a wide variety of events. Since the renovation a new playground has been installed as well.

The renovation project included significant expansion of parking and added a necessary stormwater detention basin. Some remaining items from the original master plan have yet to be implemented. Items to consider for additional improvements to Emancipation Park are as follows:

- Walking Paths (Loop and Connections)
- Splash Pad
- Gazebo
- Food truck court



Ribbon-cutting ceremony at the newly-renovated MLK, Jr. Community Center.



New playgrounds at Emancipation Park.



Conceptual Master Plan 11-11-2020

NTS

Targeted Improvements

Smaller Projects and General Park Improvements

Targeted Improvements are smaller projects that have been identified for consideration. These projects offer ways to add new features to existing parks and address aging equipment and amenities. Some of these recommendations respond directly to residents' demand for new and improved park features and others are the result of field observations and opportunities identified during the master planning process.

Boetcher's Mill Park - replace play structure. Site observations noted that structure is aging, rusted, and in need of replacement.



Aging play structure at Boetcher's Mill Park.

Emma Etheridge Park — new playground, improve access across ditch, repair water fountain, consider adding parking spaces, address accessibility to playground from road and/or parking, add trail. Residents have mentioned this multiple times in the survey, with comments mostly about lack of amenities. Site observations were that the access to the site is limited with the ditch making it a challenged to walk in, let alone use a wheelchair. There's also no ADA access to the playground.

Pineview Park - expand dog park to rest of park property. Approximately 1/2 acres is available for expansion. Residents have asked for dog parks, and the easy solution is to expand the existing one, since there is underutilized space at this park. An alternative would be to develop a dog park at Thomas Clifton Gibbs Park. This would be a well-shaded space with ample room for a large dog park, walking path, parking lot, and other amenities.



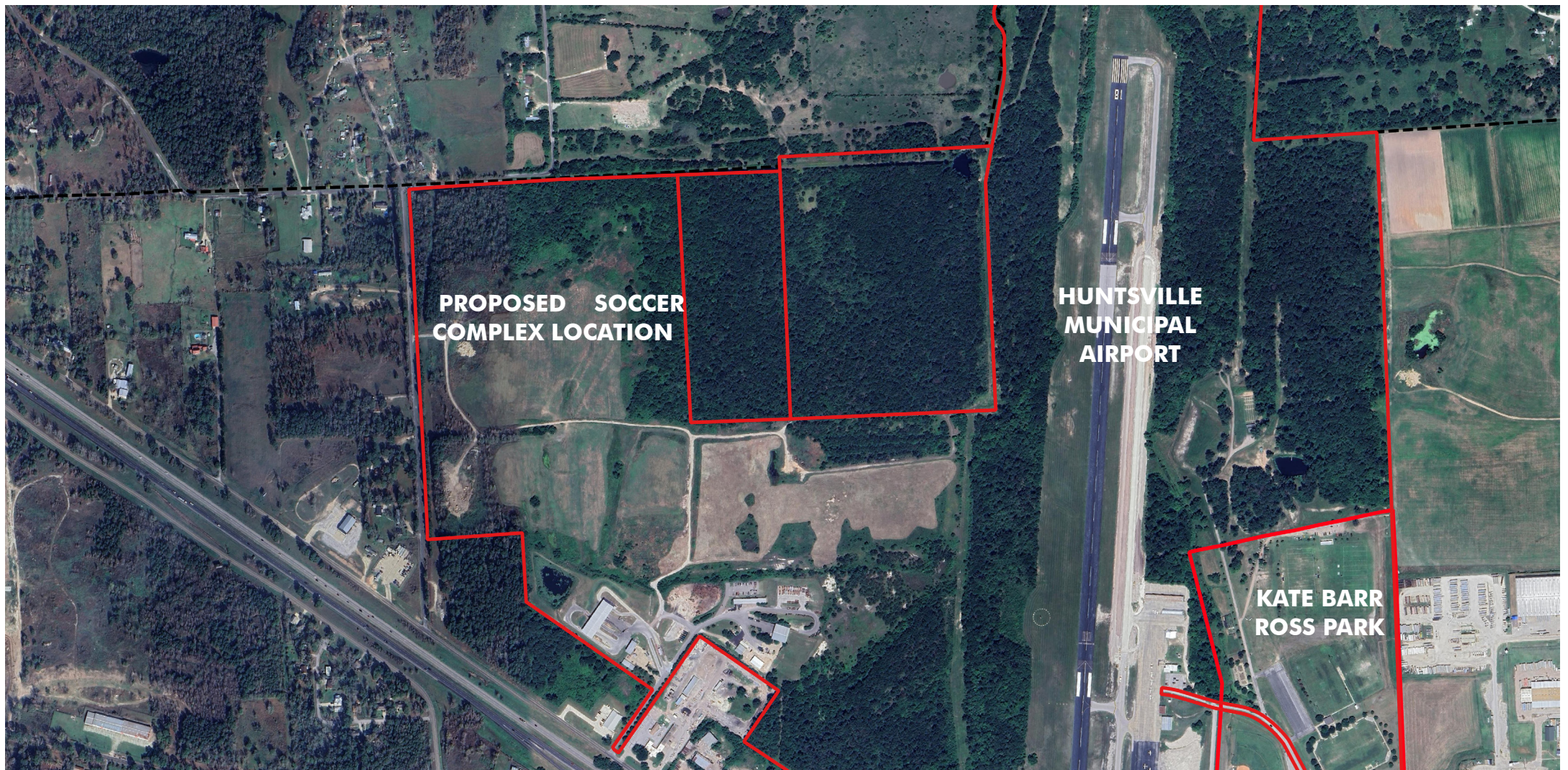
Proposed expansion are for dog park at Pineview Park (circled in yellow).



The open ditch and lack of sidewalks creates access issues at Emma Etheridge Park.

Soccer Complex at the Former Landfill

Soccer continues to be grown in popularity, and finding room for expansion of the program within existing parks is limited. The City owns significant acreage of land to the east of the airport that presents an opportunity to develop a dedicated soccer complex on the former landfill site. Although landfills can have some limitations on large structures, the site has the potential to be converted to a large soccer complex with fields, parking, lighting, restrooms. The site has been regularly mowed and was offered in the past as a place for soccer practice and game play, however the teams preferred the fields at Kate Barr Ross Park. Likely it is the lack of infrastructure, amenities, and play surface quality that make the site less desirable. With the cost of land ever-increasing, the former landfill offers a unique opportunity to expand soccer opportunities with the right investment.



Red lines denote boundaries of city-owned property.

Plan **Implementation**



01

Inventory &
Analysis

02

Demand
Assessment

03

Walkability

04

Plan
Recommendations

05

Plan
Implementation

Where to Begin

Project Prioritization

The Parks Master Plan identifies the priority projects and justification through stakeholder input. However, the timing of project implementation is largely a function of funding availability and the City’s will to move forward on a given project.

City Council will likely use a municipal bond to fund any major improvements to the parks and recreation system. The system-wide goals for improvements include significant expenditures if all proposed projects were to be implemented. Given that not all items can be reasonably developed at one time, it is important to focus on the highest priority components listed above for implementation.

Below is a summary table of probable costs and projected investment by the community. An annual debt service rate was calculated using 2024 taxable property values and City rates for guidance. With an assumption of 15 year bond periods and an annual debt service of 3%, the table below illustrates the level of investment per household projected for key property value categories.

Project Design and Construction

When it comes to parks and recreation planning, identifying the needs of residents and developing a vision for the future parks system are important first steps. Once a project has been identified and approved for further study, the process of funding, design and construction can begin.

The proposed parks projects would likely be funded through a municipal bond, while also exploring other funding mechanisms. Following a decision to move forward on a priority project, the City will need to engage a qualified design team to further program the details of the project.

The Design Development phase of this process will allow the City to further refine the important details that bring the park and recreation project to life. This process will include several iterations of projected costs, revisions and refinements that ultimately will be turned into construction documents. It is important during to continue to gather input from stakeholders during this process to ensure that key details are not left out.

Construction documentation, bidding and construction of the project is the phase where it will be important to have the right team for the job. Quality construction documents followed by strict adherence to the drawings during construction administration will ultimately determine the quality of the end result. All too often great projects are turned over to a general contractor to be completed with insufficient supervision, resulting in poor performance, change orders and added costs. The City will need the designer to act as an advocate for the City throughout the construction process to ensure success.

Proposed Parks Department Priority Projects - Cost Per Household Valuation

Project Cost Estimate (avg. low-high)				Annual Cost per Valuation					
Capital Project	Probable Cost	Annual Debt Svc	I&S Rate per \$100 Value	\$150,000	\$200,000	\$250,000	\$300,000	\$350,000	\$400,000
Renovation of Kate Barr Ross Sports Complex	\$35,897,061	\$3,006,974	0.093	\$140	\$187	\$233	\$280	\$327	\$373
Recreation Center and Natatorium at Eastham Thomason Park	\$30,318,525	\$2,539,679	0.079	\$118	\$158	\$197	\$237	\$276	\$315

The analysis above illustrates what a household could expect to pay in property taxes annually to fund a municipal bond to implement the above-noted capital projects. The analysis uses current tax rates and property valuation within Huntsville, Texas. For example, if a home is valued at \$200,000, then a bond-funded project for Kate Barr Ross park renovation would cost that household an additional \$140 per year for the duration of the payback period on the loan.

*annual cost per valuation based on 2024 City tax rates and total property valuation.

*assumes 3% debt service and 15-year bond term.

Potential Funding Sources

As the City continues with improvements and additions to the parks system, funding is often the key player in the decision making process. The following are a variety of State and Federal grant programs available to aid cities in the enhancement of parks and recreation facilities and other public space projects.

Huntsville's planning documents, such as the Comprehensive Plan and the Parks Master Plan, identify the needs and priorities for parks and recreation improvements. These documents serve as a guide for capital investments and seeking funding. The City of Huntsville actively seeks outside funding to supplement its local budget allocations.

Here are the funding sources identified:

1. City of Huntsville's Internal Funds:

- The City utilizes an annual budget and a multi-year Capital Improvements Program (CIP) to identify and budget for major projects, including parks, trails, and recreation facility construction and upgrades.
- The FY 2024-2025 budget includes a set-aside for future implementation of specific improvements identified in the ongoing Parks Master Plan [37b].
- Transfers from operating funds are one source of funding for the City's capital improvement projects.
- The FY 2024-2025 Capital Funding Additions and Sources include \$250,000 from the General Fund for Park Improvement Projects Implementation per the Masterplan.
- The City generates revenue from property taxes, sales tax, permits, licenses, and development fees, and utility user fees (Water, Wastewater, Solid Waste). These revenues support the budget, which can then fund capital improvements or be used as matching funds for grants.
- The City may also explore evaluating the potential to develop impact fees based on the CIP or an Infrastructure Master Plan. Impact fees are intended to ensure new development covers the primary costs of necessary infrastructure upgrades or extensions.
- Potential mechanisms suitable to Huntsville for promoting economic development and facilitating redevelopment, which could include park-related projects, may involve policy enhancements, direct financial assistance, and programming.

2. Texas Parks and Wildlife Department (TPWD) Local Park Grants:

- The TPWD Local Park Grant Program is a significant source of funding.
- These are 50/50 matching grants provided on a reimbursement basis to eligible local government entities. The local applicant must provide 50% of the project costs, and this match MUST be available at the time of application.
- Eligible matching sources include voter-approved bonds, City cash and Economic Development Corporation (EDC) funds, City in-house labor/equipment/materials, City-owned non-parkland, fees or cash in-lieu of mandatory dedicated parkland, donated land/cash/labor/equipment/materials, and other grants.
- Funding for these grants comes from a portion of the state sales tax on sporting goods through the Texas Recreation and Parks Account (TRPA) and the Texas Large County & Municipality Recreation & Parks Account, as well as from the federal Land and Water Conservation Fund.
- Texas voters overwhelmingly approved Proposition 5 in November 2019, which stabilizes robust funding for state parks and local park grants. The total amount granted annually is likely to increase as a result. The TPW Commission approved a record \$30.9 million in local park grants in January 2025.
- These grants can be used for the acquisition and/or development of public recreation areas and facilities. Eligible development projects include basic outdoor recreation facilities, renovation, or redevelopment.
- State grants for land acquisition are only possible through allocations of the federal Land and Water Conservation Fund; the Sporting Goods Sales Tax is not eligible for land acquisition for new parks or conservation areas.
- All grant-assisted sites must be dedicated as parkland in perpetuity, properly maintained, and open to the public.
- Projects that meet priorities identified in a TPWD-accepted, locally-endorsed parks master plan may receive points in the application scoring system (though not specifically in the Small Community criteria, for which Huntsville's population exceeds the limit). Keeping the Parks and Recreation Master Plan updated every five years helps maintain eligibility to apply for these grants.
- The application deadline is annually on August 1st, and applications are submitted through the Recreation Grants Online Grant

3. Other Potential State and Federal Grants:

- National Recreational Trails Fund (NRTF): Administered by TPWD under federal approval, this fund supports recreational trail construction, renovation, and acquisition. These are reimbursable grants, potentially covering up to 80% of the project cost.
- Texas Water Development Board (TWDB) Flood Infrastructure Fund (FIF): This fund, created by Proposition 8 in 2019, assists in financing drainage, flood mitigation, and flood control projects. While primarily for flood control, it could potentially be relevant for projects incorporating multi-purpose open space or green infrastructure related to storm water management.
- Supplemental Environmental Projects (SEPs): These allow penalties from environmental violations to be used for beneficial projects, including conservation and land acquisition for water quality benefits. This source is described as unpredictable.
- Clean Water and Drinking Water State Revolving Funds: Administered by the TWDB, these funds primarily address water infrastructure but encourage funding for "green projects," potentially including land for water quality benefits.
- Federal discretionary grant funding opportunities such as BUILD (Better Utilizing Investments to Leverage Development) or INFRA (Infrastructure for Rebuilding America) are listed as potential funding strategies in the Transportation Master Plan, though not specifically tied to parks. Grants are seen as supplementing capital improvement projects.
- Community Development Block Grants -potential funding: up to 80% of project cost or maximum of \$200,000. The Department of Housing and Urban Development (HUD) provides assistance to communities across the nation for a wide range of activities through the Community Development Block Grants Program. These funds are often distributed to individual communities by the state as match-grants to fund projects supporting economic development and improved quality of life. Texas Parks and Wildlife Department awards grants from this program annually to develop and enhance parks and open space.
- Transportation Equity Act (SAFETEA-LU) - Recreation Trails Program: The Transportation Safety Act, also known as the Safe, Accountable, Flexible, Efficient Transportation Act: A Legacy for Users (SAFETEA-LU), provides for the distribution of funds from the Federal Highway Administration (FHWA). The Federal Highway Administration is the largest source of funding for shared use paths, trails and related projects. The Recreational Trails Program, an assistance program to FHWA, distributes funds for a range of activities including:

- o Maintenance and restoration of existing trails.
- o Development and rehabilitation of trailside and trailhead facilities and trail linkages.
- o Purchase and lease of trail construction and maintenance equipment.
- o Construction of new trails (with restrictions for new trails on Federal lands).
- o Acquisition of easements or property for trails.
- o Assessment of trail conditions for accessibility and maintenance.

4. Local Funding Mechanisms:

- Cities can use parkland dedication ordinances, hotel/motel tax, and Tax Increment Financing (TIF) or Tax Increment Reinvestment Zones (TIRZ) for park funding. The Hotel/Motel Tax - Tourism & Visitors Center fund is included in Huntsville's budget. The Huntsville Comprehensive Plan mentions bolstering the tourism industry, including cultural and recreational tourism, as an economic development strategy, which can be supported by hotel/motel taxes.
- The City can continue coordination with Sam Houston State University (SHSU) and Huntsville Independent School District (HISD) on the use of sports fields and recreational facilities, identifying opportunities for leveraging resources.

In summary, Huntsville can fund future parks and recreation improvements through its municipal budget and CIP, leveraging local tax revenues, and by aggressively pursuing state and federal grants like the TPWD Local Park Grants, NRTF, and potentially others related to environmental or infrastructure projects. The City's updated Parks Master Plan will be a key tool for prioritizing projects and aligning them with funding opportunities. Securing outside funding is explicitly identified as a strategic goal for the City.



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 2.b.

Agenda Item: First Reading – Consider adoption of Ordinance 2025-19, amending the Huntsville Municipal Code, Chapter 46 “Utilities” Article IV “Stormwater Utility System” Division 3, “Stormwater Utility Fees”.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bullock, City Engineer

Recommended Motion: First Reading – No Action Required.

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: Discussion:

At the September 3, 2024, Council Meeting, the Council adopted the Stormwater Utility System program which included all the necessary requirements for setting up such a fund except for adopting the proposed fees associated with it. State Law requires that the adoption of the fees be considered separately.

On September 17, 2024, the Council approved the established schedule of rates and charges to be assessed.

On March 18, 2025, the Council directed staff to amend Chapter 46 Utilities of the Huntsville Municipal Code, Article IV Stormwater Utility System, the Division 3 Stormwater Utility Fees.

The fees as proposed in the included ordinance have been discussed with the Council and the Finance Committee at several previous meetings. The monthly fees as proposed are as follows:

\$5.00 for residential properties (no changes);

\$0.00152/SF of impervious area for regular non-residential property (no changes);

\$0.00152/SF of the impervious area for property that is owned by the school district, religious organization, and county. (Changed from \$0.00076/SF to \$0.00152/SF).

According to Section 552.045. Adoption of System; Rules.

(c) Before adopting the ordinance, the governing body must publish a notice in a newspaper of general circulation in the municipality stating the time and place of a public hearing to consider the proposed ordinance.

The Proposed Ordinance must be published in full in the notice and shall publish the notice three times before the date of the hearing. The first publication must occur on or before the 30th day before the

date of the hearing.

The first Public Hearing Notice was published in “The Huntsville Item” on July 3, 2025, with the Ordinance No. 2025 – 19 (See attachment I - Ordinance No. 2025-19), and the notice released also indicated the Public Hearing is scheduled on the Council Agenda for August 5, 2025.

The second Public Hearing Notice was published in “The Huntsville Item” on July 17, 2025, with the Ordinance No. 2025 – 19 (See attachment I Ordinance No. 2025-19), and the notice released also indicated the Public Hearing is scheduled on the Council Agenda for August 5, 2025.

The third Public Hearing Notice was published on July 31, 2025, with the Ordinance No. 2025 – 19 (See attachment I Ordinance No. 2025-19), and the notice released also indicated the Public Hearing is scheduled on the Council Agenda for August 5, 2025.

Previous Council Action: On March 18, 2025, the Council directed staff to amend Chapter 46 Utilities of the Huntsville Municipal Code, Article IV Stormwater Utility System, the Division 3 Stormwater Utility Fees.

On August 5, 2025, scheduled Public Hearing.

Financial Implications: In the amount of Projected Annual Increased Revenue will be \$65,039.00 for FY 25-26.

Approvals:

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

Associated Information:

1. 2025 Ordinance No. 2025-19 Chap 46 - final

ORDINANCE NO. 2025-19

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE HUNTSVILLE MUNICIPAL CODE CHAPTER 46 “UTILITIES” ARTICLE IV “STORMWATER UTILITY SYSTEM” DIVISION 3 “STORMWATER UTILITY FEES” TO AMEND THE DIVISION 3 “STORMWATER UTILITY FEES”; PROVIDING THIS ORDINANCE SHALL BE CUMULATIVE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Municipal Drainage Utility Systems Act (the “Act”), Texas Local Government Code §§ 552.042 *et seq.*, as amended, authorizes the City to prescribe a basis upon which to fund the municipal Drainage Utility System and to assess the fees and charges to support the municipal Drainage Utility System; and

WHEREAS, the City Council previously investigated and determined it would be in the best interest of the citizens to adopt the Municipal Drainage Utility Systems Act; and

WHEREAS, on September 17, 2024, the City Council of the City of Huntsville adopted Ordinance No. 2024-22 to amend Chapter 46 “Utilities,” Article IV “Stormwater Utility System” to amend Division 3 “Stormwater Utility Fees”; and

WHEREAS, on March 18, 2025, the City Council of the City of Huntsville voted to amend the City Code by revising Division 3 “Stormwater Utility Fees” Section 46-501 Fees, specifically the rate schedules for school districts, religious organizations, and the county; and

WHEREAS, Section 552.045 of the Act authorizes the City to establish a schedule of drainage charges and to revise those drainage charges after three published notices and a public hearing; and

WHEREAS, the City Council finds that an increase in the rates is now warranted to continue to provide funds for the necessary stormwater infrastructure and maintenance; and

WHEREAS, the City Council further finds that the City will provide drainage for all real property in the proposed service area(s) on payment of drainage charges, except real property exempted under the Act or pursuant to this Ordinance; and

WHEREAS, the City Council further finds that the City will offer drainage service on nondiscriminatory, reasonable and equitable terms; and

WHEREAS, the Drainage Utility fee structure shall provide the necessary revenue to support proposed drainage system improvements and best management practices identified in the City's Permit; and,

WHEREAS, the City Council finds notice of a public hearing was published in a newspaper the required number of times pursuant to Chapter 552 and after public notice, City Council held a public hearing on August 5, 2025; and

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

Section 1. All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Huntsville, Texas, and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

Section 2. Huntsville Code of Ordinances, Chapter 46, Article IV, is hereby amended to read as shown in the attached Exhibit "A".

Section 3: All ordinances or parts of ordinances in force when the provisions of this Ordinance becomes effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed only to the extent of any such conflict.

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

Section 5: This Ordinance shall take effect upon adoption.

Section 6: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED this __ day of August 2025.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

EXHIBIT A

Chapter 46 Utilities

Article V. Stormwater Utility Fees

Section 46-501.

(a) Residential Property Fees. Residential properties shall be measured as one Equivalent Residential Unit (ERU) per month, regardless of the actual amount of impervious cover on such properties. Each benefitting residential property shall be assessed a fee of \$5.00 per month.

(b) Non-residential Property Fees.

(1) Stormwater utility fees for non-residential property, excluding property owned by a school district, religious organization, county or municipality, shall be calculated for each benefitted property using the impervious area in square feet (SF) at the following rate:

Fee = Allocated Impervious Area on the Parcel(s) in square feet (SF) X \$0.00152/SF/month.

(2) Stormwater utility fees for property owned by a school district, religious organization, and county shall be calculated for each benefitted property using the impervious area in square feet (SF) at the following rate:

Fee = Allocated Impervious Area on the Parcel(s) in square feet (SF) X \$0.00152/SF/month.

~~Fee = Allocated Impervious Area on the Parcel(s) in square feet (SF) X \$0.00076/SF/month.~~

(c) The city council may review the foregoing schedule of fees at any time and may, by Ordinance, increase or decrease or otherwise alter the fee structure upon a determination that such an increase or decrease is warranted.

Secs. 46-502---46-510- Reserved



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 2.c.

Agenda Item: First Reading - Consider authorizing the City Manager to enter into an agreement with LJA Engineering for professional engineering services for the Bonds Issued 2025 Drainage Projects.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: **Move to waive the two-reading requirement** and authorize the City Manager to enter into an agreement with LJA Engineering for professional engineering services for the Bonds Issued 2025 Drainage Projects in the amount of \$671,065.00. This authorization is only for System A at the Elkins Lake Subdivision downstream of the Woods at the Elkins Lake development.

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 Woods at Elkin's Lake Subdivision is a proposed residential development on 32 acres consisting of 57 residential lots for townhomes and single-family residences.

Upon review of the submitted plans, concerns about stormwater drainage were noted. The existing drainage infrastructure in the vicinity (originally constructed in the 1970's outside the City Limits) is not of sufficient capacity to handle the existing conditions. Various pipes, inlets, and other drainage structures must be upgraded in order to meet current storm water design standards. The preliminary concept plan information was provided to the Finance Committee (August 2023) by the Engineer of Record of the Woods at the Elkins Lake, for rehabbing and upsizing drainage systems at the existing locations.

The Council approved the LJA's performance of the Drainage Analysis and Preliminary Engineering Report (PER—Phase I) of the professional engineering service under the CIP FY23-24 Drainage Project on October 17, 2023.

The PER identified the downstream of the proposed Woods at the Elkins Lake into three (3) Drainage Systems: System A, System B, and System C (see area map attachment). The PER also revealed that it is unfeasible to upsize much of the existing storm sewer in its existing alignment due to the close proximity to the residential structures (such as 18" to the edge of the existing 24" pipe).

Projects of the Drainage Program were discussed during the November 5, 19, 2024, and March 18, 2025, Finance Committee Meetings. Council approved the "Issuance of the Certificates of Obligation" for Series 2025 for the Stormwater Capital Improvement Projects on April 15, 2025.

After several negotiations, the final proposal for System A is \$671,065.00.00, which includes Phase II of \$406,065.00 and Phase III of \$265,000.00. Phase II includes Construction Documents (Engineering Design), Surveying, Subsurface Utility Exploration, Geotechnical Investigation, Environmental, and Bid Phase. Phase III includes Construction Services and Materials Testing.

This agenda item is only to request authorization to enter into an agreement for System A in the amount of \$671,065.00 at this time.

Previous Council Action: The City Council approved for staff to prepare a budget amendment and identify potential sources of funding on August 15, 2023.

The City Council approved the CIP Budget with an amount of \$250,000.00 in FY 2023-2024 for the Miscellaneous Drainage Project.

The City Council approved LJA for Phase I - Professional Engineering Services for the CIP FY23-24 Miscellaneous Drainage Project on October 17, 2023.

Financial Implications: ☒Item is budgeted: In the amount of \$920,000.00 (which Includes part of System A Construction)

Approvals:

Kathlie Jeng-Bullock

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:

1. City of Huntsville - Elkins Lake Storm Sewer System_v5 7 23 2025
2. System A Map

July 22, 2025

PROPOSAL

Dr. Kathlie S. Jeng-Bullock, PE, B.C. WRE, CFM
City of Huntsville
448 SH 75 North
Huntsville, Texas 77320

Re: Proposal for Engineering Services for System A, B, C Storm Sewer System at Elkins Lake Subdivision
COH Project No XX-XX-XX
LJA Proposal No. 25-48066

Dear Dr. Jeng-Bullock:

LJA Engineering, Inc. (LJA) submits this proposal for the engineering design for a subdivision storm sewer system in the Elkins Lake Subdivision which requires the reconstruction of three storm sewer systems to improve stormwater conveyance to in the Elkins Lake Subdivision. The improvements will also include the vertical adjustment of an existing 24-inch sanitary sewer and the repair of an embankment adjacent to Prairie Creek that has catastrophically failed and has led to the collapse of existing sanitary sewer system in a backlot easement adjacent to the embankment and the catastrophic failure of the System C storm sewer outfall. The City of Huntsville (City) requested for LJA to submit a proposal to perform complete design services including the following:

- Phase II – Final Design
- Phase III – Construction Phase Services

Phase II will include the following services:

- Survey
 - Topographic Survey
 - Survey Control
 - Boundary Survey
 - Easement/Parcel Acquisition
- Geotechnical Engineering
- Environmental Assessment
 - Threatened and Endangered Species
 - Cultural Resources
 - Wetland Delineation
 - Phase I ESA
 - USACE Permitting (anticipate nationwide permitting)
- Subsurface Utility Exploration
- Bid Phase

Phase III will include the following services:

- Construction Phase Services
- Materials Testing

The project impacts three drainage systems as described:

- Storm Drain System A
 - This storm system begins at the Cherry Hills Drive u-shaped road, south of Elkins Lake, continues northwest crossing Cherry Hills Drive into side lot easements which then crosses Quail Hollow

Drive, continues northwest on Quail Hollow Drive, crosses Green Briar Drive into a side lot easement and outfalls into Elkins Lake.

- Due to the proposed storm sewer system, a 24-inch sanitary sewer will require vertical adjustment, which will impact approximately 500 linear feet.
- Storm Drain System B
 - This storm system begins at Wellington Drive and Green Briar Drive and flows west via side lot easements and discharges into Elkins Lake.
- Storm Drain System C
 - This storm sewer system is located south of Storm Drain System No. 2 and is located along Green Briar Drive and River Oak Drive intersection. The storm sewer then flows west via side lot easements and discharges into Prairie Branch.
 - Due to embankment failure, a side slope will require repair. It is anticipated that 24-inch and 27-inch of sanitary will require relocation from back lot to front lot.

The proposed storm sewer systems will be designed based on a drainage analysis finalized on September 25, 2024 by LJA.

Phase II – Final Design

LJA will prepare plans, specifications, and estimates for the final design. The plans will follow City of Huntsville criteria. The following sheets are anticipated.

- Cover Page
- General Notes
- Alignment Sheets
- Typical Sections
- Overall Layouts
- Drainage Area Maps
- Drainage Calculations
- Plan and Profiles
- Demolition Plan
- Stormwater Pollution Prevention Plan
- Traffic Control Plan and Phasing
- Cross-sections
- Traffic Control
- Typical Details
- Project specific details (including structural design)

LJA will prepare a quantity take-off and cost estimates based on most recent bid tabs. LJA will also prepare the project manual which will include front end documents provided by the City and specifications prepared by LJA. As part of Final Design, LJA will assist the City with bidding and intends to do the following:

- Prepare pre-bid agenda and attend meeting
- Respond to RFIs and issue addendums
- Prepare letter of recommendation

Phase III - Construction Phase Services

LJA will perform construction phase services for the City. The following services will be included as part of this task:

1. Attend and assist the City in pre-construction conference and monthly meetings.
2. Review and submit comments on all project schedules as submitted by the Contractor.
3. Review and approve/disapprove submittals as submitted by the Contractor for compliance with design concepts, the Contract documents and with the applicable specifications.

4. Participate with the City’s representatives in the substantial completion and/or final inspection of the project.
5. Respond to all requests for information submitted by the contractor and update plans accordingly if required.
6. Review change orders if necessary and provide City guidance.
7. Complete changes in drawings if necessary.
8. Produce as-built drawings.
9. Subcontract with a Materials Testing Lab for testing

Fee

The City has requested that LJA treat each Storm System as a separate package, therefore the cost is presented per system as three separate projects.

System A

Phase II	
Construction Documents (Design Phase) <i>(includes vertical adjustment of 24” sanitary sewer)</i>	\$ 282,755
Surveying (as needed)	\$ 61,000
Subsurface Utility Exploration (SUE Level B, C, D)	\$ 11,310
Geotechnical Investigation	\$ 28,000
Environmental	\$ 14,000
Bid Phase	\$ 9,000
Subtotal	\$ 406,065

Phase III	
Construction Phase	\$ 71,000
Materials Testing (as needed)	\$ 194,000
Subtotal	\$ 265,000

Overall Total for System A	\$ 671,065
-----------------------------------	-------------------

System B

Phase II	
Construction Documents (Design Phase)	\$ 149,225
Surveying (as needed)	\$ 25,000
Subsurface Utility Exploration (SUE Level B, C, D)	\$ 15,000
Geotechnical Investigation	\$ 15,000
Environmental	\$ 7,000
Bid Phase	\$ 9,000
Subtotal	\$ 220,225

Phase III	
Construction Phase	\$ 37,000
Materials Testing (as needed)	\$ 15,000
Subtotal	\$ 52,000

Overall Total for System B	\$ 272,225
-----------------------------------	-------------------

System C

Phase II	
Construction Documents (Design Phase) <i>(includes relocation from back lot to front lot of 27" sanitary sewer)</i>	\$ 448,735
Surveying (as needed)	\$ 60,000
Subsurface Utility Exploration (SUE Level B, C, D)	\$ 22,000
Geotechnical Investigation	\$ 45,000
Environmental	\$ 67,000
Bid Phase	\$ 9,000
Subtotal	\$ 265,000

Phase III	
Construction Phase	\$ 112,000
Materials Testing (as needed)	\$ 125,000
Subtotal	\$ 237,000

Overall Total for System C	\$ 888,735
-----------------------------------	-------------------

Exclusions

For Final Design, LJA has not included the cost to perform SUE Level A, detailed tree surveys and arborist recommendations, or any other environmental services outside of the aforementioned environmental services. Therefore, for environmental services, efforts such as mussel surveys, Phase II ESA, shovel testing Cultural Resources study, bird and bat surveys, eagle observation, etc are not included in the scope of work. These services can be provided and LJA will submit a separate proposal to perform this work if necessary and requested by the City.

For Construction Phase Services, LJA will not provide Construction Administration services which includes accepting pay apps, reviewing pay apps, and providing full time inspections services. If the City wishes for LJA to provide these services, LJA will submit a separate proposal to perform this work.

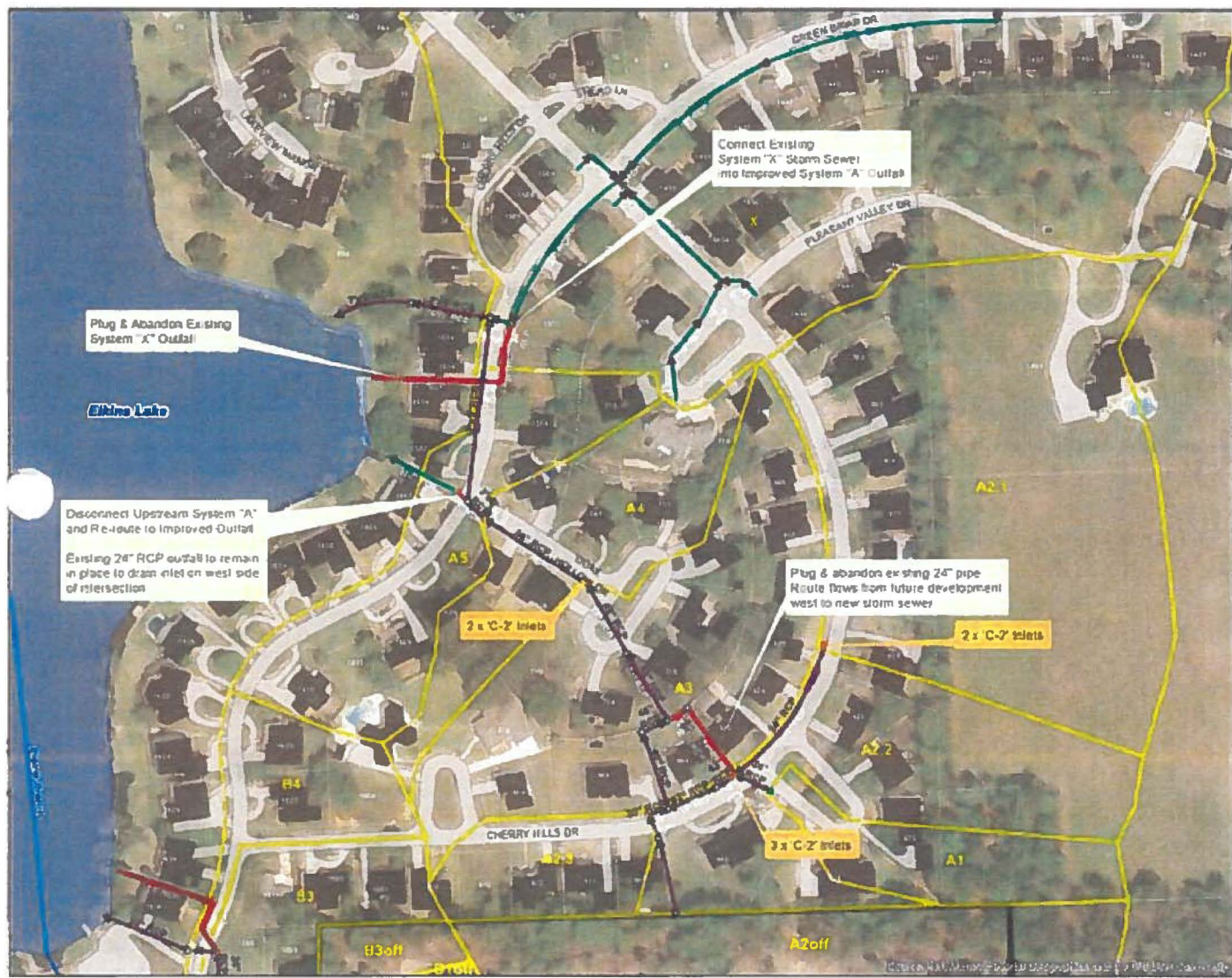
We appreciate the opportunity to submit this proposal. If you have any questions or concerns, please do not hesitate to contact me at 713-953-5253.

Best Regards,

A handwritten signature in blue ink, appearing to read "Isaac Muñiz".

Isaac Muñiz, PE
Sr. Project Manager – Water Resources

Attachments:



1 inch = 150 feet

Legend

- 'BB' Inlet
- 'C' Inlet
- 'C-2' Inlet
- MH
- Alternative 2**
- Abandon-In-Place
- Proposed
- Existing to Remain
- Remove Existing
- Drainage Areas
- Future Development



ELKINS LAKE STORM SEWER DRAINAGE ANALYSIS HUNTSVILLE, TX

EXHIBIT 8 System "A" Improvements Alternative 2

Date: April 2024



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 3.a.

Agenda Item: Consideration and possible action to participate in the Purdue Pharma, et al, opioid settlement.

Initiating Department/Presenter: City Secretary

Presenter:

Sam Masiel, Assistant City Manager

Recommended Motion: Move to participate in the Opioid Settlement with Purdue and Sackler Family and submit the Participation Form

Strategic Initiative:

Discussion:

The Purdue Settlement, part of Purdue Pharma's bankruptcy proceedings, includes two components: the Purdue Estate Settlement and the Purdue Direct Settlement. Together, these agreements will provide Texas and its political subdivisions with approximately \$286 million over 15 years to help address the opioid crisis. Most of these funds are designated for opioid abatement efforts across the state. The settlement also includes restrictions on future opioid marketing practices.

The State of Texas supports this settlement and encourages participation from all eligible subdivisions. Opting in is essential to receive funds, and the deadline to participate is **September 30, 2025**. Subdivisions must review the settlement materials, consult with legal counsel, and submit a signed Participation Form. Settlement funds will be distributed by the Texas Comptroller and the Texas Opioid Council according to the Texas Term Sheet.

Previous Council Action:

Financial Implications: City of Huntsville Disbursement: \$23,946.06

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:

1. Opioid Settlement Claim 2025
2. List of Opioid Remediation Uses

New National Opioids Settlement: Purdue
Opioids Implementation Administrator
opioidsparticipation@rubris.com

Huntsville city, TX
Reference Number: CL-1752171

TO LOCAL POLITICAL SUBDIVISIONS:

THIS PACKAGE CONTAINS DOCUMENTATION TO PARTICIPATE IN THE NEW NATIONAL OPIOIDS SETTLEMENT. YOU MUST TAKE ACTION IN ORDER TO PARTICIPATE.

Deadline: September 30, 2025

A new proposed national opioids settlement has been reached with Purdue (and certain of its affiliates) and the Sackler family. This *Participation Package* is a follow-up communication to the *Notice of New National Opioids Settlement* recently received electronically by your subdivision.

The proposed settlement is being implemented in connection with Purdue's bankruptcy proceedings, and consists of, among other things, a settlement of Purdue's claims against the Sacklers and certain other parties (referred to as the "Purdue Estate Settlement"), and settlements of direct claims against the Sacklers held by States, local governments and other creditors (collectively, the "Purdue Direct Settlement", and together with the Estate Settlement, the "Purdue Settlement"). The Purdue Direct Settlement for States and local governments is documented in the Governmental Entity and Shareholder Direct Settlement Agreement.

You are receiving this *Participation Package* because all eligible States and territories, including Texas, are participating in the Purdue Direct Settlement.

This electronic envelope contains:

- The *Participation Form* for the Purdue Direct Settlement, including a release of any claims

The *Participation Form* must be executed, without alteration, and submitted on or before September 30, 2025, in order for your subdivision to be considered for initial participation calculations and payment eligibility under the Purdue Direct Settlement.

Based upon subdivision participation forms received on or before September 30, 2025, the subdivision participation rate will be used to determine whether participation is sufficient for the Purdue Settlement to move forward and whether a state earns its maximum potential payment under the Purdue Direct Settlement. If the Purdue Settlement moves forward and goes effective, your release will become

effective. If the Purdue Settlement does not move forward, that release will not become effective.

Any subdivision that does not participate in the Purdue Direct Settlement cannot directly share in the Purdue Direct Settlement funds, even if other subdivisions in the state are participating and sharing in those Purdue Direct Settlement funds. Any subdivision that does not participate may also reduce the amount of money for programs to remediate the opioid crisis in its state. Please note, a subdivision will not necessarily directly receive Purdue Settlement funds by participating; decisions on how Purdue Settlement funds will be allocated within a state are subject to intrastate agreements or state statutes.

You are encouraged to discuss the terms and benefits of the Purdue Settlement with your counsel, your Attorney General's Office, and other contacts within your state. Many states are implementing and allocating funds for the Purdue Settlement the same as they did for the prior opioids settlements but states may choose to treat the Purdue Settlement differently.

Information and documents regarding the Purdue Settlement, including a complete copy of the Governmental Entity and Shareholder Direct Settlement Agreement, and how it is being implemented in your state and how funds will be allocated within your state can be found on the national settlement website at <https://nationalopioidsettlement.com/purdue-sacklers-settlements/>. This website will be supplemented as additional documents are created. You may also visit the Texas Attorney General's Office website at <https://www.texasattorneygeneral.gov/globalopioidsettlement> for information.

How to return signed forms:

Please note that the Texas Attorney General's Office is collecting the executed *Participation Form* differently from prior opioid settlements. There are three methods for returning the executed *Participation Form* and any supporting documentation to the Implementation Administrator:

- (1) *Electronic Signature via DocuSign*: Executing the *Participation Form* electronically through DocuSign will return the signed form to the Implementation Administrator and associate your form with your subdivision's records. Electronic signature is the most efficient method for returning the *Participation Form*, allowing for more timely participation and the potential to meet higher settlement payment thresholds, and is therefore strongly encouraged.
- (2) *Manual Signature returned via DocuSign*: DocuSign allows forms to be downloaded, signed manually, then uploaded to DocuSign and returned automatically to the Implementation Administrator. Please be sure to complete all fields. As with electronic signature, returning a manually signed *Participation Form* via DocuSign will associate your signed forms with your subdivision's records.

(3) *Manual Signature returned via electronic mail*: If your subdivision is unable to return an executed *Participation Form* using DocuSign, the signed *Participation Form* may be returned via electronic mail to opioidsparticipation@rubris.com. Please include the name, state, and reference ID of your subdivision in the body of the email and use the subject line Settlement Participation Form – [Subdivision Name, Subdivision State] – [Reference ID].

Detailed instructions on how to sign and return the *Participation Form*, including changing the authorized signer, can be found at <https://nationalopioidsettlement.com/purdue-sacklers-settlements/>. You may also contact opioidsparticipation@rubris.com and/or opioids@oag.texas.gov if you have any questions.

YOU MUST PARTICIPATE IN THE PURDUE DIRECT SETTLEMENT BY RETURNING YOUR PARTICIPATION FORM IN ORDER TO RECEIVE THE BENEFITS OF THE PURDUE SETTLEMENT.

Please note that this is NOT a solicitation or a request for subdivisions to submit votes on the Purdue bankruptcy plan. This settlement package only pertains to a decision to participate in the Purdue Direct Settlement. If you receive a package to vote on the plan you should follow the applicable instructions for voting. PLEASE NOTE THAT VOTING ON THE PLAN IS SEPARATE FROM PARTICIPATION IN THE PURDUE DIRECT SETTLEMENT.

The sign-on period for subdivisions ends on September 30, 2025.

If you have any questions about executing the *Participation Form*, please contact your counsel, the Implementation Administrator at opioidsparticipation@rubris.com, or the Office of the Texas Attorney General at opioids@oag.texas.gov.

Thank you,

Implementation Administrator for the Purdue Direct Settlement

The Implementation Administrator is retained to provide the settlement notice required by the Purdue Direct Settlement to manage the collection of the participation forms for it.

EXHIBIT K
Subdivision Participation and Release Form

Governmental Entity: Huntsville city	State: TX
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to that certain Governmental Entity & Shareholder Direct Settlement Agreement accompanying this participation form (the “*Agreement*”)¹, and acting through the undersigned authorized official, hereby elects to participate in the Agreement, grant the releases set forth below, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Agreement, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the Agreement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly after the Effective Date, and prior to the filing of the Consent Judgment, dismiss with prejudice any Shareholder Released Claims and Released Claims that it has filed. With respect to any Shareholder Released Claims and Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopiodsettlement.com>.
3. The Governmental Entity agrees to the terms of the Agreement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the Agreement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning following the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Agreement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as and to the extent provided in, and for resolving disputes to the extent provided in, the

¹ Capitalized terms used in this Exhibit K but not otherwise defined in this Exhibit K have the meanings given to them in the Agreement or, if not defined in the Agreement, the Master Settlement Agreement.



Agreement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Agreement.

7. The Governmental Entity has the right to enforce the Agreement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Agreement, including without limitation all provisions of Article 10 (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Subdivision Releasor, to the maximum extent of its authority, for good and valuable consideration, the adequacy of which is hereby confirmed, the Shareholder Released Parties and Released Parties are, as of the Effective Date, hereby released and forever discharged by the Governmental Entity and its Subdivision Releasors from: any and all Causes of Action, including, without limitation, any Estate Cause of Action and any claims that the Governmental Entity or its Subdivision Releasors would have presently or in the future been legally entitled to assert in its own right (whether individually or collectively), notwithstanding section 1542 of the California Civil Code or any law of any jurisdiction that is similar, comparable or equivalent thereto (which shall conclusively be deemed waived), whether existing or hereinafter arising, in each case, (A) directly or indirectly based on, arising out of, or in any way relating to or concerning, in whole or in part, (i) the Debtors, as such Entities existed prior to or after the Petition Date, and their Affiliates, (ii) the Estates, (iii) the Chapter 11 Cases, or (iv) Covered Conduct and (B) as to which any conduct, omission or liability of any Debtor or any Estate is the legal cause or is otherwise a legally relevant factor (each such release, as it pertains to the Shareholder Released Parties, the “Shareholder Released Claims”, and as it pertains to the Released Parties other than the Shareholder Released Parties, the “Released Claims”). For the avoidance of doubt and without limiting the foregoing: the Shareholder Released Claims and Released Claims include any Cause of Action that has been or may be asserted against any Shareholder Released Party or Released Party by the Governmental Entity or its Subdivision Releasors (whether or not such party has brought such action or proceeding) in any federal, state, or local action or proceeding (whether judicial, arbitral, or administrative) (A) directly or indirectly based on, arising out of, or in any way relating to or concerning, in whole or in part, (i) the Debtors, as such Entities existed prior to or after the Petition Date, and their Affiliates, (ii) the Estates, (iii) the Chapter 11 Cases, or (iv) Covered Conduct and (B) as to which any conduct, omission or liability of any Debtor or any Estate is the legal cause or is otherwise a legally relevant factor.
9. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Shareholder Released Claims or Released Claims against any Shareholder Released Party or Released Party in any forum whatsoever, subject in all respects to Section 9.02 of the Master Settlement Agreement. The releases provided for herein (including the term “Shareholder Released



Claims” and “Released Claims”) are intended by the Governmental Entity and its Subdivision Releasors to be broad and shall be interpreted so as to give the Shareholder Released Parties and Released Parties the broadest possible release of any liability relating in any way to Shareholder Released Claims and Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Agreement shall be a complete bar to any Shareholder Released Claim and Released Claims.

10. To the maximum extent of the Governmental Entity’s power, the Shareholder Released Parties and the Released Parties are, as of the Effective Date, hereby released and discharged from any and all Shareholder Released Claims and Released Claims of the Subdivision Releasors.
11. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Agreement.
12. In connection with the releases provided for in the Agreement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Shareholder Released Claims or such other Claims released pursuant to this release, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Shareholder Released Claims or such other Claims released pursuant to this release that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities’ decision to participate in the Agreement.

13. Nothing herein is intended to modify in any way the terms of the Agreement, to which Governmental Entity hereby agrees. To the extent any portion of this Participation and Release Form not relating to the release of, or bar against, liability is interpreted differently from the Agreement in any respect, the Agreement controls.
14. Notwithstanding anything to the contrary herein or in the Agreement, (x) nothing herein shall (A) release any Excluded Claims or (B) be construed to impair in any way the rights and obligations of any Person under the Agreement; and (y) the Releases set forth herein shall be subject to being deemed void to the extent set forth in Section 9.02 of the Master Settlement Agreement.



I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



EXHIBIT E

List of Opioid Remediation Uses

Schedule A Core Strategies

States and Qualifying Block Grantees shall choose from among the abatement strategies listed in Schedule B. However, priority shall be given to the following core abatement strategies (“*Core Strategies*”).¹⁴

A. **NALOXONE OR OTHER FDA-APPROVED DRUG TO
REVERSE OPIOID OVERDOSES**

1. Expand training for first responders, schools, community support groups and families; and
2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.

B. **MEDICATION-ASSISTED TREATMENT (“MAT”)
DISTRIBUTION AND OTHER OPIOID-RELATED
TREATMENT**

1. Increase distribution of MAT to individuals who are uninsured or whose insurance does not cover the needed service;
2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;
3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and
4. Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.

¹⁴ As used in this Schedule A, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

C. **PREGNANT & POSTPARTUM WOMEN**

1. Expand Screening, Brief Intervention, and Referral to Treatment (“*SBIRT*”) services to non-Medicaid eligible or uninsured pregnant women;
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for women with co-occurring Opioid Use Disorder (“*OUD*”) and other Substance Use Disorder (“*SUD*”) / Mental Health disorders for uninsured individuals for up to 12 months postpartum; and
3. Provide comprehensive wrap-around services to individuals with OUD, including housing, transportation, job placement/training, and childcare.

D. **EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME (“*NAS*”)**

1. Expand comprehensive evidence-based and recovery support for NAS babies;
2. Expand services for better continuum of care with infant-need dyad; and
3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

E. **EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES**

1. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments;
2. Expand warm hand-off services to transition to recovery services;
3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions;
4. Provide comprehensive wrap-around services to individuals in recovery, including housing, transportation, job placement/training, and childcare; and
5. Hire additional social workers or other behavioral health workers to facilitate expansions above.

F. **TREATMENT FOR INCARCERATED POPULATION**

1. Provide evidence-based treatment and recovery support, including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and
2. Increase funding for jails to provide treatment to inmates with OUD.

G. **PREVENTION PROGRAMS**

1. Funding for media campaigns to prevent opioid use (similar to the FDA's "Real Cost" campaign to prevent youth from misusing tobacco);
2. Funding for evidence-based prevention programs in schools;
3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the 2016 CDC guidelines, including providers at hospitals (academic detailing);
4. Funding for community drug disposal programs; and
5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. **EXPANDING SYRINGE SERVICE PROGRAMS**

1. Provide comprehensive syringe services programs with more wrap-around services, including linkage to OUD treatment, access to sterile syringes and linkage to care and treatment of infectious diseases.

I. **EVIDENCE-BASED DATA COLLECTION AND RESEARCH ANALYZING THE EFFECTIVENESS OF THE ABATEMENT STRATEGIES WITHIN THE STATE**

Schedule B **Approved Uses**

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (“OUD”) and any co-occurring Substance Use Disorder or Mental Health (“SUD/MH”) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:¹⁵

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (“MAT”) approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (“ASAM”) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (“OTPs”) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.

¹⁵ As used in this Schedule B, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

8. Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (“DATA 2000”) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Disseminate of web-based training curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.

4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund SBIRT programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.
8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.

14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (“PAARI”);
 2. Active outreach strategies such as the Drug Abuse Response Team (“DART”) model;
 3. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“LEAD”) model;
 5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.

4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
6. Support critical time interventions (“CTI”), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome (“NAS”), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women—or women who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Provide training for obstetricians or other healthcare personnel who work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; and expand long-term treatment and services for medical monitoring of NAS babies and their families.

5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with NAS get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
7. Provide enhanced family support and child care services for parents with OUD and any co-occurring SUD/MH conditions.
8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
10. Provide support for Children’s Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs (“PDMPs”), including, but not limited to, improvements that:

1. Increase the number of prescribers using PDMPs;
2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increasing electronic prescribing to prevent diversion or forgery.
8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“SAMHSA”).
7. Engaging non-profits and faith-based communities as systems to support prevention.

8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.

7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment

intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.

4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).
7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“ADAM”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

Subdivision Allocation and Disbursement by City							
City Name	County	Region	Allocation Share	City Allocation	Disbursement Amount	Disbursement Date	Amount Heldback by City
				\$23,946.06	\$23,946.06		\$0.00
City of Huntsville	Walker	17	0.00053582	\$23,946.06	\$23,946.06	4/2/2025	

Selection Status:**OAFCSUB_YEAR** 2025**OAFCSUB_CityName** City of Huntsville**OAFCSUB_County** Walker



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 6.a.

Agenda Item: City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.071, to receive legal advice - Internment on public land and cemeteries.

Initiating Department/Presenter: City Attorney

Presenter:

Leonard Schneider, City Attorney

Recommended Motion:

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

8/5/2025

Agenda Item Number: 6.b.

Agenda Item: City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.071 to receive legal advice on authorizing the release of +/- 57.162 acres, parcel numbers 19825 and 24381 from the City of Huntsville Extra Territorial Jurisdiction (ETJ) pursuant to Senate Bill 2038 enacted during the 88th Texas Legislative Session and current legal action filed by other Cities.

Initiating Department/Presenter: City Secretary

Presenter:

Recommended Motion: Not applicable

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Sam Masiel

Scott Swigert

Leonard Schneider

Kristy Doll

Associated Information: